

**MEMORANDUM**

**DATE:** September 4, 2020  
**TO:** Health Service Board  
**FROM:** Dr. Stephen Follansbee, Board President  
**RE:** President's Report

---

Referral to Governance Committee:

The services provided by the City Attorney's office to both the Health Service System and the Health Service Board are very much appreciated. The Governance Terms of Reference addresses the need of the HSB to rely on other San Francisco City and County Departments for support, including legal services from the City Attorney. The City Attorney's office has alerted all Boards that there may be circumstances when the attorney providing services to a Board needs to be an attorney different from the attorney providing legal services to that City Department. This issue needs to be further researched and clarified with recommendations made to the Health Service Board so that our Governance Terms of Reference comply. Randy Scott, Chair of the Governance Committee, and I have discussed this issue. I am asking the Governance Committee to request more information and make recommendations to the full Board. These changes to our Governance Terms of Governance are expected to place the HSB in compliance with this policy.

Reference:

[Governance Policies and Terms of Reference](#)

101: Health Service Board Terms of Reference: Legislation and Litigation: 24

207: 6.c.

Governance Committee Meeting September 3, 2020 report

In response to the discussion at the August 2020 HSB meeting, the Governance Committee met on September 3, 2020, with all Committee members in attendance. The announced objective for this meeting was to receive a more detailed review and explanation of the RFP process, including the scope, objectives, timeline, requirements, and restrictions for the calendar year 2022 non-Medicare health plan options for active and early retirees. All HSB members complimented the HSS Staff, including Director Yant, on the hard work that has gone into this process under challenging conditions, recently complicated by the pandemic. The presentation, which is available ([SFHSS Medical Plan Competitive Bid for Medical Plans SFHSS Member \(non-Medicare\) Plan Year 2022](#)), covered the last two years of preparation,

**SAN FRANCISCO**  
**HEALTH SERVICE SYSTEM**

Affordable, Quality Benefits & Well-Being

including HSB involvement in the strategic goals and objectives of the RFP. The RFP is going to be released shortly and will be available for public review on the Requests for Bids, Quotes, Proposals, and Qualifications [webpage](#). The timeline outlined in the presentation highlights that the HSB will be presented with the recommendations from HSS for decision at the February 2021 meeting. During the Committee meeting questions were raised regarding the involvement of the HSB members at earlier points in the process. Specifically, the option was discussed of having members of the HSB present as observers during the interview process scheduled for January 2021. The implications of this are broad, including compliance with current City RFP administrative rules and regulations. Director Yant and Erik Rapoport from the City Attorney's office are investigating these issues and will report back to the HSB with recommendations on the feasibility and definition of the observer role of HSB members. The recommendations will be presented to the November 12 HSB meeting for discussion and potential action.