



# HEALTH SERVICE BOARD CITY & COUNTY OF SAN FRANCISCO

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Health Service System

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## HEALTH SERVICE BOARD MEETING

### MINUTES

Thursday, February 13, 2020, 1:00 p.m.  
City Hall, Room 416  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94103

1. CALL TO ORDER: 1:00 pm

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

President Karen Breslin -- Present  
Vice President Stephen Follansbee, M.D -- Present  
Commissioner Mary Hao -- Present  
Commissioner Wilfredo Lim – Present  
Commissioner Randy Scott – Present  
Commissioner Chris Canning – Present  
Supervisor Dean Preston – Present

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

DOCUMENTS ATTACHED: The Regular Meeting Minutes from January 9, 2020, are located on the SFHSS website at: <https://bit.ly/2V95JrF>

President Breslin affirmed that the Commissioners reviewed the regular meeting minutes from January 9, 2020. President Breslin asked if there were any corrections to the minutes. There were no corrections offered to the meeting minutes presented.

PUBLIC COMMENTS: None.

**ACTION TAKEN: The Health Service Board unanimously approved the January 9, 2020 meeting minutes.**

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

PUBLIC COMMENTS:

Rudy Fluatas, Chair of the Retired Division of the United Educators of San Francisco, thanked Diane Ulrich for her service as the Health Committee Chairperson, and her continuous attendance to the Health Service Board.

Ms. Ulrich will no longer be in this role, and her replacement will be Ms. Gail Ow. Ms. Flautas thanked Ms. Ulrich for all of her dedication and worked over 20 years.

Gail Ow, Retired Division of the United Educators of San Francisco, asked if there was a specific phone line or helpline regarding dental benefits, particularly for dental billing issues. Ms. Ow noted that Kaiser has been prescribing diabetic patients a medication called "Med-Pharma," and her concern is that this prescription has been recalled several times due to its connection to having some cancer-causing side effects. Ms. Ow asked the Board how members can access pharmaceutical coupons. The final issue Ms. Ow addressed was concerning discharge benefits- specifically pre-made meals. Ms. Ow asked that all members who are discharged from any covered hospital, Kaiser members included, who require the support of pre-made, nutritious meals have meals as a benefit.

Erica Maybaum, San Francisco City and County Employee asked if there were any updates on the Infertility Memo regarding the number of members who are affected by the current infertility memo. Ms. Maybaum noted that her infertility experience through her medical plan was not unique and was validated by other SFHSS members with whom she spoke to regarding denials to certain Infertility Benefits. Ms. Maybaum voiced her concern on the Infertility Memo that was voted on and passed by the Health Service Board "makes no measurable impact to lesbian couples, or single moms by choice, or members who were denied infertility services." Ms. Maybaum asked if any other actions were being considered for the Infertility Benefits. If there is not any more work to be done on Infertility with the Health Services Board, she will take her advocacy to another entity.

Ms. Maybaum also addressed her issues with the infertility medication pricing under the current medical plans. Ms. Maybaum requested that more research be done into the price-setting between medical procedures and pharmacies so that the prices could be affordable to the member. Ms. Maybaum's final concern was about the Kaiser Permanente transportation benefit and the ability for members who are in wheelchairs' access to this benefit.

President Breslin confirmed that Kaiser has clarified the transportation benefits and that people in wheelchairs can access this benefit. President Breslin noted that there would be an official update on this benefit in March 2020 at the Full Board meeting.

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

President Breslin welcomed Supervisor Dean Preston to the Health Service Board and shared on behalf of the Board her excitement in working with Supervisor Preston.

PUBLIC COMMENTS: None.

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

DOCUMENTS ATTACHED: The Director's Report packet is located on the SFHSS website at: <https://bit.ly/39TnA9Q>

Executive Director Abbie Yant presented her report to the Board. Executive Director Yant acknowledged Valentine's Day was occurring the following day and wished all the SFHSS members, as well as the Board Commissioners, a "Happy Valentine's Day." Executive Director Yant also thanked Diane Ulrich for her dedication to the Retired Division of the United Educators of San Francisco and wished her well.

