



DATE: August 5, 2010

TO: Scott Heldfond, Chair, and Members of the Health Service Board

FROM: Catherine Dodd PhD, RN
Director HSS

RE: August Board Report

HSS Personnel

- New COO Lisa Ghotbi, began July 1st, she brings clinical expertise, extensive operations and managerial experience and IT capabilities to the position and has already provided unique ideas to improve operations
- HSS Health Promotion and Wellness Plan Coordinator
- Vacant 1813 posting closed – temp exempt until test can be given
- Benefit Analyst position to be posted before end of month
- Finance 2 vacancies: Principal Accountant - recruiting for a replacement. Will complete interview process by end of month. Vendor Contracts Manager - Exam is expected to be announced this month to establish a list to hire from.
- IT position to be posted prior to next board meeting
- Citywide Employee Health Promotion and Wellness Plan Coordinator – should begin before the end of the month. There is a qualified applicant on the “holdover list.”

HSS Communications Plan and Budget

- To be developed and presented in collaboration with HSS Health Promotion and Wellness Plan Coordinator at September meeting

Presentations/Member Meetings

- Board of Supervisors Budget hearing
- CCSF Quarterly Retiree meeting
- City College of San Francisco Faculty Retirement Planning (August 12)

Meetings with Key Departments

- Department Head Meetings
- Participated in eMerge 9.0 Executive Committee meetings
- SF Airport Wellness Task Force
- COO presented at DHR HR professionals meeting

Other Meetings

- Met with Blue Shield representatives regarding process for members who will “age in” to Medicare this year
- ERRP - Early Retirement Reinsurance Program contract amendment meetings
- Weight Watchers representatives
- Mercer to establish RFP calendar and processes

Additional Updates

- Benefits staff all participated in “customer service” training refresher
- Involved all staff in “values” exercise to guide Strategic Planning and worked with Management Team to draft first Strategic Planning Document for Governance Committee consideration and Board approval.
- Attended SF Business Times Hospitals and Health Care of the future breakfast

- Participated in teleconference with Secretary Sebelius at invitation of DHHS Region 9 Director which focused on the implementation of Wellness benefits guaranteed in Health Reform
- Participated in Adaptive Business Leaders Healthcare Executives Roundtable on Patient Centered Primary Care Healthcare Homes and had subsequent conversations with industry experts
- Attended portions of Dartmouth Institute for Healthcare Improvement retreat on how *joy* in the workplace improves patient care (during my vacation)

Charter Amendment “Sustainable City Employee Benefits Reform Act”

- Responded to request from Department of Elections to provide analysis of proposed Charter Amendment
- Participated in, provided clarification to Ballot Simplification Committee at hearing and requested reconsideration of proposed language regarding proposed Charter Amendment
- Prepared memo for Health Service Board on proposed Charter Amendment (enclosed)