



# HEALTH SERVICE BOARD

## CITY & COUNTY OF SAN FRANCISCO

**Randy Scott**  
President

**Mary Hao**  
Vice President

**Karen Breslin**  
Commissioner

**Chris Canning**  
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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<http://www.sfhss.org/>

### HEALTH SERVICE BOARD

### MEETING MINUTES

Thursday, February 9, 2023, 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 February 9, 2022 (via [SFGovTV schedule](#))

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

Public Comment Call-In: 415-655-0001 / Access Code: **2504 751 1459** Webinar Password: **1145**

### Providing Public Comment:

Dial **415-655-0001** and then enter access code **2504 751 1459** then #

1. Enter the Webinar Password: **1145**
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 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, February 8th** 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 meeting recording is available on the [February 9, 2023, HSB Regular Meeting webpage](#). Regular Board meeting recording archives are available on the [SFGovTV Health Service Board meeting webpage](#).

1. **CALL TO ORDER:** 1:01 pm

2. **ROLL CALL:**

President Randy Scott- Present  
Vice President Mary Hao- Present  
Commissioner Karen Breslin- Present  
Commissioner Chris Canning- Present  
Commissioner Stephen Follansbee, M.D- Present (Virtual), lost connection between 2:20 pm – 3:10 pm  
Commissioner Claire Zvanski- Present

President Scott announced the following agenda item changes: agenda Item number nine 2023 Demographics Report will be incorporated into the Directors Report, agenda item numbers 19, 20, 21, and 22 closed session for the Employee Performance Evaluation will be called after the agenda item number 23 closed session member appeal. If there is not enough time to call every agenda item, the Employee Performance Evaluation items will be deferred to the March Health Service Board regular meeting.

3. **RESOLUTION ALLOWING TELECONFERENCED MEETINGS UNDER CALIFORNIA GOVERNMENT CODE SECTION 54953(e): (Action)**  
[Health Service Board Resolution Findings to Allow Teleconference Meetings Under California Government Code Section 54953\(3\)](#)

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Follansbee, Hao, Scott, and Zvanski

Noes: None

**ACTION: The Health Service Board unanimously approved the Resolution Allowing 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 was not available until after agenda item number eleven. General public comment was called again for any member of the public to comment on items three through ten.

PUBLIC COMMENT:

Naj Daniels, a field representative with SEIU Local 1021. Raised awareness that Health Service System is operating with a 50% staffing shortage and proposed contracting with an outside member services agency. Requested the Board add an agenda item to further investigate options, how the staffing shortage will affect the budget and workforce and develop a comprehensive hiring plan.

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

[January 12, 2023, HSB Regular Meeting Minutes are available on the SFHSS webpage](#)

Board Secretary Lopez noted Commissioner Breslin submitted edits to be included in the final document.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Follansbee, Hao, Scott, and Zvanski

Noes: None

**ACTION: The Health Service Board unanimously approved the January 12, 2023, Health Service Board Meeting Minutes.**

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

President Scott received an email from the Ethics Commission requesting Health Service Board members to complete the annual Form 700 and Ethics Training by April 3<sup>rd</sup>, 2023.

PUBLIC COMMENT: None

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

[February 9, 2023, Director's Report is available on SFHSS webpage](#)

Abbie Yant, SFHSS Executive Director presented the following items:

- Health Service Board Meetings Resume In-Person
- San Francisco COVID-19
- Stat: FDA Proposes Annual COVID Shot Matched to Current Strains
- Black Out Notice Reminder
- SFUSD Emergency Status
- Strategic Planning Update
- Racial Equity, Diversity & Cultural Heritage Celebrations
- Personnel Report
- Administrative Updates: HSB Email Outcome Report November-December 2022
- Division Reports

Executive Director Yant said the San Francisco Health Service System contracted with Mental Health Network to work with the Employee Assistance Programs for the Public Safety Departments of Sheriff, Police, and Fire. Centene (parent company to Healthnet, MHN) acquired Magellan Health in 2022 and subsequently, told Mental Health Network (MHN), that they will no longer offer Employee Assistance Programs. Recently, MHN notified SFHSS that they would no longer be offering EAP services effective June 30, 2023. Executive Director Yant thanked Carrie Beshears, Well-Being Manager, and Michael Visconti, Contracts Manager who are managing the transition from MHN to Com Psych, the company who has provided 24/7 Employee Assistance since the beginning of the pandemic, is under contract with SFHSS and has the capacity to service the public safety providers as we have designed today.. Executive Director Yant called each Public Safety Chief to share the transition plan.

