



HEALTH SERVICE BOARD

CITY & COUNTY OF SAN FRANCISCO

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Karen Breslin
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Commissioner

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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

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HEALTH SERVICE BOARD

REGULAR MEETING MINUTES

Thursday, September 8, 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 September 8, 2022 (via [SFGovTV schedule](#))

Click the link to join the meeting - <https://bit.ly/3Ag4mvn>

Public Comment Call-In: 415-655-0001 / **Access Code:** 2484 203 8219

Providing Public Comment:

Dial **415-655-0001** and then enter access code **2484 203 8219** 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 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 comments 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, September 7th** 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.

The Health Service Board recording is available on [September 8, 2022, HSB Regular meeting webpage](#), and visit the [SFGovTV webpage](#) for a full record of Regular Board meeting archives.

1. **CALL TO ORDER:** 1:07 pm

2. **ROLL CALL:**

President Randy Scott-Present
Vice President Mary Hao-Present
Commissioner Karen Breslin-Present
Commissioner Chris Canning-Excused
Supervisor Connie Chan-Excused
Commissioner Stephen Follansbee, M.D-Present (Virtual)
Commissioner Claire Zvanski-(Virtual)

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

The Health Service Board Resolution Findings to Allow Teleconference Meetings Under California Government Code Section 549539(e) is available on the SFHSS webpage <https://bit.ly/3xruRfD>

Commissioner Breslin moved to approve the Health Service Board Resolution Findings to Allow Teleconferenced Meetings Under Government Code Section 549539(e). Commissioner Zvanski seconded the motion.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Follansbee, Hao, Scott, Zvanski

Noes: None

Excused: Canning, Supervisor Chan

ACTION: The Health Service Board unanimously approved the Health Service Board Resolution Findings to Allow Teleconference Meetings Under California Government Code Section 54953(e).

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: None

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

The August 11, 2022, HSB Regular Meeting Meetings are available on the SFHSS webpage <https://bit.ly/3U5KxyE>

Commissioner Breslin moved to approve the August 11, 2022, HSB Regular Meeting Meetings. Vice President Hao seconded the motion.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Follansbee, Hao, Scott, Zvanski

Noes: None

Excused: Canning, Supervisor Chan

ACTION: The Health Service Board unanimously approved the August 11, 2022, HSB Regular Meeting Meetings.

6. PRESIDENT'S REPORT: (Discussion)

President Scott thanked Vice President Hao for presiding expertly at the last Board meeting in August. President Scott thanked those Commissioners who accepted assignments as Chairs and members of the Finance and Budget Committee and the Governance Committee. President Scott welcomed Jennifer Donnellan, new City Counsel for the Health Service Board, who has been with the City Attorney's Office since 2016. President Scott also announced, as tradition, the October Board meeting is canceled to allow staff to attend to Open Enrollment activities.

PUBLIC COMMENT: None

7. DIRECTOR'S REPORT: (Discussion)

September 8, 2022, Director's Report is available on the SFHSS webpage <https://bit.ly/3d8Wljc>

Abbie Yant, SFHSS Executive Director presented the following items:

- New Bivariant COVID-19 Boosters Approved
- San Francisco COVID-19
- PBGH News: Sutter Health Settlement
- Health Equity Update
- Strategic Planning
- Firefighter Mental Health and Substance Use Disorder Treatment
- Expanded Mental Health Employee Assistance Services for Police, Fire, and Sheriffs
- Mental Health Vendor Summit

No discussion for this agenda item.

PUBLIC COMMENT: None

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

The SFHSS Financial Reporting as of June 30, 2022, Memo and Presentation are available on the SFHSS webpages <https://bit.ly/3xlnp5y> and <https://bit.ly/3RHQUGU>

Iftikhar Hussain, SFHSS Chief Financial Officer presented the following items:

- SFHSS Financial Report Highlights
 - Employee Benefit Trust Fund
 - Health Sustainability Fund
 - General Fund Administrative Budget

No discussion for this agenda item.

