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**PUBLIC MEETING OF THE
BOARD OF DIRECTORS**

6:30 PM, Thursday, January 26, 2023

This meeting will be held via Zoom

A G E N D A

1. Call to Order and Roll Call

2. Public Comment on Non-Agenda Items

At this time, any person in the audience may speak on any items not on the agenda and any other matter within the jurisdiction of the District. Speakers are customarily limited to three minutes. If you cannot attend the meeting, but would like to offer comments, please email your comments to Voula.theodoropoulos@peninsulahealthcaredistrict.org or visit our website <https://www.peninsulahealthcaredistrict.org/public-comment-form> , and your comments will be read into the record.

3. Report out from Closed Sessions: 12/8/22 and 1/26/23: Chair Cappel

4. Consent Calendar: ACTION

TAB A

- a. Board Meeting Minutes - December 8, 2022 & January 4, 2023..... **Pg.1-9**
- b. Strategic Direction Oversight Committee Minutes- November 2, 2022.....**Pg.10-12**
- c. Checking Account Transactions – November 2022 & December 2022.....**Pg.13-18**
- d. Treasurer’s Report – November 2022 & December 2022.....**Pg.19-20**
- e. Quarterly Investment Report.....**Pg.21-24**
- f. FY 2022-2023 Q2 Unaudited Financials**Pg.25-29**
- g. Amendment to the KBM Hogue furniture contract Board approved at its 11/15/22 meeting for the allcove San Mateo Youth Drop-In Center.....**Pg.30**
- h. Quarterly Communications Report.....**Pg.31-40**
- i. Revision to Resolution 2022-17 approved 1/4/23 to Resolution 2023-01 re: Hybrid and Virtual Board Meetings to be consistent with numbering protocol.....**Pg.41-42**
- j. Resolution 2023-02 re: Hybrid and Virtual Board Meetings.....**Pg.43-44**

5. Presentations:

- a. **MPMC-Sutter Quarterly Report:** Janet Wagner, CEO
- b. **Care Solace 2022 Yearly Update to the Board of Directors:** Josh Haefner, Sr. Customer Success Coordinator



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6. Old Business: ACTION

TAB B

- a. **Recommend acceptance of lowest responsible bid for general contractor to carry out tenant improvements to leased space at 2600 El Camino Real, San Mateo for the allcove San Mateo Teen Drop-In Center.** Eddie Flores, Director of Youth Behavioral Health Programs **Pg.45-56**
- b. **Request Board to make one final outreach to the new Sutter Corporate CEO Warner Thomas and the Sutter Health Board of Directors, in support of reopening the Mickelson Pool:** Lindsay Raike, Warm Water Wellness Inc., CEO President, Mike Schrader, Warm Water Wellness Inc., Vice President..... **Pg.57-59**

7. New Business: ACTION

- a. **Election of Board Officers pursuant to Bylaws requirement that election is held in each January in the odd numbered years. Officers to be nominated and approved include: Chair, Vice-Chair, Secretary and Treasurer:** Chair Cappel
- b. **Acceptance of CEO performance review and proposed contract amendment(s):** Chair Cappel

8. Reports:

TAB C

- a. **Board Committees:** Strategic Direction Oversight Committee & Finance Committee 1/4/23
- b. **Board Chair and Director Reports**
- c. **Staff Reports****Pg.60-71**

TAB D

9. Correspondence and Media :

- a. **1/17/23 San Mateo County letter -COVID update**.....**Pg.72-73**

10. Adjourn:

Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District office, 1819 Trousdale, Burlingame during normal business hours. Please call 650-697-6900 to arrange an appointment.

Next Regular Board meeting: Thursday, February 23, 2023

A



BOARD OF DIRECTORS MEETING MINUTES Thursday, December 8, 2022 Per Resolution 2022-15, this meeting was held via Zoom teleconference		
<u>Directors Present</u> Chair Cappel Secretary Pagliaro Director Zell Director Navarro Director Sanchez	<u>Directors Absent</u>	<u>Also Present</u> Counsel Mark Hudak Helen Galligan <u>Presenters:</u> Rick Jackson, CPA, JWT & Associates, LLP Pastor Bussey, St. James Church
<p>1. <u>CALL TO ORDER & ROLL CALL:</u> Chair Cappel called the meeting to order at 6:37 PM. Roll call attendance was taken. A quorum was present.</p>		
<p>2. <u>SPECIAL PRESENTATION</u> Honoring Helen Galligan for 15 years of service as a PHCD Director: The District shared a video tribute to honor her work and contributions and announced the naming of District's budget item for supporting healthcare worker education and recruitment, The Helen Galligan Future Healthcare Worker Fund</p>		
<p>3. <u>PURSUANT TO GOVERNAMENT CODE 3100 SWEARING IN OF ELECTED BOARD MEMBERS:</u></p> <p>a. Administration of the Oath of Office to Chair Cappel by Secretary Pagliaro b. Administration of the Oath of Office to Director Zell by Secretary Pagliaro c. Administration of the Oath of Office to Director Sanchez by Secretary Pagliaro</p>		
<p>4. <u>PUBLIC COMMENT ON NON-AGENDA ITEMS:</u></p> <p>Public Comment: Mr. Schrader commended the Board on the hire of Ms. Theodoropoulos as Office Assistant and was eager to see in what direction they would go in trying to find a replacement for CEO Fama after her retirement announcement. Mr. Schrader also thanked all the members of the Board for their continued contribution to the community and asked if they would reach out to Sutter a final time to see if they would consider reopening the therapy pool.</p>		
<p>5. <u>CONSENT CALENDAR:</u></p> <p>Director Pagliaro asked CFO Yee about the \$11,000+ plus on Checking Transactions to the City of San Mateo. CFO Yee answered - for a building permit for 2600 El Camino, the allcove location.</p> <p>Director Pagliaro asked if the \$250,000 under Silicon Valley Community Foundation was a grant. CFO Yee answered that transaction was to return grant sent by Silicon Valley Community Foundation in an error.</p>		

Director Pagliaro asked about a transaction on October 14th for \$12,000 for List Engineering. **CFO Yee** answered it was for the drawing and designing development for the allcove center.

Motion to approve the Consent Calendar

Motion: By Director Zell; Seconded By Director Navarro

Vote: Ayes – Cappel, Zell, Pagliaro, Sanchez, Navarro

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

6. REPORT OUT FROM CLOSED SESSION: 10/27, 10/29 & 11/15:

Chair Cappel stated that all meetings were centered around negotiations regarding the PWC.

7. OLD BUSINESS:

a. RIP Medical Debt Forgiveness Program Update: CEO Fama

RIP Medical Debt Relief (RIPMD) Presentation Covered:

- RIPMD history and non-profit status
- PHCD’s role in bringing RIPMD to the attention of local hospital systems
- Based on preliminary projections of eligible debt for PHCD residents, the Board approved a budget line item of \$200K to fund PHCD residents’ debt.
- Patient eligibility criteria for medical debt relief
- San Mateo Medical Center’s CFO was interested and, with BOS approval, signed a participation agreement with RIPMD. Agreement required electronic transfer of patient debt data directly from SMMC to RIPMD.
- RIPMD screened for eligibility Results:
 - 72,400 SMMC patients eligible
- 14,434 PHCD residents’ debt totaling \$29,347,887 were eligible
- Purchase price for PHCD eligible debt \$29,348 plus \$1/resident account (\$14,434)
- Approval to use \$43,782 of the budgeted fund to transact the purchase of the PHCD residents debt.

Discussion:

Director Zell stated he was against this expenditure and noted that this would cover medical debt over 4 years old. The fact that the debt covered would be over 4 years old means it is also barred by the statute of limitations. This means a debt collector would not be able to collect on this debt because they would be in violation of both the Federal and State Unfair Debt Collection Practices. He will be voting against this because of this reason.

Director Pagliaro asked **CEO Fama** if by going forward with the proposal it would help clear the records of the patients that have been negatively impacted because of this bad debt. **CEO Fama**

answered yes. RIPMD, as a nonprofit, has the ability to completely remove the debt from the person's record which not only provides emotional relief, but removes barriers to employment

Chair Cappel noted **Director Zell** brings up a good point and agreed with **CEO Fama** based on his line of work wherein he has direct experience with patients. He knows debt relief alleviates the mental stress and burden of having this debt on their records; debt negatively impacts patients psychologically.

Director Navarro commented that he feels giving patients the peace of mind of alleviating some of their financial burden may help them further seek medical treatment which some may otherwise feel is unattainable because of their present unresolved debt.

Director Sanchez commented that with the pandemic affecting so many lives the financial burden on many families is magnified. He expressed that this initiative and what it would accomplish regarding improving the mental health in the community would be worth the investment.

Motion to approve using \$43,782 of the PHCD RIP Medical Debt Forgiveness Fund to buy the eligible debt incurred by PHCD residents that received services at the San Mateo Medical Center.

Motion: By Chair Cappel; Seconded By Director Navarro

Vote: Ayes – Cappel, Pagliaro, Navarro, Sanchez

Noes - Zell

Abstain - 0

Motion Passed: - 4/1/0

b. Presentation of FY 2022 Audit Report; ACTION: Rick Jackson, CPA, JWT & Associates, LLP

Mr. Jackson gave a brief summary of the FY 2022 Audit Report. He noted that the District received a clean audit and no audit adjustments. A new accounting rule was enacted during the reporting year concerning leases (GASB 87). This was the most significant change from last year's numbers. All other numbers are fairly similar to the prior year. In all, Mr. Jackson found the District books in good order with no material misstatements.

Director Zell noted the Finance Committee unanimously approved presenting the audit to the Board for approval.

Motion to approve FY 2022 Audit Report.

Motion: By Director Zell; Seconded By Director Navarro

Vote: Ayes – Cappel, Zell, Pagliaro, Sanchez, Navarro

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

c. St. James Successful Vax Event: CED Wasson and Pastor Bussey

CED Wasson gave a brief introduction of Pastor Bussey. **Pastor Bussey** introduced herself and shared

how St. James Church has served the community throughout the years in North Central San Mateo. On November 19th the church had its fourth and most successful vaccination clinic to date. The event came together with the support and collaboration between the church, PHCD and the Bay Area Community Health Advisory Committee. The church also received a grant from the state of California through the "Vaccinate All 58 Campaign" which also contributed to this successful event. The church was able to vaccinate a total of 87 people in a four-hour period. **Pastor Bussey** thanked the Board for their support and looked forward to collaborating in the future to continue serving the community. **CED Wasson** shared there will be another St. James vaccination clinic on January 14th, Martin Luther King weekend.

d. Status of Public Bids process for General Contractor & Service Provider contract negotiations for 2600 El Camino Real - allcove San Mateo - Eddie Flores, Dir. Youth Behavioral Health

Mr. Flores reported on the need to revise the deadline for the General Contractor competitive bid submissions due to the Thanksgiving holiday. It will now be December 13th. The review team will review the bids with the goal to bring to the Board in January. Since the Board's 12/15/22 approval of Caminar as PHCD's allcove service provider, the staff has also been working with Counsel Hudak and PHCD's contract consultant to execute the service provider agreement with Caminar.

8. NEW BUSINESS:

a. Community Health Investment Committee Community Grant Recommendations for FY 2023 & 2024: Dr. Navarro, Co-Chair & CED Wasson

Community Health Investment Committee Presented the Committee's recommendations for funding and covered:

A review of PHCD programs that fall under the Community Health Investment budget line:

- Impact Partnerships
- Community Grants
- Sponsorships & Small Grants
- Healthcare Workforce Tuition Assistance

Health Priority Areas of Focus for FY'23 Community Grants:

- Healthy Aging - Socializing and connectivity
- Mental Health - Prevention services and programs
- Preventive Health - Screening and Physical activity

Grant Selection Criteria

- Alignment with health priorities
- Quality of proposal
- Programs and services
- Previous grant performance

- Stability of organization
- Cross-collaboration
- Number of residents served
- Measurement and evaluation metrics

Projected Impact of Grant Recommendations:

- Number of Residents expected to be served by programs - 50,706
- Age range of residents served, 0-105
- PHCD zip codes served – All

There being no questions or discussion,

Motion to approve FY'23 grants recipients and amounts as recommended by the Committee

Motion: By Director Navarro; Seconded By Director Zell

Vote: Ayes – Cappel, Zell, Pagliaro, Sanchez, Navarro

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

Impact Partner Recommendation: CED Wasson presented the Committee's recommendation to move the Ombudsmen Program from Community Grants to Impact Partner status due to their unique, exclusive service in serving the entire County of older adults living in congregate living situations. This allows PHCD to enter into a 3-year funding agreement that requires regular reporting on use of funds, but will not require a reapplication to the grant fund every year.

Motion to make Ombudsmen an Impact Partner

Motion: By Director Navarro; Seconded By Director Zell

Vote: Ayes – Cappel, Zell, Pagliaro, Sanchez, Navarro

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

CED Wasson presented the Committee's recommendation to approve a community grant in FY '24 for the San Bruno School District to support its Wellness Coordinator. This allows school district to count on funding for that position to start the new school year. **Director Pagliaro** asked if the Wellness Coordinator was an employee of the District. **Director Navarro** answered yes, the San Bruno Park School District.