Executive Director Yant covered the following items in her report:

- Vendor Black Out Notice and Memo covering the blackout period
- Health Service Board Election Notice and reminder to submit nomination forms by 2/14/2020
- Sutter Anti-Trust Case Settlement update
- Blue Shield of California membership card mailing update
- Open Enrollment Post Survey questions and regulatory benchmarks update
- SFHSS Chief Financial Officer, Pamela Levin, retirement announcement
- EAP Service Expansion Update

President Breslin asked for clarity on the First Responder's RFP, and she wanted to make sure that SFHSS is not offering a separate RFP for EAP services. Commissioner Canning noted that the Police Department is concerned with access and providing an additional service level to those officers who have experienced trauma and need other services. Commissioner Canning shared that many members have expressed concern to him regarding access to the current EAP services, as well as any support that the First Responders can offer to the people planning the RFP. Executive Director Yant stated that the Police Department has noted that they plan to sustain the current supportive services provided to the Police officers.

President Breslin pointed out that she read an article regarding access to mental health services and insurance plans. President Breslin noted that in the article, there was a concern presented on medical plans not having partnerships with many mental health providers. The issue here is that many mental health professionals work in private offices, and this directly affects the access/ability for many people. President Breslin noted that many people, including some of the SFHSS members, have to pay for the services out of pocket if the medical plans do not, and the members may not receive reimbursement from their medical plans.

Executive Director Yant noted that there would be a requirement for health plans and providers to work together to provide these services to our population, while also noting that there is a need on a national level for mental health professionals to increase capacity to meet the increasing demand for services. Executive Director Yant pointed out that there needs to be a collective approach to rectifying this need. Vice President Follansbee noted that the housing shortages are an influencer to the ability of these professionals to administer services because they cannot afford to live in the Bay Area. Executive Director Yant noted that there had been an uptick in digital mental health service applications, and this additional outlet for services will support some of what the SFHSS population needs in terms of mental health services.

Executive Director Yant introduced newly hired staff to the Board from the Member Services Team as well as the Enterprise Systems and Analytics team. Executive Director Yant stated that the VOIP and Credit Card Payment system implementation is moving forward, with go-live dates in March 2020.

Vice President Follansbee asked if the members who received the membership cards from Blue Shield and were not members of Blue Shield were contacted directly to explain why they received membership cards. Vice President Follansbee and Commissioner Lim both thanked Ms. Levin for her service and her contributions to the Health Service System.

**PUBLIC COMMENT:**

Claire Zvanski, RECCSF, extended her congratulations to Ms. Levin on her retirement and wished Ms. Levin well during the next steps in planning the transition of the next CFO. Ms. Zvanski noted that Ms. Levin exceeded the expectations of previous CFOs who conducted this position at SFHSS, and she looks forward to meeting the next person who will be selected for this role. Ms. Zvanski noted that the EAP discussion and the expansion of the services is a massive support to the active and retiree population. Ms. Zvanski pointed out that she is looking forward to the next steps in the EAP expansion planning process.

**8. HSS FINANCIAL REPORTING AS OF November 30, 2019: (Discussion)**

DOCUMENTS ATTACHED: The Financial Report YTD November 30, 2019 is located on the SFHSS website at: <https://bit.ly/37MC8qm>

Pamela Levin, Chief Financial Officer, presented the financial report to the Board. Ms. Levin noted that this report summarized the revenues and expenses of the Employee Benefit Trust Fund (Trust Fund) and the General Fund Administration Budget for the first five months of FY 2019-20, as well as fiscal year-end projections through June 30, 2020. Ms. Levin noted that as of June 30, 2019, the audited Employee Benefit Trust Fund balance was \$92.2 million, and based on activity through November 2019, the Employee Benefit Trust fund balance is projected to be \$94.3 million as of June 30, 2020.