PUBLIC COMMENT: None

9. SFHSS STRATEGIC PLAN 2023-2025 DRAFT: (Discussion)

The SFHSS Strategic Plan 2023-2025 Draft is available on the SFHSS webpage <https://bit.ly/3xjDR68>

Abbie Yant, SFHSS Executive Director, and Leticia Harris, SFHSS Senior Health Program Planner, and Racial Equity Lead presented the following items:

- Agenda and Presentation Aim
- Strategic Planning: Timing and Deliverables Progress to Date
- Strategic Planning: Timing and Deliverables Next Steps
- Environmental Scan
- Internal Factors-Toolkit Assessment Summary
- External Factors-Leading Health Authorities
- External Factors-Subject Matter Expertise
- Internal & External Factors-Expanded Leadership Workshop and Discussion
- SWOT Analysis Summary and Draft Strategic Goals
- Where we are/What we explored/Where we landed
- Validating Mission Vision Values and Reflection
- Mission Vision Values current vs. proposed
- Strategic Goals and Objectives-Draft Summary
- Strategic Goal 1
- Strategic Goal 2
- Strategic Goal 3
- Strategic Goal 4
- Strategic Goal 5
- Strategic Planning Lessons Learned and Next Steps

Discussion by Presentation section:

Background

Commissioner Follansbee reviewed the word cloud from the mission, vision, and values validation exercise and asked what the size and color of the font indicated. Leticia Harris said size and color indicated the number of times and frequency in which the words were mentioned. Leticia Harris said the bolded words and darker color text represent the ideas that were mentioned the most. Commissioner Follansbee asked if “famer’s market” was meant to be farmer’s market. Leticia Harris said the staff indicated their interest in the Civic Center weekly farmer’s market.

Goal 1-Provide affordable and sustainable healthcare and high-quality well-being services through value-driven decisions and program design.

President Scott acknowledged Board members’ knowledge, prior experience, and the expertise each member brings. He said the Maintain Board Education Objective should thus have a higher measurement scale to stretch beyond what is stated currently. President Scott proposed the key results measure be increased: number 2 being “moderately aware”, number 3 being “aware”, and number 4 being highly aware.

Goal 2-Advance advanced primary care and member engagement to ensure the right care, at the right time and place.

Vice President Hao called attention to the goal description “to ensure the right care, at the right time and place” and cautioned the use of the word “ensure” in areas where the Health Service System does not have full control. Leticia Harris took note to look at verbs in relation to

SFHSS' sphere of influence to balance the context with more specificity. Commissioner Follansbee agreed with Vice President Hao and suggested the word "advance" in place of "ensure".

Goal 3-Foster health equity through intentional organizational culture, accessibility, inclusion, and belonging.

President Scott called attention to the key result measurement, "Conduct a bi-annual workforce demographic analysis using provided Department Human Resources Workforce Dashboard". President Scott said to consider adding a measurement to the 4 Exceed column. After having completed the workforce analysis bi-annually, he thought it would be beneficial to at least have a departmental leadership discussion about the report using the same cadence. He is not recommending that this manifest into something as formal "planning" since he is not familiar with this newly added racial equity reporting requirement and unaware as to whether there might be resource constraints. At least management can discuss, what those annual reports resulted in and where there are gaps or areas of potential focus. As SFHSS cooperates in hiring and interviewing processes that are not mandated by the Department of Human Resources (DHR), the management/leadership can approach these areas while being conscientious of the reviewed reporting. President Scott proposed some type of summary discussion as a suggested revision to this key result measurement. Leticia Harris said the suggestion can be added as a key result measure. Leticia Harris also noted the Health Service System had access to the DHR dashboard metrics for the first time this year and submitted the required inaugural reporting in May. SFHSS is awaiting feedback on that reporting from the Office of Racial Equity that will further inform directives on how to exceed in this category.

