

May 12, 2005

**Health Service Board**

**Minutes**

***Regular Meeting***

***Thursday, May 12, 2005***

***1:00 PM***

*City Hall, Room 416  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94103*

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| <b>Call to Order</b>        |   |  |
| <b>Pledge of Allegiance</b> |   |  |
| <b>Roll Call</b>            | <b>President, Scott Heldfond</b><br><b>Vice President Karen Breslin</b><br><b>Commissioner James Deignan</b><br><b>Commissioner Mitch Katz, M.D.</b><br><b>Commissioner Aleeta Van Runkle</b><br><b>Commissioner Claire Zvanski</b> <ul style="list-style-type: none"><li>•</li><li>• President Heldfond announced that this is the last meeting that Commissioner Aleeta Van Runkle will be attending as a Commissioner because her term will expire on May 15, 2005. He stated that all of the Commissioners have benefited from her service on the Board and will truly be missed.</li><li>• Commissioner Aleeta Van Runkle thanked the President and the Board for their comments and stated that she has really enjoyed working as a commissioner during the last 4 years. She stated that it was very important to advance the position of <i>all</i> of the commissioners on various issues, not just some, and she hopes that her successor will do the same.</li></ul> |  |
| <b>05122005-01</b>          | <b>Action Item</b>  | <b>Approval (With Possible Modifications) of the Minutes of the Following Meetings:</b> <ul style="list-style-type: none"><li>• <i>Regular Meeting of April 14, 2005</i></li><li>• <i>Special Meeting-Closed Session of April 22, 2005</i></li><li>• <i>Special Meeting-Closed Session of May 4, 2005</i></li></ul> Staff Recommendation: Approve draft minutes<br><br>Public Comments: None |

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|                    |                        | <p>Action: Motion was moved and seconded by the Board to approve the minutes for the HSB Regular Meeting of April 14, 2005 and the Special Meetings of April 22, 2005 and May 4, 2005. Motion passed 6 to 0.</p>  |
| <p>05122005-02</p> | <p>Discussion Item</p> | <p><b>Reports Of Health Service System Staff and Legal Counsel Regarding the Following Matters:</b></p> <p><b>Administration (Commissioner Claire Zvanski)</b></p> <ul style="list-style-type: none"> <li>• Jeffrey Hildebrant is out sick today; the administration report was presented by Commissioner Zvanski.</li> <li>• Open Enrollment deadline was extended to May 20, 2005 and persons that have not received their OE packets should immediately contact the HSS Office.</li> <li>• An offer has been made to a candidate for the Supervising Fiscal Officer position for HSS. However the hiring process is not finalized, therefore, the identity of the person will be waived until the next HSB meeting.</li> <li>• HSB election ballots have all been mailed out and must be returned to the Department of Elections by May 27, 2005, at 5:00 pm. Contact Arnetta Brown, Commission Secretary, if you have not received an election ballot in the mail, or contact the Department of Elections if you have lost your ballot and need a replacement.</li> <li>• The Board received the <i>City Health Plan Claims History for March 2005</i>. This report is attached as <b>Schedule #1</b>. The report includes data for the active and retired employees in the following categories: employment status, book year/month, medical payments, managed pharmacy payments, and year-to-date payments totals.</li> <li>• HSS budget hearings with the BOS are scheduled for June 20, 2005 and June 27, 2005.</li> <li>• Active employees will see the first new fiscal year health care deductions on their June 28, 2005 paycheck.</li> <li>• Legal update - None</li> <li>• HSB President's update (Scott Heldfond)-None</li> </ul> <p>Public Comments:</p> <ul style="list-style-type: none"> <li>• Robert Pender, retiree, stated that he did not get an election ballot at his home address even though he has been retired for 10 years and have lived at the same address for 30 years. He said that he went to the Department of Elections and received a ballot and the next day he received a call from</li> </ul> |

