

File No. 220150

Committee Item No. 2

Board Item No. 14

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date March 16, 2022

Board of Supervisors Meeting Date March 22, 2022

Cmte Board

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| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

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|--------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>DPH Letter on Retroactivity - 3/18/2022</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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Completed by: Brent Jalipa Date March 8, 2022

Completed by: Brent Jalipa Date March 18, 2022

1 [Accept and Expend Grant - Retroactive - San Francisco General Hospital Foundation -
2 Enhanced Perinatal Services Funds: The Solid Start Initiative at Zuckerberg San Francisco
3 General/Team Lily - \$1,005,562]

4 **Resolution retroactively authorizing the Department of Public Health to accept and**
5 **expend a grant in the amount of \$1,005,562 from the San Francisco General Hospital**
6 **Foundation for participation in a program, entitled “Enhanced Perinatal Services**
7 **Funds: The Solid Start Initiative at Zuckerberg San Francisco General/Team Lily,” for**
8 **the period of July 1, 2021, through June 30, 2022.**

9
10 WHEREAS, The San Francisco General Hospital Foundation (SFGHF) has agreed to
11 fund the Department of Public Health (DPH) in the amount of \$1,005,562 for participation in a
12 program, entitled “Enhanced Perinatal Services Funds: The Solid Start initiative at Zuckerberg
13 San Francisco General /Team Lily,” for the period of July 1, 2021, through June 30, 2022; and

14 WHEREAS, The Solid Start initiative will expend grant funds to fulfill the mission of
15 Solid Start towards projects that provide patient care, coordination of care, and systematic
16 change to improve the comprehensive approach for the care of the pre-three population at the
17 Zuckerberg San Francisco General Hospital and Trauma Center (ZSFG); and

18 WHEREAS, Team Lily will expend grant funds to provide services such as therapy,
19 case management, facilitated family meetings, mentoring, access to alcohol/drug services and
20 health services to approximately 50 pregnant and postpartum people annually in San
21 Francisco who are experiencing homelessness, substance use disorders, significant mental
22 illness, intimate partner violence, and/or incarceration; and

23 WHEREAS, The grant does not require an Annual Salary Ordinance Amendment; and

24 WHEREAS, A request for retroactive approval is being sought because DPH received
25 the agreement on September 2, 2021; and

1 WHEREAS, The Department proposes to maximize use of available grant funds on
2 program expenditures by not including indirect costs in the grant budget; now, therefore, be it

3 RESOLVED, That DPH is hereby authorized to retroactively accept a grant in the
4 amount of \$1,005,562 from the SFGHF; and, be it

5 FURTHER RESOLVED, That DPH is hereby authorized to retroactively accept and
6 expend the grant funds pursuant to Administrative Code, Section 10.170-1; and, be it

7 FURTHER RESOLVED, That the Director of Health is authorized to enter into the
8 Agreement on behalf of the City; and, be it

9 FURTHER RESOLVED, That within thirty (30) days of the Grant Agreement being fully
10 executed by all parties, the Director of Health shall provide a copy to the Clerk of the Board of
11 Supervisors for inclusion in the official file.

1 Recommended:

Approved: _____ /s/ _____

2

Mayor

3 _____ /s/ _____

4 Dr. Grant Colfax

Approved: _____ /s/ _____

5 Director of Health

Controller

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File Number: 220150
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: **Enhanced Perinatal Services Funds: The Solid Start initiative at Zuckerberg San Francisco General/Team Lily**

2. Department: **Department of Public Health
Kaizen Promotion Office**

3. Contact Person: **Jenna Biliniski** Telephone: **(415) 206-5344**

4. Grant Approval Status (check one):

Approved by funding agency Not yet approved

5. Amount of Grant Funding Approved or Applied for: **\$1,005,562**

6a. Matching Funds Required: **\$ N/A**

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: **San Francisco General Hospital Foundation**

b. Grant Pass-Through Agency (if applicable): **N.A.**

8. Proposed Grant Project Summary:

Solid Start Initiative launched in 2015 and Team Lily, launched in 2018. Solid Start will expend grant funds to fulfill the mission of vision of Solid Start toward projects that provide patient care, coordination of care, and systematic change to improve comprehensive approach for the pre-three population at ZSFG. Team Lily will expend grant funds to fulfill the mission and vision of Team Lily, which provides wrap-around services to approximately 50 pregnant and postpartum people annually in San Francisco experiencing homelessness, substance use disorders, significant mental illness, intimate partner violence, and/or incarceration. Funds will be used to support social work and navigation services, program management, transportation, and supplies.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: **7/1/2021** End-Date: **6/30/2022**

10a. Amount budgeted for contractual services: **\$991,923.99**

b. Will contractual services be put out to bid?

Services will be sole sourced and built off of existing contracts.

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? **Yes**

d. Is this likely to be a one-time or ongoing request for contracting out?

This is likely to be an ongoing request.

