



# Health Service System

CITY & COUNTY OF SAN FRANCISCO

MYHSS.ORG

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**DATE:** February 4, 2010  
**TO:** Scott Heldfond, Chair, and Members of the Health Service Board  
**FROM:** Catherine Dodd PhD, RN  
Director, HSS  
**RE:** February Board Report

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## HSS Personnel

- Interviews for the Vendor Contracts Manager are complete and an offer has been made. The Principal Accountant position has been filled.
- COO: Six candidates will be interviewed on Monday, February 8, by the Director of Payroll Services in the Controller's Office, the Deputy Director of the Retirement System and myself.

## Presentations/Member Meetings

- United Educators of San Francisco – Retired
- Retired Members Associations
- Veteran Police Officers' Association

## Operations

- HSS has been *granted* permission to maintain addresses for active members!
- New phone hours are working well.
- Participated in eMerge training evaluation.
- Open Enrollment: reviewed and re-reviewed letters, member guides. Met with Blue Shield re: transition to MAPD communications with members and training for HSS staff.
- **Request Board concurrence with establishing April 1- June 30 as an Amnesty Period during which members may drop ineligible dependents without being required to pay for their benefits retroactive to the date of coverage.**
  - Analyzed "dental benefits" for step-children. Will implement requirement that step-children be documented on IRS filings of member parent.

## Member Services

- Completed SSN project.

## Rate Setting

- Finalized packet sent to Board of Supervisors for introduction by Supervisor Elsbernd.

## Meetings with key departments

- Met with Mayor's Budget Staff & Controller re: work-ordering HSS costs to every department (Human Resources, DTIS does this).

## CCSF Department Head Meeting

- Budget deficit

## Finance

- Met with MERCER to review dashboard data.
  - Met with FBMC re: COBRA changes.
  - Worked with CFO to identify budget savings for 2010/2011.
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