

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

James M. Soos
Acting Executive Secretary

TEL (415) 554-2666
FAX (415) 554-2665

Web Site: <http://www.sfdph.org>

MINUTES

HEALTH COMMISSION MEETING

Tuesday, July 21, 2009

At

4:00 p.m.

LAGUNA HONDA HOSPITAL, 3rd FLOOR, ROOM A-300

375 Laguna Honda Boulevard

San Francisco, CA 94116

1) CALL TO ORDER

Commissioner Illig called the meeting to order at 4:06 p.m.

Present: Commissioner James M. Illig, President
Commissioner Sonia E. Melara, Vice-President
Commissioner 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.

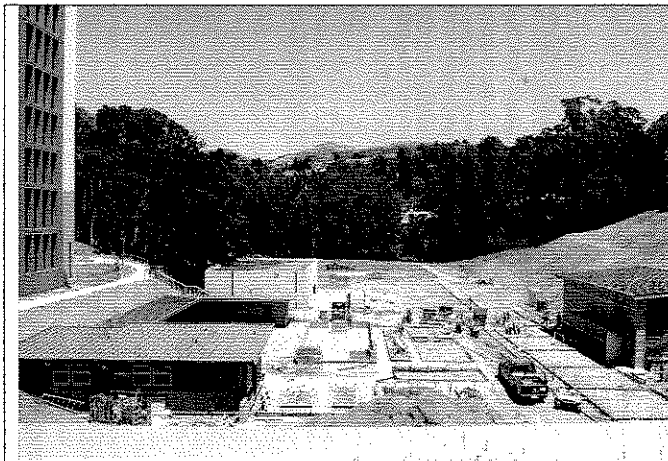
2) APPROVAL OF THE MINUTES OF THE HEALTH COMMISSION MEETING OF JULY 7, 2009

Action Taken: The Commission (Illig, Melara, Chow, Sako, Sanchez, Tierney, Waters) approved the minutes of the Health Commission meeting of July 7, 2009 without modifications.

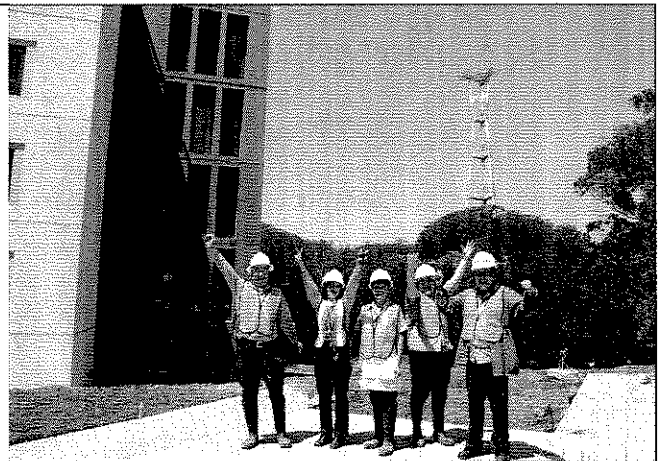
3) DIRECTOR'S REPORT

LHH Photo Preview of Coming Attractions

We are pleased to be hosting today's Health Commission meeting at Laguna Honda Hospital, a tradition that has been observed for many years. Today's meeting is the last one we will hold in the old Laguna Honda building and while we mark the occasion with this final chapter, we all look forward to meeting again in 2010 in the new facility. With the advent of good weather, progress on the Laguna Honda Hospital and Rehabilitation Center continues at a dynamic pace and has begun to instill a sense of excitement and anticipation among staff and residents. Below are a couple recent photos from the construction site.



A view of the meadow being landscaped. The therapeutic farm will be at lower left, orchard at the center. Meadow will stretch to the base of Twin Peaks.



Staff on a tour of the buildings gear up for a new beginning. Approximately 25 staff tours the in-progress facility each week.