11a. Does the budget include indirect costs? Yes No

b1. If yes, how much?

b2. How was the amount calculated?

c1. If no, why are indirect costs not included?

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

Indirect costs already removed.

c2. If no indirect costs are included, what would have been the indirect costs?

10% of indirect cost of the total grant amount is standard for grants administered through the San Francisco General Hospital Foundation and based on Foundation policies.

70% Foundation Program Officer Salary

12. Any other significant grant requirements or comments:

We respectfully request for approval to accept and expend these funds retroactive to July 1, 2021. The Department received the award on September 1, 2021. This grant does not require an ASO amendment.

GRANT CODE

Fund	21132
Authority	10001
Dept	251667
Contract#	CTR00002556
Project Desc	Solid Start Initiative at ZSFG
Project	10038041
Activity	0001

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Toni Rucker
(Name)

DPH ADA Coordinator
(Title)

Date Reviewed: 1/19/2022 | 5:02 PM PST

DocuSigned by:
Toni Rucker
7084282F7351F34D...
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Dr. Grant Colfax
(Name)

Director of Health
(Title)

Date Reviewed: 1/26/2022 | 12:53 PM PST

DocuSigned by:
Greg Wagner
28527524752828F...
(Signature Required)
Greg wagner, COO for

Enhanced Perinatal Services (Solid Start and Team Lily)

Recipient: Kaizen Promotion Office

Fiscal Year 2021 - 2022

Program	Category	Amount
Team Lily	General Operation Expenses	\$ 36,485
Solid Start	Core Staff	\$ 466,662
Solid Start	Mental Health Coordination and Consultation	\$ 197,318
Solid Start	SF Respect Initiative	\$ 50,897
Solid Start	Supplies	\$ 13,638
Solid Start	Homeless Prenatal	\$ 240,562
		\$ 1,005,562

Title and Justification of Role, UCSF salaries	Name	Salary Rate	FTE	FY21 Salary	FY21 Benefits	Total
Solid Start Core Team & Steering Committee						
Director Responsible for overarching leadership and strategic advancement of Solid Start mission and objectives; content expertise related to maternal mental health and perinatal health care delivery. Liaison with hospital leadership and other clinical providers to lead overall effort	Melanie Thomas	\$286,014.96	0.50	\$143,007.48	\$34,893.83	\$177,901.31
OB Steering Committee Clinical champion and liaison between Solid Start and OB/GYN department plus related clinical settings to ensure strategic alignment around improving patient care.	Margaret Hutchison	\$213,400.00	0.10	\$21,340.00	\$5,655.10	\$26,995.10
Peds Steering Committee Clinical champion and liaison between Solid Start and Pediatrics department plus related clinical settings to ensure strategic alignment around improving patient care.	Neeti Doshi	\$181,968.00	0.10	\$18,196.80	\$4,440.02	\$22,636.82
Fam Med Steering Committee Clinical champion and liaison between Solid Start and Family Medicine department plus related clinical settings to ensure strategic alignment around improving patient care.	Kiramjat Chela	\$208,800.00	0.05	\$10,440.00	\$2,547.36	\$12,987.36
Administrative Analyst Provides administrative support to Solid Start and key affiliated programs. Works collaboratively across UCSF departments to ensure efficiency of interdepartmental work. Supports Solid Start Steering committee with grant writing, budgets, reports and other ad hoc fiscal and administrative needs. Works closely with Jenna Bilinski as SFDPH Executive sponsor, SFGHF, and UCSF Dean's office to coordinate reporting and fiscal accuracy across multiple revenue streams.	TBN	\$100,000	0.70	\$70,000	\$30,000	\$100,000
Project Coordinator Provides a broad range of project management skills and expertise to ensure achievement of our goals. The project manager will work closely with Solid Start steering committee and partners to move work forward in a timely and efficient manner. Specific tasks include coordination of meetings, note taking, and coordination of Support Sister implementation work.	Jennifer Juarez	\$61,220.16	1.00	\$61,220.16	\$25,712.47	\$86,932.63
Community Engagement Coordinator As a SF Bayview native and passionate community health worker, Schyneida is uniquely positioned to lead the community engagement aspects of this work. She will primarily be responsible for aspects of engagement with our key community partners	Schyneida Williams	\$69,029.28	0.40	\$27,611.71	\$11,596.92	\$39,208.63
Sub Total Core Team						\$466,661.84
Sustainability Partner/San Francisco Respect Initiative , as director of the San Francisco Respect Initiative with expertise in maternity care systems, Dr. Nijagal will oversee billing aspects of CHW sustainability pilot	Malini Nijagal	\$314,720.00	0.13	\$40,913.60	\$9,982.92	\$50,896.52
Mental Health Coordination and Consultation						
Infant Parent Psychotherapist Responsible for synergistic efforts that bridge Solid Start and the Infant Parent Program. Specific tasks include providing mental health consultation to several key partners including Team Lily and Sister Web; bridging clinical efforts across 5M, birth center, and IPP.	Lauren Perez	\$107,193.00	0.50	\$53,596.50	\$22,510.53	\$76,107.03
Social Worker As the Solid Start Social Worker, Kate Dube' is responsible for perinatal mental health coordination and linkage across ZSFG departments and clinics. She carries her own small clinical caseload, triages a number of referrals and follows up to ensure linkage to appropriate mental health services.	Kate Dube'	\$85,360.01	1.00	\$85,360.01	\$35,851.20	\$121,211.21
						\$197,318.24
Team Lily						
Social Worker The money from this budget covers partial salaries for the Team Lily social worker. The Social worker and other team members provide wrap around services to approximately 50 pregnant and postpartum people annually in SF experiencing homelessness, substance use disorders, significant mental illness, intimate partner violence, and/or incarceration.	Rebecca Schwartz	\$102,775.74	0.25	\$25,693.94	\$10,791.45	\$36,485.39
Total UCSF Salaries + Benefits (12 mos)				\$557,380.20	\$193,981.80	\$751,361.99
Miscellaneous Supplies/Patient Incentives (Team Lily)						\$3,514.61
Miscellaneous Supplies/Patient Incentives (Solid Start)--less than originally allocated to support unanticipated salary increases						\$10,123.40
Sub-Contract to Homeless Prenatal Program						\$240,562
Total Budget for A&E Approval						\$1,005,562

