



# HEALTH SERVICE BOARD

## CITY & COUNTY OF SAN FRANCISCO

**Mary Hao**  
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**Claire Zvanski**  
Vice President

**Jack Cremen**  
Commissioner

**Supervisor Matt Dorsey**  
**District 6**  
Commissioner

**Art Howard**  
Commissioner

**Gregg Sass**  
Commissioner

**Fiona Wilson, MD**  
Commissioner

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

**Holly Lopez**  
Executive Secretary

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

## HEALTH SERVICE BOARD

### FINANCE AND BUDGET COMMITTEE MEETING MINUTES

Thursday, February 13, 2025, 10:00 a.m.  
City Hall, Room 416  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

and

VIRTUAL PRESENTATION BY Webex

## Remote Meeting Access

The Health Service Board welcomes public participation during public comment periods. There will be an opportunity for the general public to comment at the beginning of the meeting and on each discussion or action item on the agenda. Each comment is limited to 3 minutes, and the Chair may, at their discretion, limit public comment to less than 3 minutes per member of the public. For those attending remotely, the Commission will hear up to 30 minutes of remote public comment total for each agenda item. Remote public comment from people who have received an accommodation due to disability will not count toward the 30-minute limit. Remote viewing may not be available due to technology outages.

**Watch** at 1:00 p.m. on February 13, 2025 (via [SFGovTV schedule](#))

**Click the link to join the meeting** – [February 13, 2025 HSB Finance & Budget Committee Mtg WebEx link](#)

**Public Comment Call-In: 415-655-0001 / Access Code: 2661 458 6168 Webinar Password: 1145**

### Listening to the meeting via phone

1. Dial into **415-655-0001** and then enter **access code** 2661 458 6168#, then # again
2. Press \*3 to enter the Public Comment queue, and you will hear the prompt, “You have raised your hand to ask a question; please wait to speak until the host calls on you.” When the system message says, “Your line has been unmuted,” - **THIS IS YOUR TIME TO SPEAK.**
3. You will be muted when your time to speak has expired.

### Watching the meeting on WebEx

1. Join via hyperlink [February 13, 2025 HSB Finance and Budget Committee Meeting WebEx link](#)
2. Webinar Password: 1145
3. **Click on the Raise Hand Icon** to be placed in the queue to speak. A raised hand will appear next to your name. When you are unmuted in the system, a request to unmute will appear on your screen, please select unmute to speak.
4. When you are unmuted in the system, a request to unmute will appear on your screen, please select unmute to speak. Once you hear me say “Welcome Caller,” you can begin speaking.
5. When your time has expired, you will be muted. Please click on the Raise Hand Icon to lower your hand.

Members of the public are encouraged to state their name clearly, although you may remain anonymous. You will hear an audible warning when you have 30 seconds remaining. When your 3 minutes have ended, you will be placed back on mute.

### 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 comments 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 p.m. on Wednesday, February 12, 2025**, before the meeting. Members can also call 628-652-4646 with any questions.

All comments received by the deadline will be forwarded to Board members, and the Board Secretary will note on the record during the specific agenda item that the Board received written public comment on that item and will include that note in the meeting minutes. In the body of your email, indicate the meeting date and the particular agenda item number. If you do not specify an agenda item, your emailed public comment will be read under general comment.

1145 MARKET STREET 3<sup>RD</sup> FLOOR, SAN FRANCISCO, CA 94103

1. **CALL TO ORDER:** 10:03 a.m.

2. **ROLL CALL:**

Committee Chair Gregg Sass- Present  
Commissioner John Cremen- Present  
Commissioner Art Howard- Present  
Commissioner Fiona Wilson- Present

3. **GENERAL PUBLIC COMMENT - This is an opportunity for members of the public to comment on any matter within the Board's jurisdiction that is not on the agenda, including requesting that the Board place a matter on a future agenda.**

PUBLIC COMMENT: None

4. **PROPOSED SAN FRANCISCO HEALTH SERVICE SYSTEM GENERAL FUND ADMINISTRATIVE BUDGET FOR FISCAL YEAR END 2026 AND FISCAL YEAR END 2027: (Action)**