SFGH Rebuild Groundbreaking Date Set

I wanted to take a few minutes to give the Commissioners a brief update on the SFGH rebuild and to provide you with a couple key dates for your calendars. First, we have set Oct 22 as the date for the Groundbreaking ceremony. The event will be an important milestone in the rebuild project, with attendance by the Mayor and what we anticipate will be a broad section of supporters and well wishers.

Prior to the Groundbreaking, SFGH is hosting two Town Hall Meetings—one for staff on August 4, noon – 1 p.m. and the other for members of the community on Aug 6, 6:30 p.m. - to 8 p.m. Both Town Hall Meetings will take place in Carr Auditorium. These meetings will give everyone the latest status report on the rebuild and provide information about the type and range of health care services that will be available at the new hospital. They also will address anticipated impacts on the campus and the surrounding neighborhood. The Commissioners are encouraged to attend one of these meetings to get a flavor of the rebuild project and meet and mingle with SFGH staff and individuals from the surrounding community.

Meanwhile, the Rebuild Team continues its community relations efforts. The third neighborhood newsletter was sent to approximately 2,000 neighboring residents and merchants, posted on the SFGH Rebuild web site and emailed to community and civic organizations. A directory of neighborhood services is being developed as a resource for the incoming construction workers, which will benefit local merchants. The site readiness phase is still underway as workers reroute the underground utilities to ensure that the current campus will continue to operate during construction.

MRI Trailer Passes Inspection at SFGH

I am pleased to report that the California Department of Public Health notified us that the MRI Trailer located at SFGH passed inspection and we were given approval to begin immediate occupancy and operation of the trailer. Now that the MRI Trailer is operational, we will replace and upgrade the in-house MRI unit. This is scheduled for a September completion at which time SFGH will begin on-going operation of two state of the art MRI units (in-house plus the trailer), which will help to eliminate the backlog of Out-Patient/Non-Urgent MRI appointments and wait times which are currently two-three months.

Reproductive Health Program at the San Francisco County Jail

Since October of 2007, there has been an expansion in the reproductive health care services to women incarcerated at the San Francisco County Jail, through a unique partnership with the UCSF/SFGH Department of Obstetrics, Gynecology and Reproductive Sciences. This increased access to care for women has been implemented through direct clinical care, through advocacy-based research, and through training of resident physicians. Briefly, this has consisted of the following:

- **Clinical** - A UCSF fellow and Clinical Instructor has been providing routine and specialty gynecologic care directly at the SFCJ. She sees referral patients with complicated gynecologic issues and does simple procedures in the jail clinic, such as endometrial and vulvar biopsies. In addition, her services have also expanded women's access to contraception, by providing intrauterine device counseling and insertion—both for birth control and management of abnormal uterine bleeding. Overall, this expansion of specialty services at the jail has meant that many women no longer need to be transferred to SFGH for clinic appointments and follow-up.
- **Research** - We have conducted research into the need for emergency contraception (EC) for women as they are first arrested and assessed in CJ9. We found that nearly 30% of women are eligible for EC when they are brought into jail, because of having unprotected sex in the 5 days before being arrested. Half of these EC-eligible women would accept it if it were available to them. Currently, we are working on designing a pilot program that would offer screening, counseling and provision of EC to women within 24 hours of their arrest.
- **Training** - UCSF Ob/Gyn residents now rotate at the SFCJ clinic during their intern year. Each intern spends a half day per week for 6-7 weeks providing Ob/Gyn care to women at SFCJ, under the supervision of a UCSF Ob/Gyn faculty member. This innovative program is likely the first Ob/Gyn residency in the country to incorporate correctional medicine into its training curriculum. This serves not only to improve services provided to women at SFCJ, but also to educate doctors in training about social determinants of health as they pertain to this population, and to encourage them to consider providing health care for incarcerated women in their futures.

I know the Commissioners join me in applauding this innovative and important health care program for incarcerated women.

