



2020 West El Camino Avenue, Suite 800  
Sacramento, CA 95833  
hcai.ca.gov



**NOTICE OF PUBLIC MEETING  
HOSPITAL SUPPLIER DIVERSITY COMMISSION (HSDC)**

**Date:**

May 3, 2022  
9:30 A.M. - 12:30 P.M. (PST)

**Location:**

Department of Health Care Access and Information (HCAI)

*Sacramento (Headquarters):*

2020 West El Camino Ave,  
Conference Room # 1237 Sacramento, CA 95833

*Los Angeles:*

355 South Grand Avenue, Suite 1900,  
Conference Room # 1901 Los Angeles, CA 90071

**Teams Link for Public Participation:**

[Click here to join the meeting](#)

**Call in Line:**

+1 916-535-0978  
Conference ID: 776 705 495 #

9:30 AM

**Welcome and Meeting Minutes**

*Lupe Alonzo-Diaz, Commission Chair*

Welcome and review of meeting ground rules and procedures.  
Review the agenda. Review and approval of November 16, 2021 meeting minutes including follow-up items. Vote on standardized process to discard meeting recording once minutes are approved.

9:40 AM

**Department Update**

*Elizabeth Landsberg, Director, Department of Health Care Access and Information (HCAI)*

Presentation on department policy and program activities of interest. Reappoint commission members serving one-year terms.

- 9:45 AM            **Division Update**  
*Michael Valle, Deputy Director, HCAI*  
Presentation on division policy and program activities of interest to the Hospital Supplier Diversity (HSD).
- 9:50 AM            **HSD Reporting Program Update**  
*Sharon Takhar, Hospital Disclosures Unit Manager, HCAI*  
Presentation on the progress to date and next steps for HSD Program implementation, including HSD regulations and deployment of the Hospital Disclosures and Compliance (HDC) Online Reporting System.
- 10:05 AM           **Recommendations Development Process**  
*Lupe Alonzo-Diaz, Commission Chair*  
Review of draft recommendations development and voting procedures.
- 10:20 AM           **Finalize Recommendations**  
*Lupe Alonzo-Diaz, Commission Chair*  
Discuss and vote to finalize draft recommendations for the HCAI Director, Hospital Industry, and Others on the best methods to increase supplier diversity within the hospital industry. Recommendations include R1-R18. See the list of draft recommendations attached below.
- 12:15 PM           **Next Meeting Topics**  
*Michael Valle, Deputy Director, HCAI*  
Presentation on next steps and the next meeting topics.
- 12:20 PM           **General Public Comment**
- 12:30 PM           **Adjournment**

**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](mailto: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 in order 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.

### Hospital Industry Recommendations

| Identifier | Recommendation  |
|------------|---|
| R1         | Create a supplier diversity policy statement that promotes the use of small and diverse suppliers.  |
| R2         | Consider performance goals to encourage outreach and reporting efforts that support contracting with small and diverse suppliers.   |
| R3         | Implement hospital supplier diversity goals for procurement that are supported by leadership.   |
| R4         | Establish an accountability system to meet specified goals.   |
| R5         | Establish a policy for hospitals to identify and track diverse business enterprises (E.g., MBE, WBE, DVBE, LGBTQBE).  |
| R6         | Evaluate procurement processes and policies to assess criteria that may limit or impede small and diverse suppliers' ability to competitively respond to bids.                    |
| R7         | Establish supplier diversity webpage that directly outlines how diverse suppliers can contract with your organization including hospital contact information and bidding process. |
| R8         | Encourage contractors to purchase from local, diverse suppliers.  |
| R9         | Review contract language for primary contracts to encourage supplier diversity goals for any relevant sub-contracts.  |

### 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 | <b>Recommendations for small and diverse suppliers and community organizations</b>  |
|------------|---|
| R14        | <b>For Diverse Suppliers:</b> Participate in various engagement opportunities with hospitals and recognize it takes time to develop contracts and relationships.  |
| R15        | <b>For GPOs:</b> Implement a rating system or scale to measure manufacturer's level of procurement with Tier II diverse suppliers.  |
| R16        | <b>For Diverse Suppliers:</b> Leverage ethnic chambers of commerce to receive information related to procurement opportunities.   |
| R17        | <b>For Associations and/or Chambers:</b> 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        | <b>For Associations and/or Chambers:</b> Create training materials and webinars that may increase awareness and knowledge on how to compete for hospital RFPs.  |