Vice President Hao noted both objectives include a "health equity lens". She asked for clarity on how a health equity lens is applied to the workforce environment. Leticia Harris said the Department of Human Resources curriculum includes topics related to diversity, equity, and inclusion. For example, communications across cultures, implicit bias training, and tailored workshops for departments to actualize their strategic planning goals. Vice President Hao said that she understood what it means to apply the health equity lens to external customer service. She suggested that the internal strategic goal pertaining to the workforce is more indicative of an "equity lens", replacing the existing "health equity lens". Leticia Harris said the language can be amended.

Goal 4-Support the mental health and well-being of our membership by reducing stigma and addressing barriers to care in partnership with key stakeholders.

No suggested edits.

Goal 5 Optimize Service to maintain and advance exceptional member and stakeholder engagement.

Commissioner Follansbee understood contracted vendors to be stakeholders and wondered if the strategic plan includes gathering feedback about vendors' willingness to participate in all levels of engagement around Health Service System processes. Rey Guillen, Chief Operating Officer, said so much of the work Member Services performs is in conjunction with our health plan partners and often when looking to resolve issues, feedback and support are needed from health plan partners. Rey Guillen said Health Service System wants to build out processes and procedures that are not only known internally as well as the health plan partners so we are best able to support the membership.

Commissioner Follansbee was impressed with the objective to improve staff training and professional development and asked if key results are available to cover job satisfaction or

opportunities for growth from within. He wondered whether SFHSS can find tools to see how staff are appreciating these strategic goals and their participation in becoming more facile in their responsibilities and learning. Rey Guillen said the aim is to create more opportunities for cross-divisional engagement so staff is empowered to build resolution and problem-solving skill sets that not only improve processes and to also contribute to staff professional development. Executive Director Yant said there isn't a key result measurement now and that measurements can be considered for the final draft.

President Scott and Vice President Hao asked if an advance copy with track changes could be sent to the Board before posting. Executive Director Yant said the team would try their best to send an advanced copy.

Vice President Hao thanked the staff and Leticia Harris for their hard work on the strategic plan and appreciated SFHSS' commitment to including the member's voices. President Scott commended Leticia Harris for her leadership on this project. President Scott participated in 3 different cycles of strategic planning and none have been as thorough, complete, or comprehensive as the one brought before the Board today. He has hope and high expectations for what lies ahead. Commissioner Follansbee said he was impressed with the document, noting the high level of staff input and the sophisticated planning process. Commissioner Zvanski concurred with all Board member's comments, and questions and supported the suggestions.

PUBLIC COMMENT: None

10. OPEN ENROLLMENT, HEALTH FAIR, AND FLU CLINIC PLANS FOR 2022 (PLAN YEAR 2023): (Discussion)

The Open Enrollment, Health Fair, and Flu Clinic Plans for 2022 (Plan Year 2023) presentation materials are available on the SFHSS webpage at <https://bit.ly/3BAINYe>

Rey Guillen, SFHSS Chief Operating Officer, and Carrie Beshears and SFHSS Well-Being Manager presented the following items:

- Topics of Discussion
- Changes Incorporated in OE Communications
 - Open Enrollment Mailings
 - 2023 PY Open Enrollment Booklets
 - 21 Different OE Letters and Self-Service Instructions
 - 4 Different OE Envelopes 6x9-Actives & 2x12-Retirees
 - 2023 Plan Year Health Benefits Guides
 - 6 Weekly OE Emails Starting Last Week of September
 - OE Website
 - OE Webinar Schedule
- Transition of Split Medicare Families
 - OE Communications for Split Family Changes
- SFHSS Member Services Availability During Open Enrollment
- SFHSS Worksite Flu Clinics
- Benefit/Health Fair & Flu Clinic Locations

Commissioner Breslin asked if both the retiree and the member will have to pay the \$37.79 for the split family cost increase. Rey Guillen said the employee coverage is fully paid for by the employer subsidy so the cost increase will be applied to the dependent. Commissioner Breslin recalled that 600 people have split family plans. Rey Guillen said there are about 700 people that will transition

plans. Commissioner Breslin said the presentation answered a lot of her questions and thanked Rey Guillen for the hard work.