Cal OSHA Aerosol Transmissible Disease Standard

On May 21, 2009, California became the first State in the nation to adopt protective standards to control occupational exposures to Aerosol Transmissible Diseases (ATDs). The purpose of the ATD Standards is to protect employees in health care and other high-risk environments from exposure to aerosol transmissible diseases. An ATD is a disease or pathogen for which droplet or airborne precautions are required. It is widely recognized that the new standards fulfill an important

need for information, regulation, and oversight in this area. The standards, which were unanimously passed by the Cal/OSHA Standards Board and take effect on August 5, 2009.

California's "Aerosol Transmissible Diseases," standard, found on line at http://www.dir.ca.gov/oshsb/ATD_txtbdconsider.pdf, applies to clinics, hospitals, nursing and long-term care facilities, home health care, emergency services, homeless shelters, drug treatment programs, police departments, prisons, and laboratories. The "Aerosol Transmissible Diseases - Zoonotics," standard at <http://www.dir.ca.gov/oshsb/zoonoticstxtbdconsider.pdf>, applies to workplaces where animals and animal products or wastes may carry diseases that can be transmitted to humans.

Because the State's new ATD standard requires employers to establish, implement and maintain an effective infectious disease Exposure Control Plan, we will be working to develop and implement such plans for DPH facilities and to our community partners and health care organizations in San Francisco. We think this is important guidance for helping all of us protect staff from illness due to occupational exposure.

H1N1 Update

The Communicable Disease Control and Prevention Section continues to respond to H1N1 swine flu cases and is also anticipating a busy upcoming 2009 flu season. Staff are preparing for a mass vaccination seasonal flu clinic on October 21 and making plans for dispensing H1N1 vaccine to prioritized populations. As we move into the fall flu season and the number of H1N1 flu cases rises, we will also see increased surveillance and case investigation, and a growing need to continue good communication with the public, clinicians, businesses, and facilities.

A *Flu Home Care Guide* for the general public was recently completed in English, Spanish, and Chinese. Electronic versions are available at www.sfdcp.h1n1 or to request free English or Chinese hard copies by e-mailing olivia.bruch@sfdph.org. For fact sheets and more information about H1N1 swine flu go to www.sfdcp.org/h1n1.

HIV Health Services Publishes Manual at End of Grant Cycle

HIV Health Services division just published the results of a three-year grant for the Office of Minority Health in a manual entitled "Community of Color: Capacity Building Project." The goals of the project were 1) to provide broad-based and individualized technical assistance to minority-based CBOs to help enhance the capacity to provide HIV prevention and care services; 2) to demonstrate a user-friendly capacity building TA model that will help build effective, sustainable organizational competency, as evidenced by system enhancement and change; and 3) to strengthen the organizational abilities of minority CBOs to successfully compete for federal, public and private funds. For more information and/or to receive a copy of the manual contact Christopher.Gortner@sfdph.org.

Women Living with HIV

The HIV Health Services division recently convened a number of community focus groups including one group for women living with HIV. For more information about the group or to learn more about women living with HIV, e-mail Bill.Blum@sfdph.org.

Health Impact Assessment Training Course

The Program on Health, Equity, and Sustainability (PHES) held its second annual health impact assessment (HIA) training course from June 23 – 26 with over 30 attendees from around the country

participating. The course provides current and future practitioners of HIA experience using available procedures, regulations, and tools to implement an HIA.

As testimony to the success of the training, one participant submitted this on the evaluation form: "Every minute of the HIA training was useful to me. The training was incredibly well-presented and I am using it already... You all are not only so well-versed in this field, you are also so very willing to help others - I'm just very grateful to have you as a resource!" PHES will continue to provide this course annually.

PBS Documentary

On Thursday, July 9, PHES staff was filmed for a PBS TV special entitled "Balancing Public Space & Public Health." The documentary will explore how communities across the country are re-thinking and redesigning their built environments. PHES staff profiled various examples of healthy land use planning and community design in San Francisco, and also highlighted opportunities for improvement in the areas of housing development, air quality, noise and pedestrian safety.

