



# HEALTH SERVICE BOARD CITY & COUNTY OF SAN FRANCISCO

**Randy Scott**  
President

**Mary Hao**  
Vice President

**Karen Breslin**  
Commissioner

**Chris Canning**  
Commissioner

**Stephen Follansbee, M.D**  
Commissioner

**Claire Zvanski**  
Commissioner

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

**Holly Lopez**  
Executive Secretary

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## **HEALTH SERVICE BOARD** **FINANCE AND BUDGET COMMITTEE**

### **MEETING MINUTES DRAFT**

Monday, February 6, 2023  
12:00 pm

VIRTUAL PRESENTATION BY Webex

## Remote Meeting Access

Watch at 12:00 pm on February 6, 2023 (via [SFGovTV schedule](#))

Click the link to join the meeting - <https://bit.ly/3Y0I4IH>

Public Comment Call-In: 415-655-0001 / Access Code: 2483 586 5318 Webinar Password: 1145

### Providing Public Comment:

Dial 415-655-0001 and then enter access code 2483 586 5318 then press #

1. Enter the Webinar Password: 1145
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. To withdraw your question, press \* then **3**. – you will hear: “You have lowered your hand.”
7. When the system message says “Your line has been unmuted” - **THIS IS YOUR TIME TO SPEAK.**
8. 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.
9. 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.”
10. 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 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 pm on Sunday, February 5th** 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, summarized and read aloud by the Board Secretary during the specific agenda item, and included in the meeting minutes. 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.

The Health Service Board meeting recording is available on the [February 6, 2023, HSB Finance and Budget Committee meeting webpage](#). Regular Board meeting recording archives are available on the [SFGovTV Health Service Board meeting webpage](#).

1. **CALL TO ORDER:** 1:08 pm

2. **ROLL CALL:**

Commissioner Karen Breslin (Chair)- Present  
Commissioner Chris Canning-Present  
Vice President Mary Hao-Present  
President Randy Scott-Present

3. **GENERAL PUBLIC COMMENT – 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. **APPROVAL OF SAN FRANCISCO HEALTH SERVICE SYSTEM FISCAL YEAR 2023-24 AND FISCAL YEAR 2024-25 GENERAL FUND ADMINISTRATIVE PROPOSED BUDGET: (Action)**

The agenda item material [SFHSS Proposed General Fund Administration 2023-2024 and 2024-2025 Budget](#) is available on the SFHSS webpage.

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

- Background, Highlights and Staff Recommendation
- SFHSS Impact on San Francisco City and County Budget
- Budget Highlights
- HSS Budget Adjustments
- General Fund
- General Fund-Labor and Benefits

Commissioner Hao said it is a bold decision to not follow the Mayor’s budget instructions. Commissioner Hao asked what is the plan if the amount requested is not approved by the Mayor. Iftikhar Hussain said there are two options 1. the department would need to operate with the lesser budget approved which would compromise the department’s operations and 2. San Francisco Health Service System would request the Board of Supervisors add back the necessary budget needs. Commissioner Hao asked if the department has been more successful negotiating with the Board of Supervisors than it has been with the Mayor. Iftikhar Hussain said last year the department asked for new positions which were approved by the Mayor. He also stated that this year the City has a general deficit so we are asking for a new type of budgetary request. Commissioner Hao said the Health Service System should ask for what the department needs and be prepared if the budget is not approved by the Mayor.

Commissioner Canning moved to approve the San Francisco Health Service System General Fund Administration 2023-2024 and 2024-2025 Budget. Commissioner Breslin seconded.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Hao

Noes: None

**ACTION: The Health Service Board Finance and Budget Committee unanimously approved the San Francisco Health Service System General Fund Administration 2023-2024 and 2024-2025 Budget.**

**5. APPROVAL OF SAN FRANCISCO HEALTH SERVICE SYSTEM FISCAL YEAR 2023-24 AND FISCAL YEAR 2024-2025 HEALTHCARE SUSTAINABILITY FUND PROPOSED BUDGET:(Action)**

SFHSS Healthcare Sustainability Fund 2023-2024 and 2024-2025 Proposed Budget is available on the SFHSS webpage <https://bit.ly/3K6Bwmt>

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

- Background and Staff Recommendation
- SFHSS Impact on San Francisco City and County Budget
- Sustainability Fund Budget Highlights
- Sustainability Fund Budget
- Sustainability Fund Budget-FTEs

Commissioner Scott asked what steps takes place after the Committee approves the budget and the full Board approves on Thursday February 9, 2023. Iftikhar Hussain said the budget will be submitted to the Mayor's Office and announced in early June with any adjustments or changes. The Health Service Board will receive a presentation sharing the budget updates. The Budget and Finance Committee as well as the full San Francisco Board of Supervisors will vote on the final budgets in June and July. Commissioner Scott asked when will the Governor's State Budget proposal fit into the San Francisco City budget process. Iftikhar Hussain said the Governor's revisions will likely be part of the June adjustments. Commissioner Scott asked how the Health Service System be able to respond to any revisions from the Governor. Executive Director Yant said the Governor's public website states the budget will be issued in the summer. Executive Director Yant said the Mayor publicly issues the budget on June 1<sup>st</sup> which includes any adjustments known at that time. The Health Service System can request the Board of Supervisors add back the funds that were not approved by the Mayor. Commissioner Hao said it might be helpful to review the Controller's nine-month report which is usually released in May because that could also impact the Mayor's budget released on June first. Executive Director Yant said the San Francisco Board of Supervisors will meet in July for the final approval.

Commissioner Hao moved to approve the San Francisco Health Service System Fiscal Year 2023-2024 and 2024-2025 proposed Sustainability Fund Budget. Commissioner Breslin seconded the motion.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Hao

Noes: None

**ACTION: The Health Service Board Finance and Budget Committee unanimously approved the San Francisco Health Service System Fiscal Year 2023-2024 and 2024-2025 proposed Sustainability Fund Budget.**

**6. ADJOURNMENT: 12:40 pm**

**Health Service Board and Health Service System Website: <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 forwarded to Board members, summarized and read aloud by the Board Secretary during the specific agenda item, and included 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.

**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.

**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). 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).