Regarding the General Fund Administration Budget, Ms. Levin stated that the General Fund Administration budget is projected to end the year with a \$0.1 million surplus. This projection is based on the financial results for the first five months of FY 2019-20.

Levin shared that with five (5) months of actuals, a projected Healthcare Sustainability Fund balance of \$2.73 million is expected at the end of FY 2019-20. The annual revenues are projected to be \$127,978 more than the yearly expenditures.

Levin reviewed the fiscal year-end projections for each medical and dental plan. Please see the entire financial report to view those projections. Ms. Levin presented that \$0.3 million of Performance Guarantee was paid in the first 5 months of FY 2019-20. Ms. Levin reminded the Board that the Performance guarantees are used to fund the Adoption and Surrogacy Assistance Plan. As of November 30, 2019, \$44,900 has been reimbursed to members, and the year-end projection is \$185,000.

Levin concluded her report with the Pharmacy Rebate summary. Ms. Levin stated that the rebates are provided at the end of each quarter. As of November 30, 2019, \$2.0 million of pharmacy rebates have been received. The year-end projection is \$8.0 million.

PUBLIC COMMENTS: None.

#### **9. PRESENTATION OF THE 2020 SFHSS DEMOGRAPHICS REPORT: (Discussion)**

DOCUMENTS ATTACHED: The 2020 SFHSS Demographics Report is located on the SFHSS website at: <https://bit.ly/2T66uui>

Marina Coleridge, Enterprise System and Analytics Manager, presented the 2020 Demographics report to the Board. Ms. Coleridge thanked a member of her staff, Sharmini Bhatnagar, and a member of the Communication staff, Ryan Clouse, for their effort in creating the Demographics report. Ms. Coleridge noted that this report includes suggestions and feedback from members as well as the Board, so that more “slices” of the membership data is represented, including race and ethnicity data.

Ms. Coleridge reviewed the following data with the Board:

- Overview of the Medical, Dental, Flexible Spending Account, additional voluntary benefit and Vision Premier Enrollment data
- Enrolled Lives- all covered lives, tables by medical plan, members vs. dependents, and average age, table of members by county, table by Medical plan, employer group and gender
- Employees as Members and Retirees by race/ethnicities, tables by medical plan, members vs. dependents, and average age, table of members by county, table by Medical plan, employer group and gender
- Employee Member and their Dependents – with various levels of data analytics
- Retiree Member and their Dependents – with various levels of data analytics
- Employee Groups – with all four employer groups included

Vice President Follansbee asked if there was migration from the Kaiser Medicare plan to any other coverage. Ms. Coleridge noted that one member moved from the Kaiser Medicare plan to the United Healthcare plan. Commissioner Hao asked if the SFHSS team had any conversation or planned strategy to increase the enrollment into the FSA pre-tax program. Ms. Coleridge noted that the 21% enrollment level seems low. However, this number is considerably higher than other employer groups that administer this benefit for their employees outside of SFHSS. Mitchell Griggs, Chief Operating Officer, noted that the FSA enrollment numbers do gradually grow year to year. Ms. Griggs stated that the FSA program is not directly promoted or advertised to the members, the information on the benefit is given to the members through the Open Enrollment guides that are given to each member annually.

Commissioner Lim asked about the FSA benefit as it relates to the MEA level employees across the City and County. Mr. Griggs stated that the FSA program is open to all active City and county employees as well as the California Court employees.

PUBLIC COMMENT: None.

#### **10. APPROVAL OF SFHSS 2019 ANNUAL REPORT: (Action)**

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DOCUMENTS ATTACHED: The SFHSS 2019 Annual Report is located on the SFHSS website at: <https://bit.ly/2v4SE7T>

Executive Director Yant presented the 2019 Annual Report to Board and noted that this report is the “look back” at what was accomplished in 2019, as opposed to the 2020 Demographics report that described the current Plan Year’s enrollment. Executive Director Yant stated that she did not want to review the whole document in detail. However, she did note that the staff is working towards the strategic goals as listed in her Director’s Message in the report.