Asthma Task Force Addresses Issue of Bleach in Childcare Settings

The Asthma Task Force has initiated a project to reduce the overuse of bleach in childcare settings and to test the practicality of substituting EPA-registered disinfectants that are safer for asthma. Bleach has become a concern because the State Occupational Asthma Program has 72 confirmed cases of work-related asthma associated with bleach exposure. Of those confirmed cases, 38% are new onset asthma. A main thrust of the Task Force project will raise awareness of correct disinfecting methods for childcare settings and offer access to safer disinfectants for specific applications, such as disinfecting floors and toys at the end of each day.

All training materials will be offered in English, Spanish and Chinese, with other languages to follow if the project obtains extended funding. With the support of a 2009 grant to Breathe California and the Task Force from the San Francisco Foundation, Karen Cohn, Children's Environmental Health Program manager, is mentoring a summer intern from the UC Berkeley School of Public Health Environmental Health Sciences graduate program, Luz Agana, to coordinate these activities with support from environmental health technician Cynthia Melgoza.

The Word on Lead Prevention

The Word on Lead Prevention summer issue, "The Search for Lead," is now available in single or multiple copies in English, Spanish and Chinese. In this one page bulletin, the Childhood Lead Prevention Program provides updates on a variety of consumer sources of lead that have been in the news such as toxic sweets from Mexico, Oaxacan seasoned and fried grasshoppers (chapulines), toys, metallic jewelry, vinyl-encased TV and even computer cables. There is also a short highlight about lead exposures that family members bring home to their children from their work with lead in construction and demolition or other jobs such as painting, carpentry or metal recycling. To receive a copy of the bulletin or be added to the mailing list, e-mail Sarah Saavedra.

Bedbug Prevention and Control

The Healthy Homes and Neighborhoods Program is co-producing a training in September with the San Francisco Apartment Association on "Best Practices for Bedbug Prevention and Control." The target audience is owners of private multi-unit rental housing, a group increasingly affected by new bedbug infestations. The training will offer an overview of bedbug prevention techniques, review health code requirements, suggest ways to utilize the services of licensed pest control operators, and discuss best practices for treatment of infestations.

STD Director Takes Leave of Absence for Work in South Africa

Effective, 7/6/09, Jeff Klausner, MD, STD Director, is taking a one year leave of absence to work for CDC's HIV Program in Pretoria, South Africa. Susan Philip, MD, STD Clinic Medical Director for the past four years, will be the interim STD Director in Dr. Klausner's absence.

MMWR Published Study Suggests Community Based Organizations Strong Link to Testing and Treatment for STD

An article entitled "Clinic Based Testing for Rectal and Pharyngeal Neisseria gonorrhoeas and Chlamydia trachomatic Infections by Community-Based Organizations---Five Cities, United States, 2007," was published in the July 10, 2009 issue of the *Morbidity and Mortality Weekly Report* (MMWR.) To determine STD testing practices among Community Based Organizations (CBO) serving Men who have Sex with Men (MSM), the Center for Disease Control and the San Francisco Department of Public Health STD Section gathered data on rectal and pharyngeal gonorrhea (GC) and chlamydia (CT) testing at screening sites managed by six gay focused CBOs in five US cities during 2007. The results of the study demonstrated that gay focused CBOs can detect large numbers of GC and CT cases and may reach MSM not being tested elsewhere. The findings also suggest that it might be reasonable for health officials to consider providing support to certain CBOs to facilitate testing and treatment of GC and CT among MSM.

John M. Douglas, Jr., MD, Director of STD Prevention, National Center for HIV/AIDS, Viral Hepatitis, STD and TB Prevention has written a letter in support of the study. I am attaching a copy of the letter. Congratulations to Jeff Klausner, MD, Kyle Bernstein and Mark Pandori for their work on this study.