Motion to approve FY'24 request - San Bruno Park School District Wellness Coordinator

Motion: By Director Navarro; Seconded By Director Zell

Vote: Ayes – Cappel, Zell, Pagliaro, Sanchez, Navarro

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

b. CEO Recruitment Plan and Appointment of Board's Search Committee: Chair Cappel

Chair Cappel reported that he has appointed himself and **Director Pagliaro** as the Board's Search Committee. **Director Zell** asked **Chair Cappel** if he was asking for approval of the subcommittee. **Chair Cappel** answered yes.

Motion to approve CEO Recruitment Plan and Appointment of Board's Search Committee.

Motion: By Director Zell; Seconded By Director Navarro

Vote: Ayes – Cappel, Zell, Pagliaro, Sanchez, Navarro

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

9. REPORTS:

a. Board Committees: SDOC 11/2, CHIC 11/21, and Finance 11/30

Chair Cappel: The Strategic Direction Oversight Committee met on November 9th and focused on learning more about Active Wellness, a program under consideration for the PWC Hub and receiving an update on the HUB services research.

Director Navarro: The Community Health Investment Committee met on November 21st to finalize grant selections that were just presented to the Board.

Director Zell: The Finance Committee met on November 30th to discuss the audit and to consider and approve rent assistance for a 101-year-old lady who was one of the first Trousedale residents. The next meeting of the Committee will be a joint meeting with the Strategic Direction Oversight Committee to hear more details on the Active Wellness Program under consideration for the PWC HUB, and their management's experience in serving all levels of income while sustaining the program.

b. Board Chair and Director Reports

Director Pagliaro stated that he and **Chair Cappel** have been meeting virtually every Wednesday with the developers. He also added that he and **Counsel Hudak** are currently working on some of the facility issues they have been having with The Trousedale and are looking to have a report ready for the Board on the next closed session.

c. Staff Reports

CEO Fama reported on recent facility issues at The Trousdale: a spider infestation on an exterior wall between the Prodema wooden panels that cost \$8,000 to remove with environmentally safe solutions; the dumbwaiter that transports meals up and dishes back from the kitchen to memory care is not working – again; and there have been recent ‘hic ups’ with the Stanley IT security system requiring repeated reissuing of new keys to residents.

CED Wasson reported on upcoming vaccination clinics:

- San Bruno Belle Air School on December 12th from 3 - 6pm (40 people had already registered to get vaccinated)
- St. James Church on January 14th from 1 - 4pm
- Millbrae Lunar New Year’s Festival on January 29th from 10:30am - 2:30pm

CED Wasson also reported the date has been set for the Strategic Planning retreat March 3rd.

BOD Arevalo-Rodriguez said PHCD social media channels will promote the vaccination clinics and tips for staying healthy throughout the holiday season.

10. CORRESPONDENCE & MEDIA:

Chair Cappel encouraged everyone to review the correspondence and media section in their Board Packet and asked if anyone had any questions.

11. ADJOURN: Chair Cappel adjourned the meeting at 8:20pm.

Written by: Voula Theodoropoulos

Approved by: _____
Lawrence W. Cappel, Board Chair



BOARD OF DIRECTORS MEETING MINUTES Wednesday, January 4, 2023 Per Resolution 2022-16, this meeting was held via Zoom teleconference		
<u>Directors Present</u> Chair Cappel Secretary Pagliaro Director Zell Director Navarro Director Sanchez	<u>Directors Absent</u>	<u>Also Present</u> Counsel Mark Hudak Matt Grey, Perkins Coie Camarin Madigan, Perkins Coie
1. <u>CALL TO ORDER & ROLL CALL:</u> Chair Cappel called the meeting to order at 8:00 PM. Roll call attendance was taken. A quorum was present.		
2. <u>PUBLIC COMMENT ON NON-AGENDA ITEMS:</u> No Public Comments.		
3. <u>CONSENT CALENDAR: ACTION</u> A. Resolution 2022-17 re: Hybrid and Virtual Board meetings Motion to approve the Consent Calendar Motion: By Zell; Seconded by Sanchez Vote: Ayes – Cappel, Pagliaro, Navarro, Zell, Sanchez, Noes - 0 Abstain - 0 Motion Passed: - 5/0/0		
4. REPORT OUT FROM CLOSED SESSION: January 4, 2023: Chair Cappel reported discussion concerned negotiations regarding the Peninsula Wellness Community.		
5. NEW BUSINESS: A. Proposed Second Amendment to the Peninsula Wellness Community Amended and Restated Exclusive Negotiating Agreement with Developers to provide the Developer and the District additional time to negotiate the Term Sheets for the DDA and Ground Lease.		



Motion to approve the Proposed Second Amendment to the Peninsula Wellness Community Amended and Restated Exclusive Negotiating Agreement with Developers to provide the Developer and the District additional time to negotiate the Term Sheets for the DDA and Ground Lease.

Motion: By Zell, Seconded by Pagliaro

Vote: Ayes – Cappel, Navarro, Zell, Sanchez,

Noes – 0

Abstain - Pagliaro

Motion Passed: - 4/0/1

11. ADJOURN: Chair Cappel adjourned the meeting at 8:05pm.

Approved by: _____

Lawrence W. Cappel, Board Chair



**STRATEGIC DIRECTION OVERSIGHT COMMITTEE
MINUTES
November 2, 2022**

1. CALL TO ORDER: Director Pagliaro called the meeting to order at 5:02pm.

ROLL CALL: Present were members Pagliaro, Aubry, Bandrapalli, Jackson, Johnson, McDevitt Absent: Cappel, Quigg, Emmott, and Gutierrez

2. APPROVAL OF MINUTES from September 7, 2022:

Motion to approve as written by Mr. Johnson; seconded by Director Pagliaro.

**Roll Call Vote: Ayes –Pagliaro, Aubry, Bandrapalli, Jackson, Johnson, McDevitt; Noes-0; Abstain-0
Motion Passed:6/0/0**

**3. PWC- HUB SERVICES “DEEP DIVE” OUTCOMES & NEXT STEPS: CEO Fama
Presentation addressed:**

- Goals & Vision
- Phase 3 activities such as engaging potential service partners and the 10/12 town hall.
- Hub Program Services under consideration and related space requirements
- Potential Service Partners
- Next Steps

Comments/discussion

Director Pagliaro noted the proposed HUB would be 40,000 sq ft. and includes the incorporation of a therapy pool.

Dr. Aubry commended the Board on the progress made with the project and was happy to hear of the latest developments.

There were no further questions or comments.

4. STRATEGIC PLAN ‘23-‘25 – INTRODUCTION TO FACILITATORS & WORK PLAN: CED Ann Wasson and Mission Met team Eric Ryan & Paul Lamb

CED Wasson introduced the guest presenters, their credentials and experience, and role in facilitating the next phase of PHCD’s Strategic Plan 2023-2025 development.

Mr. Ryan said he and his partner have committed their careers to this work and have an understanding that when done well the strategic planning has the potential to transform an organization. The key factor being that this is an ongoing process and not just an every 3-year event. He noted that Mission Met as a business is solely focused on strategic planning for nonprofits and government-based organizations. The

core vision being to make strategic planning as smooth and seamless as possible and was looking forward to supporting the District.

Presentation addressed:

Discussion regarding PHCD's strategic planning process

- C.A.P.E. Cycle (Champion, Assess, Plan, Execute)
- Key Deliverables of Strategic Planning
 - Well Crafted three-year strategic plan, crafted in strategic planning software
 - Strong strategic planning culture to sustain organization indefinitely
- Strategic Planning Software

PHCD's Strategic Planning Timeline

- Establish champions and Launch process (November)
- Conduct Organizational Assessment (November – December)
- Plan Creation (January – March)
- Execution Support (April – August)

Roles/Responsibilities

- Task Force
- Staff and Board
- Board and CEO approval

Next Steps

- Provide CED Wasson with access to software
- Mr. Lamb and Mr. Ryan begin assessment
- Assessment Presentation and discussion with **CEO Fama**, **CED Wasson** and with Task Force (TBD in January)
- Retreat Preparation (February)
- Board and Staff Retreat (March)
- Clarify next steps

Comments/discussion:

CED Wasson reported that a Task Force from this committee has been formed and to date includes **Dr. Aubry**, **Ms. Jackson** and **Ms. Gutierrez**. She invited other interested members to please let her know.

Mr. Ryan added that the role and responsibility of the group is to be the first point of contact for in-depth discussions to provide insights on the progress. They will not be creating the strategic plan but guiding and advising to ensure process proceeds in a productive direction.

Ms. Bandrapalli thanked him for the presentation and was happy to hear about the software that would be used to facilitate the management of the project. **Mr. Ryan** commented that from his experience, when an organization implements software into their strategic plan there is more of a focus and an emphasis on keeping track of progress in regards to goals, achievements and milestones. **Mr. Lamb** added that there are many other features within the software that serve as project management tools that were not presented today but they are looking forward to sharing with the Board as they proceed.

Ms. Bandrapalli asked if the strategic plan measures for potential risk or issues that may arise. **Mr. Ryan** answered yes, that in the assessment process they will address risk and issues an organization deems as barriers to its vision. Also, after identifying what these risks and issues may be, it becomes a focal point regarding the actions needed to overcome them.

Ms. Jackson asked by what means does the process plan to capture public input or perception of the

project. **Mr. Ryan** answered they will do a document review and plan to set up a series of interviews with board members as well as community members which will help further clarify public perception and invite input.

CEO Fama appreciated **Ms. Jackson's** question to ensure the public's perception would be incorporated. She expressed how important it is to the District's work to have our community members on the task force and to get out into the District to encourage feedback. She also recommended two roll outs of the plan for increased public awareness and input. **Mr. Ryan** agreed and welcomed suggestions from community representatives on this committee on what outreach efforts work best in this area.

Public Comment: Lindsay Raike said she understands no final decisions have been made on several aspects of the HUB but offered to be a participant on the task force as she has extensive knowledge in regard to therapy pools.

CEO Fama asked **Mr. Ryan** if they had disappointing experiences with their planning process in the past and what should we hope to avoid. He answered yes; in the past when things have not gone as planned it goes back to the lack of engagement or not allowing enough people to engage in the process.

5. UPDATES ON STRATEGIC INITIATIVES: CEO Fama

CEO Fama referenced the October Management Report of Strategic Initiative Activities included in meeting materials and invited any questions or comments. None were offered.

6. ADJOURNMENT:

There being no further business, **Director Pagliaro** adjourned the meeting at 6:26pm.

Written by S. Theodoropoulos

Approved by the Strategic Direction Committee on 1/4/2023

**Peninsula Health Care District
Checking Transactions
November-22**

Date	Description	Deposit	Withdraw
Heritage Bank of Commerce			
Admin			
11/1/2022	CalPERS Pension		91.33
11/1/2022	CalPERS Pension		5,991.58
11/2/2022	SC Property Management		15,728.00
11/2/2022	FSA Payment		5.00
11/4/2022	Allied Administrators for Delta Dental		1,722.45
11/4/2022	Comcast		489.35
11/4/2022	City of Burlingame Water Dept		135.83
11/4/2022	Streamline		300.00
11/4/2022	KBA Document Solutions, LLC		160.96
11/4/2022	Iron Mountain		528.94
11/4/2022	Susann Reed		2,015.00
11/10/2022	Paychex		386.79
11/10/2022	County of San Mateo, CA	282,099.00	
11/14/2022	Paychex		85.00
11/14/2022	Recology		82.04
11/14/2022	Stavroula Theodoropoulos		134.38
11/14/2022	PG&E		489.47
11/14/2022	Western Allied Mechanical, Inc.		576.00
11/14/2022	Peninsula Volunteers, Inc		4,880.00
11/14/2022	California Public Employees Retirement		15,129.63
11/14/2022	County of San Mateo, CA	0.01	
11/14/2022	Paychex Payroll 11/15/22		34,643.50
11/14/2022	Fund TRF from Admin to PWC		50,000.00
11/15/2022	Payroll Taxes 11/15/22		15,150.86
11/15/2022	Workers Compensation Insurance Payroll		225.50
11/16/2022	Jacqueline Almes:Lost		-197.61
11/16/2022	CalPERS Pension		5,917.20
11/17/2022	County of San Mateo, CA	403,745.49	
11/18/2022	UNUM Life Insurance Company of America		448.60
11/18/2022	J & E Pro Cleaning and Handy Services		165.00
11/18/2022	Best Best & Krieger, LLP		1,564.00
11/18/2022	U. S. Bank Equipment Finance		272.09
11/18/2022	Donovan's Pest Control, Inc.		95.00
11/18/2022	J & E Pro Cleaning and Handy Services		165.00
11/18/2022	Best Best & Krieger, LLP		368.00
11/18/2022	J & E Pro Cleaning and Handy Services		165.00
11/18/2022	Mark D. Hudak		2,745.00
11/18/2022	J & E Pro Cleaning and Handy Services		165.00
11/18/2022	Jacqueline Almes		197.61
11/21/2022	Heritage Bank		191.37
11/21/2022	Paychex		120.00
11/25/2022	CalPERS Pension		5,914.92
11/29/2022	Paychex Payroll 11/30/22		34,506.25
11/30/2022	Anna Naufahu	150.00	
11/30/2022	Interest	3.82	
11/30/2022	Payroll Taxes 11/30/22		15,050.37
11/30/2022	Workers Compensation Insurance Payroll		219.60
		685,998.32	217,024.01

