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HEALTH SERVICE BOARD: **GOVERNANCE COMMITTEE**

MEETING MINUTES

Thursday, September 3, 2020

REGULAR MEETING AT

1:00pm

VIRTUAL PRESENTATION BY SFGOV TV

1. **CALL TO ORDER:** 1:00 pm

2. **ROLL CALL**

Commissioner, Randy Scott, Chair-Present
Commissioner, Stephen Follansbee, M.D., Board President-Present
Commissioner, Claire Zvanski-Present
Commissioner, Karen Breslin-Joined for Discussion

3. **MEDICAL PLAN COMPETITIVE BID FOR CONTRACTS IN the PLAN YEAR 2022 (Non-Medicare) POPULATION: (Discussion Item)**

The SFHSS Medical Plan Competitive Bid for Medical Plans SFHSS (Non-Medicare) Plan Year 2022 can be located on the SFHSS website at <https://bit.ly/35H4K7g>

Governance Chair Randy Scott stated this meeting is a result of Board member questions from August 13, 2020 meeting regarding the initiation of the competitive bid process and the planned release of the Request for Proposal for the Medical Plans for the Active and Early Retiree (Non-Medicare Population in Plan Year 2022. Commissioner Scott outlined that the agenda will offer a broad overview of the RFP process, provider qualifications, clarify RFP rules and regulations, and respond to any specific Board member questions.

Director Yant presented the following items in her presentation:

- Overview of Plan Years 2020-2022
- Leading up to the RFP
- Strategic Goals
- Market Assessment Findings-July 2019
- Recap of Member Engagement
- RFP Aims in Relation to Member asks of SFHSS
- Health Plan Models-Current State
- Health System Models-System Competition Scenario
- RFP Process Timeline
- Objectives
- Key Areas of Evaluation
- Process: Advisors, Panelists
- HSB Governance Policy-Vendors
- Authorities

Each Governance Committee member expressed their gratitude for the staff diligence and the presentation content. President Follansbee asked to current the information on the slides with a graphic display of the Health Plan Models-current and future state so that in response to the “who coordinates my?” the response reads “Your Kaiser Primary Care Provider.”

Commissioner Zvanski asked if a list of all submitted proposals will be available and if the proposals will state any company mergers or buy-outs in the last 5-10 years. Director Yant clarified that all respondents will be disclosed, and proposals will include questions regarding mergers, buy-outs, and legal proceedings.

Commissioner Zvanski asked what services are permissible for third-party subcontracts and how are the subcontracts held accountable. Director Yant stated that all sub-contracts are disclosed in all contracts and subject to an approval process.

Commissioner Zvanski wanted clarification if only one plan will be accepted. Director Yant stated the RFP process is not limited to one plan and can afford more than one plan as long as it is suitable and affordable. Governance Chair Scott re-iterated that the process evaluation reviews for quality, price, and outcome.

Commissioner Zvanski asked if HMO systems require a referral from a primary care physician what are the rules. Director Yant explained the referral is regulated by the California Department of Managed Care (DMHC) rules.

Commissioner Zvanski expressed concern about the continuity of care from an active member to a retiree. Director Yant recognized this RFP does address those early retirees who are not yet eligible for Medicare. Transition to Medicare plans is outside the scope of this RFP, this is addressed in the concern and SFHSS strategic plan and will be updated in the November Board meeting.

Commissioner Breslin wondered if the RFP process is following the Health Service Boards' Terms of Governance Service Provider and Vendor Selection Policy as stated in the [Governance Policies and Terms of Reference](#).

Commissioner Scott responded that the Board has been engaged-as outlined in Director Yant's timeline-throughout the last two years with the strategic planning, objectives, market assessment, and the actions that are consistent with the terms of governance. Commissioner Scott also reminded the Board that a deeper involvement may impede the Board's fiduciary responsibility.

Commissioner Zvanski understood the final proposals will be presented to the Board and wondered if only seeing the final proposal would offer sufficient information to provide a final recommendation.

Commissioner Follansbee asked if Commissioners can be involved in the respondent interview process. Director Yant explained the panelist convene in December to review the compilation of submitted proposals followed by oral interviews of the respondents. Director Yant explained further that there are presentation guidelines, panelist question protocols, and that panelists adhere to presentation evaluation criteria to narrow the selection process.

President Follansbee also asked if Commissioners could observe the interviews within the constraints of the process. Director Yant stated that the role would need to be defined to retain confidentiality. Eric Rappaport, Deputy City Attorney, cautioned that the observer role would be required to sign the confidentiality agreement and it is uncertain what, if anything, the observer would be able to report back under the legal constraints. Eric Rappaport said he would need to consult with Director Yant and the Management Team to define an observer role and determine participation options. Erik advised that the Board vote, in open session, the designated Board member for the purpose to observe that the RFP process is conducted fairly and equitably.

Commissioner Zvanski state that at least two Board members would like to be involved and asked if there is a concern that the amount of Board members may constitute a quorum. Erik Rappaport said would research any Brown Act issues. President Follansbee suggested there be more than one Board member to represent SFHSS member constituencies. Commissioner Follansbee also commented that the Board does not know the composition of the panelists. Director Yant acknowledged the level of discomfort and trust in this process and once the RFP is released many of the Boards' concerns and questions will be clarified. Director Yant stated that the panelists' names are confidential to prevent undue influence throughout the process although the RFP shares matrix of qualification to create a balanced representation. Erik Rappaport also suggested that Commissioners review the RFP once it is released.

Governance Chair Randy Scott concluded that after legal advice is confirmed, Director Yant and President Follansbee present a report to the full Board.

PUBLIC COMMENTS:

Fred Sanchez, member and representative of Protect Our Benefits, appreciated Director Yant’s and the Board Secretary’s time to clarify the process and thanked everyone for the time and effort devoted to the RFP process. Mr. Sanchez stated the Board ought to have the possibility to review submitted proposals and ask questions before the final vendor selection recommendation and vote.

4. OPPORTUNITY FOR THE PUBLIC TO COMMENT ON MATTERS WITHIN THE BOARD’S JURISDICTION: (Discussion)

PUBLIC COMMENT: None

5. OPPORTUNITY TO PLACE ITEMS WITHIN THE COMMITTEE’S JURISDICTION ON FUTURE AGENDAS: (Discussion)

PUBLIC COMMENT: None

6. ADJOURNMENT: 2:33 pm

Summary of Health Service Board Rules Regarding Public Comment

- Speakers are urged to fill out a speaker card in advance but may remain anonymous if so desired.
- A member of the public has up to three (3) minutes to make pertinent public comments before action is taken on any agenda item.
- A member may comment on any matter within the Board’s jurisdiction as designated on the agenda.

Health Service Board and Health Service System Web Site: <http://www.sfhss.org>

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Summary of Health Service Board Rules Regarding Cell Phones and Pagers

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- 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 set forth in Chapter 67A of the San Francisco Administrative Code.

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The following email has been established to contact all members of the Health Service Board: health.service.board@sfgov.org.

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