San Francisco Department of Public Health (SFDPH)
Kaizen Promotion Office

Enhanced Perinatal Services Funds: The Solid Start initiative at Zuckerberg San Francisco
General/Team Lily

BUDGET JUSTIFICATION
07/01/2021 – 06/30/2022

A.	PERSONNEL	
B.	MANDATORY FRINGE	
1.	Total Salaries	\$0
	Total Fringe	\$0
	TOTAL PERSONNEL:	\$0
C.	TRAVEL	\$0
D.	EQUIPMENT	\$0
E.	SUPPLIES	\$13,638.01
F.	CONTRACTUAL	\$991,923.99
	Homeless Prenatal Program:	\$240,562
	Solid start Core Team:	\$466,661.84
	Sustainability Partner/SF Respect Initiative:	\$50,896.52
	Mental Health Coordination/Consultation:	\$197,318.24
	Team Lily:	\$36,485.39
H.	OTHER	\$0
	TOTAL DIRECT COSTS	\$1,005,562
I.	INDIRECT COSTS	\$0
	TOTAL BUDGET:	\$1,005,562



SAN FRANCISCO
GENERAL HOSPITAL
FOUNDATION

Enhanced Perinatal Services Funds: The Solid Start Initiative at ZSFG/Team Lily

Memorandum of Understanding

This Memorandum of Understanding (MOU) between San Francisco General Hospital Foundation hereinafter called "Foundation" and Zuckerberg San Francisco General Hospital 7/1/21:

PURPOSE AND SCOPE

The Purpose of this MOU is to identify the roles and responsibilities of each party as they relate to the disbursement of funds for expenses incurred in carrying out the purpose of the:

Enhanced Perinatal Services Fund: The Solid Start Initiative at ZSFG/Team Lily

The funds for which were received by the Foundation as part of the Solid Start Initiative launched in 2015 and Team Lily, launched in 2018.

MOU TERMS

The term of this MOU Agreement is the period within which the project responsibilities of this agreement shall be performed. The expected timeframe of the MOU begins July 1, 2021 and ends June 30, 2022.



PROGRAM RESPONSIBILITIES UNDER THIS MOU
SAN FRANCISCO
GENERAL HOSPITAL
FOUNDATION

Team Lily

Team Lily will expend grant funds to fulfill the mission and vision of Team Lily (please see <https://obgyn.ucsf.edu/san-francisco-general-hospital/team-lily> for mission statement in its entirety). Team Lily provides wrap-around services to approximately 50 pregnant and postpartum people annually in San Francisco experiencing homelessness, substance use disorders, significant mental illness, intimate partner violence, and/or incarceration. Funds will be used to support social work and navigation services, program management, transportation, and supplies.

Expenses allowed are up to the maximum spend not to exceed the amounts in \$40,000 and will be allocated as described:

General Operating

\$40,000

Team Lily will evaluate current services and extend services to 1-year postpartum, expanding wrap-around services to include navigation to pediatric and early childhood services, parenting support, as well as ongoing mental health and recovery services for families.

Solid Start

Solid Start will expend grant funds to fulfill the mission of vision of Solid Start toward projects that provide patient care, coordination of care, and systematic change to improve comprehensive approach for the pre-three population at ZSFG.

Expenses allowed are up to the maximum spend not to exceed the amounts in \$865,562 and will be allocated as described in detail below.

