



# HEALTH SERVICE BOARD

## CITY & COUNTY OF SAN FRANCISCO

**Stephen Follansbee, M.D.**  
President

**Chris Canning**  
Vice President

**Karen Breslin**  
Commissioner

**Mary Hao**  
Commissioner

**Dean Preston**  
Supervisor (District 5)  
Commissioner

**Randy Scott**  
Commissioner

**Claire Zvanski**  
Commissioner

**Abbie Yant, MA, RN**  
Executive Director  
Health Service System

**Holly Lopez**  
Executive Secretary

TEL (628) 652-4646  
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<http://www.sfhss.org/>

### **HEALTH SERVICE BOARD**

### **NOTICE OF MEETING**

Thursday, December 10, 2020

**REGULAR MEETING AT**

**1:00pm**

**VIRTUAL PRESENTATION BY SFGOV TV**

Due to the COVID-19 health emergency and to protect our Board Members, SFHSS staff, and members of the public, the Board's Meeting Room (Room 416) is closed.

### Remote Meeting Access

**Watch** at 1:00 pm on December 10, 2020 (via SFGovTV) - <https://sfgovtv.org/hsbLIVE>

**Click the link to join the meeting** - <https://bit.ly/36NN3BG>

**Public Comment Call-In:** 415-655-0001 / **Access Code:** 146 530 4105

#### Providing Public Comment:

1. Dial **415-655-0001** and then enter access code **146 530 4105** then **#**
2. **Press #** again to enter the meeting as an ATTENDEE
3. You will hear a beep when you join the meeting as a participant.
  - a. Stop and LISTEN
  - b. Wait for Public Comment to be announced.
4. When Public Comment is called, dial \* then **3** to be added to the speaker line.
5. You will then hear "You have raised your hand to ask a question, please wait to speak until the host calls on you." Callers will hear silence when waiting for their turn to speak.
6. Ensure you are in a quiet location. Before you speak, mute the sound of any equipment around you, including televisions, radios, and computers. You must mute your computer (if you are watching via the web link) so there is no echo sound when you speak.
7. To withdraw your question, press \* then **3**. – you will hear: "You have lowered your hand."
8. When the system message says "Your line has been unmuted" - **THIS IS YOUR TIME TO SPEAK.**
9. When the President or Commission Secretary states "Welcome Caller," you are encouraged to state your name clearly. As soon as you speak, you will have **3 minutes** to provide your comments.
10. Once your 3 minutes have expired, you will be moved out of the speaker line and back as a participant in the meeting. You will hear "Your line has been muted."
11. Participants who wish to speak on other public comment periods can stay on the meeting line and listen for the next public comment opportunity.

#### Best Practices when calling in for Public Comment:

- Call from a quiet location
- Speak slowly and clearly
- Turn down any televisions or radios around you
- Address the Commission as a whole, do not address individual Commissioners

#### Written Public Comment

Persons unable to attend the meeting may submit written public comments regarding an agenda item. These comments will be made part of the official public record and shall be brought to the attention of the Health Service Board. Written public comment expected to be part of the official record should be submitted to the Board email, [health.service.board@sfgov.org](mailto:health.service.board@sfgov.org), and **received by 5 pm on Wednesday, December 9th** before the meeting. Members can also call 628-652-4646 with any questions.

All comments received by the deadline will be read aloud by the Board Secretary up to the three-minute maximum allotted time to each commenter. In the body of your email, indicate the meeting date and the specific agenda item number. If you do not specify an agenda item, your emailed public comment will be read under general comment.

**1. CALL TO ORDER:**

**2. ROLL CALL:**

President Stephen Follansbee, M.D.  
Vice President Chris Canning  
Commissioner Karen Breslin  
Commissioner Mary Hao  
Supervisor Dean Preston  
Commissioner Randy Scott  
Commissioner Claire Zvanski

**3. APPROVAL (with possible modifications) OF THE MINUTES OF THE MEETINGS SET FORTH BELOW: (Action)**

DOCUMENTS ATTACHED:

- Governance Committee Meeting Minutes from November 5, 2020
- Regular Meeting Minutes from November 12, 2020

STAFF RECOMMENDATION: Approve meeting minutes

PUBLIC COMMENT:

ACTION:

**4. GENERAL PUBLIC COMMENT ON MATTERS WITHIN THE BOARD'S JURISDICTION: (Discussion)**

PUBLIC COMMENT:

**5. PRESIDENT'S REPORT: (Discussion)**

Report given by President Follansbee

DOCUMENTS ATTACHED: December 10, 2020 President's Report

PUBLIC COMMENT:

**6. DIRECTOR'S REPORT: (Discussion)**

Report given by Abbie Yant, Executive Director of Health Service System

DOCUMENTS ATTACHED: December 10, 2020 Director's Report packet

PUBLIC COMMENT:

**7. AUDIT REPORT: (Action)**

Presented by Lawrence Loo, Chief Financial Officer

DOCUMENTS ATTACHED:

- December 10, 2020 Audit Memo
- December 10, 2020 CCSF Health System Financial Statement FYE 6.30.2020
- December 10, 2020 SF Health Service System Board Audit Presentation FY2020

STAFF RECOMMENDATIONS: Approve the Audit Report.