Executive Director Yant covered the following sections in her presentation:

- Five Strategic Goals and the proactive work completed during 2019
- SFHSS Impact
- SFHSS Member Services Outcomes
- SFHSS Enterprise System and Analytics Outcomes
- SFHSS eBenefits
- SFHSS Communication Outcomes
- SFHSS Well-Being Outcomes
- SFHSS Finance Outcomes

Vice President Follansbee asked if the Board had a statement that could be added to the Annual report that outlines the Board’s role and goals from the 2019 year. Executive Director Yant confirmed that this letter or statement should be and would be added to the Annual report once the Board completes it.

PUBLIC COMMENT: None.

**ACTION TAKEN: The Health Service Board unanimously approved the 2019 SFHSS Annual Report with the expectation that the HSB Letter to the members would be added to the report.**

## FINANCE AND BUDGET COMMITTEE MATTERS

### 11. APPROVAL OF SAN FRANCISCO HEALTH SERVICE SYSTEM FISCAL YEAR 2020-2021 and FISCAL YEAR 2021-2022 PROPOSED GENERAL FUND ADMINISTRATION BUDGET: (Action)

DOCUMENTS ATTACHED: The SFHSS Proposed General Fund Administration Budget memorandum is located on the SFHSS website at: <https://bit.ly/32arQzp>

The General Fund Budget Presentation is located on the SFHSS website at: <https://bit.ly/2T4t2zU>

Committee Chair Lim presented the proposed General Fund Budget for FY 2020-2021 and FY 2021-2022 to the Board. He presented the report that was reviewed by the Finance and Budget Committee.

Commissioner Scott noted that the Health Service System “generates a form of income” to the City and County of San Francisco in terms of premium cost savings. Commissioner Scott also pointed out that the SFHSS staff is a smaller staff for a city agency, and this staff manages an almost \$1 Billion budget; however, this agency is consistently being asked to reduce their administration budget every year. Commissioner Scott noted that this would not likely change the budget rules for SFHSS; however, he felt compelled to state on the record that there is some issue with the process in terms of SFHSS overall impact event with budget reductions. Committee Chair Lim noted that the Chief Financial Officer will make a request to the Mayor’s Office to restore the funding for the Well-Being Grants and the Well-Being onsite activities.

Ms. Levin stated that in FY 2019-20, the Mayor’s Office made only small cuts from the base budget. Ms. Levin noted that she continues to tell the Mayor’s Office that the SFHSS budget cannot be trimmed any more than it already has been, and the Mayor’s Office understands.

PUBLIC COMMENT: None.

**ACTION TAKEN: The Health Service Board unanimously approved the General Administration Fund budget as presented.**

**12. APPROVAL OF SAN FRANCISCO HEALTH SERVICE SYSTEM FISCAL YEAR 2020-2021 and FISCAL YEAR 2021-2022 PROPOSED HEALTHCARE SUSTAINABILITY FUND BUDGET: (Action)**

DOCUMENTS ATTACHED: The SFHSS Proposed Healthcare Sustainability Fund memorandum is located on the SFHSS website at: <https://bit.ly/2P7EYjm>

The Budget Presentation is located on the SFHSS website at: <https://bit.ly/37GaRWB>

Committee Chair Lim presented the SFHSS Healthcare Sustainability Budget for FY 2020-2021 and FY 2021-2022 to the Board. Committee Chair Lim noted that this budget is funded by the \$3.00 that is incorporated in the premium that shows as a deduction in the SFHSS member's paycheck. Committee Chair Lim reviewed the "Historical Summary" in the presentation and the Highlights for the both the Annual Expenditures and One-Time Expenditures with the Board.

Vice President Follansbee noted that there were many improvements made to the services offered to the SFHSS membership by the support of the \$3.00 budget. Vice President Follansbee stated that this budget support is integral to the SFHSS operations and the future of the Health Service System.