I. Staff

A. Core Staff/Steering Committee to provide overall infrastructure, non-clinical operations, cross departmental collaboration and strategy, includes

- 0.50 director
- Steering Committee Champion x 3 (OMG, Pediatrics, Family Medicine)
- 0.40 Community Engagement Coordinator
- 0.40 Project Coordinator

Total \$350,000



The primary function of the Steering Committee is to take responsibility for the planning, implementation, and achievement of outcomes of Solid Start. The Solid Start Steering Committee will monitor and review the program status, as well as provide oversight of program deliverables. The Steering Committee provides a steadying influence so programmatic concepts and directions are established and maintained (e.g. logic model, theory of change, strategic plan etc). The Steering Committee provides insight on enduring strategies in support of funder requirements. Members of the Steering Committee ensure programmatic objectives are sufficiently addressed and program deliverables and outcomes are met.

These responsibilities are fulfilled through the following functions:

- Formal acceptance of program deliverables and outcomes per the Solid Start Strategic Plan;
- Monitoring of the program at regular Steering Committee meetings;
- Oversight of Solid Start Strategic Plan as developing issues force modifications to be considered (e.g., COVID-19),
- Ensuring overall strategic direction aligns with the approved requirements of evidence-based practice, program funders, and key stakeholder groups;
- Providing staffing support to the program when necessitated;
- Resolving program conflicts and disputes, resolving differences of opinion and approach via consensus;
- Approve Budget, ensuring effort, expenses and alterations are appropriate;
- Prioritization of program objectives and outcomes as identified in the Strategic Plan;
- Support deliverables as identified in the Strategic Plan or other grant and/or funder related deliverables;
- Program management and quality assurance practices;
- Foster positive communication outside of the Team regarding the program's progress and outcomes;
- Report on program progress to those responsible at a high level, such as hospital leadership, DPH leadership etc.

B. Mental Health Coordination and Consultation

Includes salary for 1.0 FTE and 0.50 FTE Social Worker

Total: \$200,000

As core to the Solid Start mission we continue to develop and expand our clinical protocols to interrupt the toxic stress response and the intergenerational transmission of trauma in the Solid Start population. We are approaching the development of these clinical protocols at three levels:



- 1) Enhancing behavioral health integration *within our 3 primary clinical settings*
- 2) Clear referral and linkage processes for specialty maternal and dyadic mental health services *across the SF perinatal population*
- 3) Community and clinic-based mental health consultation and capacity building

For each of these levels, a primary mental health service partner and collaborator is the UCSF Infant Parent Program (IPP), with whom Solid Start has a longstanding collaborative relationship. The IPP is one of the nation's pioneering programs specializing in infant, early childhood, and perinatal mental health and reproductive justice service delivery and training. The IPP has a particular commitment to underserved and vulnerable children and their caregivers, services provided to this population include perinatal mental health, infant-parent psychotherapy and mental health consultation. As a Medi-Cal mental health provider focused specifically on dyadic interventions, the IPP serves as an ideal partner for our clinical protocols.

The funding allocated here supports 0.50 FTE for a psychologist position to bridge the IPP and Solid Start Initiative efforts. The remaining funds go toward the "Solid Start Social Worker" to provide services, care coordination, consultation and capacity building as further described below.

- Support more flexible/integrated direct mental health services provided by IPP clinician(s) or IPP-trained clinician(s) that do not fit into traditional, dyadic IPP psychotherapy model or the standard DPH behavioral health model
- Develop system of tracking and evaluation for shared cases/referral
- Establish clear and documented communication protocols and processes for consistent and systematic communication between IPP therapists and ZSFG clinical providers while adhering to highest principles of patient privacy and respect
- Create clear, user-friendly and trackable referral pipeline and linkages from clinic/hospital-based services (5M, 6M, FHC, birth center) to the intensive mental health services for pregnant people and infant-parent dyads (traditional specialty mental health model of Infant Parent Psychotherapy)
- Consultation/capacity building/trainings for clinic/community partners (specifically, SisterWeb, Team Lily and the New Beginnings program at the Homeless Prenatal Program)

Consultants

In the coming year, Solid Start will pilot and evaluate a model of healthcare provider-community CHW collaboration that creates the case for health systems to contract with community-based organizations using healthcare revenues to support. Components of the pilot include developing a working/clinical model and identifying infrastructure needed to sustain the model. The two organizations listed below will be supported as consultants to implement this pilot specifically in the ZSFG OMG/5M clinic, with plans to expand the pilot to other key Solid Start clinics and potentially across the SFHN.