President Scott asked for the Member Services schedule during Open Enrollment. Rey Guillen said the call system is available from 9 am to 5 pm every day, except Thursdays when we open at 10:00 and in-person services for walk-ins begin at 9 am.

Commissioner Breslin requested nutrition counseling be added to the open enrollment material, so members know the option is available. Rey Guillen said the staff can consider nutritional counseling benefits promotions.

President Scott asked how Tuolumne County will be supported during Flu Clinics offerings. Carrie Beshears said a flu clinic is scheduled each year-the department decides which vendor is most fitting for the location and a nurse from Kaiser Permanente attends as well.

Commissioner Scott asked if members will be able to receive a flu shot and COVID booster shot. Carrie Beshears said flu shots and COVID booster administration is not planned at this time however there is some discussion with the Department of Human Resources on the option. Commissioner Follansbee pointed out the new booster requires initial immunizations (first and second booster) and it may be helpful to distribute information to members on the requirements for the new booster and reminders to update their medical records with health plan providers.

PUBLIC COMMENT: None

BREAK: 2:47-3:00pm

11. APPROVAL OF REVISIONS TO HEALTH SERVICE SYSTEM MEMBER RULES AND SECTION 125 CAFETERIA PLAN: (Action)

The Approval of Revisions to the Health Service System Member Rules and Section 125 Cafeteria Plan presentation and materials are available on the SFHSS webpages <https://bit.ly/3TZODbw>, <https://bit.ly/3BDIsUI>, and <https://bit.ly/3BghEaf>

Rey Guillen, SFHSS Chief Operating Officer presented the following items:

- Summary of Proposed Policy Changes Health Service System Rules: Plan Year 2023
- Summary of Proposed Policy Changes for the Cafeteria Plan Document: Plan Year 2023

Vice President Hao moved to approve the Revisions to Health Service System Member Rules and Section 125 Cafeteria Plan. Commissioner Breslin seconded the motion.

No discussion for this agenda item.

PUBLIC COMMENT: None

VOTE:

- Aye: Breslin, Follansbee, Hao, Scott, Zvanski
- Noes: None
- Excused: Canning, Supervisor Chan

ACTION: The Health Service Board unanimously approved the revisions to the Health Service System Member Rules and Section 125 Cafeteria Plan for Plan Year 2023.

12. 2022 DEPENDENT ELIGIBILITY VERIFICATION AUDIT (DEVA) UPDATE: (Discussion)

The 2022 Dependent Eligibility Verification Audit (DEVA) Update presentation is available on the SFHSS webpage <https://bit.ly/3QFLlr8>

Rey Guillen, SFHSS Chief Operating Officer presented the following items:

- What is DEVA?
- 2022 DEVA Timeline
- Communications Channels to Educate Members
- DEVA & *eBenefits*
- DEVA Letters Timeline
 - DEVA Letters #1 through #4
 - DEVA Envelope
- DEVA Homepage-sfhss.org/deva
- DEVA-Communications Resources
 - DEVA Webinars
 - DEVA Video
- 2022 DEVA Results
- Audit Challenges and Next Steps

Commissioner Breslin asked if members were automatically terminated if they failed to respond. Rey Guillen said members were terminated if they failed to respond to the outbounds calls and letters (received up to four letters).

Commissioner Follansbee was curious about interactions with members and the morale of the staff through the pilot program. Rey Guillen said there was a dedicated team to the DEVA pilot program and as such, they experienced the learning curves, bumps, and at times an overwhelming number of calls, and in the end felt appreciation from management's responsiveness and a sense of accomplishment. Commissioner Follansbee thanked the team for their diligence on this important task.

