



# HEALTH SERVICE BOARD

## CITY & COUNTY OF SAN FRANCISCO

**Randy Scott**  
President

**Mary Hao**  
Vice President

**Karen Breslin**  
Commissioner

**Chris Canning**  
Commissioner

**Connie Chan**  
Supervisor (District 1)  
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, November 10, 2022, 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

**Watch** at 1:00 pm on November 10, 2022 (via [SFGovTV schedule](#))

**Click the link to join the meeting** - <https://bit.ly/3Di0plm>

**Public Comment Call-In:** 415-655-0001 / **Access Code:** 2483 953 4365

### Providing Public Comment:

Dial **415-655-0001** and then enter access code **2483 953 4365** then #

1. **Press #** again to enter the meeting as an ATTENDEE
2. 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.
3. When Public Comment is called, dial \* then **3** to be added to the speaker line.
4. 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.
5. To withdraw your question, press \* then **3**. – you will hear: “You have lowered your hand.”
6. When the system message says “Your line has been unmuted” - **THIS IS YOUR TIME TO SPEAK.**
7. 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.
8. 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.”
9. Participants who wish to speak during 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 Wednesday, November 9<sup>th</sup>** 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 Connie Chan-  
Commissioner Stephen Follansbee, M.D.-  
Commissioner Claire Zvanski-

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

Presented by President Scott

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

DOCUMENTS ATTACHED: Health Service Board Resolution Findings to Allow Teleconference Meetings Draft

STAFF RECOMMENDATION: Accept and approve the Health Service Board Resolution Findings to Allow Teleconference Meetings

PUBLIC COMMENT:

ACTION:

**4. 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:

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

Presented by President Scott

DOCUMENTS ATTACHED: September 8, 2022, HSB Regular Meeting Meetings to Be Approved

PUBLIC COMMENT:

ACTION:

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

Presented by President Scott

DOCUMENTS ATTACHED: No written report

PUBLIC COMMENT:

**7. DIRECTOR'S REPORT: (Discussion)**

Presented by Abbie Yant, SFHSS Executive Director

DOCUMENTS ATTACHED: November 10, 2022, Director's Report

PUBLIC COMMENT:

**8. SFHSS FINANCIAL REPORT AS OF September 30, 2022: (Discussion)**

Presented by Iftikhar Hussain, SFHSS Chief Financial Officer

DOCUMENTS ATTACHED:

SFHSS Financial Reporting as of September 30, 2022, Memo

SFHSS Financial Reporting as of September 30, 2022, Presentation

PUBLIC COMMENT:

**9. ANNUAL AUDIT REPORT: (ACTION):**

Presented by Iftikhar Hussain, SFHSS Chief Financial Officer, Yia Yiang and Craig Harner, MGO

DOCUMENTS ATTACHED:

November 10, 2022, Annual Audit Report Memo

November 10, 2022, MGO Audit Communication Letter

November 10, 2022, MGO Audit Report CCSF Health Service System FY 2021/2022

November 10, 2022, MGO Audit Results Presentation FY 2021/2022

RECOMMENDATION: Accept the Audit Report.

PUBLIC COMMENT:

ACTION:

**10. SUTTER HEALTH SETTLEMENT DISTRIBUTION APPROVAL: (Action)**

Abbie Yant, SFHSS Executive Director,' and Iftikhar Hussain SFHSS Chief Financial Officer

DOCUMENTS ATTACHED:

Sutter Health Settlement Distribution Memo

Sutter Health Settlement Distribution Presentation

STAFF RECOMMENDATION: Approve the Sutter Health Settlement Distribution

PUBLIC COMMENT:

ACTION:

**11. BOARD EDUCATION: ADDICTION SERVICES INCLUDING MEDICATION ASSISTED TREATMENT: (Discussion)**

Presented by Eric Haram, LADC, Principal, Haram Consulting, LLC

DOCUMENTS ATTACHED: Board Education: Addiction Services Including Medication-Assisted Treatment

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

PUBLIC COMMENT:

**12. SFHSS STRATEGIC PLAN 2023-2025: (Action)**

Presented by Abbie Yant, SFHSS Executive Director, and Leticia Harris, SFHSS Senior Health Program Planner and Racial Equity Lead

DOCUMENTS ATTACHED: SFHSS Strategic Plan 2023-2025

STAFF RECOMMENDATION: Approve the SFHSS Strategic Plan 2023-2025

PUBLIC COMMENT:

ACTION:

**GOVERNANCE COMMITTEE MATTERS**

**13. HEALTH SERVICE BOARD ANNUAL SELF-EVALUATION AND EMPLOYEE PERFORMANCE OF SFHSS EXECUTIVE DIRECTOR EVALUATION AND TIMELINES FOR PLAN YEAR 2022: (Action)**

Presented by Governance Committee Chair Follansbee

DOCUMENTS ATTACHED:

- HSB Self-Evaluation for Plan Year 2022 Timeline Draft
- HSB Self-Evaluation for Plan Year 2022 Draft
- Performance Evaluation of SFHSS Executive Director 2022 Timeline Draft
- Performance Evaluation of SFHSS Executive Director 2022 Draft

The Governance Committee met on November 2, 2022, and approved timelines and evaluations for the Annual Self-Evaluation and Employee Performance of the SFHSS Executive Director. The attached document presents the evaluation and timelines for the plan year 2022.

STAFF RECOMMENDATION: Approve the Board Self-Evaluation and Executive Director Performance Evaluations and Timelines

PUBLIC COMMENT:

ACTION:

**14. HEALTH SERVICE BOARD ANNUAL EDUCATION PLANNING PROCESS: (Action)**

Presented by Governance Committee Chair Follansbee

The Governance Committee met on November 2, 2022, and approved a timeline to review the Board Education Plan. The Committee shall align the plan with the approved SFHSS 2023-2025 Strategic Plan. The attached document presents the timeline for the review process and final 2023 approval.

DOCUMENTS ATTACHED: Draft HSB Annual Education Planning Process

STAFF RECOMMENDATION: Approve HSB Annual Education Planning Process

PUBLIC COMMENT:

ACTION:

**15. GOVERNANCE POLICIES AND TERMS OF REFERENCE 2022 REVIEW PROCESS AND TIMELINE: (Action)**

Presented by Governance Committee Chair Follansbee

The Governance Committee met on November 2, 2022, and approved a timeline to review the Health Service Board policies and Terms of Reference. The Committee designated three areas to review 1. Policy 210 regarding reinsurance (“stop-loss insurance”), 2. review Audit and Compliance language, and 3. areas that highlight policy exceptions. 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**

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

PUBLIC COMMENT:

**17. ADJOURNMENT:**

**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).