SAN FRANCISCO
PERINATAL PROGRAM

A. Homeless Prenatal Program, Solid Start has worked collaboratively with the Homeless Prenatal Program as a key community partner for the last few years. The Scope of our work together for the next year is described in detail below. **\$240,562**

Perinatal Services Navigation and Workforce Development (“The Breadth”)

- Partner with Solid Start and 5M leadership to establish workflows and documentation processes that enable HPP CHWs to provide billable CPSP services; includes on-site work at ZSFG 6 half days per week, anticipate start 9/1/21
- Develop and Pilot new CHW internship program at ZSFG
 - Anticipate launch of on-site interns Jan 2022
 - Onsite/virtual navigation (pending COVID) and linkage to services
- Track/facilitate Richmond Area Multi-Services (RAMS) Mental Health Peer Certification program completion by HPP staff when possible
- Professional Panel Presentations and Conference attendance by HPP staff facilitated by SS partnership
- Collaborate with HPP navigation coordinator to iterate and evaluate process for bi-directional care coordination and referrals
- Provide a direct link to HPP for warm referral into services through the HPP Navigation Coordinator.
- Explore opportunities with other HPP programs where additional (in-depth) coordination is needed
- **Co-develop capacity building** of HPP and ZSFG staff through shared trainings, for example:
 - Ongoing Mental Health, Substance use Training, IPV trainings
 - Anti-racist Health Education
 - Culturally centered care

New Beginnings and CenteringPregnancy cross-sector work (“The Depth”)

- Partner with Solid Start and 5M leadership to establish workflows and documentation processes that enable HPP Case Managers to provide billable CPSP services; includes on-site work at ZSFG 4 half days per week, anticipate start 9/1/21
- Partner with 5M Midwives to co facilitate Centering Prenatal Care and provide billable CPSP services, includes co facilitation and screening and service linkage for Centering patients
- **Manage and iterate clear and documented communication protocols and processes** for consistent and systematic communication between HPP New Beginnings and ZSFG clinical providers
- **Co-create “role clarity”** document outlining roles of the care team
- **Identify Shared Clients between New Beginnings and ZSFG**



- After identifying shared clients, NB Manager and Solid Start Social Worker to identify complex cases for case conferences
- **Establish monthly case conference sessions** with New Beginnings Case Managers and ZSFG staff to provide holistic, coordinated, and integrated services across providers, and to reduce duplication.
- **Create written treatment plans** for select shared complex cases using standardized template (e.g. Plan of Safe Care) that outlines client goals and roles of care team
- **Establish a streamlined referral process:**
 - Establish clear referral pathway for NB CMs to connect clients to prenatal care and vice versa
 - Establish clear referral pathway for NB CMs to refer to ZSFG psychiatric services and vice versa
- **Collaborate with Solid Start team for grant writing and fund development** opportunities as well as other synergistic opportunities for program development as needed
- **Capacity building** for NB Case Managers utilizing Solid Start resources/connections/expertise, for example:
 - Ongoing Mental Health, Substance use Training, IPV trainings
 - Antiracist Health Education
 - Culturally centered care

Program Evaluation: Data Sharing and Integration

- Document shared metrics and evaluation goals across HPP and Solid Start; work with Solid Start evaluation manager to create collective impact vision
- Further develop and formalize Solid Start and HPP Data Sharing Agreement describing and identifying the data including the parameters for use; i.e., what can and cannot be done with the data
 - Establish timeline/cadence of data sharing for categories below
 - New Beginnings client data (Include racial/ethnic data)
 - Pantry client data: data needs TBD, possible client cross check
 - Program outcomes (outlined below)
- The purpose of the data sharing plan is to enable the sharing of data across systems; linked, and synthesized to inform action while protecting data security and individual privacy.
- Develop processes for collecting data to meet shared evaluation goals

Patient Pantry

- Provide the needed infrastructure to manage Pantry operations as follows:
 - Provide the fiscal management needed to steward the project.
 - Provide support for future donations and grants



- Enable donors to make IRS tax deductible donations
- Provision of space for the Patient Pantry to store food and other basic supplies to be delivered to clients and clinical sites
- Hire, train, and supervise a new 1.0 FTE Pantry/Food Insecurity Coordinator
- Provide all coordination related activities including coordination with donors, vendors, clients, clinics, and volunteers.
- Manage and/or improve upon existing Pantry systems
- Regularly review progress with ZSFG Pantry leads to ensure continued success.
- Manage the transition of Patient Pantry to HPP

San Francisco Respect Initiative- salary support for Dr. Malini Nijjal, consultant expertise in maternity care systems for CHW sustainability pilot, **\$50,000**

- SF Respect Initiative is well-positioned to lead this work with Solid Start because of strong working relationships with two community organizations of CHWs/doulas (SisterWeb and Homeless Prenatal Program), active presence within both the UCSF and ZSFG healthcare delivery systems, and extensive on-the-ground work with partners around vision, goals and priorities for creating sustainable, integrated model of care, and significant maternity care financing expertise.
- **Key questions to be answered:**
 - What essential healthcare provider functions are CHWs/doulas well positioned to provide, and how might these functions be more high value if done by this workforce?
 - What infrastructure is required for community based peer workers and healthcare providers to provide well-coordinated, respectful and responsive care?
 - What infrastructure/support do community based CHW/doula programs need from health systems to provide necessary training and support to their peer workers?