Executive Director Yant thanked Rin Coleridge, Director of Enterprise Systems and Analytics, and their team for the 2023 Demographics Report. Executive Director Yant said the report shares information that helps us understand the membership population. Executive Director Yant highlighted four areas 1. There is a reduction in membership. There are 4600 job openings for the City and County of San Francisco, and we see that change in the membership numbers. 2. The split family resolution went smoothly and the numbers reflect those members who transition between health plans, 3. There is momentum on receiving race and ethnicity data which will help our strategies and understanding of the variations amongst populations, and 4. Kaiser Permanente continues to increase its membership population.

Commissioner Breslin noted the membership decreased for the last three years and wondered if there was an insight into the change. Executive Yant said the membership decrease coincides with the pandemic, telecommuting, and the Great Recession Resignation and this is not unique to San Francisco. President Scott thanked Rin Coleridge for the 2023 Demographics and said the quality of the report improves each year.

Commissioner Follansbee thanked Executive Director Yant, Carrie Beshears, Well-Being Manager, and Michael Visconti, Contracts Manager for their effort to make the transition from Mental Health Network to ComPsych as seamless as possible. Commissioner Follansbee said the local, state, and federal governments declared the end of the pandemic, and the Food and Drug Administration (FDA) and Center for Disease Control and Prevention (CDC) will release revised guidelines. He wants to ensure our membership is aware of the forthcoming recommendations and urges the health plans to comply with recommendation for COVID booster recommendations for the most vulnerable populations.

President Scott noted nearly 50% of the department positions are vacant and acknowledged the stress and strain the situation has on everyone. President Scott said the Executive Team is trying to do everything it can to promote and relieve the process although the hiring processes are delaying the timelines. President Scott thanked the San Francisco Health System staff, on behalf of the membership, for their diligence and hard work to perform the mission.

#### PUBLIC COMMENT:

Fred Sanchez, President of Protect Our Benefits-Expressed gratitude for the continued work on mental health for public safety staff. Expressed concern about staff vacancy and members not being able to contact Member Services.

#### 8. **SFHSS FINANCIAL REPORT AS OF DECEMBER 31, 2022: (Discussion)**

[SFHSS Financial Reporting as of December 31, 2022, Memo](#)

[SFHSS Financial Reporting as of December 31, 2022 Presentation](#)

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

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

Commissioner Zvanski heard a news report on the reduction of pharmacy rebates and the reduction of insulin costs. Commissioner Zvanski asked how have the pharmacy rebate reductions impacted our members. Iftikhar Hussain said the pharmacy rebates with insulin were about protecting how much patients have to pay. He said patient costs for insulin for Health Service System members are quite low under our health plans.

PUBLIC COMMENT: None

9. **2023 DEMOGRAPHIC REPORT: (Discussion)** Moved to February 9, 2022, Director's Report [2023 Demographic Report Memo](#) and [2023 Demographics Report](#)  
Rin Coleridge, Director of Enterprise Systems and Analytics

10. **BOARD EDUCATION: HEALTHCARE COST INFLUENCERS: (Discussion)**  
[Board Education: Healthcare Cost Influencers presentation](#)

Iftikhar Hussain, SFHSS Chief Financial Officer, and Mike Clarke, Aon presented the following items:

- Projected Healthcare Trends: Medical/Rx (Aon Forecast)
- Healthcare Cost Trend Influencers-Board Factors
- Healthcare Cost Influencers and Mitigation Strategies
- 2023 Global Medical Trend-Well-Being & Health Promotion
- Primary Care Case Study by California Health Care Foundation (CHCF)-Stressing Importance of Primary Care
- Rising healthcare Trends: Back to the Future?
- Future Trends: Impact of Inflation
- Trend Mitigation Potential Strategies for SFHSS

President Scott noted the department has tracked national trends for the past few years and asked if costs will accelerate like the national trends in inflation. Iftikhar Hussain said yes, the 2022 trends are moving in a higher direction as inflation increases and at the same time SFHSS has had lower increases for the 2022 and 2023 plan years. President Scott said this may be an early warning for increased rates during this rate-setting process this year. Executive Director Yant confirmed President Scott's assessment and this presentation sets the stage for budget and rate-setting proposals this year.