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|             |                                      | <p>them stating that the HSS system still have him listed as a retiree. Mr. Pender requested the HSB look into the reasons for this confusion.</p> <ul style="list-style-type: none"> <li>• Gerri Meister stated that her OE packet (week and half late) and election ballots went to the wrong address (received it because of the correct zip code) even though she has lived at the same location for 35 years.</li> <li>• Commissioner Heldfond stated that a follow-up report would be given regarding the success and failures of OE and the accountability of the mail house.</li> </ul>  |
| 05122005-03 | Discussion/With Possible Action Item | <p><b>Health Service Board Committee Reports:</b></p> <p><b>Finance and Budget Committee (James Deignan)</b></p> <ul style="list-style-type: none"> <li>• Approval of draft minutes deferred until the next meeting.</li> </ul> <p><b>Rates and Benefits Committee-No report</b></p> <p><b>Rules Committee</b></p> <ul style="list-style-type: none"> <li>• Committee assignments-next HSB meeting agenda/action item.</li> </ul> <p>Public Comments: None</p> <p>Action: None</p>   |
| 05122005-04 | Action Item                          | <p><b>Presentation and Acceptance (With Possible Modifications) of Regular Financial Report of HSS Finance (Jamie Austin).</b></p> <p>The HSB received the <i>Activity for HMOs and City Health Plan, March 2005</i>, which is attached as <b>Schedule #2</b>. This financial report is from July 2004-March 2005. The June money, which is any money received this month, is considered as unearned and is not included in this financial report The June money will be included in the financial report for next year.</p> <p>Staff Recommendation: Accept report</p> <p>Public Comments: None</p> <p>Action: Motion moved and seconded by the Board to accept the financial report. Motion passed 6 to 0.</p> |
| 05122005-05 | Discussion Item                      | <p><b>Proposition C - Planning and Implementation</b></p>  |

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|             |                 | <p>Transition Update</p> <ul style="list-style-type: none"> <li>• President Heldfond stated that he is pleased that the HSB commissioners were successful in meeting the projected timeframe set for selecting the new Director of HSS, Bart Duncan.</li> <li>• The timeframe is on target with the ongoing interview process for the Supervising Fiscal Officer position for the Health Service System.</li> <li>• The Finance and Budget Committee and Chair Jim Deignan will assist the new HSS Director (Bart Duncan) with the budget issues.</li> <li>• Per the timeframe set by the passing of Proposition C, the filling of City Attorney Aleeta Van Runkle's Health Service Board seat with an elected nominee is on schedule with the expiration of her term on May 15, 2005. The results of the HSB election will result in a new HSB commissioner.</li> </ul> <p>Public Comments:</p> <ul style="list-style-type: none"> <li>• Herbert Winer wanted to know why the HSB Director was appointed before the selection of the HSB election. President Heldfond stated that the selection of the new HSS Director was by a unanimous decision of the HSB Commissioners, so one vote would not have changed the outcome and (2) the tremendous responsibilities that were forced upon the HSB commissioners by the passing of Prop C and with only one prior date set (HSB election), departmental crisis and the budget issues etc, determined the priorities of the Board.</li> <li>• Bernard Crotty, President of the Retirees Association, stated that he is very happy with the selection of Bart Duncan as the new Director of Health Service System and thanked the commissioners for choosing him.</li> </ul> |
| 05122005-06 | Discussion Item | <p><b>Reports On Network and Health Plan Issues (Network and Health Plan Representatives).</b></p> <ul style="list-style-type: none"> <li>• Jane Fronk of Kaiser Permanente introduced Joanne Haggerty as the new Executive Accounts Manager for Kaiser. Ms. Haggerty will continue to serve the City and County of San Francisco under the leadership of Carolyn Havicon, Director of National and Strategic Accounts for Kaiser Permanente. Joanne Haggerty stated that she is very impressed with Kaiser's upgrades and new technology would like to take the commissioners on a tour of the Kaiser facility, which she said will help them to see how goals and objectives are met by their constituents.</li> </ul>  |

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|             |                 | <ul style="list-style-type: none"> <li>• George Anderson, Vice President of Health Net's Commercial Large Groups and National Accounts, introduced Marshon Thorsen as the new Senior Accounts Manager from Health Net. She will replace Joanne Haggerty as the representative serving the City and County of San Francisco.</li> <li>• President Heldfond requested an updated vendor's list be made available to the HSB and public.</li> </ul> <p>Public Comments:</p> <ul style="list-style-type: none"> <li>• Bernard Crotty, President of the Retiree's Association, wanted to know why Bart Duncan was not present at today's meeting. President Heldfond stated that Bart Duncan's election is not political (pre-planned) and his selection was not confirmed until today during the Special Meeting/ Closed Session.</li> </ul>   |
| 05122005-07 | Discussion Item | <p><b>Medicare Part D Update (Towers Perrin)</b></p> <ul style="list-style-type: none"> <li>• Mike Kramer presented the Medicare Part D Update for the City and County of San Francisco Health Service System, dated May 12, 2005. This document is attached as <b>Schedule #3</b>. Topics outlined in this report are as follows: <ul style="list-style-type: none"> <li>- Upcoming Deadlines and Responsibilities (requirements)</li> <li>- Details-Part D Benefits for Low Income Individuals</li> <li>- Details-Applying for the Federal Subsidy</li> <li>- Details-Creditable Coverage Notices</li> <li>- Details-CMS Communications and City Communication Opportunities</li> <li>- Details-Why Communicate?</li> </ul> </li> <li>• Phil Green, of Towers Perrin, made a report regarding the employee and retirees communication (Pages 5 and 6 of the Medicare Part D report).</li> <li>• President Heldfond stated that this was a good report regarding Medicare Part D and recommended that Commissioner Karen Breslin keep the Board updated on the subject.</li> </ul> <p>Public Comments:</p> <ul style="list-style-type: none"> <li>• Robert Pender, retiree, stated that there is a lack of written information provided to representatives of retired City</li> </ul> |

