



# HEALTH SERVICE BOARD

## CITY & COUNTY OF SAN FRANCISCO

**Randolph Scott**  
President

**Mary Hao**  
Vice President

**Karen Breslin**  
Commissioner

**Chris Canning**  
Commissioner

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

**Stephen Follansbee, M.D**  
Commissioner

**Claire Zvanski**  
Commissioner

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

**Holly Lopez**  
Executive Secretary

TEL (628) 652-4646  
FAX (628) 652-4703  
<http://www.sfhss.org/>

### HEALTH SERVICE BOARD

### NOTICE AND REGULAR MEETING AGENDA

Thursday, January 11, 2024, 1:00 pm  
City Hall, Room 416  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

and

VIRTUAL PRESENTATION BY SFGOV TV and Webex

## Remote Meeting Access

The Health Service Board welcomes public participation during public comment periods. 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. Each comment is limited to 3 minutes. 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.

**Watch** at 1:00 pm on January 11, 2024 (via [SFGovTV schedule](#))

**Click the link to join the meeting** – [January 11, 2024 HSB Regular Meeting WebEx link](#)

**Public Comment Call-In: 415-655-0001 / Access Code: 2663 944 9644 Webinar Password: 1145**

### Listening to the meeting via phone

1. Dial into **415-655-0001** and then enter **access code** 2663 944 9644 then #
2. Enter Webinar Password: 1145 then press #
3. Press \*3 to be added to 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.**
4. You will be muted when your time to speak has expired.

### Watching the meeting on WebEx

1. Join via hyperlink [January 11, 2024 HSB Regular Meeting WebEx link](#)
2. **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.
3. 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.
4. 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, January 10, 2024** 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.

1. **CALL TO ORDER:**

2. **ROLL CALL:**

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

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:

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

Presented by President Scott

DOCUMENTS ATTACHED: December 14, 2023, Health Service Board Regular Meeting Minutes Draft

PUBLIC COMMENT:

ACTION:

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

Presented by President Scott

PUBLIC COMMENT:

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

Presented by Abbie Yant, SFHSS Executive Director

DOCUMENTS ATTACHED: January 11, 2024 Director’s Report

PUBLIC COMMENT:

7. **SFHSS FINANCIAL REPORT AS OF NOVEMBER 30, 2023: (Discussion)**

Presented by Iftikhar Hussain, SFHSS Chief Financial Officer

DOCUMENTS ATTACHED: SFHSS Financial Report as of November 30, 2023 memo and presentation

PUBLIC COMMENT:

**8. MAYOR’S BUDGET INSTRUCTIONS FOR THE SFHSS GENERAL FUND BUDGET FOR FISCAL YEAR 2024-2025 AND FISCAL YEAR 2025-2026: (Discussion)**

Presented by Iftikhar Hussain, SFHSS Chief Financial Officer

In accordance with the adopted Budget Approval Process legislation (Administrative Code Section 3.3) most departments need to hold one public meeting for public input on its departmental budget priorities after the Mayor issues budget instructions in December, and one hearing at least 15 days later and no later than February 14th to solicit public input on their budget submissions. Links to dates of these hearings and department budget submissions shall be posted on the [SF Controller's Office webpage](#).

DOCUMENTS ATTACHED: The Mayor’s Budget Instructions for the SFHSS General Fund Administration Budget for the Fiscal Year 2024-25 and Fiscal Year 2025-2026

PUBLIC COMMENT:

**9. SFHSS STRATEGIC PLAN 2023-2025 ANNUAL PROGRESS REPORT TO HEALTH SERVICE BOARD: (Discussion)**

Leticia Harris, SFHSS Senior Health Program Planner and Racial Equity Lead, Iftikhar Hussain, Chief Financial Officer, Carrie Beshears, Well-Being Manager, and Rey Guillen, Chief Operations Officer

DOCUMENTS ATTACHED:

SFHSS Strategic Plan 2023-2025 Annual Progress Report to Health Service Board  
SFHSS Strategic Plan Business Initiative Report Jan 2024

PUBLIC COMMENT:

**RATES AND BENEFITS**

**10. PRESENTATION OF THE 2024 RATES AND BENEFITS CALENDAR FOR THE PLAN YEAR 2025 BOARD EDUCATION: OPPORTUNITIES FOR FUTURE CONSIDERATION: (Discussion)**

Presented by Abbie Yant, SFHSS Executive Director

DOCUMENTS ATTACHED: Rates and Benefits Calendar Schedule for the Plan Year 2025

PUBLIC COMMENT:

**11. APPROVE THE JUNE 30, 2023 INCURRED BUT NOT REPORTED (IBNR) RESERVE AND CONTINGENCY RESERVE AMOUNTS FOR SELF-FUNDED AND FLEX-FUNDED HEALTH PLANS (Action):**

Presented by Mike Clarke, Aon

DOCUMENTS ATTACHED: June 30, 2023 Incurred But Not Reported (IBNR) Reserve and Contingency Reserve Amounts for Self-Funded and Flex-Funded Health Plans Report

STAFF RECOMMENDATION: Approve the June 30, 2023 IBNR and Contingency Reserve Amounts for Self-Funded and Flex-Funded Health Plans

PUBLIC COMMENT:

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

## REGULAR BOARD MEETING MATTERS

### **12. BOARD EDUCATION: FIDUCIARY TRAINING: (Discussion)**

Presented by Chris Sears, Ice Miller Legal Counsel

DOCUMENTS ATTACHED: Board Education Fiduciary Training

PUBLIC COMMENT:

### **13. APPROVE RESOLUTION ORDERING 2024 HEALTH SERVICE BOARD ELECTION FOR TWO EXPIRING TERM SEATS AND AUTHORIZING STAFF TO INITIATE AND PROCEED WITH THE ELECTION: (Action)**

Introduced by Abbie Yant, SFHSS Executive Director, presented by Holly Lopez, Board Secretary

DOCUMENTS ATTACHED:

2024 Health Service Board Election Resolution

2024 Health Service Board Election Notices, Nominee Forms, and Member Fact Sheet

PUBLIC COMMENT:

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

PUBLIC COMMENT:

### **15. ADJOURNMENT:**

## 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.
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 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.
5. 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.

## 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. 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 [January 11, 2024 HSB Regular Meeting 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). 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).