



City & County of San Francisco

HEALTH SERVICE BOARD

1145 Market Street ♦ Suite 200 ♦ San Francisco, CA 94103

Minutes

Regular Meeting

Thursday, June 10, 2010

1:00 PM

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

- Call to order
- Pledge of allegiance
- Roll call
 - President Scott Heldfond
 - Vice President Claire Zvanski
 - Commissioner Karen Breslin
 - Supervisor Carmen Chu
 - Commissioner Mitch Katz, M.D., arrived 1:35 p.m.
 - Commissioner Sharon Ferrigno, arrived 1:08 p.m.
 - Commissioner Wilfredo Lim

Health Service Board President, Scott Heldfond, welcomed Supervisor Carmen Chu and Commissioner Willie Lim to the Board. Supervisor Chu replaces Supervisor Sean Elsbernd and Commissioner Lim replaces former Commissioner Sharon Johnson.
- 06102010-01 Discussion Item Report on results of the Health Service Board election (Laini Scott)
 - Documents provided to Board prior to meeting:
None.
 - Laini Scott, Commission Secretary to the Health Service Board, reported the following election results:

- The Health Service Board's election to replace former Commissioner Sharon Johnson was held May 14 through May 28 and conducted by the Department of Elections.
- The following three candidates ran for Commissioner Johnson's Board seat: Wilfredo "Willie" Lim, Linda Squires Grohe and Melyssa Jo Kelly.
- The Department of Elections certified that Willie Lim received 7,642 votes and has been elected to serve on the Health Service Board. Linda Squires Grohe received 3,333 votes and Melyssa Jo Kelly received 1,580 votes.
- Commissioner Lim was sworn into office this morning, and today is his first meeting as a commissioner on the Health Service Board.
- Commissioner Ferrigno arrived during this segment.

Public comments: None.

□ 06102010-02 Discussion item

President's Report (President Heldfond)

Documents provided to Board prior to meeting: None.

- President Heldfond noted that the annual election of the Health Service Board's officers is not on today's agenda. He requested that the election of President and Vice President be placed as the first item on the agenda for the August Board meeting and that the elected officers immediately assume their new roles at that meeting.

Public comments: None.

□ 06102010-03 Action item

Approval (with possible modifications) of the minutes of the meeting set forth below:

- Regular meeting of May 13, 2010

Staff recommendation: Approve minutes.

Documents provided to Board prior to meeting: Draft minutes.

- HSS Director, Catherine Dodd, PhD, RN, noted a correction on page 12 of the May 13, 2010 minutes regarding the reduced costs of the proposed Charter amendment by changing the frequency of the Health Service

Board elections. She stated that the savings will be approximately \$35,000 every other year instead of \$70,000 as reported in the minutes.

Public comments: None.

Action: Motion was moved and seconded by the Board to approve the regular meeting minutes of May 13, 2010, with the noted correction.

Motion passed 6-0.

□ 06102010-04 Discussion item

Director's Report (Catherine Dodd):

- HSS Personnel
- Presentations/Member Meetings
- Meetings with Key Departments
- CCSF Department Head Meetings
- SFUSD
- Other Meetings
- Operations
 - Open Enrollment Amnesty Program Results
 - Step and Grand Child Audit
 - Member Services Report (Mark Villares)
 - Communications Report (Rosemary Passantino)
 - Vendor Contracts Report (Robin Courtney)

Documents provided to Board prior to meeting:

1. Director's report;
2. Reports from Member Services, Communications and Vendor Contracts; and
3. Ineligible Dependent Amnesty handout and New York Times article regarding auditing ineligible dependents.
 - Dr. Dodd reported the following:
 - The Chief Operating Officer ("COO") position has been accepted by one of the recent candidates (six candidates applied for the position this round). The new COO will begin on July 1, 2010, and will be introduced to the Board at the August 12 meeting.
 - Two long-time staff members will be retiring this month. HSS will seek to fill the positions.

