

**Subject:** 3/9 BOS: DPH Retroactive Item

**Date:** Friday, March 5, 2021 at 3:24:37 PM Pacific Standard Time

**From:** Lindsay, Claire (DPH)

**To:** BOS-Supervisors

**CC:** BOS-Legislative Aides, Somera, Alisa (BOS), Wong, Linda (BOS), Patil, Sneha (DPH), Wagner, Greg (DPH), Louie, Jenny (DPH), Raffin, Eric (DPH), Wong, Greg (DPH), Fleisher, Arielle (DPH)

Hello Honorable Members of the Board of Supervisors:

The Department of Public Health (DPH) will request approval for one (1) retroactive item at the March 9<sup>th</sup> Full Board of Supervisors meeting. We would like to provide you with background information and reason for retroactivity prior to the meeting. Please see below for a brief description of the item and the corresponding representative whom you may contact directly should you have any questions.

**Agenda item #14 - File no. 210144 - Accept and Expend Grant - Retroactive - Kaiser Permanente - Adoption of Enterprise Electronic Health Record System - \$4,545,455** - Resolution retroactively authorizing the Department of Public Health to accept and expend a grant in the amount of \$4,545,455 from Kaiser Permanente through the San Francisco General Hospital Foundation to participate in a program, entitled "Adoption of Enterprise Electronic Health Record System," for the period of November 1, 2019, through October 31, 2021.

- **Description:** The purpose of this grant is to support continued implementation and optimization costs related to DPH's new Electronic Health Record, Epic. Since 2016, the department has been preparing for this multiyear project that replaces multiple legacy clinical and billing systems into a unified health record. As part of the planning for this new system, DPH has been collaborating with the Zuckerberg San Francisco General Foundation and the Kaiser Foundation over the last several years to fundraise for a portion of the project implementation costs. DPH received an initial award of \$4.5 million in 2018 for the period of July 1, 2018 - July 1, 2019 to support the first phase of implementation of the EHR that went live in August 2019, which was accepted by the Board of Supervisors. Following successful completion of the grant, DPH was invited to apply in the fall of 2019 for an additional round of funding to cover expenses in the second phase of the Epic project, from October 2019 to November 2021. During this period, the department has incurred and will continue to incur expenses that are eligible uses for this grant. These two grants from the Kaiser Foundation have been assumed as a key part of our funding plan as we move forward with optimization and Waves 2 and 3 which includes the transition of Behavioral Health Services to Epic.
- **Reason for Retroactive Request:** The request is retroactive due to the gap in time between the application process and the final award. While DPH has been working with the Foundation and Kaiser since 2019 and was optimistic about receiving this second \$4.5 million grant, the Department did not have a final the grant agreement in hand until November of 2020. This grant agreement has a retroactive start date of November 2019. Over the last three months since finalizing the agreement, DPH has been working to seek the appropriate approvals from the Health Commission, Controller and Mayor's Office and introduced the resolution to accept the grant in February of 2021. Under the award, grant funds can be used to pay for costs during the period of October, 2019 and November 2021. Because the grant agreement was finalized mid-way through this period, the term is partially retroactive. The process to finalize the agreement was delayed by several months due to COVID-19 activities, and without that delay could potentially have been submitted to the Board earlier during the term of the grant. However, even without that delay, because the grant was awarded after the start of

the term, it would not have been possible for the department to seek Board approval prior to October 2019 and avoid a retroactive request. This second award of \$4.5 million continues support for our optimization and maintenance costs from October 2019 to November 2021.

- **DPH Representatives:**

- Jenny Louie | Acting Chief Financial Officer, San Francisco Department of Public Health | email: [jenny.louie@sfdph.org](mailto:jenny.louie@sfdph.org)
- Eric Raffin | Chief Information Officer, San Francisco Department of Public Health | email: [eric.raffin@sfdph.org](mailto:eric.raffin@sfdph.org)

If you would like us to set up a time to discuss in advance of Tuesday's meeting, please let us know.

Thank you for your time and your consideration,  
Claire

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**Claire Lindsay, MPH**

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