Date	Description	Deposit	Withdraw
Health Fitness			
11/4/2022	City of Burlingame Water Dept #45-458018		8.00
11/4/2022	Well Connected Office		200.60
11/4/2022	Joan Sanchez		320.00
11/4/2022	Streamline		50.00
11/9/2022	Precise Printing & Mailing, Inc.		3,695.69
11/10/2022	Mindbody Merchant Processing		406.91
11/14/2022	Recology		154.95
11/14/2022	City of Burlingame Water Dept		195.40
11/14/2022	PG&E		780.32
11/16/2022	Cardmember Service		1,147.79
11/16/2022	Cardmember Service		2,738.63
11/18/2022	J & E Pro Cleaning and Handy Services		1,150.00
11/18/2022	AT&T		213.47
11/18/2022	U. S. Bank Equipment Finance		161.11
11/28/2022	Bay Alarm 4363526		455.61
11/28/2022	Crothall Laundry Services Inc.		181.38
11/28/2022	KBA Document Solutions, LLC		34.19
11/28/2022	Bay Alarm		344.67
11/30/2022	Interest	0.39	
11/30/2022	Deposit Error - reversed in Dec. s/b in Leasing	37,603.80	
11/30/2022	Health and Fitness Member Deposit November 2022	11,071.04	
		48,675.23	12,238.72
Leasing			
11/4/2022	Sandie Arnott, San Mateo County Tax Collector		1,231.44
11/4/2022	City of Burlingame Water Dept		218.71
11/4/2022	City of Burlingame Water Dept		84.03
11/4/2022	City of Burlingame Water Dept		419.77
11/4/2022	City of Burlingame Water Dept		665.82
11/4/2022	Ralph Barsi		2,000.00
11/4/2022	PG&E		2,306.19
11/4/2022	Sandie Arnott, San Mateo County Tax Collector		1,864.00
11/14/2022	Western Allied Mechanical, Inc.		455.00
11/14/2022	AT&T		160.54
11/14/2022	Recology		570.55
11/14/2022	Western Allied Mechanical, Inc.		265.00
11/14/2022	Recology		354.17
11/14/2022	Western Allied Mechanical, Inc.		970.50
11/14/2022	Western Allied Mechanical, Inc.		1,054.00
11/14/2022	AT&T		-160.54
11/16/2022	Cardmember Service		59.00
11/18/2022	Bleyle Elevator, Inc		95.00
11/18/2022	J & E Pro Cleaning and Handy Services		1,915.70
11/18/2022	Donovan's Pest Control, Inc.		520.00
11/30/2022	Interest	22.96	
		22.96	15,048.88
PWC			
11/4/2022	Streamline		25.00
11/14/2022	Economic & Planning Systems, Inc.		2,700.00
11/14/2022	Resilent Environment, LLC		4,760.00
11/14/2022	Fund TRF from Admin to PWC	50,000.00	
11/18/2022	Perkins Coie LLP		17,575.20

Date	Description	Deposit	Withdraw
11/18/2022	Mark D. Hudak		855.00
11/28/2022	Perkins Coie LLP		26,220.60
11/30/2022	Interest	0.40	
		50,000.40	52,135.80
Trousdale			
11/14/2022	Eskaton Properties Inc		289,454.96
11/18/2022	Eskaton Properties Inc		349,651.53
11/18/2022	Trousdale Tenant Deposit	620,513.43	
11/22/2022	Trousdale Tenant Deposit	57,351.00	
11/22/2022	Trousdale Tenant Deposit	68,875.67	
11/22/2022	Trousdale Tenant Deposit	106,087.40	
11/25/2022	Trousdale Tenant Deposit	5,000.00	
11/25/2022	Trousdale Tenant Deposit	9,233.00	
11/28/2022	Trousdale Tenant Deposit	8,660.00	
11/28/2022	Trousdale Tenant Deposit	18,724.67	
11/30/2022	Trousdale Tenant Deposit	6,697.00	
11/30/2022	Interest	11.88	
11/30/2022	Trousdale Tenant Deposit	5,000.00	
		906,154.05	639,106.49
Boston Private/SVB			
Admin			
11/2/2022	County of San Mateo, CA	306,443.90	
		306,443.90	0.00
Health Fitness			
11/9/2022	Boston Private - Fee Reversal Oct 22	16.01	
11/30/2022	Boston Private - Monthly Fee		16.00
		16.01	16.00
Health Fitness			
11/2/2022	Heartland Merchant Account		224.95
11/7/2022	Trousdale Tenant Deposit	5,000.00	
11/9/2022	Boston Private - Fee Reversal Oct 22	16.01	
11/30/2022	Boston Private - Monthly Fee		16.00
		5,016.01	240.95

**Peninsula Health Care District
Checking Transactions
December-22**

Date	Description	Deposit	Withdraw
Admin			
12/2/2022	Color Print		1,404.69
12/2/2022	San Mateo Area Chamber of Commerce		400.00
12/2/2022	Sonrisas Dental Health		75,000.00
12/2/2022	SC Property Management		30,215.00
12/5/2022	CalPERS Pension		91.33
12/6/2022	County of San Mateo, CA	17,377.58	
12/9/2022	JWT & Associates, LLP		11,550.00
12/9/2022	Allied Administrators for Delta Dental		1,722.45
12/9/2022	Oropeza's Landscaping & Maintenance		450.00
12/9/2022	Comcast		489.35
12/9/2022	Recology		82.04
12/9/2022	Well Connected Office		1,096.15
12/9/2022	Best Best & Krieger, LLP		1,242.50
12/9/2022	PG&E		550.52
12/9/2022	Iron Mountain		528.94
12/9/2022	Streamline		300.00
12/9/2022	KBA Document Solutions, LLC		105.83
12/9/2022	Jacqueline Almes		30.81
12/9/2022	Susann Reed		3,185.00
12/9/2022	Wizehive, Inc.		11,750.00
12/9/2022	Julie Engberg, RD		100.00
12/12/2022	Paychex		375.24
12/12/2022	California Public Employees Retirement		15,129.63
12/14/2022	Paychex Payroll 12/15/22		35,273.24
12/15/2022	Fund TRF from Admin to PWC		100,000.00
12/15/2022	Workers Compensation Insurance Payroll		228.89
12/15/2022	Payroll Taxes 12/15/22		14,391.12
12/16/2022	County of San Mateo, CA	50,728.91	
12/16/2022	Paychex		85.00
12/19/2022	UNUM Life Insurance Company of America		448.60
12/19/2022	Voler Strategic Advisors Inc.		7,000.00
12/19/2022	Well Connected Office		1,341.15
12/19/2022	Mark D. Hudak		1,575.00
12/19/2022	U. S. Bank Equipment Finance		272.09
12/19/2022	Donovan's Pest Control, Inc.		95.00
12/19/2022	Voler Strategic Advisors Inc.		7,000.00
12/19/2022	Voler Strategic Advisors Inc.		7,000.00
12/19/2022	Peninsula Volunteers, Inc		4,560.00
12/19/2022	Voler Strategic Advisors Inc.		2,229.26
12/19/2022	Mission Met, LLC		8,500.00
12/19/2022	Millbrae Recreation Department		25,722.84
12/19/2022	CalPERS Pension		5,070.16
12/19/2022	Cardmember Service		4,341.69
12/20/2022	Paychex		120.00
12/20/2022	County of San Mateo, CA	3,587,842.23	
12/21/2022	San Mateo County Office of Education	27,410.61	
12/21/2022	State of California	113,295.83	
12/21/2022	Anna Naufahu	150.00	
12/21/2022	Heritage Bank		125.27
12/23/2022	J & E Pro Cleaning and Handy Services		660.00
12/23/2022	Oropeza's Landscaping & Maintenance		450.00
12/29/2022	Paychex Payroll 12/31/22		34,371.16
12/30/2022	Parent Venture		10,000.00

Date	Description	Deposit	Withdraw
12/30/2022	County of San Mateo, CA	270,518.62	
12/30/2022	Interest	15.38	
12/30/2022	Payroll Taxes 12/31/22		14,137.40
12/30/2022	Workers Compensation Insurance Payroll		214.98
		4,067,339.16	441,012.33
Health Fitness			
12/1/2022	Reversed - Deposit Error - s/b for Leasing		37,603.80
12/9/2022	Recology		88.54
12/9/2022	Well Connected Office		200.60
12/9/2022	PG&E		847.92
12/9/2022	Joan Sanchez		400.00
12/9/2022	Streamline		50.00
12/9/2022	U. S. Bank Equipment Finance		77.40
12/12/2022	Mindbody Merchant Processing		353.86
12/19/2022	Cardmember Service		429.72
12/23/2022	J & E Pro Cleaning and Handy Services		1,900.00
12/23/2022	AT&T		214.34
12/23/2022	Crothall Laundry Services Inc.		259.74
12/23/2022	KBA Document Solutions, LLC		26.76
12/30/2022	Gym Doctors		328.77
12/30/2022	Interest	0.46	
12/31/2022	Health and Fitness Member Deposit December 2022	11,509.20	
		11,509.66	42,781.45
Leasing			
12/1/2022	Ability Path	6,628.00	
12/2/2022	Bellantini Plumbing		1,628.00
12/2/2022	Ralph Barsi		2,000.00
12/5/2022	Rent Deposit from Nov 22	37,603.80	
12/9/2022	Shell Door Service, Inc.		256.93
12/9/2022	Oropeza's Landscaping & Maintenance		480.00
12/9/2022	Recology		570.55
12/9/2022	Bleyle Elevator, Inc		95.00
12/9/2022	Recology		354.17
12/9/2022	PG&E		2,507.25
12/9/2022	Donovan's Pest Control, Inc.		95.00
12/19/2022	J & E Pro Cleaning and Handy Services		1,915.70
12/19/2022	Western Allied Mechanical, Inc.		455.00
12/19/2022	Donovan's Pest Control, Inc.		425.00
12/19/2022	Diamond Fence Co., Inc.		2,896.48
12/19/2022	Cardmember Service		328.80
12/21/2022	Burlingame Therapeutic Associates	2,650.39	
12/21/2022	Zoya Galant, DDS	2,333.61	
12/21/2022	Preferred Prosthetics Inc.	2,797.65	
12/21/2022	April Lee, DDS	2,719.14	
12/21/2022	One Life Counseling Service	1,300.00	
12/21/2022	Carol Tanzi & Associates	500.00	
12/21/2022	Dr. Chan Dental	4,043.79	
12/21/2022	Patricia Dugoni, CPA	2,400.00	
12/21/2022	Ross Williams, DDS	2,083.19	
12/21/2022	Eugene Kita, DDS	1,563.00	
12/21/2022	Doherty Realty Co.	1,716.88	
12/21/2022	Houn Young Kim, DDS	2,015.71	
12/21/2022	Bay Area Foot Care	3,224.00	
12/23/2022	J & E Pro Cleaning and Handy Services		1,350.00
12/23/2022	Oropeza's Landscaping & Maintenance		480.00
12/23/2022	I. C. Fire		52.50

Date	Description	Deposit	Withdraw
12/30/2022	AT&T		160.54
12/30/2022	Interest	23.84	
		73,603.00	16,050.92
PWC			
12/9/2022	Perkins Coie LLP		64,340.55
12/9/2022	Resilent Environment, LLC		2,550.00
12/9/2022	Streamline		25.00
12/9/2022	Kidder Mathews of California, Inc.		2,500.00
12/15/2022	Fund TRF from Admin to PWC	100,000.00	
12/19/2022	Mark D. Hudak		1,125.00
12/30/2022	Interest	0.39	
		100,000.39	70,540.55
Trousdale			
12/1/2022	Heartland Merchant Account		821.53
12/2/2022	Eskaton Properties Inc		403,889.05
12/2/2022	Trousdale Tenant Deposit	5,000.00	
12/9/2022	Eskaton Properties Inc		116,184.48
12/14/2022	Trousdale Tenant Deposit	5,000.00	
12/14/2022	Trousdale Tenant Deposit	66,712.49	
12/15/2022	Trousdale Tenant Deposit	5,000.00	
12/20/2022	Trousdale Tenant Deposit	605,496.26	
12/23/2022	Eskaton Properties Inc		457,577.12
12/27/2022	Trousdale Tenant Deposit	42,856.16	
12/27/2022	Trousdale Tenant Deposit	59,881.03	
12/27/2022	Trousdale Tenant Deposit	85,150.35	
12/29/2022	Trousdale Tenant Deposit	5,000.00	
12/29/2022	Trousdale Tenant Deposit	6,500.00	
12/30/2022	Eskaton Properties Inc		85,109.50
12/31/2022	Interest	13.09	
		886,609.38	1,063,581.68

Peninsula Health Care District
Treasurer's Report

November 30, 2022

Preliminary - subject to change

STATUS OF CURRENT YEAR TAX REVENUES

Total As Of <u>11/30/2022</u>	Estimated FY 22-23 <u>Tax Revenue</u>
<u>\$ 1,021,427</u>	<u>\$ 7,800,000</u>