Sunday Streets: August 9, Great Highway

A reminder that the next Sunday Streets event will take place on August 9, 10 a.m. - 2 p.m., along the Great Highway. Bike, walk and enjoy the day next to the Pacific Ocean, visit the Zoo and meander through Golden Gate Park with thousands of other San Franciscans.

COMMUNITY HEALTH NETWORK
SAN FRANCISCO GENERAL HOSPITAL & TRAUMA CENTER

JULY 2009
Health Commission - Director of Health Report
(07/13/09 MEC)

	07/09	07/08 to 06/09
<i>New Appointments</i>	25	253
Reinstatements		1
<i>Reappointments</i>	51	493
Delinquencies:	0	0
Reappointment Denials:	0	0
Resigned/Retired:	19	246
Disciplinary Actions		0
Restriction/Limitation-Privileges	0	0
Deceased	0	3
Changes in Privileges		
Additions	5	69
Voluntary Relinquishments	6	40
Proctorship Completed	21	256
Proctorship Extension	0	0

<i>Current Statistics – as of 05/27/09</i>	
Active Staff	488
<i>Courtesy Staff</i>	579
Affiliate Professionals (non-physicians)	251
TOTAL MEMBERS	1328

<i>Applications In Process</i>	45
Applications Withdrawn Month of July 2009	0
SFGH Reappointments in Process 08/2009 to 11/2009	202

Commissioner Comments/Requests for Follow-up:

Dr. Katz added that he still has no update on the H1N1 vaccine. He did note that not all of the vaccine will be available, but what is unclear is the priority populations to vaccinate first and whether it will be a one or two vaccine series. He also noted that it is a huge scope undertaking, which the Department would like to begin planning for.

Commissioner Chow noted that the private sector is looking for guidance, and so far there has been conflicting information coming out. He requested an advisory be put out by the Department. Dr. Katz responded in the affirmative.

Commissioner Illig asked about training in the Department on pandemic influenza. Dr. Katz responded that many people in the Department have been trained, adding that most of the training has focused on pandemic illness. He added that for the hospitals, the biggest concern might be insufficient respirators.

4) **GENERAL PUBLIC COMMENT**

None.

5) **EMPLOYEE RECOGNITION AWARDS**

Commissioner Sako presented the LHH Employee Recognition Awards.

The individual award was presented to Evonne Ariata nominated by the LHH Executive Team for her excellent customer service and for her work on the very successful Employee Service Banquet that took place on February 27, 2009.

The team award was presented to the LHH Residents' Council officers and staff members, including Paul H., Elizabeth C., and Candy S., the president, vice president, and secretary of the Council, and staff Cho Tai, Anne Hughes, and Rowena Tran. The LHH Residents' Council was nominated by the LHH Executive Team.

6) **CITYWIDE HEALTH PLANNING & EFFECTIVENESS COMMITTEE REPORT**

Commissioner Sonia E. Melara reported on the activities of the Citywide Health Planning and Effectiveness Committee.

7) **LAGUNA HONDA HOSPITAL REBUILD UPDATE & ANNUAL REPORT**

John Thomas, Program Manager for the LHH Replacement Project and Larry Funk, LHH Associate Administrator provided an update on the LHH rebuild, and Mivic Hirose, LHH Executive Administrator presented the LHH annual report. A copy of their presentations are attached and hereby incorporated into these minutes.

Commissioner Comments/Requests for Follow-Up:

Commissioner Illig asked about the \$9 million in reserve, which he understood was not needed. Mr. Thomas responded that the bids for remodel work have come in higher than was anticipated. He does not know how much of the contingency budget will be necessary, but he is recommending

that it be held in reserve. In addition the owner-controlled insurance program has also been more expensive than was anticipated. Commissioner Illig requested that this continue to be reported to the JCC.

Commissioner Illig noted that the original plan called for assisted living and adult day health care, which are currently not included.