- HSS hopes to fill the 1823 position (Vendor Contracts) soon. This position will be filled by a temporary exempt employee while DHR determines the testing date(s) for the 1800 series.
- The person hired through the Jobs Now Program to assist with clerical duties left HSS after working only two and a half days. Since federal funding has not been renewed and the program will end in September, HSS will not attempt to hire another person through the Jobs Now Program.
- The amnesty program was extremely successful this year. During Open Enrollment, 1,016 members dropped a total of 1,334 ineligible dependents from medical coverage, and 769 members dropped 951 dependents from dental coverage.
 - As a result of dropping the ineligible dependents, the total employer premium savings will be approximately \$193,957.44 per month or \$2,327,484 per year (2010 rates). The breakdown is as follows:
 - CCSF savings: \$157,791 per month or \$1,893,492 per year;
 - SFUSD savings: \$30,733.98 per month or \$368,796 per year;
 - City College savings: \$5,431 per month or \$65,172 per year.
- Also during Open Enrollment, 29 members deleted dependent stepchildren. HSS is currently in the process of auditing dependent grandchildren and stepchildren.
- Supervisor Chu asked whether the ineligible dependents were ineligible when they were first enrolled or became ineligible during the course of the member's service to the City.
- Dr. Dodd responded that once notified, HSS dropped the ineligible dependents from plan coverage. No research was conducted regarding when the dependents became ineligible.

- Supervisor Chu also asked for a Board report on the net impact on HSS of the dependents who were added as well.
- Dr. Dodd responded that a complete report will be presented at the August 12 Board meeting.
- President Heldfond suggested that perhaps employee status changes can be addressed through Project eMerge as departments make updates in the system, which may also allow monitoring of some information (i.e., divorces).
- Commissioner Lim asked for a report on the utilization claims data of the ineligible dependents in the Amnesty Program.
- Dr. Dodd responded that since Blue Shield and Kaiser are HMOs and they are paid on a capitation basis, utilization data is usually not collected. She noted that a request could be made to obtain claims information from United Healthcare, which would indicate funds saved in the Trust Fund.
- Commissioner Lim confirmed his interest in receiving a Board report on UHC's claims data.
- **Report on HSS Member Services:**
- Mark Villares, Member Services Manager, reported the following Member Services and Operations updates:
 - A total of 7,005 Open Enrollment confirmation letters were mailed to members on May 25, 2010. The deadline for data entry corrections was June 3, 2010.
 - The inbound call volume increased significantly during the month of May compared to last year. Also, the time to answer calls and the abandonment rate decreased compared to last year.
 - HSS processed 7,635 Open Enrollment transactions in 2010, which is somewhat fewer than in 2009, however, member in-person visits increased.

- HSS also received a 10% increase in call volume (1,226 more telephone calls) compared to 2008 and 2009 Open Enrollment years.
- HSS has conducted an IRS dependent audit, which, for the first time, included stepchildren (grandchildren were included in past audits). To be qualified as an eligible dependent, a child must be declared as an exemption on a member's federal income tax return.
 - The audit identified 952 dependents:
 - 635 stepchildren; and
 - 317 grandchildren.
- Letters have been sent to members requesting the documentation of dependent stepchildren and grandchildren. The deadline to submit documentation is June 3, 2010. Insufficient documentation will result in termination of coverage, effective July 1, 2010.
- Termination notices increased in May because the Member Services staff was unable to make telephone calls to members due to Open Enrollment processing.
- **Report on HSS Vendor Performance:**
- Robin Courtney, HSS Chief Financial Officer, reported the following updates on vendor contracts and the Early Retiree Reinsurance Program:
 - The vendor contracts for FY 2010-2011 are in the process of being renewed and will include an appendix for the reinsurance program. The contract renewals are expected to be completed by July 1, 2010.
 - On March 23, 2010, the Patient Protection and Affordable Care Act was signed into Federal law. This Act includes a provision for the reimbursement of health care claims by early retirees who are 55 and older and are neither active employees nor eligible for Medicare, the "Early Retiree Reinsurance Program." HSS has approximately 6,670 early retirees.