Board Designated Invested Funds

	Rate Last QTR	Fees Paid Fiscal YTD	Cost Basis		Market Value
			<u>10/31/2022</u>	<u>11/30/2022</u>	<u>11/30/2022</u>
Torrey Pines - 3yr CD (mature 1/31/24)	0.450%		3,141,389	3,141,389	3,141,389
Fiduciary Trust	*	1,433	1,649,434	1,651,397	1,648,446
City National Bank	*	14,533	24,585,902	24,612,408	23,478,341
Local Agency Investment Fund	1.293%		5,775,769	5,775,769	5,775,769
San Mateo County Pool Investment	1.277%		<u>3,550,551</u>	<u>3,550,551</u>	<u>3,550,551</u>
			<u>38,703,045</u>	<u>38,731,513</u>	<u>37,594,496</u>

* Yield to maturity

Peninsula Health Care District
Treasurer's Report

December 31, 2022

Preliminary - subject to change

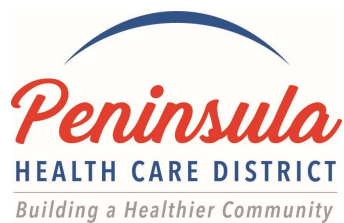
STATUS OF CURRENT YEAR TAX REVENUES

Total As Of <u>12/31/2022</u>	Estimated FY 22-23 <u>Tax Revenue</u>
<u>\$ 4,984,209</u>	<u>\$ 7,800,000</u>

Board Designated Invested Funds

	Rate Last QTR	Fees Paid Fiscal YTD	Cost Basis		Market Value
			<u>11/30/2022</u>	<u>12/31/2022</u>	<u>12/31/2022</u>
Torrey Pines - 3yr CD (mature 1/31/24)	0.450%		3,141,389	3,144,952	3,144,952
Fiduciary Trust	*	2,868	1,651,397	1,655,010	1,651,623
City National Bank	*	17,453	24,612,408	24,603,496	23,506,953
Local Agency Investment Fund	1.984%		5,775,769	5,775,769	5,775,769
San Mateo County Pool Investment	1.751%		<u>3,550,551</u>	<u>3,550,551</u>	<u>3,550,551</u>
			<u>38,731,513</u>	<u>38,729,777</u>	<u>37,629,848</u>

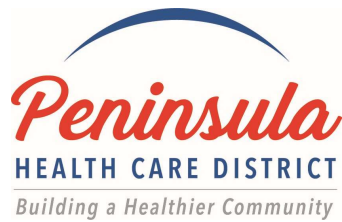
* Yield to maturity



DATE: January 10, 2023
 TO: PHCD Board of Directors
 FROM: Vickie Yee, CFO
 SUBJECT: Investment Quarterly Report – 12/31/2022

To comply with our Statement of Investment Policy and Government Code 53646, included in this report are our investment holdings as of 12/31/2022 and two bank statements: Local Agency Investment Fund and San Mateo County Fund.

Fiduciary Trust Holdings as of 12/31/22					
Asset Category	Asset Name	Quantity	Mkt Price	Mkt Value	Cost Basis
CORPORATE BONDS-DOMESTIC	WALT DISNEY CO/THE SENIOR NOTE CALLABLE 07/30/2024 @ 100 DTD 09/06/2019 1.75% 08/30/2024	130,000	95.255	123,831.47	129,469.60
INTEREST BEARING ACCOUNT	USD Cash	100,223	100.000	100,223.47	100,223.47
U.S. TREASURY BILLS	STIP 1: US TREASURY ONLY DTD 8/31/2003	930,500	100.000	930,500.00	930,500.00
U.S. TREASURY BILLS	UNITED STATES TREASURY BILL DTD 7/21/2022 1/19/2023	200,000	99.839	199,678.67	198,068.78
U.S. TREASURY BILLS	UNITED STATES TREASURY BILL DTD 03/24/2022 03/23/2023 TBLM	200,000	99.036	198,071.92	197,831.17
U.S. TREASURY BILLS	UNITED STATES TREASURY BILL DTD 9/1/2022 3/2/2023	100,000	99.318	99,317.88	98,916.85
				1,651,623.41	1,655,009.87



City National Bank Holdings as of 12/31/22					
Asset Type	Asset Name	Quantity	Mkt Price	Mkt Value	Cost Basis
CORPORATE BONDS-DOMESTIC	AMERICAN EXPRESS CO 3.400% 2/27/23	420,000	99.927	419,693	419,618
CORPORATE BONDS-DOMESTIC	BANK OF AMER MTN V-Q 3.458% 3/15/25	450,000	97.346	438,057	462,883
CORPORATE BONDS-DOMESTIC	COMCAST CORP 3.950% 10/15/25	265,000	97.931	259,517	287,290
CORPORATE BONDS-DOMESTIC	CITIGROUP INC V-Q 3.352% 04/24/25	455,000	96.968	441,204	468,063
CORPORATE BONDS-DOMESTIC	GOLDMAN SACHS GROUP 3.200% 2/23/23	465,000	99.749	463,833	465,735
CORPORATE BONDS-DOMESTIC	JPMORGAN CHASE V-Q 4.023% 12/05/24	440,000	98.508	433,435	452,531
FOREIGN BONDS	SANTANDER UK PLC 4.000% 3/13/24	345,000	98.415	339,532	357,600
FOREIGN BONDS	BK MONTREAL MTN CONV 3.300% 2/05/24	440,000	98.126	431,754	451,506
FOREIGN BONDS	HSBC HOLDINGS V-Q 3.950% 5/18/24	445,000	99.208	441,476	450,096
FOREIGN BONDS	BANK OF NOVA SCOTIA 1.300% 6/11/25	225,000	91.621	206,147	228,113
FOREIGN BONDS	SUMITOMO MITSUI FINL 1.474% 7/08/25	495,000	91.117	451,029	497,049
FOREIGN BONDS	CANADIAN IMPERIAL BK 2.250% 1/28/25	445,000	94.373	419,960	454,788
MONEY MARKET SWEEP FUNDS	CITY NATL ROCHDALE GOV MM-SV	70,106	1.000	70,106	70,106
MUNICIPAL BONDS	WISCONSIN ST 0.361% 5/01/24	325,000	94.582	307,392	325,000
U.S. AGENCIES	FNMA 2.625% 9/06/24	455,000	97.015	441,418	472,490
U.S. AGENCIES	FNMA 2.875% 9/12/23	235,000	98.715	231,980	239,288
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.500% 8/15/23	345,000	98.617	340,229	349,917
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.750% 11/15/23	570,000	98.297	560,293	582,648
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.375% 8/15/24	515,000	96.484	496,893	532,796
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 1.375% 9/30/23	340,000	97.563	331,714	343,101
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.875% 9/30/23	480,000	98.758	474,038	489,443
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.000% 8/15/25	125,000	94.426	118,033	130,605
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.875% 11/30/23	845,000	98.367	831,201	863,843
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.625% 12/31/23	830,000	97.946	812,952	847,051
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.125% 3/31/24	830,000	96.875	804,063	846,812
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.250% 3/31/26	500,000	94.238	471,190	521,641
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 1.250% 8/31/24	725,000	94.668	686,343	734,055
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.750% 6/30/25	570,000	96.336	549,115	603,559
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.000% 6/30/24	875,000	96.176	841,540	892,311
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.750% 4/30/23	400,000	99.441	397,764	403,389
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.250% 5/31/25	265,000	90.781	240,570	263,220
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.250% 7/31/25	615,000	90.238	554,964	611,990
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.250% 9/30/25	500,000	89.789	448,945	492,685
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 1.500% 3/31/23	590,000	99.297	585,852	591,897
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.250% 11/15/23	900,000	96.156	865,404	897,546
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.375% 11/30/25	280,000	89.445	250,446	278,742
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.125% 10/15/23	915,000	96.473	882,728	911,251
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.125% 3/31/23	410,000	98.976	405,802	409,547
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.625% 7/31/26	425,000	88.363	375,543	415,733
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.125% 7/31/23	1,650,000	97.367	1,606,556	1,621,351
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.750% 12/31/23	325,000	96.126	312,410	324,413
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 1.750% 3/15/25	625,000	94.492	590,575	614,378
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.500% 5/31/24	800,000	97.020	776,160	791,742
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 3.000% 7/31/24	1,650,000	97.539	1,609,394	1,646,081
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 4.500% 11/15/25	400,000	100.602	402,408	402,884
U.S. TREASURY BILLS	U.S. TREASURY BILLS 9/07/23	90,000	96.997	87,297	86,706
				23,506,953	24,603,496

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

January 10, 2023

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

PENINSULA HEALTH CARE DISTRICT

CEO
1819 TROUSDALE DRIVE
BURLINGAME, CA 94010

[Tran Type Definitions](#)

Account Number: 20-41-002

December 2022 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	5,775,768.78
Total Withdrawal:	0.00	Ending Balance:	5,775,768.78



San Mateo County Treasurer
555 County Center
Redwood City, 94063
(650) 599-1251 or (650) 599-7206

Statement Ending Date: 12/31/2023
Account: 03407

STATEMENT OF ACCOUNT

Peninsula Health

DATE	DESCRIPTION	DEBITS	CREDITS	ACCOUNT BALANCE
11/30/2023	Balance brought forward			\$3,550,551.13
12/31/2023	Ending Balance			\$3,550,551.13

Peninsula Health Care District
Statement of Net Assets - Preliminary Draft

	Year To Date 12/31/2022
	Current Year Balance
Assets	
Current Assets	
Cash and Cash Equivalents	
Operating - Admin Checking	472,245
Heritage Bank - Admin Checking	4,561,486
Heritage Bank - Leasing Checking	2,854,311
Heritage Bank - PWC Checking	57,749
Operating - Health & Fitness Checking	19,318
Heritage Bank - Health & Fitness Checking	49,424
Trousdale Operating Checking	12,053
Heritage Bank - Trousdale Checking	1,237,172
Total Cash and Cash Equivalents	9,263,758
Accounts Receivable	
Accounts Receivable	1,840
Account Receivable - Rent	(188)
Account Receivable - TT Tenant	90,755
Allowance for Bad Debt - TT Tenant AR	(3,631)
Interest Receivable	193,354
Accounts Receivable - Other	11,396
Total Accounts Receivable	293,526
Other Current Assets	
Other Current Assets	
Lease Receivable - Current (GASB 87)	64,137
Total Other Current Assets	64,137
Prepaid Expenses	
Prepaid - General	33,510
Prepaid - Insurance	51,620
Prepaid - Benefits / WC	2,171
Prepaid - Trousdale	136,434
Total Prepaid Expenses	223,735
Inventory	
Supplies/Inventory	25,321
Total Inventory	25,321
Total Other Current Assets	313,193
Total Current Assets	9,870,477
Long-term Assets	
Property & Equipment	
Construction-In-Progress (CIP)	11,538
Building	77,969,886
Land	15,390,822
Improvements	1,303,001
Equipment	2,078,798
Furniture/Fixtures	50,274
Pre Opening Cost	2,505,661

	Year To Date
	12/31/2022
	Current Year Balance
Accum Depreciation (Trousdale)	(10,236,734)
Accum Depreciation	(3,636,646)
Total Property & Equipment	<u>85,436,600</u>
Other Long-term Assets	
Deposits and Prepayments	
Deposits	30,595
Total Deposits and Prepayments	<u>30,595</u>
Other Assets	
Deferred Outflow	2,287,103
Net Pension Asset	731,513
Lease Receivable - Long-Term (GASB 87)	70,268,161
Total Other Assets	<u>73,286,777</u>
Total Other Long-term Assets	<u>73,317,372</u>
Total Long-term Assets	<u>158,753,972</u>
Investments	
Long Term Investments	
Board Designated Fund - LAIF	5,775,769
Board Designated Fund - SMC	3,550,551
Board Designated Fund - CNB	24,603,496
Board Designated Fund - FT	1,655,010
Board Designated Fund - Torrey	3,144,951
Board Designated Fund - Unrealized G/L	(1,099,933)
Total Long Term Investments	<u>37,629,844</u>
Investment in Subsidiary	
Project Acct - US Bank 44000	209
Project Acct - US Bank 56000	70
Total Investment in Subsidiary	<u>279</u>
Total Investments	<u>37,630,123</u>
Total Assets	<u>206,254,572</u>

Liabilities and Net Assets

Liabilities	
Short-term Liabilities	
Accounts Payable	
Accounts Payable	273,462
Accrued Payable - General	876,616
Total Accounts Payable	<u>1,150,078</u>
Accrued Liabilities	
Accrued Payroll	191,155
FSA Employee Account	226
Total Accrued Liabilities	<u>191,381</u>
Deferred Revenue	
Prepaid Rent	1,527,369
Prepaid Membership Dues	1,911
Prepaid Other	10,000
Deferred Income	3,500
Deposit - TT Tenants	31,500
Security Deposits	53,963