[See pdf of the Proposed SFHSS General Fund Administration Budget for FYE 2026 and FYE 2027](#)

Iftikhar Hussain, SFHSS Chief Financial Officer presented the following items:

- Background and Board Action
- HSS Budgets
- General Fund Budget Highlights
- General Fund Budget Adjustments
- GF Budget FTEs by Division
- General Fund Budget
- Recommendation to the HSB

Chair Sass asked for clarification on whether the administrative budget would be submitted to the Mayor's office. Iftikhar Hussain confirmed that it would. Chair Sass then asked if the Healthcare Sustainability Fund was managed by the Commission and not submitted to the Mayor. Iftikhar Hussain affirmed that this was correct.

Chair Sass clarified that the motion was to approve the budget submitted to the Mayor and sought details on the difference between current filled positions and budgeted positions. Iftikhar Hussain explained that there were currently ten vacancies, with plans to fill six while four will be not be filled due to budget reductions and the hiring freeze. Chair Sass asked about the savings from cutting four positions, to which Iftikhar Hussain responded that it would save \$600,000. Chair Sass noted that four positions had also been held vacant in the current year and asked how many budgeted positions would remain after the cuts. Iftikhar Hussain stated that after removing the four positions, the total would be 53 budgeted positions, with 50 currently filled. Chair Sass confirmed that the reduction would not decrease total positions below the current operating level and that the number of filled positions would remain the same after the cuts. Iftikhar Hussain affirmed that this was correct. Chair Sass concluded by confirming that the remaining positions were sufficient to manage the department for the full year. Commissioner Wilson asked for clarity on the chart on slide 5. Iftikhar Hussain said we have 56 positions budgeted for year 2025 and 10 are currently vacant. Commissioner Howard asked whether the first responder budget was being kept or removed, noting previous discussions about its potential removal. Iftikhar Hussain explained that the Mayor

had initially removed it in the current fiscal year, but it was reinstated during the technical phase of the budget. He clarified that while it was temporarily funded with reserves, the budgets for 2026 and 2027 would return to the original structure, with funding coming from first responder departments.

Commissioner Cremen asked whether other departments contributed funding to the Employee Assistance Program (EAP). Iftikhar Hussain explained that there were two EAP programs: a General EAP, funded through the General Fund and available to all departments, and a First Responder EAP, which included dedicated sessions for critical incidents and was funded directly by first responder departments. Commissioner Howard clarified that first responder departments covered additional costs beyond the base benefit fee. Iftikhar Hussain elaborated that the first responder program had a per-member-per-month (PMPM) charge, roughly \$3 per person, with total program costs around \$300,000. Commissioner Cremen asked which provider managed the critical care services. Commissioner Howard confirmed that ComPsych administered the mental health benefit and handled critical incident response debriefs, with departments covering excess sessions beyond the base benefit. Iftikhar Hussain noted that departments were informed of the session limits and the cost structure for additional sessions. Commissioner Howard pointed out that shifting funding responsibility back to departments, as planned, would make budgeting easier. Iftikhar Hussain confirmed that HSS temporarily covered \$333,000 from reserves due to prior budget adjustments but would return to the original funding structure moving forward.

Commissioner Wilson asked for clarification on the difference between Well-Being programs funded through the General Fund and those under the Health Sustainability Fund. She wanted to understand whether the programs were distinct or if funding was being duplicated across both budgets. Iftikhar Hussain explained that Well-Being programs included department-specific initiatives promoted by champions and online resources available to all members. He said starting in 2025, all Well-Being programs were moved to the Health Services Fund. Commissioner Wilson noted that this change aligned with previous discussions and helped explain the FTE adjustments, ensuring that Well-Being activities were not being duplicated across funds.

Commissioner Sass moved to approve the proposed SFHSS General Fund Administration Budget for FYE 2026 and FYE 2027. Commissioner Howard seconded the motion.