Commissioner Zvanski asked if the DEVA was only conducted for active members. Rey Guillen said the DEVA this year selected 600 retirees, no active members. President Scott asked if the next audit will be for active and retiree members. Rey Guillen said the next audit population has not been selected and believes it's better to focus on one population. President Scott wanted to know more about the DEVA Audit Request for Proposal (RFP) bid. Rey Guillen explained that one bid was received through the RFP process, however the bidder did not meet the technical requirements. President Scott asked if the future external vendor would oversee the entire audit process or just one portion. Rey Guillen said the external vendor will need to be a programmer who can work with the Salesforce customer relationship system, the system that holds the entire member information and can upload necessary documents and thus remove the manual entry process we currently have. Rey Guillen said the intention is to perform the audit in-house using the technical capabilities provided by the awarded vendor.

Commissioner Breslin asked if members receive any communication or warning that they need to change their dependent eligibility. Rey Guillen said the member rules and the plan documents, including the Open Enrollment documents, give clear guidance on eligibility for members and dependents. With the DEVA project, we have stated the purpose of the project so that members know why it's being done and allows for eligibility in our system.

PUBLIC COMMENT: None

13. ACTUARIAL CONTRACT EFFECTIVE FISCAL YEAR 2023-2024: (Discussion)

The Actuarial Contract Effective Fiscal Year 2023-2024 presentation is available on the SFHSS webpage <https://bit.ly/3qAf9eb>

Abbie Yant SFHSS Executive Directory and Michael Visconti, SFHSS Contracts Manager presented the following items.

- Actuarial Services RFP Discussion-Overview
- Purpose
- History and Current State
- Scope of Services
- Schedule and Process
- Restricted Communications

President Scott asked to describe the timeframe for prospective vendors to ask questions. Michael Visconti, Contract Manager said all communications must be submitted in writing, and once received they are posted publicly on the website. President Scott asked if a virtual conference call will be available to prospective vendors and if will it be recorded. Michael Visconti said as with the 2018 Medical Request for Proposal (RFP), the Contracts team will host, promote, and record a virtual RFP Pre-proposal Conference call shortly after the release of the RFP. Michael Visconti also mentioned any questions submitted orally during the conference call are also required to be submitted in writing after the call.

Commissioner Breslin asked how much the weight of the cost of the vendor factors into the selection process. Michael Visconti said pricing is a factor in the scoring. The Health Service System has a balance scoring rubric and is transparent in the percentage breakdown. Commissioner Breslin asked if the actuarial contracts include annual raises. Michael Visconti said the health service system asks for guaranteed costs for the budget to plan for future costs. This process will likely mirror the 2018 Actuarial Contract which outlined a percentage increase for the first 3 years of the contract, then we have 2 one-year options to extend and negotiate prices based on the prior three years.

Commissioner Follansbee asked if the expert panelists are San Francisco government staff or are outside the government staff. Michael Visconti said the San Francisco Administrative Code Chapter 14 recommends no more the %50 are members of the awarding department. The Health Service System policies and procedures go beyond the recommendation and require no more than %50 are members of the awarding department. Commissioner Breslin asked how many people will be on the panel. Michael Visconti said historically five to six people have made a panel, although the number of panelists has not been determined yet. Commissioner Breslin said it may be better to have panelists from outside of San Francisco. Michael Visconti said we are permitted to do that. Commissioner Zvanski asked for details of the panelist vetting process. Michael Visconti said perspective panels submit a resume and the contracts team follows up with any questions or concerns. Michael Visconti said we want to make sure panelists collectively have expertise in all areas within the scope of the RFP. Commissioner Breslin asked how the contracts team recruits panelists. Michael Visconti said we have a wide network and our department has many connections with other departments and third parties which allows us to select from a large pool of eligible candidates.

PUBLIC COMMENT: None

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

PUBLIC COMMENT: None

15. ADJOURNMENT: 3:57 pm

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 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. 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 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.

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