	Year To Date
	12/31/2022
	Current Year Balance
Total Deferred Revenue	1,628,243
Withholding Tax Payable	
Accrued Payroll Taxes	52
Total Withholding Tax Payable	52
Other Short-term Liabilities	
Short-term Liabilities	
Lease Payable - Current (GASB 87)	235,679
Total Short-term Liabilities	235,679
Loans Payable - Current	
Accrued Interest	686,140
Total Loans Payable - Current	686,140
Total Other Short-term Liabilities	921,819
Total Short-term Liabilities	3,891,573
Long Term Liabilities	
Notes Payable - Long Term	
Note Payable - WAB 40M	34,040,000
Note Payable - WAB 10M	9,100,000
Total Long Term Notes Payable	43,140,000
Other Long-term Liabilities	
Other Liabilities	
Lease Payable - Long-Term (GASB 87)	1,326,116
Deferred Inflow	67,927,787
Total Other Liabilities	69,253,903
Total Other Long-term Liabilities	69,253,903
Total Long Term Liabilities	112,393,903
Other Liabilities	
Deposits - ENA	200,000
Total Other Liabilities	200,000
Total Liabilities	116,485,476
Equity	
Fund Balance	86,660,478
Change In Net Assets	3,108,618
Total Equity	89,769,096
Total Liabilities and Net Assets	206,254,572

Peninsula Health Care District Statement of Activities - Preliminary Draft

	Quarter Ending 12/31/2022		Year To Date 12/31/2022		Year Ending 06/30/2023	
	Actual	BUDGET	Actual	BUDGET	BUDGET	BUDGET
Change In Net Assets						
Revenue						
San Mateo County Tax	4,977,050	4,250,000	4,984,209	4,330,000	4,330,000	7,800,000
Rental Income						
Lease Income - Hospital	438,339	543,546	876,677	1,087,092	(210,415)	2,174,184
Lease Income - 1720 Marco Polo	41,931	40,200	81,761	80,400	1,361	160,800
Lease Income - 1740 Marco Polo	71,002	67,800	138,146	135,600	2,546	271,200
Lease Income - 111-113 16th St.	0	0	0	1	(1)	1
Total Rental Income	551,272	651,546	1,096,584	1,303,093	(206,509)	2,606,185
Lease Expense						
Lease Expenses - 1720 Marco Polo	(7,950)	(9,000)	(14,866)	(18,000)	3,134	(36,000)
Lease Expenses - 1740 Marco Polo	(27,610)	(24,000)	(50,653)	(48,000)	(2,653)	(96,000)
Lease Expenses - 430 No. El Camino Real	(16,889)	(11,250)	(20,296)	(22,500)	2,204	(45,000)
Lease Expenses - 1875 Trousdale	(6,798)	(9,000)	(12,620)	(18,000)	5,380	(36,000)
Lease Expenses - 111-113 16th St.	(6,762)	(3,600)	(9,305)	(7,200)	(2,105)	(14,400)
Lease Expenses - PWC Land	(4,146)	(3,000)	(8,867)	(6,000)	(2,867)	(12,000)
Total Lease Expense	(70,155)	(59,850)	(116,607)	(119,700)	3,093	(239,400)
Investment Income						
Investment Inc - LAIF	30,173	4,191	49,758	8,382	41,376	16,763
Investment Inc - SMC	16,178	7,395	27,443	14,791	12,652	29,583
Investment Inc - CNB	70,667	26,132	117,150	52,263	64,888	104,526
Investment Inc - FT	9,314	369	14,082	737	13,344	1,475
Investment Inc - Torrey	3,798	3,526	7,354	7,053	301	14,104
Investment Inc - US Bank	2	0	279	0	279	0
Investments - Unrealized G/L	132,709	(150,000)	(188,340)	(300,000)	111,660	(600,000)
Interest Income	527,708	0	1,055,506	0	1,055,506	0
Total Investment Income	790,549	(108,387)	1,083,232	(216,774)	1,300,006	(433,549)
Miscellaneous Income						
Misc Income - General	(250,000)	0	0	0	0	0
Nursing Grant/Loan Repayments	450	450	900	900	0	1,800
Rental Value for Use of Facilities (rent-free)	102,729	91,479	205,458	182,958	22,500	365,916
Total Miscellaneous Income	(146,821)	91,929	206,358	183,858	22,500	367,716
The Trousdale - Operating Revenue	2,568,034	2,950,960	5,150,564	5,807,424	(656,860)	12,251,960
Health & Fitness Center Revenue	34,591	32,847	67,372	64,070	3,302	134,650
Teen Mental Health Income	113,296	87,323	113,296	174,645	(61,349)	587,323
Total Revenue	8,817,816	7,896,368	12,585,008	11,526,616	1,058,392	23,074,885
Expenditures						
Community Health Investment						
Grants	(27,410)	0	222,589	250,000	27,411	1,950,000
Other Contributions & Grants	11,440	12,500	25,215	25,000	(215)	50,000
Targeted Prevention Program	1,924	62,500	1,925	125,000	123,075	250,000
Special Funding Initiatives	42,763	223,440	55,883	446,880	390,998	646,260

	Quarter Ending			Year To Date			Year Ending	
	12/31/2022			12/31/2022			06/30/2023	
	Actual	BUDGET	Budget Diff	Actual	BUDGET	Budget Diff	2022	BUDGET
SDH San Mateo Funding	225,000	225,000	0	450,000	450,000	0	900,000	900,000
Community Outreach	2,469	15,000	12,531	5,555	30,000	24,444	60,000	60,000
Community Education	10,100	12,500	2,400	20,100	25,000	4,900	50,000	50,000
New Program Research & Development	0	62,500	62,500	0	125,000	125,000	250,000	250,000
Trousdale Rent Assistance Fund	21,500	60,000	38,500	32,833	120,000	87,167	240,000	240,000
Donated Value for Use of Facilities (rent-free)	102,729	91,479	(11,250)	205,458	182,958	(22,500)	365,916	365,916
PWC Project Cost	224,764	75,000	(149,764)	262,698	150,000	(112,698)	300,000	300,000
Total Community Health Investment	615,279	839,919	224,640	1,282,256	1,929,838	647,582	5,062,176	5,062,176
Salaries and Benefits	198,398	204,855	6,457	389,262	409,710	20,448	838,739	838,739
Health/Dental/Vision/Life Benefits	34,846	35,025	179	67,893	70,051	2,158	147,106	147,106
Retirement	12,938	16,731	3,793	26,856	33,461	6,604	66,922	66,922
Taxes & WC	7,703	16,371	8,668	18,553	32,742	14,190	65,486	65,486
Total Salaries and Benefits	253,885	272,982	19,097	502,564	545,964	43,400	1,118,253	1,118,253
General and Administrative Exp.	1,122	1,800	678	2,642	3,600	958	7,500	7,500
Payroll Services	5,428	4,500	(928)	12,464	9,000	(3,464)	18,000	18,000
Office Supplies	14,899	14,100	(799)	31,876	28,200	(3,676)	56,400	56,400
IT & Phone	3,811	5,000	1,189	8,002	9,998	1,996	20,000	20,000
Maintenance & Repairs	3,042	3,300	258	6,085	6,600	515	13,000	13,000
ACHD Dues	2,266	1,320	(946)	4,384	2,640	(1,743)	5,280	5,280
Records Storage	16,542	16,500	(41)	33,082	33,000	(83)	66,000	66,000
Insurance	36,314	0	(36,314)	36,314	0	(36,314)	74,000	74,000
SMC Fees - Admin	3,745	15,000	11,254	7,492	15,000	7,509	15,000	15,000
SMC Fees - LAFCo	0	0	0	0	300,000	300,000	300,000	300,000
Board Election	8,980	75,000	66,020	15,677	150,000	134,322	300,000	300,000
Legal - General	0	5,000	5,000	0	10,000	10,000	20,000	20,000
Legal - Real Estate	0	0	0	1,916	5,000	3,084	5,000	5,000
Consultant - Financial	29,500	21,500	(8,000)	50,500	43,000	(7,500)	86,000	86,000
Consultant - Communications	20,475	40,000	19,525	24,925	40,000	15,075	40,000	40,000
Consultant - Audit	900	1,500	600	1,800	3,000	1,200	6,000	6,000
Consultant - Website	4,279	8,700	4,421	9,166	17,400	8,234	35,000	35,000
Travel & Meetings	3,960	3,250	(710)	6,664	5,800	(864)	10,900	10,900
1819 Trousdale Expense	10,863	12,000	1,137	13,068	15,000	1,933	21,000	21,000
Miscellaneous	166,126	228,470	62,344	266,057	697,238	431,182	1,099,080	1,099,080
Total General and Administrative Exp.	2,466,290	2,255,767	(210,523)	4,674,337	4,498,408	(175,930)	9,076,255	9,076,255
The Trousdale Assisted/Memory Care Expense	83,986	89,701	5,714	164,815	179,701	14,887	361,220	361,220
Health & Fitness Center Expense	168,781	504,937	336,157	357,813	841,120	483,305	2,018,026	2,018,026
Teen Mental Health Expense	689,361	717,261	27,900	1,376,919	1,434,173	57,255	2,869,296	2,869,296
Other Expense	425,670	411,684	(13,986)	851,629	823,367	(28,262)	1,622,150	1,622,150
Depreciation Expense	1,115,031	1,128,945	13,914	2,228,548	2,257,540	28,993	4,491,446	4,491,446
Interest Expense	4,869,378	5,320,721	451,343	9,476,390	10,949,809	1,473,419	23,226,456	23,226,456
Total Other Expense	3,948,438	2,575,647	1,372,791	3,108,618	576,807	2,531,811	(151,571)	(151,571)
Total Expenditures								
Total Change In Net Assets				3,108,618	576,807	2,531,811		



DATE: January 26, 2022
TO: PHCD Board of Directors
FROM: Eddie Flores, Director Youth Behavioral Health Programs
RE: Consent agenda Item: Amendment to the contract approval from 11/15/22 for KBM Hogue for the furniture related services for the allcove San Mateo Youth Drop-In Center

Background:

PHCD staff and management have continued to make great progress working to ensure that implementation and roll-out of the allcove™ San Mateo Youth Drop-in Center continues to move forward and is delivered on time. One key element of the future location is the furniture and physical items that will be part of the space and the environmental design of the site. At the November 15, 2022, Board Meeting the Board approved a staff recommendation to select KBM Hogue as the lowest bidder and move forward with the amount of \$199,999.74 to approve a proposal and place the furniture order accordingly.

Since the approval, staff engaged and met with YAG members to finalize the furniture order, including adjusting for any new changes in color, design, product, etc. since the initial proposal. The YAG reviewed and modified some of the asks to ensure consistency and flow of the space.

Staff also met with the vendor and provided final order and was notified by KBM Hogue that due to unforeseen unanticipated circumstances from the multiple furniture manufacturers and due to supply chain limitations and one-time COVID-19 labor fees, there were additional surcharges, and shipping and handling and tax fees that would need to be added in the original quote.

Most manufactures charge shipping. The rates depend on where they are shipping from. These are unavoidable charges and fluctuate daily depending on many variables, such as fuel surcharges. The surcharges were from the manufacturer and not KBM Hogue. For example, one manufacturer of the monitor arms in the employee workstations has implemented a surcharge due to supply chain issues and additional transportation costs. For the overall cost, the initial numbers given were budgetary. Staff believes that KBM Hogue did their best to estimate all costs involved when creating a budget but couldn't ultimately predict to the penny.

Thus, a new final proposal has been forwarded for the amount of \$208,297.92. These final costs are dictated by finishes, quantities, and approved layouts.

Recommendation: Staff is recommending an amendment to approve an additional \$8,298.18 for the cost of furniture services and products for the allcove™ San Mateo Youth Drop-In Center. Staff and Management don't foresee any additional charges or amendments to be brought forth for approval in regard to furniture for the allcove™ San Mateo youth drop-in center.



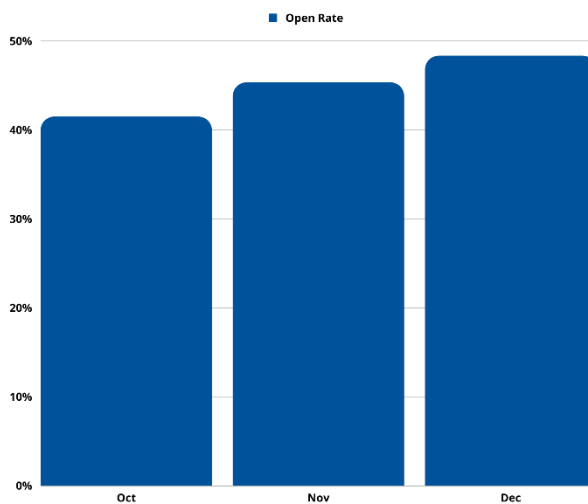
DATE: January 20, 2023
 TO: PHCD Board of Directors
 FROM: Stephanie Arevalo Rodriguez, Director of Business Operations
 SUBJECT: Quarterly Communications Report

The FY' 23 communications plan was presented and approved by the Board with the following goals: enhance visibility, emphasize building a healthier community, promote the District's Vision, and feature PHCD partners and constituents as a centerpiece of the PHCD story. What follows is a summary of the performance of the tools utilized to achieve our communication goals and strategies.

E-Newsletter (Oct-Dec 2022)

Today, there are 1,837 subscribers an increase of 93 in the last 3 months. 9 campaigns were distributed (7 e-blasts/ 2 Newsletters) topics covered include vaccination clinic promotions, long-covid townhall, Peninsula Wellness Community information, CEO Famas retirement announcement, RIP Medical Debt, Farewell to Helen Galligan, Welcoming of our new board member Henry Sanchez, etc.