PUBLIC COMMENT: None

VOTE: Ayes: Cremen, Howard, Sass, and Wilson

Noes: None

**ACTION: The Health Service Board Finance and Budget Committee unanimously approved the proposed SFHSS General Fund Administration Budget for Fiscal Year End 2026 and Fiscal Year End 2027.**

**5. PROPOSED SAN FRANCISCO HEALTH SERVICE SYSTEM HEALTHCARE SUSTAINABILITY FUND BUDGET FOR FISCAL YEAR END 2026 AND FISCAL YEAR END 2027:(Action)**

[See pdf of the Proposed SFHSS Healthcare Sustainability Fund Budget for FYE 2026 and FYE 2027](#)

Iftikhar Hussain, SFHSS Chief Financial Officer, presented the following items:

- Background and Board Action
- HSS Budgets
- HSF Budget Highlights
- HSF Budget by Division and Projects
- HSF Budget FTEs by Division

- HSF Budget and 5 Year Forecast
- Recommendation to the HSB

Commissioner Cremen asked whether Blue Shield's new contract projected a 2% annual increase over the next three years. Iftikhar Hussain clarified that the increase was 3% to 5%. Commissioner Cremen then asked if they were prepared in case Blue Shield later claimed they underbid and requested more money. Iftikhar Hussain acknowledged that reopening could lead to higher costs. Commissioner Cremen stated that a backup plan would be needed. Chair Sass reminded the group that this budget was not part of the submission to the Mayor's office but fell under the Healthcare Sustainability Fund, managed by the Trust Fund.

Chair Sass moved to approve the proposed SFHSS Healthcare Sustainability Fund Budget for FYE 2026 and FYE 2027. Commissioner Wilson seconded the motion.

PUBLIC COMMENT: None

VOTE: Ayes: Cremen, Howard, Sass, and Wilson

Noes: None

**ACTION: The Health Service Board Finance and Budget Committee unanimously approved the proposed SFHSS Healthcare Sustainability Fund Budget for Fiscal Year End 2026 and Fiscal Year End 2027.**

6. **ADJOURNMENT:** 10:36 a.m.

## Health Service Board and Health Service System Website: <http://www.sfhss.org>

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

1. There will be an opportunity for general public comment at the beginning of the meeting, and there will be an opportunity to comment on each discussion or action item on the agenda. A member may comment on any matter within the Board's jurisdiction as designated on the agenda.
2. A member of the public has up to three (3) minutes to make pertinent public comments; the Chair has the discretion to limit public comment to less than 3 minutes per member of the public.
3. Public Comment can be given in-person, remotely, or written.
4. Members may submit their comments by email to [health.service.board@sfgov.org](mailto:health.service.board@sfgov.org) by 5 p.m. 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 forwarded to Board members and the Board Secretary will note on the record during the specific agenda item that the Board received written public comment on that item, and will include that note in the meeting minutes. 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.
5. Remote public comment from people who have received accommodation due to disability will not count toward the 30-minute limit.

### 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, at 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.

City Hall Room 416 is wheelchair accessible. There are elevators and accessible restrooms located on every floor. **Wheelchair-accessible entrances are located on Van Ness Avenue and Grove Street. Please note the wheelchair lift at the Goodlett Place/Polk Street is temporarily not available.** After multiple repairs that were followed by additional breakdowns, the wheelchair lift at the Goodlett/Polk entrance is being replaced for improved operation and reliability. We anticipate having a functioning lift after the completion of construction in May 2025.

This meeting will be broadcast and captioned on SFGovTV. Remote public participation is available upon request for individuals who cannot attend in person due to disability. Making a request to participate remotely no later than one (1) hour prior to the start of the meeting helps ensure the availability of the meeting link. Sign Language Interpretation is also available upon request. If requesting remote Sign Language Interpretation, please submit an accommodation request a minimum of 4 business hours prior to the start of the meeting. Allowing a minimum of 48 business hours for all other accommodation requests (for example, for other auxiliary aids and services) helps ensure availability. To request an accommodation, please contact Holly Lopez, [holly.lopez@sfgov.org](mailto:holly.lopez@sfgov.org), 628-652-4646.

To access the meeting remotely as an accommodation, please use [February 13, 2025 HSB Finance and Budget Committee Mtg WebEx link](#) or call 415-655- 0001. Please find instructions at the beginning of this agenda for how to use WebEx for the purposes of remote public comment.

### 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 the 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).

### 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).

**Chat GPT Generative AI was used to summarize and clarify discussion points in the meeting minutes.**