

MEMORANDUM

TO: MCHCD Board of Directors
FROM: Hiring and Office Committee, Susan Savage and Paul Garza
RE: Regional Government Services Authority Proposal
DATE: December 7, 2023

Background

In the policy discussion of November 9, 2023, the Board voted to direct the Hiring and Office Committee to continue look at options for acquiring the administrative services required by MCHCD and bring back a recommendation. The purpose of a committee is to explore in greater depths an issue which cannot be fully explored in the limitations of a board meeting. Additionally, at the Board Meeting of August 17, 2023 the Board adopted a Hiring Procedure Recommendation brought forward by the Hiring and Office Committee that stated *“Temporary contract possibilities will be researched and recommended to the Board as appropriate.”* See attached Memorandum 8.17.23

Analysis

The Hiring and Office Committee has reviewed several options: a direct contract employee, an individual as an independent contractor and contract services.

The Hiring and Office Committee has now reviewed the following for possible service providers:

- California Contract Cities
- Health Management Associates
- Association Management firms who are members of the California Society of Association Executives
- A revised informal proposal from Regional Government Services.

The Committee has also responded to the statement of interest from Mr. Gabriel Quinn Maroney, noted as the last Board Meeting, requesting that he submit a letter of interest and a resume. We have further spoken with a potential referral given to us by Ms. Peggy Ducey.

In reviewing the potential service providers indicated above, The Committee has found the following:

- California Contract Cities is a membership organization representing 80 cities in California who receive administrative, technical, advocacy, public relations and other services from that organization. An entity must be a municipality in California and pay a membership fee to belong to the organization that ranges from \$2,000 to \$15,000 per annum.

- Health Management Associates is a national affiliation of a ‘family of companies’ and independent consultants. Its website indicates service providers in both San Francisco and Sacramento. It provides consulting in the following areas: Analytics, Behavioral Health, Clinical Services, Community Strategies, Government Services & The Uninsured, Healthcare Delivery System Optimization, Information Technology Advisory Services, Healthcare Revenue Cycle Management, Investment Services, Justice-Involved Services, Long-Term Services & Supports, Managed Care, Opioid Crisis Response, Pharmacy, Public Health, Quality & Association Services. While this represents a broad range of professional services for healthcare organizations, there is no indication of any practice with local government. They state simply: “What We Do Is Consult With Healthcare Providers on Up-to-Date Services.” This organization, however, may be a possible resource in a future search for an executive for MCHCD.
- Association Management Firms: Association management firms are organization that provides typically full-service administration, finance, operations and advocacy for professional/business organizations. The California Society of Professional Executives (CSAE) is, in turn, the membership organization representing association management firms in California. An internet search revealed there are forty (40) recognized association management firms in California nearly all of which are members of the CSAE. A review of the services offered by members of CSAE indicated specializations in advocacy, technical services (primarily engineering related) and non-profit organizations. The services offered for non-profit associations are home office, finance general administration, meeting planning, trade show management and membership management. None of them indicate they are prepared for or seek to provide services to municipal and/or special districts.
- Regional Government Services (RGS) has provided a revised informal proposal to the Committee. It is attached. The background of RGS and it’s the services it offers were previously reported to the Board in Directors in the Hiring and Office Committee of Memorandum of 11.9.21. It is clear, however, that RGS is a unique organization providing services to government agencies.

Proposal from RGS

The RGS proposal will enable the District to quickly possess the administrative capacity to begin fulfilling its mission and assure that the District functions transparently and in accordance with California Government Code and the Brown Act. Additionally, RGS will provide a start-up team that will assess our current needs to provide recommendations. This assessment will enable the District to identify and move toward quickly to acquire the infrastructure both in personnel, policy development and record-keeping that is essential for a government agency. It will also assure that MCHCD’s house is fully in order as we address very crucial issues as to the future of health care on the coast.

Recommendation

Using one-time funding, authorize the Chair of MCHCD to enter into a contractual agreement with Regional Government Services for the period of December 1, 2023 to June 30, 2023 for administrative services as indicated in the revised proposal. In addition to administrative services, this will include an organizational assessment and assistance with securing professional staff.

Attached:

- Hiring and Office Committee Memorandum, August 19, 2023
- Hiring and Office Committee Memorandum, November 9, 2023
- Revised Proposal from Regional Government Services November 12, 2023
- Contract with RGS as approved by legal counsel