President Scott pointed out on slide 12 that price increases will exhibit some delay in appearing in medical claims because provider contracts are negotiated every two years. President Scott asked if the continuing increase will begin in 2024. Mike Clarke said national data is showing the cycle has already started. Mike Clarke said SFHSS sees this in the Blue Shield of California HMO claims being reimbursed to SFHSS through the large claim pooling mechanism, as 2022 large claim pooling reimbursements are the highest they have ever been for SFHSS, and some of that could be driven by price inflation on certain services in certain facilities. President Scott said we're on the price increase incline at this point and should expect more of it as we go forward.

Commissioner Zvanski expressed concern that provider price increases are driven by market consolidation and asked for more information on the impact on the overall cost. Mike Clarke said for-profit systems that are publicly traded entities are required to go complete Federal/Department of Justice reviews in proposed acquisitions. In the past few years, there have been some large system consolidations as well as smaller provider practices being purchased into larger practices. There doesn't seem to be a surge in big practice inflation because of ongoing consolidation, but at least the major system consolidations, especially publicly traded organizations, must go through Department of Justice reviews. Iftikhar Hussain said the healthcare prices are much higher in Northern California than in Southern California, which speaks to the higher consolidation in the Northern California Market. Iftikhar Hussain said the provider side isn't as much as the problem forward because mergers in the healthcare systems are scrutinized. The bigger danger is

pharmacies and the need to ensure public policy patent laws are not misused to increase prices. Executive Director Yant suggested Dr. Stephen Shortell from UC Berkeley present a Board Education topic on merger and acquisition and market consolidation. President Scott agreed with a future Board education topic and also noted various businesses are buying pharmacies which is convenient to the public but may impact pricing, delivery, and staffing. Executive Director said the department is also keeping an eye on venture capital funding of primary care and the impact it has on driving the cost of healthcare.

Vice President Hao asked if there are any recommendations to pursue plan design feature changes. Executive Director said plan design feature changes could be a strategy and would need to be a discussion with the Department of Human Resources who negotiates the types of benefits with the employees. Executive Director Yant said the City is facing a current budget deficit so this is a topic that could come up.

Commissioner Follansbee pointed back to the power of the demographics report and how the data can identify target populations and direct programming needs which should help diminish medical costs and pharmacy costs down the line.

**PUBLIC COMMENT:**

Fred Sanchez, President of Protect Our Benefits-Suggested as deflation takes place adding automatic triggers to lower rates for long-term health plan negotiations.

**BREAK: 2:07 pm – 2:19 pm**

**11. MENTAL HEALTH FORUM UPDATE: (Discussion)**

[Mental Health Forum Update Presentation](#)

Abbie Yant, SFHSS Executive Director, and Elisha Engelen, Aon presented the following items:

- Leading with Equity
- Introduction and Timeline
- Executive Summary
- SFHSS Workplace and Member Ecosystem
- Recommendation: DRAFT
- Lessons Learned and Next Steps

Commissioner Canning noted the cultural acceptance and shift of mental health and wondered if there are outside organizations that have found creative recommendations to incorporate the idea that mental health is health. Elisha Engelen said mental health first aid training and employee resource groups have been used to upscale leaders and members. Elisha recommends organizations also focus on increasing psychological safety. Organizations can create mental health assessments or questionnaires to understand how members are dealing with stress. Other industries also create education on psychological safety. President Scott asked how Human Resources was involved. Executive Director Yant said Department of Human Resources staff are monitoring the presentation today.

President Scott said this update is consistent with the Strategic Plan goals and a substantial and critical starting point.

**PUBLIC COMMENT: None**

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

United Healthcare: Monica Inocencio, United Healthcare Retiree Solutions Senior Strategic Account Executive

United Healthcare is introducing a new well-being program next month called Let's Move, to all group Medicare Advantage members. The program is designed to help Medicare Retirees explore ways to eat well, be active, improve mental health, and stay connected and there will be no additional cost to the retirees or SFHSS. Programming will be available in six different dimensions. The first will be focused on nutrition. The second on physical activities. The third is related to mental health, we'll be highlighting self-care options such as one of our applications called AbleTo. The fourth area is social well-being, promoting connecting with your community. The fifth is caregiver well-being and that's important, a lot of our retirees do have caregivers. The last is financial wellness and we'll be focusing on topics on how to live healthfully on a budget.

Commissioner Zvanski said some retirees are caregivers and would they be able to participate in the program. Monica Inocencio said the caregiver support would be available to any caregiver whether they are a member or a caregiver of a UHC member.