- HSS is working with Mercer to complete the required application for claims reimbursement under the reinsurance program. Under this program, 80% of each early retiree's health care costs from \$15,000 to \$90,000 will be reimbursed (excluding premium payments).
- Based on preliminary estimates, HSS could receive approximately \$13M in reimbursements. Five billion dollars (\$5B) has been allocated to the reimbursement program and will be distributed on a first come-first served basis. Once the funds have been depleted, applications will no longer be accepted. Therefore, it is uncertain how long the program will continue.
- President Heldfond asked if the program will provide a one-time only reimbursement for HSS or whether it will be reset annually.
- Ms. Courtney and Dr. Dodd responded that the Early Retiree Reinsurance Program will be reset each year; however, the dollar amount that will be authorized and dispersed is currently unknown.
- **Report on HSS Communications:**
- Rosemary Passantino, HSS Communications Manager, reported the following on a recent online member survey:
- HSS members were invited to provide Open Enrollment feedback via an informal online survey. One hundred sixty-six (166) members responded. The majority of respondents (72.9%) were active employees and 27.1% were retirees.
- Most respondents rated the service and materials provided during Open Enrollment as "excellent" to "very good."
- The respondents' most common suggestion was future online enrollment on the HSS website.
- The complete survey overview and member responses may be viewed on the myhss.org website.

- The above-referenced reports and handouts for this agenda item may be viewed on the myhss.org website.
- Dr. Katz arrived during this segment.

Public comments: None.

- 06102010-05 Discussion item Financial reports as of March 31, 2010 and forecast for Plan Year 2009-2010 (Robin Courtney)

Documents provided to Board prior to meeting:

1. Report for the General Administrative Fund; and
2. Report for the Trust Fund.

- Robin Courtney, HSS Chief Financial Officer reported the following:
- The HSS Finance Team has begun its annual year-end close activities. Although the schedule for the KPMG audit has not been received, it is expected to occur in September.
- The FY 2009-2010 Administration budget of \$6,410,256 is \$370,958 higher than the 2009 ASO due to carry forwards from the prior year and mid-year reductions for the Mayor's contingency.
- Surplus salaries from unfilled vacancies have been moved to professional services and DT. HSS is requesting to carry those amounts forward into FY 2010-2011.
- Regarding the Trust Fund, HSS is projecting an overrun of claims to premiums for the self-funded accounts:
 - City Plan – \$4.5M overrun of claims to premiums. This projection excludes the accrual of Medicare Part D subsidy estimated to be \$2.6M.
 - Dental Plan – \$3.0M overrun of claims to premiums. A large increase in claims occurred in April due to five-week month.
- The HMOs remain on budget with a surplus close to the \$2.6M needed to close out the flex-funded account.

- Commissioner Lim and Supervisor Chu asked several questions regarding the Trust Fund. President Heldfond suggested that it might be helpful for them to meet with Mercer to review some of the policy changes adopted by the Board in recent years, such as the reserving and contingency margin policy and self-funded plans' funding policy.
- Dr. Dodd responded that a meeting can be scheduled with Mercer and HSS to assist Commissioner Lim and Supervisor Chu in becoming familiar with HSS financial procedures.
- The above-referenced reports for this agenda item may be viewed on the myss.org website.

Public comments: None.