The chart below summarizes the continued increase in newsletter/e-blasts open rate due to the continued efforts of providing newsworthy content that engages our readers. We ended the year with a BANG, Chair Cappel's PHCD Board Chair Holiday Newsletter had the highest open rate since the launch of newsletters at **50.7%**! The highest clicked link of that newsletter was the farewell video to Director Helen Galligan. *Please note (Standard benchmark open rate in the public sector is 20-25% open rate)



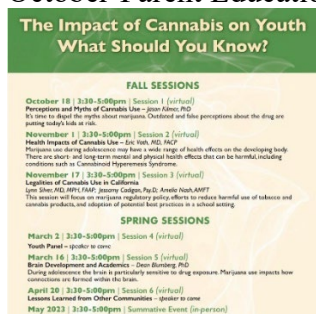
Social Media platforms are intended to provide education, access to healthy living tips and resources and promote the Districts' work. Facebook Followers have increased from Q1 by 13 to 1,268 Instagram Followers increased by 31 to 198. Followers include District residents, youth, partners etc.

Topics covered in the last quarter include

- Vaccination Clinics
- Peninsula Wellness Community
- The Trousdale
- Holiday Mental Health Checklist
- ACHD/CSDA Transparency Announcements
- Parent Education Resource Webinars
- Farewell to Helen Galligan

Below are the Top Posts Viewed per month

October-Parent Education Webinar “Cannabis on Youth” 2,090 views



November- Community Gathering Announcement 943 views

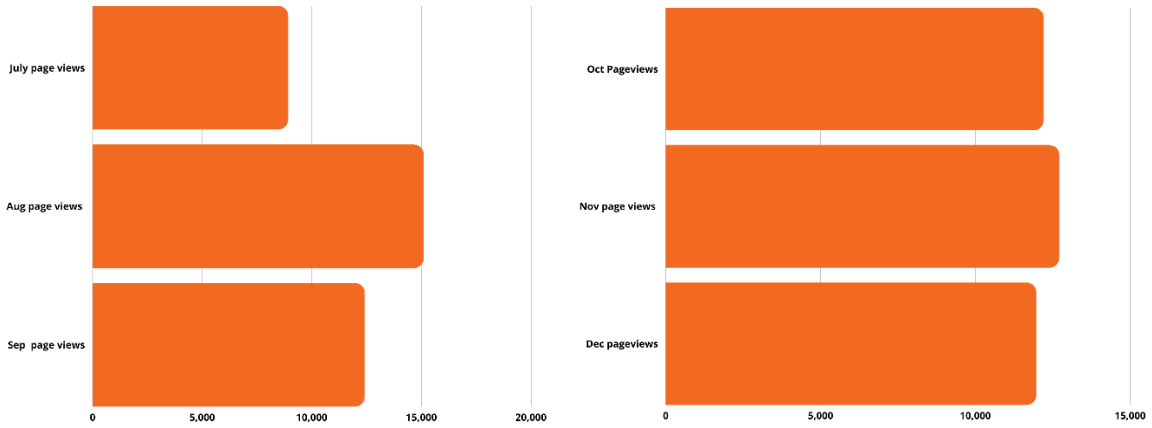


December- Helen Galligan Farewell Video 942 Views



Website Analytics

As part of our communication goals and website revamp, we strive to have a consistent number of monthly website page viewers to enhance District visibility, promote our vision, and provide information and resources to our constituents about who we are and how we serve them. Q1 showed a consistent number of page visitors at 39,402 with the highest month of visitors in August just a month after the revamped website launched. This shows our campaigns promoting our new website drove an increased number of site visitors. Q2 continued to show a steady number of page visitors totaling 36,843.

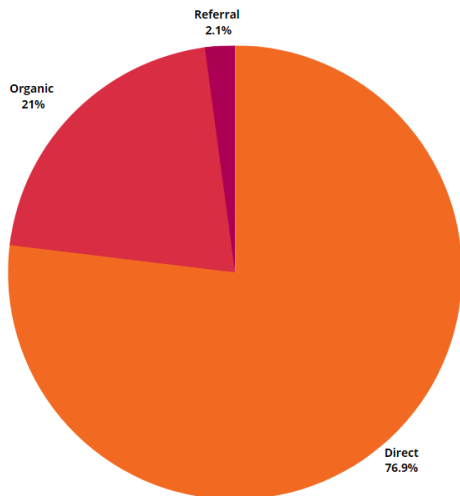


July =11,909
 August =15,089
 September =12,404

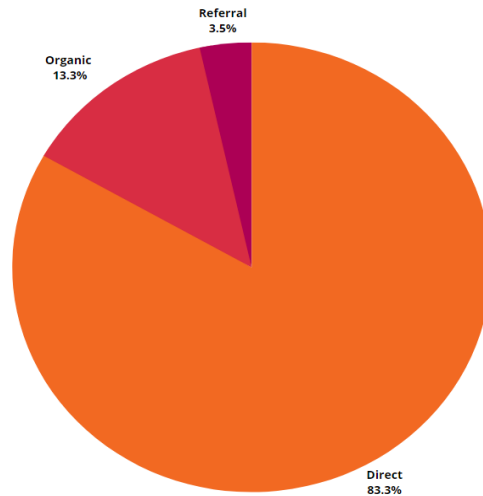
October = 12,192
 November = 12,698
 December = 11,953

The website analytics indicate that changes made to the website have achieved our goal of increased District visibility. Part of our goal is for folks to type in our website directly into the search bar (www.peninsulahealthcaredistrict.org). The data below confirms the increase in direct site traffic from q1 at 76% to q2 at 83%. The organic search decreased from q1 to q2 due to the increase in direct search. Referral website visitors (Facebook/Instagram) increased slightly from highly engaged topics covered in social media.

Quarter 1 (July-Sep)



Quarter 2 (Oct-Dec)



Top Website Pages visited

1. Homepage
2. Press Releases
3. Covid Resource Page

As part of enhancing visibility, engaging the public, and showcasing the work of the District, we measure the time spent on our website. Based on google Analytics benchmarking standards the average time spent on the website should be between 2-3 minutes. In the last quarter, PHCD site visitors averaged 3.55 minutes per website session with feedback being due to revamped site that is more engaging, user-friendly, and informative.

Press Releases

As part of promoting our vision and District visibility, monthly press releases and media advisories are distributed. Carrying out excitement in new programs and activities that are worthy of a press conference.

Q2 Press Releases include:

- ACHD/CSDA Transparency Requirements
- Cheryl Fama Retirement Announcement/CEO Recruitment
- Helen Galligan Farewell (not seeking re-election announcement)
- RIP Medical Debt

Media Coverage

This last quarter, 2 media advisories were distributed to media contacts on both the Community Gathering (Vaccination Clinic) and RIP Medical Debt. Chair Cappel participated in several radio coverage interviews speaking on RIP Medical Debt story and partnership.

- Radio Station KCBS Radio Station Larry Cappel, Board Chair interviewed (Media Coverage Report Attached)
- Univision Channel 14 Spanish News Stephanie Arevalo Rodriguez Interviewed and aired on December 20th at 6 and 11 pm news.



MEDIA COVERAGE REPORT

In Spirit of the Giving Season, San Mateo County Agencies Spread Holiday Cheer by Eliminating Over \$130 Million in Medical Debt

Pilot Program Initially Introduced to San Mateo County by Peninsula Health Care District

December 22, 2022

PREPARED BY:
VOLER STRATEGIC ADVISORS
WWW.VOLERSA.COM

VOLER
STRATEGIC ADVISORS

Press Release

In Spirit of the Giving Season, San Mateo County Agencies Spread Holiday Cheer by Eliminating Over \$130 Million in Medical Debt

Pilot Program Initially Introduced to San Mateo County by Peninsula Health Care District

Burlingame, Calif., (December 20, 2022) - Building on a program initially introduced by the Peninsula Health Care District (PHCD), the San Mateo County Board of Supervisors voted to enter into an agreement with RIP Medical Debt that eliminates over \$130 million in medical debt for over 70,000 San Mateo County residents.

Exacerbated by the COVID-19 pandemic, more than 1 in 3 Americans struggle to afford the cost of their health care. RIP Medical Debt is a 501(C)(3) nonprofit whose sole purpose is to locate, purchase and then abolish unpaid and unpayable medical debts belonging to those experiencing financial hardship as a benefit to society as well as the recipient.

RIP Medical Debt is canceling medical debt for 72,399 individuals who received services at San Mateo Medical Center (SMMC). Of those, 14,434 are PHCD residents. The face value of canceled SMMC medical debt is \$135.4 million. Of that amount, \$29.3 million is for PHCD residents.

"Peninsula Health Care District is committed to serving the community in times of crisis," says Lawrence W. Cappel, Ph.D., Chair of Board of Directors, Peninsula Health Care District. "Medical debt can cause generational financial and emotional distress and patient distrust in health care services, and many families are experiencing medical debt as a result of the COVID-19 pandemic. RIP Medical Debt is a critical resource for San Mateo County."

As a nonprofit, RIP Medical Debt serves its donors by abolishing medical debt for those experiencing financial hardship. Those who qualify for relief are either two times or below the federal poverty level or have debt that is five percent or more of their annual income.

For over 70 years, Peninsula Health Care District has implemented health-focused programs and services to the community to help residents achieve their optimal health. Previously, Peninsula Health Care District provided San Mateo County with \$3 million in emergency COVID-19 relief to create critical bed space during the height of the pandemic. PHCD has also opened community centers with services for senior health and mental health, and frequently hosts local events for all ages to keep community members informed and safe.

About Peninsula Health Care District: Founded in 1947, the Peninsula Health Care District serves the communities of San Bruno, Millbrae, Burlingame, Hillsborough, San Mateo, and Foster City by supporting the unique health and wellness priorities of our communities, and safeguarding access to health services, today and in the future. PHCD fulfills its commitment to the community through oversight of District assets and infrastructure, planning for future health care needs, and investing taxpayer dollars in local health-focused organizations and programs.

For more information: <https://peninsulahealthcaredistrict.org/>

About RIP Medical Debt: Since being founded in 2014 by two former debt collectors, RIP Medical Debt has acquired — and abolished — more than \$5 billion of burdensome medical debt, helping over 2.8 million families and addressing a major social determinant of health. RIP partners with individuals, faith-based organizations, foundations, and corporations and empowers donors by converting every dollar contributed into \$100 of medical debt relief. RIP partners with hospitals and health systems and physician groups to acquire medical debt for abolishment. RIP rose to national prominence on an episode of HBO's "Last Week Tonight" with John Oliver in which RIP facilitated the abolishment of \$15M in medical debt. In December of 2020, philanthropist MacKenzie Scott donated \$50 million to RIP to help uplift struggling communities. To learn more, visit <https://ripmedicaldebt.org/>

Media Coverage

RIP Medical Debt, eliminates over 130 million in debt for San Mateo patients

Date: Dec 21, 2022, 10:12 AM

Outlet: KCBS Radio: On-Demand

Media Type: Online radio

<https://omny.fm/shows/kcbsam-on-demand/rip-medical-debt-eliminates-over-130-million-in-de>

\$130M in medical debt to be eliminated for San Mateo County residents in need

Date: December 20, 2022

Outlet: Climate Online Redwood City

Media Type: Online

<https://climaterwc.com/2022/12/20/san-mateo-county-moves-to-eliminate-130m-in-medical-debt-for-residents-in-need/>

Radio clip from KCBS-AM (Radio) at 2022-12-21 08:30:01.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/9082d5d2-d628-4c03-bee5-f6ec769b2d3e/RADKCBS_12-21-2022_08.31.22.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-21 11:30:00.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/e53ce21b-b77c-4df5-8bad-c9e8ad8da250/RADKCBS_12-21-2022_11.31.33.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-21 12:40:33.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/3278b6fe-7b29-4dae-aa63-ee28aa8343f6/RADKCBS_12-21-2022_12.41.09.mp3

Media Coverage

Radio clip from KCBS-AM (Radio) at 2022-12-21 13:19:38.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/6d97caa6-536c-4be1-a5b8-e080c29bb7fc/RADKCBS_12-21-2022_13.23.03.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-21 14:50:08.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/4ae32de8-c209-4860-b3f7-a5f3dbd13591/RADKCBS_12-21-2022_14.50.38.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-21 16:40:05.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/2587cf09-fcad-4e73-9960-312883cb9632/RADKCBS_12-21-2022_16.41.57.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-21 18:30:00.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/b0cee433-216c-4dc4-8464-d2170a8863eb/RADKCBS_12-21-2022_18.32.47.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-21 19:30:00.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/a37ac43a-752d-4835-bbc7-e1671badd6b0/RADKCBS_12-21-2022_19.34.18.mp3

Media Coverage

Radio clip from KCBS-AM (Radio) at 2022-12-21 20:17:34.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/5878e160-e7b3-45ca-af7f-10b9401924ba/RADKCBS_12-21-2022_20.21.07.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-21 21:30:01.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/b97ae42e-cf9e-4a6d-9594-e2484837491f/RADKCBS_12-21-2022_21.32.39.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-21 22:42:34.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/0fe17d58-a707-4cc3-95e9-5c220d585375/RADKCBS_12-21-2022_22.42.06.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-21 23:30:03.000

