



HEALTH SERVICE BOARD

CITY & COUNTY OF SAN FRANCISCO

Stephen Follansbee, M.D.
President

Chris Canning
Vice President

Connie Chan
Supervisor (District 1)
Commissioner

Karen Breslin
Commissioner

Mary Hao
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, November 18, 2021

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 November 18, 2021 (via SFGovTV) - <https://sfgovtv.org/hsbLIVE>

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

Public Comment Call-In: 415-655-0001 / **Access Code:** **2484 226 5616**

Providing Public Comment:

1. Dial **415-655-0001** and then enter access code **2484 226 5616** 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. 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 comment expected to be part of the official record should be submitted to the Board email, health.service.board@sfgov.org, and **received by 5 pm on Wednesday, November 17th** 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 Stephen Follansbee, M.D.
Vice President Chris Canning
Supervisor Connie Chan
Commissioner Karen Breslin
Commissioner Mary Hao
Commissioner Randy Scott
Commissioner Claire Zvanski

3. RESOLUTION ALLOWING TELECONFERENCED MEETINGS UNDER CALIFORNIA GOVERNMENT CODE SECTION 54953(3): (Action)

Presented by President Follansbee

The Health Service Board will consider the passage of a resolution which would give it, and all of its subcommittees, authority to meet remotely for the next 30 days.

DOCUMENTS ATTACHED:

Memo: Meetings of Public Bodies during COVID-19 Emergency
HSB Resolution Findings to Allow Teleconferenced Meetings DRAFT

STAFF RECOMMENDATION: Accept and approve the Resolution.

PUBLIC COMMENT:

ACTION:

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

DOCUMENTS ATTACHED: HSB Regular Meeting Minutes from September 9, 2021, and HSB Governance Committee Meeting Minutes from November 4, 2021

PUBLIC COMMENT:

ACTION:

5. 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:

6. PRESIDENT’S REPORT: (Discussion)

Presented by President Follansbee

DOCUMENTS ATTACHED: November 18, 2021, HSB President’s Report

PUBLIC COMMENT:

7. DIRECTOR’S REPORT: (Discussion)

Presented by Abbie Yant, Executive Director of Health Service System

DOCUMENTS ATTACHED: November 18, 2021 Director’s Report and presentation

PUBLIC COMMENT:

8. BLACK-OUT PERIOD NOTIFICATION: (ACTION)

Presented by Abbie Yant, Executive Director SFHSS

DOCUMENTS ATTACHED: Notice of Black-Out Period through June 2022

STAFF RECOMMENDATION: Accept the Black-Out Period notification.

PUBLIC COMMENT:

ACTION:

9. SFHSS FINANCIAL REPORTING AS OF SEPTEMBER 30, 2021: (Discussion)

Presented by Larry Loo, SFHSS Chief Financial Officer

DOCUMENTS ATTACHED: HSS Financial Reporting of September 30, 2021 Memo and presentation

PUBLIC COMMENT:

10. ANNUAL FINANCIAL STATEMENTS AND AUDITORS REPORT: (ACTION)

Presented by Larry Loo, SFHSS Chief Financial Officer, and Craig Harner, MGO Director

DOCUMENTS ATTACHED:

November 18, 2021, MGO Audit Communication Letter

November 18, 2021 Audit Memo

November 18, 2021, CCSF Health Service System Financial Statement FYE 6-30-2021

November 18, 2021 Audit Results Presentation FY 2021

STAFF RECOMMENDATION: Accept the Audit Report.

PUBLIC COMMENT:

ACTION:

11. EDUCATION: SFHSS POPULATION HEALTH AND MEASUREMENT PLAN UPDATE: (DISCUSSION)

Presented by Derrick Tsoi, SFHSS Senior Health Planner

DOCUMENTS ATTACHED: SFHSS Population Health and Measurement Plan Update

PUBLIC COMMENT:

GOVERNANCE COMMITTEE MATTERS

12. INITIATE HEALTH SERVICE BOARD ANNUAL SELF-EVALUATION AND EXECUTIVE DIRECTOR EVALUATION PROCESS FOR PLAN YEAR 2021: (Action)

Presented by Governance Committee Chair Scott

DOCUMENTS ATTACHED:

- Draft SFHSS Board Self-Evaluation Form
- Draft SFHSS Board Self-Evaluation Timeline
- Draft SFHSS Executive Director Performance Evaluation Survey
- Updated Draft SFHSS Executive Director Performance Evaluation Timeline
- HSB Self-Evaluation Plan Year 2020 Report Presented by Board Secretary

STAFF RECOMMENDATION: Approve the initiation of the Board Self-Evaluation and Executive Director Performance Evaluation Survey and Timeline

PUBLIC COMMENT:

ACTION:

13. INITIATE GOVERNANCE POLICIES AND TERMS OF REFERENCE 2022 REVIEW PROCESS AND TIMELINE: (Action)

Presented by Committee Chair Scott

The Governance Committee is responsible to oversee Health Service Board policies. The Board adopted the Governance Policies and Terms of Reference on February 22, 2007, amended on April 9, 2015, and further amended on February 19, 2019. Policies are reviewed at least once every three years to ensure the Governance Policies and Terms of Reference remain relevant and appropriate. The attached document presents the timeline for the review process and final approval for 2022.

DOCUMENTS ATTACHED:

- Draft HSB Governance Policies and Terms of Reference 2022 Review Process and Timeline

STAFF RECOMMENDATION: Approve the HSB Governance Policies and Terms of Reference 2022 Review Process and Timeline

PUBLIC COMMENT:

ACTION:

REGULAR BOARD MATTERS

14. REPORTS AND UPDATES FROM CONTRACTED HEALTH PLAN REPRESENTATIVES: (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 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, 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. The following email has been established to contact all members of the Health Service Board: 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

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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.