FINANCE AND BUDGET COMMITTEE MATTERS

- 06102010-06 Action item Adoption of HSS budget for fiscal year 2010-2011.
(Committee Chair Breslin)
- Documents provided to Board prior to meeting:
Budget update memo prepared by Robin Courtney.
- Robin Courtney reported the following HSS budget update:
 - The Mayor's Budget Office approved the HSS FY 2010-2011 administration budget totaling \$6,231,582, which is a 3% increase over last year's budget of \$6,039,298.
 - The 3% increase is due primarily to funding for the COO position and a RFP next year. Additionally, the budget approved by the Mayor's Budget Office and presented to the Board of Supervisors restored the 20% budget cuts previously submitted and approved by the Health Service Board.
 - HSS has a total of 38 positions, 37 of which are funded out of the administration budget and one position which is funded out of the Trust Fund.
 - Although the Mayor's Budget Office had intended to establish work orders for all departments receiving HSS services, due to its time constraints, only six new

departmental work order recoveries will be established. HSS will continue to have a General Fund subsidy, which will total \$1,884,337 for FY 2010-2011.

- The Budget Analyst's Office began a review of the HSS budget on June 1. HSS will work with that office to answer any questions.
- The Board of Supervisors first reading of the HSS FY 2010-2011 budget for approval is scheduled on June 21 at 10:00 a.m. The second reading is scheduled on June 28 at 10:00 a.m.
- Commissioner Breslin inquired about the progress on hiring someone to fill the Vendor Contracts and Performance Manager position (Ms. Courtney's former position).
- Dr. Dodd responded that testing for the 1800 series has been postponed by DHR; therefore, HSS plans to hire a temporary exempt employee and require him/her take the test once DHR has scheduled the exams.
- The above-referenced budget update memo for this agenda item may be viewed on the myhss.org website.

Public comments: None.

Action: Motion was moved and seconded by the Board to approve the HSS Administration Budget for Fiscal Year 2010-2011.

Motion passed 7-0.

REGULAR MATTERS

- 06102010-07 Action item Authorization for Director to establish a new staff position titled "Health Service System Health Promotion and Wellness Plan Coordinator" to be funded from the existing rate surcharge in the Trust Fund (Catherine Dodd)

Documents provided to Board prior to meeting:
Resolution
 - Dr. Dodd reported the following:
 - In addition to consulting with the City Attorney's Office to ensure compliance with the City Charter, Dr. Dodd reviewed the 2006

Health Service Board's minutes and resolution approving the creation of the current Communications Manager position and funding from the Trust Fund.

- The HSS Health Promotion and Wellness Plan Coordinator position will be funded from the Trust Fund's existing \$1.04 per member per month surcharge included in the premium rates for member communications.
- The only way to bend the cost curve on health premiums is to better manage chronic illness, which means keeping the current employee workforce healthy or keeping those with chronic illnesses from getting worse.
- In 2008, Harvey Rose, Budget Analyst, recommended the centralized coordination of all City health promotion programs by HSS and measurement for effectiveness.
- Under the new healthcare reform, the U.S. Department of Health and Human Services is focusing on health prevention, including screenings and preventing chronic illness.
- The HSS Health Promotion and Wellness Plan Coordinator will seek to obtain and disseminate information to members regarding available wellness programs offered through the vendors and/or other City departments (i.e., Rec. and Park programs, etc.).
- Dr. Dodd reiterated that the funding for the HSS Health Promotion and Wellness Plan Coordinator is part of unspent money from the existing \$700,000 collected each year for communicating with members and Open Enrollment materials.
- Dr. Katz responded that if the new position prevents just one serious heart attack, it would pay for itself in terms of medical claims, given the costs of healthcare.
- Commissioner Breslin expressed concern regarding the Trust Fund's money being used for purposes other than member communications. She inquired if the HSS Health Promotion and Wellness Plan Coordinator will work directly with Rosemary Passantino, HSS Communications Manager.