PUBLIC COMMENT: None.

**ACTION TAKEN: The Health Service Board unanimously approved the Healthcare Sustainability Fund budget as presented.**

**RATES AND BENEFITS**

**13. PRESENTATION OF 2020 RATES AND BENEFITS CALENDAR FOR PLAN YEAR 2021: (Discussion)**

DOCUMENTS ATTACHED: The updated Rates and Benefits meeting schedule for 2021 plan year is located on the SFHSS website at: <https://bit.ly/2SJcVZG>

Executive Director Yant noted that this Rates and Benefits Calendar has not changed from the previous month in terms of meeting content. Executive Director Yant asked that the February 27, 2020, held date be released; however, Executive Director Yant requested that the Board members hold the March 26th date for a Special Education Session on the Non-Medicare Plan Rating Methodology in the City Hall 416 meeting room.

Committee Chair Lim shared that Mike Clarke, Aon, presented an overview of the Non-Medicare Plan rating methodology to the Finance and Budget Committee, and believes that this special meeting would be beneficial to the Board members in terms of education. Vice President Follansbee agreed that this presentation holds a tremendous amount of useful information and will support not only the Board's education but also the SFHSS membership, who are wholeheartedly invested in their premiums.

PUBLIC COMMENTS: None.

**14. REVIEW THE UNITED HEALTHCARE (UHC) UTILIZATION CLAIMS EXPERIENCE FOR 2019 CALENDAR YEAR: (Discussion)**

DOCUMENTS ATTACHED: The UHC utilization claims experience report for 2019 is located on the SFHSS website at: <https://bit.ly/2HHYP4w>

Mike Clarke, Aon, presented the slides on the UHC utilization claims experience from the 2019 calendar year to the Board. The presentation including the following content:

- Introduction and history of the claims under this plan
- Recent UHC PPO City Plan Rate Stabilization Actions
- UHC PPO City Plan – 2019 Experience

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- Active Employees
- Early retirees (including non-Medicare dependents of Medicare retirees who are enrolled in UHC PPO City Plan)
- Key Observations for both Active Members, and Early Retirees
- Conclusion and next steps

Mr. Clarke noted that the Membership in 2019 remained relatively similar to the 2018 enrollment overall, except for an increase in covered dependent counts in UHC PPO City Plan for early retirees. Mr. Clarke highlighted the increases in average claim costs per employee/early retiree were within expected levels from 2018 to 2019. Mr. Clarke concluded this presentation by sharing that the UHC City Plan and City Plan Choice Not Available rate cards, will be presented at the May 2020 Full Board meeting.

PUBLIC COMMENT: None.

#### **15. REVIEW AND APPROVE UNITED HEALTHCARE (UHC) CITY PLAN PPO RATE STABILIZATION RESERVE AS OF 12/31/2019: (Action)**

DOCUMENTS ATTACHED: The UHC Stabilization Reserves Rate Report is located on the SFHSS website at: <https://bit.ly/2V8PPNW>

Mr. Clarke, Aon, presented the slides to the Board regarding the UHC City Plan Rate Stabilization Reserve. Mr. Clarke reviewed the following items in his presentation:

- Health Plan Reserve Funding Streams→Incurred by Not Reported, Contingency and Rate Stabilization
- The UHC PPO City Plan Rate Stabilization Reserve amount that is recommended by Aon as of December 31, 2019
- Recent UHC PPO City Plan Rate Stabilization Actions
- City Plan Rate Stabilization Reserve Summary
- City Plan PPO Plan Year Reconciliation
- Aon Recommendation: Per the requirements of the HSB-approved claims stabilization policy, that the Deficit amount of \$744,000 is amortized as a rating buy-up across all rating tiers for the City Plan PPO for the plan year 2021. The remaining deficit carries forward balance for the plan year 2021 and beyond is \$1,489,000.