Kaiser Permanente: Debbie McConathy, Senior Executive Account Manager

The US Kaiser Permanente has committed to undertaking meaningful efforts to reduce gun violence in America as part of our role as a mission-driven healthcare organization. Kaiser Permanente has expanded their work to address the health consequences of gun violence with a \$25 million commitment to our recently established Center for Gun Violence Research and Education. The goal of the center is to reduce the incidents and impact of gun violence including intimate partner violence and suicide in the US. This investment will extend over five years and will advance gun violence research and education. As part of this investment, Kaiser has also formed a new partnership with the Health Alliance for Violence Intervention to help coordinate the world of the Center for Gun Violence Research and Education.

Kaiser Permanente recently opened an Urgent Care clinic in San Francisco. This clinic is located on the 1<sup>st</sup>-floor lobby of the Geary Boulevard Medical Office Building, that's 2238 Geary Boulevard, and the hours of operation are Monday through Friday, 10:30 a.m. to 7:00 p.m. Weekends and holidays from 9:00 a.m. to 5:00 p.m. Members can either make an appointment or walk-in appointments may be available.

Commissioner Zvanski asked if there are Urgent Care options on the peninsula in Daly City, South San Francisco, and beyond. Debbie McConathy said she would research the options and update Executive Director Yant.

Aon: Anne Thompson, Senior Vice President Health Solutions

Introduced two new staff members working on the SFHSS account, Gabbie Feuerbach, Account Manager out of the Sacramento Office, and Grace Wu, a consulting actuary out of the San Francisco office.

PUBLIC COMMENT: None.



## Rates and Benefits

### **13. PRESENTATION ON THE 2023 RATES AND BENEFITS CALENDAR FOR THE PLAN YEAR 2024 (Discussion)**

#### [Rates and Benefits Calendar Schedule for Plan Year 2024](#)

Executive Director Yant said the Rates and Benefits calendar is current and anticipates the rates and benefits items will be called today. Executive Director Yant suggested President Scott cancel the calendar hold for a meeting on February 23, 2023. President Scott agreed to cancel the meeting hold.

PUBLIC COMMENT: None

### **14. REVIEW AND APPROVE THE HARTFORD FULLY INSURED 2024 RATES AND CONTRIBUTIONS (LIFE INSURANCE, ACCIDENTAL DEATH & DISMEMBERMENT, AND LONG-TERM DISABILITY PLANS): (Action)**

#### [The Hartford Fully Insured 2024 Rates and Contributions \(Life Insurance, Accidental Death and Dismemberment, and Long-Term Disability Plans\) Presentation](#)

Mike Clarke, Aon presented the following items:

- The Hartford Fully Insured 2024 Renewal Overview
- Recommendation Summary
- Introduction and Prior Renewal Background
- The Hartford Renewal Summary
- Employer-Paid Coverage-Basic Life Insurance
- Employer-Paid Coverage-Long-Term Disability Insurance
- Member Paid Coverage-Supplemental Employee and Dependent Life Insurance/AD&D
- Overall Renewal Summary-Expected Aggregate 2024 Premiums
- Recommendation for HSB Action

No discussion for this item.

Commissioner Canning moved to approve The Hartford Fully Insured 2024 rates and contributions. Commissioner Zvanski seconded the motion.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Follansbee, Hao, Scott, and Zvanski

Noes: None

**ACTION: The Health Service Board unanimously approved The Hartford Fully Insured 2024 rates and contributions.**

## FINANCE AND BUDGET COMMITTEE MATTERS

The Committee Chair will give a brief update on matters discussed and/or recommendations made in this committee. The committee reviews all budgetary and financial issues that pertain to the San Francisco Health Service System.

### **15. APPROVAL OF SAN FRANCISCO HEALTH SERVICE SYSTEM FISCAL YEAR 2023-24 AND FISCAL YEAR 2024-25 PROPOSED GENERAL FUND ADMINISTRATIVE BUDGET: (Action)**

[SFHSS Proposed General Fund Administration Budget Presentation](#)

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

- Background, Highlights, and Staff Recommendation
- SFHSS Impact on San Francisco City and County Budget
- Budget Highlights
- HSS Budget Adjustments
- General Fund
- General Fund-Labor and Benefits

Iftikhar Hussain presented to the Health Service Board Finance and Budget Committee On Monday, February 6, 2023 the SFHSS budget which is in total greater than requested by the Mayor's Budget Office. Commissioner Hao asked what options the Health Service System have if the proposed budget is not approved. Iftikhar Hussain said it's possible to manage with a reduced budget but the reduction would impact services. The Health Services System would fill the personnel vacancies minus the attrition but would not be able to add the quality improvement position. Commissioner Hao asked if there are other funding strategies to fund personnel positions. Iftikhar Hussain said the department could do substitutions but the Mayor requests meeting the target budget amount. The Finance and Budget Committee recommends the full Health Service Board approve the Health Service System 2023-2024 and 2024-2025 General Fund Administrative Budget.