- Dr. Dodd confirmed that the HSS Health Promotion and Wellness Plan Coordinator and the Communications Manager will work together.
- Supervisor Chu asked how the Trust Fund's \$700,000 collected annually for member communications is spent.
- Dr. Dodd responded that the CFO's year-over-year analysis dating back to the 2007-2008 Plan Year has shown that HSS spent \$278,000 to \$330,000 on member communications (which includes Open Enrollment, the annual Health Fair and instructor fees for the member movement classes), and that a substantial amount is left over in the budget outside member communications.
- Supervisor Chu stated that it appears there are more than enough funds available annually in the Trust Fund to continue funding member communications and the new position ongoing.
- Ms. Courtney confirmed.
- The Resolution authorizing the creation and funding of a new staff position titled "HSS Health Promotion and Wellness Plan Coordinator" may be viewed on the myhss.org website.

Public comments: None.

Action: Motion was moved and seconded by the Board to authorize the HSS Director to establish a new staff position titled "Health Service System Health Promotion and Wellness Plan Coordinator" to be funded from the existing rate surcharge in the Trust Fund.

Motion passed 7-0.

□ 06102010-08 Action item

Proposed Charter amendment to reduce Health Service System costs by allowing two seats to be filled during one Health Service Board election (Catherine Dodd)

Documents provided to Board prior to meeting:
Draft Charter amendment.

- Dr. Dodd noted that this Agenda item was carried forward from the May Board meeting. This proposed Charter amendment changes

the frequency of Health Service Board elections to save approximately \$35,000 every other year by filling two Board seats during one election.

- Commissioner Zvanski expressed concern at staggering the Board elections since one-third of the Board members could be new and inexperienced at any given time. She suggested changing the dates of the Health Service Board and Retirement System Board elections to occur concurrently to minimize costs to each department instead. She also expressed concern regarding the Board's effectiveness during the rates and benefits process since five commissioner votes are necessary to pass the rates. She stated that she is not in favor of the proposed Charter amendment and the only amendment that she would support would be to change the election dates of the HSS and Retirement Boards to coincide.
- Commissioner Breslin concurred with the issue of having two inexperienced commissioners join the Board simultaneously. She also expressed concern regarding the lack of training for new commissioners. She stated that it would also be unfair to the two Board members, whose terms would be shortened, causing them to run again for a Board seat.
- President Heldfond stated that he is in favor of the proposed Charter amendment because of the money it will save the department. He also stated his willingness to assist with the new members' training and recommended that the current commissioners also assist in the new members' training by taking time to meet with them on a regular basis.
- Commissioner Zvanski also spoke to the cost of time and expenses for individuals running for a Board seat and how those factors may have an impact on the caliber of individuals who might have the opportunity to serve on the Health Service Board.
- Dr. Katz spoke in favor of the Charter amendment but also stated that he understands the challenges and agrees with the comments previously made. He stated

that while changing the timing of the elections would be a challenge, it would be a one-time challenge. He also noted a similar situation when the voters approved district elections for the Board of Supervisors and the challenges some of the supervisors faced in having to run for office again after two years. He stated that in this time of the budget crisis, everyone should be prepared to make sacrifices, and for that reason, he supports the proposed Charter amendment.

- Supervisor Chu expressed support for the proposed Charter amendment because of the ongoing savings to HSS. She also stated her confidence in new Board members being able to come up to speed quickly in their roles as commissioners.
- Dr. Dodd noted that the Board could vote to indefinitely table this proposed Charter amendment.
- Erik Rapoport, Deputy City Attorney, responded to the cost of the Board elections. He stated that approximately \$75,000 per election is being spent by HSS and in a period of five years, four elections will be held at a cost of \$300,000. If the voters approve the Charter amendment, two elections would be held over a five year period at a cost of \$150,000 or an annual savings of approximately \$30,000 per year for the Health Service System.
- Mr. Rapoport also stated that he had previously explored the possibility of coordinating the Board elections of SFERS and HSS, but SFERS responded that combining its Board elections with the Health Service Board would be too complicated.
- The draft Charter amendment may be viewed on the myhss.org website.