Commissioner Scott asked if the City Plan deficit would continue to have an ongoing and never-ending debt. Mr. Clarke stated that at this point, with the low enrollment in this plan and likely continuation of the higher health risk nature of this population due to the nature of who enrolls in City Plan, the deficit has a high likelihood of continuing to grow beyond 2021. Mr. Clarke did note that the UHC team will be working with SFHSS to identify ideas that could potentially reduce the increases in needed plan premiums over the coming months into the 2021 plan year.

PUBLIC COMMENT: None.

**ACTION TAKEN: The Health Service Board unanimously approved the UHC City Plan PPO Rate Stabilization reserve recommendation: per the requirements of the HSB-approved claims stabilization policy, that the Deficit amount of \$744,000 is amortized as a rating buy-up across all rating tiers for the City Plan PPO for the plan year 2021. The remaining deficit carries forward balance for the plan year 2021 and beyond is \$1,489,000 as it was presented.**

### **GOVERNANCE COMMITTEE MATTERS**

#### **16. APPROVAL OF 2019 HEALTH SERVICE BOARD EDUCATION REPORT: (Action)**

DOCUMENTS ATTACHED: The HSB 2019 Board Education Report is located on the SFHSS website at: <https://bit.ly/2SIBeam>

Committee Chair Scott presented the HSB Education Report to the Board. Committee Chair Scott noted that this report stated the mandatory pieces of training should be entered into this report moving forward. Educational

sessions will be conducted for the Board during board meeting times as well as other events throughout the year. The Board Secretary agreed that the mandated pieces of training would also be included in future education reports.

PUBLIC COMMENT: None.

**ACTION TAKEN: The Health Service Board unanimously approved the 2019 HSB Education Report.**

**17. APPROVAL OF THE REPORT FOR THE FISCAL YEAR 2018-2019 HEALTH SERVICE BOARD SELF-EVALUATION: (Action)**

DOCUMENTS ATTACHED: The HSB Self-Evaluation Report is located on the SFHSS website at: <https://bit.ly/2v69XFN>

The presentation associated with the self-evaluation report is located on the SFHSS website at: <https://bit.ly/2HJf69v>

Julia Ma, Workforce Development Director, DHR, presented the FY 2018-2019 Health Service Board evaluation summary to the Board. Her presentation covered the following items:

- The HSB Planning Process and Self-Evaluation Component Areas
- Executive Summary
- Reviewed the Evaluation Sections and Highlights of improvement
- Explanation of the “Neutral Rating Score” and its effects
- Reviewed the Areas for Improvement and Next Steps
- Conclusion

Ms. Ma’s presentation concluded the presentation by thanking the Board and commending the Board’s diligent public service, and their self-evaluation. Committee Chair Scott also thanked Ms. Ma and the Department of Human Resources for their commitment, and their partners through this process.

Preston also commended the Executive Director and the Board Secretary on their commitment to support the onboarding process as the Supervisor was appointed in early January 2020. Supervisor Preston expressed his gratitude and appreciation for the SFHSS team’s support in total.

PUBLIC COMMENT: None.

**ACTION TAKEN: The Health Service Board unanimously approved the FY 2018-2019 HSB Self Evaluation Report as it was presented to the Board.**

**REGULAR BOARD MEETING MATTERS**

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

PUBLIC COMMENT: None.

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

PUBLIC COMMENT: None.

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

PUBLIC COMMENT: None.

**21. ADJOURNMENT: 3:32 pm**



## Summary of Health Service Board Rules Regarding Public Comment

- Speakers are urged to fill out a speaker card in advance but may remain anonymous if so desired.
- A member of the public has up to three (3) minutes to make pertinent public comments before action is taken on any agenda item.
- A member may comment on any matter within the Board's jurisdiction as designated on the agenda.

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

### Disability Access

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 at 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.

In order 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.

### 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>.

### 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).

### 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 set forth in Chapter 67A of the San Francisco Administrative Code.

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 Natalie Ekberg at (415) 554-1727 or email [Natale.Ekberg@sfgov.org](mailto:Natale.Ekberg@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: (415) 554-0662