Date: December 21, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/4a1f5e2d-8968-44b7-ae7d-eb1c080f2135/RADKCBS_12-21-2022_23.31.56.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-22 00:30:01.000

Date: December 22, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/bc18061d-1fb5-427f-8160-18d7d882b981/RADKCBS_12-22-2022_00.31.28.mp3

Media Coverage

Radio clip from KCBS-AM (Radio) at 2022-12-22 02:50:07.000

Date: December 22, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/9a6240e6-b871-453a-a0ba-0147b1d93753/RADKCBS_12-22-2022_02.50.22.mp3

Radio clip from KCBS-AM (Radio) at 2022-12-22 04:50:06.000

Date: December 22, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/89533f62-4467-49ff-a1a8-1edc7127f5ab/RADKCBS_12-22-2022_04.49.59.mp3

Radio clip from KQED-FM (Radio) at 2022-12-22 06:05:02.000

Date: December 22, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/617f01cc-a93d-48f1-abc-f77c49aa2edeb/RADKQED_12-22-2022_06.05.21.mp3

Radio clip from KQED-FM (Radio) at 2022-12-22 08:05:03.000

Date: December 22, 2022

Outlet: KCBS-AM

Media Type: Radio

https://archive.tveyes.com/18120/3435738-36157/b8a7f61d-9c0f-4d2b-a432-155ef0299b1f/RADKQED_12-22-2022_08.05.22.mp3

RESOLUTION NO. 2023-01**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PENINSULA HEALTH CARE DISTRICT RECOGNIZING THE EXISTENCE OF A STATE OF EMERGENCY AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF PENINSULA HEALTH CARE DISTRICT FOR THE PERIOD JANUARY 13- FEBRUARY 13, 2023 PURSUANT TO BROWN ACT PROVISIONS.**

WHEREAS, the Peninsula Health Care District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Peninsula Health Care District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950- 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, Government Code section 54953(e), as provided in AB 361 and made effective on September 17, 2021, makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, executive orders issued by the Governor of California continue to recognize that COVID-related emergency conditions continue to exist; and

WHEREAS, local officials continue to recommend measures to promote social distancing and masking; and

WHEREAS, meeting in person for Board or committee meetings would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, that the Governor of California has declared a state of emergency due to the imminent dangers of COVID-19; and the San Mateo County Health Officer has imposed measures for masking and social distancing in order to prevent the spread of COVID-19, including Order C19-12 issued on August 2, 2021; and

WHEREAS, the conditions existing within the District justify the continued use of remote teleconferencing for Board meetings;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF PENINSULA HEALTH CARE DISTRICT DOES HEREBY FIND AND RESOLVE:

Section 1. Recitals. The Recitals set forth above are true and correct. Section 2.

Findings of State of Emergency. The Board finds and declares:

A. A state emergency has been proclaimed by the Governor of the State of California and now exists throughout the District, and

B. State officials and local officials, including the San Mateo County Health Officer, have imposed and/or recommended that measures be taken to promote social distancing and to require that masks be worn indoors regardless of vaccination status; and

C. As a result of the emergency, meeting in person could present imminent risks to the health and safety of members of the public and District staff.

Section 3. **Remote Teleconference Meetings.** As a consequence of the local emergency, the Board of Directors does hereby determine that the legislative bodies of Peninsula Health Care District shall have the authority to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953. In the event that the Board of Directors or another legislative body elects to conduct a meeting in person, the meeting shall allow for participation by members and attendees through remote participation (a "hybrid" meeting).

The Chief Executive Officer is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act, including noticing and provisions for public participation and public comment.

Section 4. **Effective Date of Resolution.** This Resolution shall take effect immediately upon its adoption and shall be effective for 30 days from the date of adoption or until such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Peninsula Health Care District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Peninsula Health care District, this 26th day of January 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RESOLUTION NO. 2023-02**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PENINSULA HEALTH CARE DISTRICT RECOGNIZING THE EXISTENCE OF A STATE OF EMERGENCY AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF PENINSULA HEALTH CARE DISTRICT FOR THE PERIOD FEBRUARY 13- MARCH 13, 2023 PURSUANT TO BROWN ACT PROVISIONS.**

WHEREAS, the Peninsula Health Care District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Peninsula Health Care District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950- 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, Government Code section 54953(e), as provided in AB 361 and made effective on September 17, 2021, makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, executive orders issued by the Governor of California continue to recognize that COVID-related emergency conditions continue to exist; and

WHEREAS, local officials continue to recommend measures to promote social distancing and masking; and

WHEREAS, meeting in person for Board or committee meetings would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, that the Governor of California has declared a state of emergency due to the imminent dangers of COVID-19; and the San Mateo County Health Officer has imposed measures for masking and social distancing in order to prevent the spread of COVID-19, including Order C19-12 issued on August 2, 2021; and

WHEREAS, the conditions existing within the District justify the continued use of remote teleconferencing for Board meetings;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF PENINSULA HEALTH CARE DISTRICT DOES HEREBY FIND AND RESOLVE:

Section 1. Recitals. The Recitals set forth above are true and correct. Section 2.

Findings of State of Emergency. The Board finds and declares:

A. A state emergency has been proclaimed by the Governor of the State of California and now exists throughout the District, and

B. State officials and local officials, including the San Mateo County Health Officer, have imposed and/or recommended that measures be taken to promote social distancing and to require that masks be worn indoors regardless of vaccination status; and

C. As a result of the emergency, meeting in person could present imminent risks to the health and safety of members of the public and District staff.

Section 3. **Remote Teleconference Meetings.** As a consequence of the local emergency, the Board of Directors does hereby determine that the legislative bodies of Peninsula Health Care District shall have the authority to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953. In the event that the Board of Directors or another legislative body elects to conduct a meeting in person, the meeting shall allow for participation by members and attendees through remote participation (a "hybrid" meeting).

The Chief Executive Officer is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act, including noticing and provisions for public participation and public comment.

Section 4. **Effective Date of Resolution.** This Resolution shall take effect immediately upon its adoption and shall be effective for 30 days from the date of adoption or until such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Peninsula Health Care District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Peninsula Health care District, this 26th day of January 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

B



DATE: January 26, 2023
TO: PHCD Board of Directors
FROM: Eddie Flores, Director Youth Behavioral Health Programs
RE: **Agenda Item:** To accept lowest responsible bid for general contractor to carry out tenant improvements to leased space at 2600 El Camino Real, San Mateo for the allcove San Mateo Teen Drop-In Center

Background:

PHCD Staff and Management have been hard at work ensuring the successful public bid process for the 2600 El Camino Real site. As previously reported to the board, in November we issued a request for proposal for bids for general contractor to complete the tenant improvement work. The announcement was also distributed via a public communication process being published both in our local San Mateo County Daily Journal newspaper and in a Trades Journal for a period of two consecutive weeks.

The initial deadline to submit proposals was November 29th, 2022, but after further consultation with our facility consultants and to oblige to the request from several potential bidder applicants, staff decided to extend the submission deadline by two weeks to December 13th, 2022. Staff felt that this would allow applicants to provide realistic financial estimates that closely resembled the cost of the work to be completed and not to have bids that were only ballpark estimates.

We received an acceptable number of inquiries requesting further information about the project and upon conclusion of the submittal deadline, we received (4) applicant bids. Staff and management took the time to meet to review and discuss the submissions and looked for obvious discrepancies or inconsistencies during the review. Upon completion of the review, staff is making a formal recommendation to the board to award the project bid to the most responsible and responsive bidder. We have based our recommendation on the following criteria:

- Prior performance with similar like projects and knowledge of the location/area
- Technical expertise to provide detailed and responsible response to the original bid announcement
- Reputation for reliability and satisfactory service (based on reference checks)
- Costs and ability to deliver the project on time as requested

Lowest Bidder

It is the intent of the Board of Directors to provide an equal opportunity to all qualified and responsible parties wishing to participate in the bidding process with respect to the public works projects undertaken by the District. Consistent with the District's obligations, as per the board policy, the Board desires to obtain the best value for all expenditures. Health and Safety Code § 32132 requires healthcare districts to award to the lowest responsible bidder any contract up to established expenditure limits involving (i) materials and supplies furnished to the district and (ii) work to be done for the district.



List of Bidders Received for the General Contractor work for the 2600 El Camino Real, allcove San Mateo Youth Drop-in Center, tenant improvement work.

Name of Bidder	Location	Bid Amount
North Point Construction & Restoration Inc.	Brentwood, CA	\$1,565,077.00
Paris Construction Company	Santa Clara, CA	\$1,062,219.00
Zone 4 Construction	San Carlos, CA	\$948,000
Parkson Construction Company	San Francisco, CA	\$908,000

Defects in Parkson Bid:

Staff reviewed the apparent low bid submitted by Parkson Construction and noted several defects. One was that the three projects submitted to demonstrate adequate experience did not appear to involve tenant improvements similar to the allcove project. Further, some of the projects were not performed directly by Parkson. Second, Parkson provided only three references (four were requested). Of these, staff was unable to contact two of them.

Pursuant to Board policy, staff made an initial determination that Parkson was not a responsible bidder. Parkson was notified of staff's concerns and was given an opportunity to provide an explanation. If a credible explanation is provided, an update will be provided before or at the Board meeting. If no credible explanation is provided, staff's determination that Parkson is not a responsible bidder should be considered final.

Staff reviewed the bid from Zone 4 and found it to be responsive. Staff reviewed the projects cited by Zone 4 and contacted its references. Based on this inquiry, staff concluded that Zone 4 is a responsible bidder.

Recommendation:

Staff has two recommendations. One, if necessary, determine whether Parkson is a responsible bidder. Second, award the contract to the lowest responsible bidder.

Attachment: Board Policy on Public Bids



Board Policy

Bidding for Public Works Contracts

Purpose:

It is the intent of the Board of Directors (“Board”) of the District (“District”) to provide an equal opportunity to all qualified and responsible parties wishing to participate in the bidding process with respect to the public works projects undertaken by the District. Consistent with the District’s obligations, the Board desires to obtain the best value for all expenditures.

Health and Safety Code § 32132 requires healthcare districts to award to the lowest responsible bidder any contract up to established expenditure limits involving (i) materials and supplies furnished to the district and (ii) work to be done for the district.

Section 1. General Principle of the Bidding Policy.

1.1 Policy of the Board. As a general statement of policy, the Board declares that it shall endeavor to obtain the maximum value for all monies expended, consistent with the District’s responsibility to provide the best health care to its residents.

Section 2. Lowest Bid Policy.

2.1 Definitions.

a. For purposes of this Memo, “Work” is defined as work relating to projects involving construction or improvement of a District facility (i.e. public works projects), but excluding routine or recurring maintenance.

b. For purposes of this policy, “responsible bidder” means a bidder who has demonstrated the attribute of trustworthiness as well as quality, fitness, capacity, and experience to perform the contract satisfactorily. (Public Contract Code § 1103.)

Procedure:**2.2 Application of Policy.**

- a. The Board of Directors shall award any contract for Work exceeding twenty-five thousand dollars (\$25,000) to the lowest responsible bidder who shall give such security as the Board requires, or the Board shall reject all bids. (See Health and Safety Code § 32132.) Thereafter, the Board shall authorize the District's Chief Executive Officer ("CEO") to enter into an agreement for the Work.
- b. The Board shall award contracts for professional services of private architectural, landscape architectural, engineering, environmental, land surveying or construction management firms as provided in Section 5 of this Policy.

2.3 Exemptions to the Lowest Bid Policy. Subject to the provisions of this Section, the District shall not be required to apply the lowest bid policy to (a) emergency contracts, (b) change orders, (c) energy services contracts, (d) public works project where the District has elected to follow the alternative statutory procedures, or (e) professional services.

- a. The District shall not be required to secure bids for emergency contracts. Notwithstanding anything to the contrary, the Board may award contracts for Work without following the lowest bid policy, if it first determines (i) an emergency exists that warrants such expenditure due to fire, flood, storm, epidemic or other disaster, and (ii) it is necessary to protect public health, safety, welfare or property. (See Health and Safety Code § 32136.)
- b. The District shall not be required to secure bids for change orders that do not materially change the scope of work set forth in a contract previously made, provided (i) the contract was made in compliance with bidding requirements, and (ii) no individual change amounts to more than five percent (5%) of the contract. (See Health and Safety Code § 32132 (c)).
- c. The District shall not be required to secure bids in connection with an energy service contract or any necessarily related facility ground lease under certain circumstances. (See Government Code §4217.12)
- d. Public Contracts Code §§ 22030 et seq. outline an alternative procedure for public works projects where a healthcare district's governing agency elects, by resolution, to become subject to the uniform construction cost accounting procedures set forth and has noticed the State Controller of that election. For additional

information, please refer to Article 3, Chapter 2, Part 3, Division 2 of the Public Contracts Code.

e. The Board shall award contracts for professional services as provided in Section 5.

Section 3. Bidding Procedures for Work.

Bids for Work exceeding \$25,000 submitted to the Board pursuant to Section 2.2(a) shall be subject to bidding procedures set forth in this Section 3 [Bidding Procedures for Work].