Commissioner Sanchez congratulated the team on getting the project back on schedule.

Commissioner Sanchez asked about the problems with concrete condition, which had been reported. Mr. Thomas clarified that the problems are with the old structure, not the new building.

Commissioner Tierney asked about bids coming in higher than anticipated. Mr. Thomas responded that construction inflation rates in 2003 and 2004 were running at two percent per month. Since that time construction inflation has come under control.

Commissioner Chow thanked Mr. Funk for the tour he provided to Commissioners Chow and Sanchez.

Commissioner Chow emphasized the need for research, particularly with the rebuild opening soon. He believes there are lessons which can be taken from the new facility, particularly given the size of the new facility.

Public Comment:

Valoria Russell-Benson asked about the closure of the ADHC when LHH was already being cut in half with the rebuild. She also asked about the original contract and why it went from \$12 million, to \$22 million to \$42 million.

Ed Warshauer of SEIU testified: "I represent SEIU and SEIU represents 6000 employees in DPH and affiliated PNPs. When Proposition H passed in November, 1986, voters established "Comparable Worth" for City employees. Thereafter, classifications predominantly filled by women and minorities were upgraded, comparable to similar classifications filled by white males. Catherine Dodd of the Mayor's Office signed the ballot arguments. Now DPH plans DISCRIMINATORY SALARY CUTS for hundreds of clericals and nursing assistants. Why should children of nursing assistants or clericals have less than children of white males, working for the same employer, in jobs requiring the same education, experience, and credentials? SF set an example by correcting discrimination. You cannot reverse progress, any more than you can balance the budget with poll taxes for women and minorities. We will work for new revenue. But regardless of the outcome of revenue measures, we CANNOT ALLOW for "Comparable Worth" to be a casualty of budget deficits."

8) RECOMMENDATIONS OF FINDINGS ON CALIFORNIA PACIFIC MEDICAL CENTER'S INSTITUTIONAL MASTER PLAN

Commissioner James M. Illig introduced the topic noting that Commissioners Illig, Melara and Tierney met following the last Health Commission meeting with CPMC administration to develop recommendations, which are included in the Resolution before the Commission.

Public Comment:

Jason Fried noted that one thing missing from the resolution is the inclusion of proper items in the EIR that could delay the rebuild process. He advocated for a larger St. Luke's, smaller Cathedral Hill. He believes a comparison of the alternatives and the health impacts of the alternatives are missing. He also believes there is a technical error in the resolution.

Nato Green of CNA/CHPSF supports the resolution, but believes there was a lot of heartache over the Blue Ribbon process. He wonders whether CPMC will follow through on its promises. He suggests that CPMC be changed to Sutter West Bay and he suggests that the resolution include a resolved as to whether the BOS can hold Sutter West Bay to the recommendations.

Jane Sandoval, a Staff Nurse at St. Luke's supports the resolution, but wants to see St. Luke's rebuilt as a viable hospital. She supports the recommendations on charity care and long-term care. She also believes that psychiatric services have not been addressed. Lastly, CPMC should be held accountable for promises made.

Reiko Furaya, an ICU Nurse at St. Luke's requested that the Commission pass the resolution. She's concerned that the same number of ICU beds be rebuilt and that St. Luke's should remain the same size.

Jane Martin, of Pride at Work/CNA requested that the resolution be passed. She also raised the issue of psych. beds. Although the trend has been to outpatient treatment, there is still a need for inpatient psych. beds.

Susan Blaschak, a citizen and nurse spoke in favor of the resolution and asked that the Commission be mindful of the service needs of the southeast part of San Francisco. She also wants CPMC held to what it has promised.

Eileen Prendiville urged that St. Luke's be built larger and that Cathedral Hill be built smaller. She asked that the resolution be passed.

Roma Guy thanked the Commission for coming back with a resolution. She requested that St. Luke's be built as a viable campus. She also requested that the time-limited committee be tasked to work past the permit stage, and that community members be included on this taskforce.