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|                                   |                        | workers in agenda items 1-9.   |
| <b>05122005-08</b>                | <b>Discussion Item</b> | <p><b>Opportunity To Place Items On Future Agendas.</b></p> <ul style="list-style-type: none"> <li>• Rule Committee Constitution and Schedule (action item)</li> <li>• Medicare Part D Update</li> </ul> <p>Public Comments:</p> <ul style="list-style-type: none"> <li>• Jean Thomas, retiree, requested the HSB to see about giving HMO coverage to those who live in out of network areas and have restricted coverage. President Heldfond stated that this issue will be discussed and handled in the Rates and Benefits Committee meeting.</li> </ul>   |
| <b>05122005-09</b>                | <b>Discussion Item</b> | <p><b>Opportunity For The Public To Comment On Any Matters Within The Board's Jurisdiction.</b></p> <p>Public Comments:</p> <ul style="list-style-type: none"> <li>• Clare Dunn of the Retirees Bulletin, stated that she has been receiving a lot of comments and calls about Plan 1 and regarding changing of prescription drugs to a higher tier, changes of doctors, impact of the term catastrophic and how it affects payments and lack of doctors/HMOs in out of network areas.</li> <li>• Bernard Crotty asked about United Health Care representative's presence at the HSB meetings and information regarding the amount of service and control given to them in their contract. Kathy Hajopoulos stated that she will continue to attend the HSB Regular Meetings and would appreciate a list of names and additional information regarding issues of concern so that she may be better able to address the problems. A presentation will be made by United Health Care regarding services and coverage at the next meeting.</li> <li>• Jean Thomas requested a copy of the United Health Care's contract be sent to the Retirees Association.</li> </ul> |
| <b>Adjourn:</b><br><b>2:56 PM</b> |                        |  |

**SUMMARY OF HEALTH SERVICE SYSTEM RULES REGARDING PUBLIC COMMENT**

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- 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 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 at the designated time at the end of the meeting. The complete rules are set forth in Section A(6) of the Health Service

System Rules and Regulations. A copy of these Rules and Regulations is available at any time upon request. Call the Commission Secretary, Arnetta Brown, for further assistance at (415) 554-1727.

### **HEALTH SERVICE BOARD AND THE HEALTH SERVICE SYSTEM WEB SITE**

**<http://hss.sfgov.org>**

### **DISABILITY ACCESS**

The meeting will be held at City Hall, #1 Dr. Carlton B. Goodlett Place, Room 416. 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 at 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.

The following services are available upon request:

- American Sign Language interpreters will be available upon request.
- A sound enhancement system will be available upon request at the meeting.
- Minutes of the meeting or hearing are available in alternative formats.

If you require the use of any of these services, please contact Commission Secretary, Arnetta Brown, at (415) 554-1727 or by email at [arnetta.brown@sfgov.org](mailto:arnetta.brown@sfgov.org) at least 72 hours prior to the meeting.

In order 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.

### **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 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, contact Adele Destro by mail to Interim Administrator, Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94103-4689; by phone at 415 554 7724; by fax at 415 554 7854; or by email at [sotf@sfgov.org](mailto:sotf@sfgov.org).

Citizens interested in obtaining a free copy of the Sunshine Ordinance can request a copy from Ms. Destro or by printing Chapter 67 of the San Francisco Administrative Code on the Internet, <http://www.sfgov.org/sunshine/>

### **Lobbyist Registration and Reporting Requirements**

Individuals and entities that influence or attempt 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 30 Van Ness Avenue, Suite 3900, San Francisco, CA 94103; telephone (415) 581-2200; fax (415) 581-2317; web site [www.sfgov.org/ethics](http://www.sfgov.org/ethics).

**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 is prohibited at Health Service Board meetings and its' committee meetings.
  
- The chair of the meeting may order the removal from the meeting room of any person(s) in violation of this rule.
  
- 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 and in the Rules and Regulations of the Health Service System.