Miscellaneous

Non-personnel, includes small equipment expenditures Staff computers, furniture, tech needs, summit, graphic design, etc, **\$25,000**

Total: \$865,562

ZSFG shall comply with the Foundation Disbursement Request Policies and Procedures (Exhibit A), namely, provide adequate payroll records documenting the personnel expenses and final purchased invoices/receipts. Any exceptions to the disbursement request procedures, including requests for advance payments, must be requested in advance and agreed upon in writing by the Foundation.



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GENERAL HOSPITAL
FOUNDATION

MODIFICATION AND TERMINATION

IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

This agreement may be terminated with or without cause by either party upon 30 days prior written notice to the other party. Such notification shall state the effective date of termination or cancellation and include any final performance and/or payment invoicing instructions/requirements.

Any and all amendments must be made in writing and must be agreed to and executed by the parties before becoming effective.

Either party may terminate this agreement immediately on written notice if the other party has committed a material breach of this MOU and has not cured the breach within thirty (30) days after receiving written notice of the breach by the non-breaching party, or the parties cannot reach an agreement to amend this MOU.

If the **Enhanced Perinatal Services Funds: The Solid Start Initiative at ZSFG/Team Lily** covered under this agreement does not have sufficient funds for the program, this Agreement shall be of no further force and effect. In this event, the Foundation shall have no liability to pay any funds whatsoever to ZSFG and ZSFG shall not be obligated to perform any provisions for which they are not reimbursed.



SAN FRANCISCO
GENERAL HOSPITAL
FOUNDATION

CONTACT INFORMATION

All notices hereunder shall be in writing, personally delivered, sent by certified mail, return receipt requested, addressed to the other party as follows:

Gerry Chow
Chief Financial Officer
San Francisco General Hospital Foundation
2789 25th Street, Suite 2028
San Francisco, CA 94110

SIGNATURE

Kim Meredith

Date: 09.01.2021

Kim Meredith
Chief Executive Officer
San Francisco General Hospital Foundation
2789 25th Street, Suite 2028
San Francisco, CA 94110

[Handwritten Signature]

Date: 9/2/21

ZSFG Authorized Signer

Susan Ehrlich

Chief Executive Officer
Zuckerberg San Francisco General Hospital



EXHIBIT A

Disbursement Request Policy and Procedure

For each disbursement requested, a disbursement request form must be completed and authorized by the individual named on the Establishment of Restricted Funds document. Valid documents, such as vendor invoices, receipts, * payroll reports etc., verifying the expense, must be submitted along with the disbursement request form.

The cost categories allowed for use in identifying expenses are as follows:

Salaries & benefits**Acc#	7500	Equipment/Remodeling	7530
Consultants	7510	Permits/Fees/Inspection	7532
Graphic Design	7511	Meals/Refreshment	7540
Translation Services	7512	Transportation & Lodging	7560
Supplies	7520	Conference & Training Fee	7570
Incentives	7521	Patient Assistance	7580
Stipend	7522	Other (please specify):	7590
Printing	7523		
Software	7524		

*Reimbursements: the receipt must show the following information: name of the person who paid it, item purchased, amount and date of purchase. Estimates are not accepted.

**Salaries and benefits: the report provided as part of the disbursement request must clearly list the name of the individual, the period or periods covered. The compensation and benefit amounts must be also listed separately.

*The Foundation recommends submitting authorized disbursement requests within 30 days of date of expenditure. All expenses must be submitted on or before July 15th in order to close the June 30 fiscal year. **Expenses that do not fall within the open fiscal year will not be reimbursed.***

The disbursement form can be submitted several ways:

1. Email to accounting@sfgfhf.org
2. Interoffice mail
3. Dropped off at Foundation office location
4. Mailed to PO Box 410836, SF CA 94141.

Once the completed form is received, the disbursement check will be issued within 5 to 10 business days.



SAN FRANCISCO
GENERAL HOSPITAL
FOUNDATION

Donors to the Solid Start Initiative for disclosure :

Year	2019	
Source	Date	Amount
Lisa S. Pritzker	2/5/2019	\$10,000.00
Thomas Rohlen	3/1/2019	\$398,391.00
Susie Sarlo	6/24/2019	\$25,000.00
Genentech USA, Inc.	11/13/2019	\$50,000.00
Milton Chen	12/12/2019	\$10,000.00
Thomas Rohlen	12/18/2019	\$125,843.00
Thomas Rohlen	12/18/2019	\$294,225.30
Thomas Rohlen	12/24/2019	\$150,000.00
Rebecca Jackson	12/31/2019	\$1,500.00
	Total 2019	\$1,064,959.30



Year	2020	
Source	Date	Amount
Thomas Rohlen	1/9/2020	\$287,856.00
Connie Shanahan	1/15/2020	\$25,000.00
Hellman Foundation	6/10/2020	\$10,000.00
Total 2020		\$322,856.00
Genentech	11/19/2020	\$75,000
Stanley S. Langendorf Foundation	12/14/2020	\$50,000
Rebecca Jackson	1/6/2021	\$2,000
Brenda B. Bottum	3/2/2021	\$20,000
LS Pritzker Family Fund	3/2/2021	\$25,000
Total 2021		\$172,000