Patrick Monette-Shaw, expressed concern about the third recommendation. On recommendation four, he's concerned about the placement of subacute patients into existing SNF beds.

Joseph Smooke supports the resolution. He also requested that a community member be placed on the short term task force.

Commissioner Comments/Requests for Follow-Up:

Commissioner Illig drew the Commission's attention to the letter that had been received from Tom Hennessy of Saint Francis Memorial Hospital.

Commissioner Illig invited Dr. Warren Browner speak. Dr. Browner thanked the Commission for their work and committed that CPMC will continue to work with the Commission, the Department, and the City.

Action Taken: The Commission (Illig, Melara, Chow, Sako, Sanchez, Tierney, Waters) voted to adopt the Resolution as amended.

9) **OTHER BUSINESS**

JOINT CONFERENCE COMMITTEE REPORTS

Commissioner Edward A. Chow, M.D. reported on the July 14, 2009 SFGH Joint Conference Committee. He noted that there will be no SFGH JCC in August, but will resume in September. He added that Health at Home passed its state licensing inspection.

COMMITTEE AGENDA SETTING

The Commission requested that CHPEC address the Citywide Violence Prevention Program in September.

COMMISSION SELF-EVALUATION

Commissioner Margine A. Sako introduced the Commission self-assessment tool. The Commission requested that the individual Commissioners respond to the self-assessment tool, and send to Mr. Soos to tabulate and send back out to the Commissioners.

10) **CLOSED SESSION**

Public Comments on All Matters Pertaining to the Closed Session

None.

Vote on Whether to Hold a Closed Session (San Francisco Administrative Code Section 67.11)

Action Taken: The Commission (Illig, Melara, Chow, Sako, Sanchez, Tierney, Waters) voted to hold a closed session pursuant to San Francisco Administrative Code Section 67.11.

Closed Session Pursuant to Government Code Section 54956.9 and San Francisco Administrative Code Section 67.10(d)

APPROVAL OF A SETTLEMENT, BLUNT V. CITY AND COUNTY OF SAN FRANCISCO, UNITED STATES DISTRICT COURT FOR THE NORTHERN DISTRICT OF CALIFORNIA, CASE NO. CV08-3045JL

Action Taken: The Commission (Illig, Melara, Chow, Sako, Sanchez, Tierney, Water) voted to approve the settlement of Blunt v. City and County of San Francisco, USDC for the Northern District of California, Case No. CV08-3045JL.

**APPROVAL OF A SETTLEMENT, ROBINS, ET AL. V. SAN FRANCISCO
COMMUNITY MENTAL HEALTH, ET AL., OFFICE OF ADMINISTRATIVE
HEARINGS, SPECIAL EDUCATION DIVISION, CASE NO. OAH2008110722**

Action Taken: The Commission (Illig, Melara, Chow, Sako, Sanchez, Tierney, Water) voted to approve the settlement of Robins, et al. v. San Francisco Community Mental Health, et al., Office of Administrative Hearings, Special Education Division, Case No. OAH2008110722.

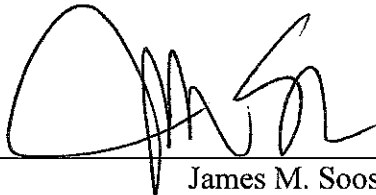
**PUBLIC EMPLOYEE PERFORMANCE EVALUATION, DIRECTOR OF
HEALTH, MITCHELL H. KATZ, M.D.**

Reconvene in Open Session

Action Taken: The Commission (Illig, Melara, Chow, Sako, Sanchez, Tierney, Water) voted not to disclose any discussion held in Closed Session pursuant to San Francisco Administrative Code Section 67.12(a).

11) **ADJOURNMENT**

The Commission adjourned at 6:48 pm.



James M. Soos
Acting Health Commission Executive Secretary