PUBLIC COMMENT:

ACTION:

**8. PRESENTATION OF HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT (HIPAA) TRAINING: (Discussion)**

Presented by Rin Coleridge, Enterprise Systems and Data Analytics Manager

DOCUMENTS ATTACHED: December 10, 2020 HSB HIPPA Presentation

PUBLIC COMMENT:

**9. SFHSS AND SOCIAL DETERMINANTS OF HEALTH (SDOH) INTRODUCTION: (Discussion)**

Presented by Derrick Tsoi, Senior Health Program Planner

The presentation introduces the Social Determinants of Health (SDoH) – conditions in which people are born, live, learn, work, play, worship, and age. This presentation also highlights an overview of health disparities from the national, county and SFHSS membership perspective with an initial focus on race.

DOCUMENTS ATTACHED: December 10, 2020 HSB SDOH Presentation Final

PUBLIC COMMENT:

**10. RACIAL EQUITY ACTION PLAN PRESENTATION: (Action)**

Presented by Leticia Pagán, Senior Health Program Planner

The presentation will cover the SFHSS Racial Equity Action Plan (REAP), mandated the Office of Racial Equity (ORE) and the strategies to build empowering environments through organizational transformation.

DOCUMENTS ATTACHED:

- December 10, 2020 DRAFT SFHSS REAP Narrative and Appendix
- December 10, 2020 DRAFT REAP Presentation Final

STAFF RECOMMENDATIONS: Approve the Racial Equity Action Plan.

PUBLIC COMMENT:

1145 MARKET STREET 3<sup>RD</sup> FLOOR, SAN FRANCISCO, CA 94102

**11. OPEN ENROLLMENT REPORT-SUMMARY OF OPEN ENROLLMENT KEY STATISTICS AND MEMBER PLAN MIGRATION: (Discussion)**

Report given by Mitchell Griggs, Chief Operating Officer

DOCUMENTS ATTACHED: December 10, 2020 Open Enrollment 2020 Report

PUBLIC COMMENT:

**12. REPORTS AND UPDATES FROM CONTRACTED HEALTH PLAN REPRESENTATIVES: (Discussion)**

PUBLIC COMMENT:

**13. OPPORTUNITY FOR THE PUBLIC TO COMMENT ON MATTERS WITHIN THE BOARD'S JURISDICTION: (Discussion)**

PUBLIC COMMENT:

**14. OPPORTUNITY TO PLACE ITEMS WITHIN THE BOARD'S JURISDICTION ON FUTURE AGENDAS: (Discussion)**

PUBLIC COMMENT:

**15. ADJOURNMENT:**

**Health Service Board and Health Service System Web Site: <http://www.sfhss.org>**

**Summary of Health Service Board Rules Regarding Public Comment**

1. A member of the public has up to three (3) minutes to make pertinent public comments before action is taken on any agenda item.
2. A member may comment on any matter within the Board's jurisdiction as designated on the agenda.
3. Members may submit their comments by email to [health.service.board@sfgov.org](mailto:health.service.board@sfgov.org) by 5 pm the day before the meeting start time. These comments will be made part of the official public record and shall be brought to the attention of the Health Service Board. All comments received by the deadline will be read aloud by the Board Secretary up to the three-minute maximum allotted to each commenter. In the subject line of your email, indicate the meeting date and the specific agenda item number. If you do not specify an agenda item, your emailed public comment will be read under general comment.

**Knowing Your Rights Under the Sunshine Ordinance**

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils, and other agencies of the City and County of San Francisco exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, visit the Sunshine Ordinance Task Force website at <http://www.sfgov.org/sunshine>.

**Summary of Health Service Board Rules Regarding Cell Phones and Pagers**

The ringing and use of cell phones, pagers, and similar sound-producing electronic devices are prohibited at Health Service Board and committee meetings. The Chair of the meeting may order the removal of any person(s) in violation of this rule from the meeting room. The Chair of the meeting may allow an expelled person to return to the meeting following an agreement to comply with this rule. The complete rules are outlined in Chapter 67A of the San Francisco Administrative Code.

## **Disability Access and Accommodation**

Regular Health Service Board meetings are held at City Hall, 1 Dr. Carlton B. Goodlett Place, in Hearing Room 416 at 1:00 PM on the second Thursday of each month. The closest accessible BART station is Civic Center, three blocks from City Hall. Accessible MUNI lines serving this location are #42 Downtown Loop and the #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro stations at Van Ness and Market and Civic Center. For more information about MUNI accessible services, call (415) 923-6142. There is accessible parking in the vicinity of City Hall at Civic Center Plaza adjacent to Davies Hall and the War Memorial Complex. Accessible seating for persons with disabilities (including those using wheelchairs) will be available. To obtain a disability-related modification or accommodation, including auxiliary aids or services, to participate in the meeting, please contact Holly Lopez, 628-652-4646 at least 48 hours before the meeting, except for Monday meetings, for which the deadline is 4:00 pm the previous Friday.

## **Sensitivity to Chemical-based Products**

To assist the City's effort 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 accommodate these individuals.

## **Location of Materials**

If any materials related to an item on this agenda have been distributed to the Health Service Board after distribution of the agenda packet, those materials are available for public inspection at the Health Service System during normal office hours. For more information, please contact Holly Lopez at 628-652-4646 or email [holly.lopez@sfgov.org](mailto:holly.lopez@sfgov.org). The following email has been established to contact all members of the Health Service Board: [health.service.board@sfgov.org](mailto:health.service.board@sfgov.org). Health Service Board telephone number: 628-652-4646

## **Lobbyist Registration and Reporting Requirements**

Individuals and entities influencing or attempting to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [SF Campaign & Governmental Conduct Code § 2.100] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112; web site [www.sfgov.org/ethics](http://www.sfgov.org/ethics).