



2020 West El Camino Avenue, Suite 800
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**NOTICE OF PUBLIC MEETING
HOSPITAL SUPPLIER DIVERSITY COMMISSION (HSDC)**

Date:

August 16, 2022
9:30 A.M. - 12:30 P.M. (PST)

Teams Link for Virtual Participation:

[Click here to join the meeting](#)

Call in Line:

916-525-0978

Conference ID:

583 706 889

Notice: This meeting will be held by teleconference only. Committee Members and members of the public may fully participate remotely from their own locations.

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| 9:30 AM | I. Welcome and Meeting Minutes
<i>Lupe Alonzo-Diaz, Commission Chair</i>
Welcome and review of virtual meeting ground rules and procedures. Review and approval of May 3, 2022 meeting minutes. |
| 9:40 AM | II. Department Update
<i>Elizabeth Landsberg, Director, Department of Health Care Access and Information (HCAI)</i>
Presentation on department and program updates. |
| 9:50 AM | III. Division Update
<i>Michael Valle, Deputy Director, HCAI</i>
Presentation on division updates and program activities of interest to the Hospital Supplier Diversity Commission (HSDC). |
| 9:55 AM | IV. HSD Reporting Program Update
<i>Sharon Takhar, Hospital Disclosures Unit Manager, HCAI</i> |

Presentation on 2nd year HSD reporting.

10:05 AM

V. Recommendations Development Process

Lupe Alonzo-Diaz, Commission Chair

Review of draft recommendations development and voting procedures. Review recommendations, R1-R9 and R19, voted on and approved at the May 3 HSDC meeting. See the list of recommendations attached below.

10:40 AM

VI. Finalize Recommendations

Lupe Alonzo-Diaz, Commission Chair

Discuss and vote to finalize draft recommendations, R10-R18, on the best methods to increase supplier diversity within the hospital industry. See the list of recommendations attached below.

12:15 PM

VII. Next Meeting Topics

Michael Valle, Deputy Director, HCAI

Presentation on next steps and the next meeting topics.

12:20 PM

VIII. Public Comment for Items Not on the Agenda

The Commission may not discuss or act on any matter raised during this public comment section that is not included on this agenda, except to place the matter on a future meeting agenda.

**Note: Action may be taken on any item listed in this agenda.
All times are estimated.**

The HSDC agenda can be viewed on the HCAI Website. Meeting materials will be posted on the website by the time of the meeting. Please contact Alyssa Guerrero at Alyssa.Guerrero@hcai.ca.gov or at (916) 326-3684 or 2020 W. El Camino Avenue, Sacramento CA, 95833 with questions regarding the meeting. Agenda can be found here: <https://hcai.ca.gov/public-meetings>.

Every effort will be made to address each agenda item as listed. However, the agenda order is tentative and subject to change without prior notice. The Commission may take a break during the meeting.

A person who needs a disability-related accommodation or modification to participate in the meeting may make a request by contacting Alyssa Guerrero at the contact information above. Providing your request at least five (5) business days before the meeting will help ensure availability of the requested accommodation.

Recommendations voted on and approved at the May 3 HSDC Meeting

Hospital Industry Recommendations

Identifier	Recommendation
R1	Create a supplier diversity policy statement that promotes the use of diverse suppliers.
R2	Executive leadership to develop and implement outreach and reporting metrics that support contracting with diverse suppliers.
R3	Develop and implement hospital supplier diversity procurement metrics that are owned by executive leadership.
R4	Executive leadership to develop, implement, and fund an internal hospital accountability system to meet specified metrics related to outreach, diverse business usage and provision of technical support for implementation.
R5	Executive leadership to develop and implement an inclusion policy for hospitals to identify and track spend with diverse business enterprises (E.g., MBE, WBE, DVBE, LGBTQBE).
R6	Executive leadership to develop and implement procurement processes and policies to document and mitigate internal criteria that may limit or impede diverse suppliers' ability to competitively respond to bids.
R7	Executive leadership to develop and implement a supplier diversity webpage to inform diverse suppliers on the hospital's procurement process including the contact information of a diverse business outreach liaison.
R8	Require prime suppliers to measure and report on spend with diverse suppliers.
R9	Executive leadership to require the review of contract language with prime suppliers to require supplier diversity metrics for any relevant sub-contracts.

OTHER Recommendations

Identifier	Recommendations for small and diverse suppliers and community organizations
R19	For Associations and/or Chambers: Identify and document the barriers and impediments to accessing procurement opportunities and including diverse suppliers in health care spend.

Recommendations to be voted on at the August 16 HSDC Meeting

HCAI Director Recommendations

Identifier	Recommendation
R10	Produce regular analyses with the data, which could include analysis statewide, by region, and by hospital type; distribution of spend with diverse businesses; and spending comparisons and benchmarks.
R11	Publish list of hospitals required to report based on thresholds outlined in the statute for each annual reporting period and are required to submit supplier diversity reports to HCAI.
R12	Revise reporting regulations to require disaggregated reporting from hospitals, which could include categories of hospital spending, counts of diverse suppliers, supplier demographics by category, and allowing for reporting of intersectional identities for diverse supplier (e.g., suppliers that are both a minority and woman owned business).
R13	Collaborate with other public supplier diversity transparency programs, including California Public Utilities Commission, California Department of Insurance, and California Secretary of State on lessons learned and best practices to advance program goals.

OTHER Recommendations

Identifier	Recommendations for small and diverse suppliers and community organizations
R14	For Diverse Suppliers: Participate in various engagement opportunities with hospitals and recognize it takes time to develop contracts and relationships.

R15	For GPOs: Implement a rating system or scale to measure manufacturer's level of procurement with Tier II diverse suppliers.
R16	For Diverse Suppliers: Leverage ethnic chambers of commerce to receive information related to procurement opportunities.
R17	For Associations and/or Chambers: Create a database of MBE, WBE, DVBE, LGBTQBE businesses to be used by hospitals to identify local and statewide diverse suppliers to meet their procurement needs.
R18	For Associations and/or Chambers: Create training materials and webinars that may increase awareness and knowledge on how to compete for hospital RFPs.