Commissioner Breslin moved to approve the San Francisco Health Service System 2023-2024 and 2024-2025 General Fund Administrative Budgets as presented. Commissioner Hao seconded the motion.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Follansbee, Hao, Scott, and Zvanski

Noes: None

**ACTION: The Health Service Board unanimously approved the San Francisco Health Service System 2023-2024 and 2024-2025 General Fund Administrative Budget.**

**16. APPROVAL OF SAN FRANCISCO HEALTH SERVICE SYSTEM FISCAL YEAR 2023-24 AND FISCAL YEAR 2024-2025 PROPOSED HEALTHCARE SUSTAINABILITY FUND**

**BUDGET:(Action)**

[Proposed Healthcare Sustainability Fund Budget Presentation](#)

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

- Background and Staff Recommendation
- SFHSS Impact on San Francisco City and County Budget
- Sustainability Fund Budget Highlights
- Sustainability Fund Budget
- Sustainability Fund Budget-FTEs

Iftikhar Hussain presented to the Health Service Board Finance and Budget Committee on Monday, February 6, 2023. The Finance and Budget Committee recommends the full Health Service Board approve the Health Service System 2023-2024 and 2024-2025 Healthcare Sustainability Fund Budget. No discussion on this item

PUBLIC COMMENT:

Commissioner Breslin moved to approve the San Francisco Health Service System 2023-2024 and 2024-2025 Healthcare Sustainability Fund Budget. Commissioner Hao seconded the motion.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Follansbee, Hao, Scott, and Zvanski

Noes: None

**ACTION: The Health Service Board unanimously approved the San Francisco Health Service System 2023-2024 and 2024-2025 Healthcare Sustainability Fund Budget.**

**GOVERNANCE COMMITTEE MATTERS**

**17. REVIEW AND APPROVE THE 2022 BOARD EDUCATION REPORT AND EDUCATION PLAN FOR 2023-2025 DRAFT: (Action)**

The 2022 Board Education Report and Education Plan for 2023

Governance Committee Chair Follansbee presented the following items:

- Education Experiences, Self-Study, and Required Training
- Education Plan for 2023
- Education Plan for 2023-2025

The Health Service Board Governance Committee met on Monday, February 6, 2023, to review and approve the 2022 Education Report draft and the Education Plan 2023-2025 draft. Chair Follansbee pointed out that he was the only Commissioner to report self-education hours in 2022 and he fully suspects that Board members had additional self-study but did not declare the hours. The Education Plan is aligned with the San Francisco Health Service System Strategic Plan. Chair Follansbee suggested the Annual Education Survey topics include a question for

Board members to report self-study hours so data is collected in one location. President Scott commended Chair Follansbee for his devotion to education and self-study hours for the Board.

The Governance Committee unanimously approved the report and education plan. The recommendation from the Governance Committee is to approve the 2022 Board Education Report and Education Plan for 2023-2025.

Commissioner Canning moved to approve the 2022 Board Education Report and Education Plan for 2023. Commissioner Zvanski seconded the motion.

PUBLIC COMMENT: None

**ACTION: The Health Service Board unanimously approved the 2022 Board Education Report and Education Plan for 2023.**

**18. REVIEW AND APPROVE THE 2022 ANNUAL BOARD SELF-EVALUATION REPORT DRAFT: (Action)**

2022 Annual Board Self-Evaluation Report

Governance Committee Chair Follansbee presented the following items:

- The Process and Self-Evaluation Areas
- Executive Summary Highlights
- Areas to Focus on from the 2022 Report

Chair Follansbee said the 2022 report called for improvement in three areas.

1. Broaden the educational platforms to include conferences and invite more speakers.
2. Remind Commissioners to stay on topic during discussions.
3. Clarify questions #24, #27, #34, and #38 at a future Governance Committee meeting before issuing the 2023 Annual Board Self-Evaluation Questionnaire.

#24-The Board communicates effectively to Plan Members.