Total 2019-2021: \$1,559,815.30

Balance as of 8/2021: \$992,899

Gift Date	Name	Fund ID	Fund Description	Fund Split Amount
12/10/2018	Thomas Rohlen	727	Solid Start Pilot Program	\$ 238,475.27
10/26/2018	California Health Care Foundation	727	Solid Start Pilot Program	\$ 3,500.00
11/24/2017	Thomas Rohlen	727	Solid Start Pilot Program	\$ 267,432.00
11/24/2017	Thomas Rohlen	727	Solid Start Pilot Program	\$ 97,530.00
11/24/2017	Thomas Rohlen	727	Solid Start Pilot Program	\$ 100,000.00
10/28/2016	EcoMedia	727	Solid Start Pilot Program	\$ 10,000.00
6/22/2016	Thomas Rohlen	727	Solid Start Pilot Program	\$ 100,000.00
6/17/2016	Thomas Rohlen	727	Solid Start Pilot Program	\$ 101,526.00
12/24/2015	Thomas Rohlen	727	Solid Start Pilot Program	\$ 100,000.00
12/4/2015	AT&T California	727	Solid Start Pilot Program	\$ 50,000.00
12/23/2014	Thomas Rohlen	727	Solid Start Pilot Program	\$ 102,375.00
12/2/2014	Thomas Rohlen	727	Solid Start Pilot Program	\$ 100,000.00
Total:				\$ 1,270,838.27

From: [Lindsay, Claire \(DPH\)](#)
To: [BOS-Supervisors](#)
Cc: [BOS-Legislative Aides](#); [Somera, Alisa \(BOS\)](#); [Jalipa, Brent \(BOS\)](#); [Bilinski, Jenna \(DPH\)](#); [Zook, Jason \(DPH\)](#); [Patil, Sneha \(DPH\)](#); [Validzic, Ana \(DPH\)](#); [Wong, Greg \(DPH\)](#)
Subject: 3/22 BOS: DPH Retroactive Items
Date: Friday, March 18, 2022 4:41:08 PM

Hello Honorable Members of the Board of Supervisors:

The Department of Public Health (DPH) will request approval for two (2) retroactive items at the March 22nd Full Board of Supervisors meeting. We'd like to provide you with brief background information and reason for retroactivity prior to the meeting. Please see below for a brief description of the items and our DPH representatives who may be contacted directly should you have any questions.

Agenda item #14 – File no. 220150 - Accept and Expend Grant - Retroactive - San Francisco General Hospital Foundation - Enhanced Perinatal Services Funds: The Solid Start Initiative at Zuckerberg San Francisco General/Team Lily - \$1,005,562 - Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$1,005,562 from the San Francisco General Hospital Foundation for participation in a program, entitled “Enhanced Perinatal Services Funds: The Solid Start Initiative at Zuckerberg San Francisco General/Team Lily,” for the period of July 1, 2021, through June 30, 2022.

- **Description:** Solid Start will expend grant funds toward projects that provide patient care, coordination of care, and systematic change to improve the comprehensive approach for the care of the pre-three population at ZSFG. Team Lily will expand grant funds to fulfill the mission and vision of Team Lily, which provides wraparound services to approximately 50 pregnant and postpartum people annually in San Francisco experiencing homelessness, substance use disorders, significant mental illness, intimate partner violence, and/or incarceration. Funds will be used to support social work and navigation services, program management, transportation and supplies.
- **Reason for Retroactive Request:** We respectfully request retroactive approval to accept and expend these funds. DPH received the award on September 1st, 2021 retroactive to the grant start date of July 1st, 2021.
- **DPH Representative:** Jenna Bilinski | Director, Kaizen Promotion Office, Social Medicine, Department of Public Health | jenna.bilinski@sfdph.org

Agenda item #15 – File no. 220151 - Accept and Expend Grant - Retroactive - The Gerson Bakar Foundation - San Francisco General Hospital Foundation - The Department of Psychiatry Inpatient Unit Improvements - \$1,900,000 - Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$1,900,000 from the Gerson Bakar Foundation through the San Francisco General Hospital Foundation for participation in a program, entitled “The Department of Psychiatry Inpatient Unit Improvements,” for the period of June 8, 2021, through August 31, 2022.

- **Description:** The Gerson Bakar Foundation, through the San Francisco Hospital Founding has funded DPH in the amount of \$1,900,000 for furniture, fixture and equipment upgrades for

psychiatric services at ZSFG.