Public comments: Gerry Meister, Chair of USEF-Retired Division, stated her hope that the Board decides to indefinitely table the proposed Charter amendment and that she sees no comparison between the political role of the Board of Supervisors and fiduciary role of the Health Service Board. She strongly urged the Board to table the proposed amendment.

Action: Motion was moved and seconded by the Board to indefinitely table the proposed Charter amendment.

Motion passed 4-3.

Commissioners Zvanski, Breslin, Ferrigno and Lim voted in favor of tabling the proposed Charter amendment.

Commissioners Heldfond, Katz and Supervisor Chu voted to oppose tabling the proposed Charter amendment.

Commissioner Zvanski inquired if the Board's vote would have an impact on the Board of Supervisors' actions regarding the proposed Charter amendment introduced by Supervisor Sean Elsbernd.

Supervisor Chu responded that the Health Service Board's vote to table the proposed Charter amendment will not impact the Board of Supervisors' process, and that Supervisor Elsbernd may decide to withdraw his motion but the Supervisors will still deliberate on it.

Commissioner Zvanski encouraged the constituency to contact the appropriate Supervisor if they want this process tabled at the political level.

□ 06102010-09 Action item

[Resolution commending Supervisor Sean Elsbernd for his outstanding service on the Health Service Board](#) (President Heldfond)

Documents provided to Board prior to meeting: Resolution.

President Heldfond requested that Agenda Items 9, 10 and 11 be called simultaneously. He stated that Supervisor Elsbernd's Resolution will be presented at the next regular Board meeting.

Public comments: None.

Action: Motion was moved and seconded by the Board to approve the Resolution commending Supervisor Sean Elsbernd for his outstanding service on the Health Service Board, which will be presented at the next Board meeting.

Motion passed 7-0.

- 06102010-10 Action item Resolution commending Beulah Smith, Health Service System Senior Benefits Analyst, upon her retirement (Catherine Dodd):

Documents provided to Board prior to meeting: Resolution.

Public comments: None.

Action: Motion was moved and seconded by the Board to approve the Resolution commending Beulah Smith for outstanding service upon her retirement from the Health Service System.

Motion passed 7-0.

- 06102010-11 Action item Resolution commending Mona Daly, Health Service System Benefits Analyst, upon her retirement (Catherine Dodd):

Documents provided to Board prior to meeting: Resolution.

Public comments: None.

Action: Motion was moved and seconded by the Board to approve the Resolution commending Mona Daly for outstanding service upon her retirement from the Health Service System.

Motion passed 7-0.

- 06102010-12 Discussion item Report on network and health plan issues (if any) (Respective plan representatives)

Lori Taylor, Blue Shield representative, reported the termination of its contract with Cedar Sinai Group in Los Angeles, which will impact five HSS members. The affected members will receive notification of the contract's termination date (August 1), and a list of other IPAs and primary care physicians.

Public comments: None.

- 06102010-13 Action item Opportunity to place items on future agendas

 - July meeting recess

Public comments: None.

Action: Motion was moved and seconded by the Board to recess for the month of July.

Motion passed 7-0.

- 06102010-14 Discussion item Opportunity for the public to comment on any matters within the Board's jurisdiction
Public comments: Gerry Meister thanked City Hall Media Services for fixing the speaker system so everyone in the audience can hear Board members' discussion.

Adjourn: 2:43 pm

Summary of Health Service System Rules Regarding Public Comment

- 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 Administrative Services Manager, Laini K. Scott for further assistance at (415) 554-1727.

Health Service Board and the Health Service System Web Site: <http://www.myhss.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 Administrative Services Manager, Laini K. Scott, at (415) 554-1727 or by email at laini.scott@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.

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 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100; fax (415) 252-3112; web site 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.

If any materials related to an item on this agenda have been distributed to the Health Service Board after 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 Laini K. Scott at (415) 554-1727 or email at laini.scott@sfgov.org.