- The consensus from the Committee was in fact that there are several ways in which the Board as a whole communicates to plan members through the newsletter, the annual report, and then a detailed summary of all the member inquiries to the Board members as well. The Governance Committee in 2023 will review the wording of this question to make sure it is clear to all of the Commissioners.

#27-The Board communicates effectively to the City.

- The consensus among the Committee members was that there were multiple avenues of communication and the Committee will clarify the intent of this question to make it clearer to all the Board members.

#34-The Board ensures management has the necessary financial and human resources to achieve the organization's goal.

- I want to commend the Executive Director and our Chief Financial Officer for reviewing this monthly including vacancies in the staffing of HSS. The Committee will make sure that the wording of this question is clear to all Board members.

#38-Where feasible, the Board engages in effective management succession planning.

- The Board only oversees succession management plan for the role of the Executive Director and not of other senior staff or other staff at SFHSS. The committee will clarify the wording of this question.

Commissioner Canning moved to approve the 2022 Annual Board Self-Evaluation Report. Commissioner Scott seconded the motion.

PUBLIC COMMENT: None

**ACTION: The Health Service Board unanimously approved the 2022 Annual Board Self-Evaluation Report.**

- 19. VOTE ON WHETHER TO HOLD CLOSED SESSION TO REVIEW AND APPROVE 2020 ANNUAL EMPLOYEE PERFORMANCE EVALUATION DRAFT REPORT: (Action)**  
Postponed to March 9, 2023, Health Service Board Regular Meeting

**GOVERNMENT CODE SECTION 54957 (B)(1) AND SAN FRANCISCO ADMINISTRATIVE CODE 67.10(B): PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

- 20. REVIEW AND APPROVE THE 2022 ANNUAL EMPLOYEE PERFORMANCE EVALUATION DRAFT REPORT: (Action)** Postponed to March 9, 2023, Health Service Board Regular Meeting  
Employee and Position: Abbie Yant, SFHSS Executive Director

**RECONVENE FROM CLOSED SESSION**

- 21. POSSIBLE REPORT ON ACTION TAKEN IN CLOSED SESSION (Government Code Section 54957.1 and San Francisco Administrative Code Section 67.12(b): (Action)**  
Postponed to March 9, 2023, Health Service Board Regular Meeting

- 22. VOTE TO ELECT WHETHER TO DISCLOSE ANY OR DISCUSSION HELD IN CLOSED SESSION: (San Francisco Administrative Code Section 67.12(a)): (Action)**  
Postponed to March 9, 2023, Health Service Board Regular Meeting

**REGULAR BOARD MEETING MATTERS**

- 23. VOTE ON WHETHER TO HOLD CLOSED SESSION FOR MEMBER APPEAL (Action):**  
Presented by President Scott **Moved to after agenda 16**

Commissioner Zvanski moved to hold a closed session for the member appeal. Commissioner Breslin Seconded the motion.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Follansbee, Hao, Scott, and Zvanski

Noes: None

**ACTION: The Health Service Board unanimously approved to hold a closed session for the member appeal.**

**Closed session under California Constitution Article I, Section 1; the Confidentiality of Medical Information Act, California Civil Code §§ 56 et seq; and the Health Insurance Portability and Accountability Act, 42 U.S.C. §§ 1320d et seq.**

**RECONVENE IN CLOSED SESSION**

**24. VOTE TO ELECT WHETHER TO DISCLOSE ANY OR ALL DISCUSSION HELD IN CLOSED SESSION: (San Francisco Administrative Code Section 67.12(a)) (Action):**

Presented by President Scott

Commissioner Zvanski moved to not disclose any or all discussion in closed session.  
Commissioner Breslin seconded the motion.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Follansbee, Hao, Scott, and Zvanski

Noes: None

**ACTION: The Health Service Board unanimously approved not disclose any or all discussion in closed session.**

**25. POSSIBLE REPORT ON ACTION TAKEN IN CLOSED SESSION (Government Code Section 54957.1 and San Francisco Administrative Code Section 67.12(b)) (Action):**

Presented by President Scott

Commissioner Canning moved not to report on any action taken in the closed session.  
Commissioner Hao seconded the motion.

PUBLIC COMMENT: None

VOTE:

Aye: Breslin, Canning, Follansbee, Hao, Scott, and Zvanski

Noes: None

**ACTION: The Health Service Board unanimously approved not to report on any action taken in the closed session.**

**26. ADJOURNMENT: 4:39 pm**

### **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).