- **Reason for Retroactive Request:** We respectfully request retroactive approval to accept and expend these funds. DPH received the MOU on December 6th, 2021 retroactive to the grant start date of June 8th, 2021.
- **DPH Representative:** Jason Zook | Executive Project Manager, Office of Architecture and Capital Planning, Department of Public Health | jason.zook@sfdph.org

Thank you for your time and consideration,

Claire Lindsay, MPH

Senior Health Program Planner | Office of Policy and Planning

San Francisco Department of Public Health

claire.lindsay@sfdph.org | desk: 415-554-2667 | mobile: 831-239-1094



San Francisco Ethics Commission

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102

Phone: 415.252.3100 . Fax: 415.252.3112

ethics.commission@sfgov.org . www.sfethics.org

Received On:

File #: 220150

Bid/RFP #:

Notification of Contract Approval

SFEC Form 126(f)4

(S.F. Campaign and Governmental Conduct Code § 1.126(f)4)

A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

1. FILING INFORMATION

TYPE OF FILING	DATE OF ORIGINAL FILING (for amendment only)
Original	
AMENDMENT DESCRIPTION – Explain reason for amendment	

2. CITY ELECTIVE OFFICE OR BOARD

OFFICE OR BOARD	NAME OF CITY ELECTIVE OFFICER
Board of Supervisors	Members

3. FILER'S CONTACT

NAME OF FILER'S CONTACT	TELEPHONE NUMBER
Angela Calvillo	415-554-5184
FULL DEPARTMENT NAME	EMAIL
office of the clerk of the Board	Board.of.Supervisors@sfgov.org

4. CONTRACTING DEPARTMENT CONTACT

NAME OF DEPARTMENTAL CONTACT	DEPARTMENT CONTACT TELEPHONE NUMBER
Jenna Bilinski	(415) 206-5344
FULL DEPARTMENT NAME	DEPARTMENT CONTACT EMAIL
DPH Department of Public Health	jenna.bilinski@sfdph.org

5. CONTRACTOR	
NAME OF CONTRACTOR Homeless Prenatal Program	TELEPHONE NUMBER (415) 546-6756
STREET ADDRESS (including City, State and Zip Code) 2500 18th St, San Francisco, CA 94110	EMAIL

6. CONTRACT		
DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S)	ORIGINAL BID/RFP NUMBER	FILE NUMBER (If applicable) 220150
DESCRIPTION OF AMOUNT OF CONTRACT \$240,562		
NATURE OF THE CONTRACT (Please describe) <p>HPP will provide staffing to ensure coordination of care services for the solid start population at ZSFG and to work as liasons across the two sites.</p> <p>HPP is a 501 (c) 3 with a board of directors.</p>		

7. COMMENTS
\$240,562 to Homeless Prenatal Program identified in the Grant Budget/Budget Justification attachments.

8. CONTRACT APPROVAL	
This contract was approved by:	
<input type="checkbox"/>	THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM
<input checked="" type="checkbox"/>	A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of Supervisors
<input type="checkbox"/>	THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS

9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
1	Ryan	Martha	CEO
2	Ashworth	Beverly	Other Principal Officer
3	Koeppe1	John	Board of Directors
4	Youmans	Sharon	Other Principal Officer
5	Maher	Emily	Other Principal Officer
6	Agarwal	Ashish	Board of Directors
7	Carey	Vince	Board of Directors
8	Chang	Tina	Board of Directors
9	Curtis	Charmaine	Board of Directors
10	James	Donna	Board of Directors
11	Louh	Rita	Board of Directors
12	Matcovich	Rick	Board of Directors
13	McGinnis	Kelly	Board of Directors
14	Mohanty	Sunita	Board of Directors
15	Trejo	Erica	Board of Directors
16			
17			
18			
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9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

#	LAST NAME/ENTITY/SUBCONTRACTOR	FIRST NAME	TYPE
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Check this box if you need to include additional names. Please submit a separate form with complete information. Select "Supplemental" for filing type.

10. VERIFICATION

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

<p>SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK</p> <p>BOS Clerk of the Board</p>	<p>DATE SIGNED</p>
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From: [Conine-Nakano, Susanna \(MYR\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Paulino, Tom \(MYR\)](#); [Wong, Greg \(DPH\)](#); [Owens, Morgan \(MYR\)](#)
Subject: Mayor -- Resolution -- Enhanced Perinatal Services Funds
Date: Tuesday, February 8, 2022 4:27:24 PM
Attachments: [Mayor -- Resolution -- Enhanced Perinatal Services Funds.zip](#)

Good Afternoon Clerks,

Attached for introduction to the Board of Supervisors is a Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$1,005,562 from the San Francisco General Hospital Foundation for participation in a program, entitled "Enhanced Perinatal Services Funds: The Solid Start initiative at Zuckerberg San Francisco General/Team Lily," for the period of July 1, 2021, through June 30, 2022.

Please let me know if you have any questions.

Sincerely,
Susanna

Susanna Conine-Nakano

Office of Mayor London N. Breed
City & County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 200
San Francisco, CA 94102
415-554-6147