3.1 Preparation of Plans, Specifications, or Specifications of Proposed Work.

a. Upon determination that Work is required by the necessity or for the convenience of the District, the District shall prepare plans, specifications or a description of general conditions ("Specifications"). The Specifications shall be in such detail and written with such specificity as the nature of the Work may require. In establishing the Specifications, the District may consider the direct cost of the project as well as any requirement reasonably related to the quality, fitness and capacity of a bidder to perform the proposed Work satisfactorily. The Specifications document may be sold to potential bidders at cost or lent to potential bidders upon their furnishing such security as the replacement value of the Specifications may indicate.

b. If the nature or performance of the Work is such that prequalification of bidders is necessary or desirable, the District may establish a uniform prequalification system using a standard questionnaire to evaluate the ability, competency and integrity of bidders. In such event, the District may require each prospective bidder to complete and submit a standardized questionnaire and financial statements, subject to the provisions of Public Contract Code §§ 20101 et seq. The Specifications shall include procedures for such prequalification.

c. The Specifications shall include a requirement that all bids be accompanied by bidder's security in the form of cash, a cashier's check, certified check, or a bidder's bond executed by an admitted surety insurer, made payable to the director of the department under which the work is to be performed. The security shall be in an amount equal to at least ten percent (10%) of the amount bid. (Public Contract Code § 10167.) Any bid not accompanied by one of the applicable bidder's security shall be rejected as non-responsive. The District shall return to all unsuccessful bidders their respective bidder's security within five (5) working days after awarding the contract.

d. When appropriate, the District may require that the successful bidder furnish a performance bond in the amount of one hundred percent (100%) of the contract sum at the time of entering into the contract. The performance bond shall be filed with the District to insure the District against faulty, improper or incomplete materials or workmanship, and to insure the District of complete and proper performance of contract.

e. The Specifications shall provide that the successful bidder to whom a contract involving an expenditure in excess of twenty-five thousand dollars (\$25,000) for any public work is awarded shall furnish a payment bond approved by the District. (Civil Code § 9550.1) The labor and material bond shall be filed with the District pursuant to applicable laws of the State of California. The District shall not require a payment bond from an architect, engineer, land surveyor or other professional consultant.

f. When appropriate as determined by the District, the Specifications may establish the time within which the whole or any specified portion of the Work shall be completed. (Government Code § 53069.85.)

g. When appropriate as determined by the District, the Specifications may provide that for each day completion is delayed beyond the specified date, the contractor shall forfeit a specified sum of money.

h. When appropriate as determined by the District, the Specifications may provide for a bonus to the contractor for completion of the project prior to a specified time. (Government Code § 53069.85.)

i. The Specifications shall provide that any prime contractor shall set forth in his/her bid: (i) the name and address of each subcontractor who will perform labor or render service or fabricate or install a portion of the Work and (ii) the portion of Work to be performed by each such subcontractor. [Please see Section 3.7 for details.]

3.2 Notice Inviting Bids. Where formal bidding is required (or otherwise deemed desirable by the the District), the District shall publish a notice inviting formal bids ("Notice Inviting Bids").

a. The first publication or posting of the Notice Inviting Bids shall be at least ten (10) days before the date of opening the bids. Notice shall be published at least twice, not less than five (5) days apart, in a newspaper of general circulation,

¹ Civil Code § 9550 *et seq.* becomes operative July 1, 2012, replacing Civil Code § 3247 *et seq.*

printed and published in the jurisdiction of the District (or, if there is no such newspaper, then in a newspaper of general circulation which is circulated in the jurisdiction of the District. (Public Contract Code § 20150.8.)

b. In addition, the District may also publish Notice Inviting Bids in a trade publication, as specified in Public Contract Code § 22036. (Public Contract Code § 20150.8.).

c. The District may also give such other notice as it deems proper.

3.3 Requirements of Notice Inviting Bids. The Notice Inviting Bids shall:

a. Describe the contemplated Work;

b. Set forth the procedure by which potential bidders may obtain copies of the Specifications;

c. State the final time and date and address for receiving and opening of bids (including designation of the appropriate District person or office) (Government Code § 53068; Public Contract Code §§ 4104.5, 22037);

d. If applicable, include procedures for prequalification and information relating to bid guarantee;

e. State the date, time and place for opening of bids;

f. Set forth any bond requirements (Civil Code § 95502);

g. If applicable, as determined by the District, establish the time within which the whole or any specified portion of the Work shall be completed (Government Code § 53069.85);

h. If applicable as determined by the District, provide that for each day completion is delayed beyond the specified time, the contractor shall pay specified liquidated damages, provided such liquidated damages are reasonable (Government Code § 53069.85);

² See footnote 1, above.

i. If applicable as determined by the District, establish as extra compensation to the contractor a bonus for completion of Work prior to a specified time (Government Code § 53069.85); and

j. Set forth such other matters, if any, as would reasonably enhance the number and quality of bids.

3.4 Preparation and Submission of Bids. Each prospective bidder shall submit a written bid under sealed cover. Upon receipt, the bid shall be date and time stamped. All bids shall remain sealed until the date and time set forth in the Notice Inviting Bids. Any Bid received by the District after the time specified in the Notice Inviting Bids shall be returned unopened. (Government Code § 53068.)

3.5 Examination and Evaluation of Bids.

a. All bids requiring Board action shall be required to be sealed and then opened at a time and place stated in the Notice Inviting Bids. A member of the Board, or a person designated by the Board, will attend and officiate over the opening of bids (“Opening”). The bids will be made public for bidders and others properly interested parties who may be present at the Opening.

b. The Board reserves the right not to determine the low bidder at the Opening, to obtain the opinion of counsel on the legality and sufficiency of all bids, and to determine at a later date which bid to accept. Such determination shall be made within sixty (60) days of the Opening or unless a different period of time is specified in the Notice Inviting Bids.

c. In the event there are two or more identical lowest bids pursuant to any provision requiring competitive bidding, the District may determine by lot which bid shall be accepted. (Government Code § 53064.)

3.6 Awarding of Contracts.

a. The Board shall award the contract to the lowest bidder, provided such bid is responsive and reasonable and meets the requirements and criteria set forth in the Notice Inviting Bids, as determined by the District. Notwithstanding anything to the contrary, the Board is under no obligation to accept the lowest responsive and responsible bidder and reserves the right to reject all bids. (Health and Safety Code § 32132.) Factors which the District may take into account to determine whether a bidder is “responsible” include prior performance, financial capacity,

technical expertise, reputation for reliability and satisfactory service, and other factors that may be set forth in the Specifications.

b. If the District determines that the lowest bidder is not responsible, the Board may award the contract (i) to the next lowest responsible bidder, or (ii) to the lowest bidder on the condition that the lowest bidder furnish security other than or in addition to that set forth in the Specifications.

c. If the Board decides to award the contract for Work to a bidder other than the lowest bidder pursuant to subparagraph (b), the District shall first notify the low bidder of any evidence, either obtained from third parties or concluded as a result of the District's investigation, which reflects on such bidder's responsibility. The District shall afford the low bidder an opportunity to rebut such adverse evidence and shall permit such bidder to present evidence that it is qualified to perform the Work. Such opportunity to rebut adverse evidence and to present evidence of qualification may be submitted in writing or at an informal hearing before the awarding body, committee and/or individual, as determined by the District.

d. Any contract awarded by the Board shall be subject to all applicable provisions of federal, California and local laws, including without limitation laws relating to the performance of work for a public agency. In the event of a conflict between any contract documents and any applicable law, the law shall prevail.

3.7 Subcontractors. As provided in Section 3.1(j), the Specifications shall provide that any bidder shall set forth in his/her bid: the name and the location of the place of business of each subcontractor who will (a) perform labor or render service to the prime contractor in connection with the project or, (b) under subcontract to the prime contractor, specially fabricate and install a portion of the Work according to detailed drawings contained in the Specifications, in an amount in excess of one-half of one percent (0.5%) of the prime contractor's total bid. The bidder shall also specify in his/her bid the portion of the work that will be done by each such subcontractor. The bidder shall list only one subcontractor for each portion as is defined by the bidder in his/her bid. (Public Contracts Code § 4104.)

3.8 Construction Management Model. Construction management arrangements may be appropriate where District participation in the review and approval of subcontractor bids can lead to substantial cost savings and serve to cap maximum costs. The District may adopt procedures designed to derive the benefits and advantages of using professional management oversight of a project consistent with the provisions of Section 5.5.

Section 4. Bid Conditions.

All formal bids shall be in writing and sealed and shall be subject to the following general conditions.

- 4.1 Three Bids. The District shall consider a minimum of three (3) bids; however, where the District cannot obtain three bids or when it decides that time will not permit obtaining three bids, it may consider a minimum of two (2) bids.
- 4.2 Reference Check. Contracts shall be awarded to the lowest responsible bidder meeting the applicable criteria established by the District, subject to a check of references and review of legal counsel, as applicable.
- 4.3 Multiple Bids. When bids for multiple items are solicited at the same time, the District may accept parts of one or more bids (provided the Notice Inviting Bids so indicates) unless the bidder has specified to the contrary, in which event the District reserves the right to disregard the bid in its entirety.
- 4.4 Minor Deviations. The District reserves the right to waive inconsequential deviations from the specifications in the substance or form of bids received.
- 4.5 No Advantage. No illegal, unfair, unethical or otherwise improper advantage shall be accorded to any bidder by the District.

Section 5. Professional Services.

Bids for Work submitted to the District pursuant to Section 2.2(c) shall be subject the procedures set forth in this Section 5.

- 5.1 No Competitive Bidding. The District shall award contracts for professional services of private architectural, landscape architectural, engineering, environmental, land surveying or construction management firms on the basis of demonstrated competence and on the professional qualifications necessary for satisfactory performance of the services required. (Government Code § 4526.) No competitive bidding shall be required. (Health and Safety Code § 32132(b).) In the event the District determines that the services required are more of a technical nature and involve little professional judgment and that requiring bids would be in the public interest, the District may employ a formal bidding procedure in awarding contracts for such professional services. (Government Code § 4529.)

Adopted: April 24, 2014

5.2 Compensation for Services. The District may compensate persons or firms providing such services as it deems proper for the services rendered. The District may establish procedures that assure the professional services of private architectural, landscape architectural, engineering, environmental, land surveying and construction management firms are engaged at fair and reasonable prices. (Government Code § 4526.)

5.3 Notice Inviting Bids for Architectural and Engineering Services. Any Notice Inviting Bids for architectural or engineering services shall contain the following statement in boldface type: "Please be advised that the successful design professional will be required to indemnify, defend and hold harmless the District against liability for claims that arise out of or relate to the negligence, recklessness or willful misconduct of the design professional." (For additional information, please refer to Public Contract Code § 20103.6 and Civil Code § 2782.8.)

5.4 Small Business Participation. In selecting firms and persons to provide private architectural, landscape architectural, engineering, environmental, land surveying or construction management services, the District shall ensure that the selection process assures maximum participation of small business firms to the extent such participation is consistent with the demonstrated competence and professional qualifications necessary for satisfactory performance of the services required . (Government Code § 4526.) "Small business" means an independently owned and operated business that is not dominant in its field of operation, the principal office of which is located in California, the officers of which are domiciled in California, and which, together with affiliates, has one hundred (100) or fewer employees, and average annual gross receipts of ten million dollars (\$10,000,000) or less over the previous three years, or is a manufacturer with 100 or fewer employees. (Government Code § 14837.)

5.5 Construction Management Services. The District may adopt procedures and award contracts for construction management services. Selection for professional services of construction project management professionals shall be on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. The District shall require that any individual or firm proposing to provide construction project management services provide evidence that the individual or firm and its personnel carrying out onsite responsibilities have expertise and experience in construction project design review and evaluation, construction mobilization and supervision, bid evaluation, project scheduling, cost-benefit analysis, claims review and negotiation, and general

management and administration of a construction project. (Government Code § 4529.5.)

Section 7. Miscellaneous Provisions.

7.1 Authority to Make Purchases. The CEO or the CEO's designee are hereby given authority to make all purchases and to execute all purchase orders or contracts for the District duly authorized pursuant to this Policy or other applicable policies referenced herein. All purchases and contracts shall be upon written order, whenever reasonably possible, and the District shall keep and maintain written records of the same.

7.2 Right to Direct Competitive Bidding. The District reserves the right to direct competitive bidding (including but not limited to lowest bid) for any contract, regardless of whether or not competitive bidding is required by law or required by the terms of this Policy.

7.3 Electronic Transmission. The District may elect to receive bids and supporting materials over the Internet, provided it complies with the provisions of Public Contract Code § 1601.

7.4 Flexibility and Waiver of Policy Requirements. In recognition of the fact that the contracting and procurement needs of the District may, from time to time, render certain procedures or requirements set forth in this Policy impractical, the CEO or his/her designee is authorized to permit or waive deviations from this Policy, to the extent permitted by law, in consultation with the District's legal counsel and upon making a written finding that such deviations are in the best interest of the District.

7.5 Conflict of Interest. With respect to all contracts covered by this Policy, any practices or procedures which might result in unlawful activity shall be prohibited, including practices which might result in rebates, kickbacks or other unlawful consideration. No employee of the District may participate in any selection process when such employee has a relationship with a person or business entity seeking a contract under this Section which would subject those employees to the prohibition of Government Code § 87100.3 (See Government Code § 4526.

³ Section 87100 provides, "No public official at any level of state or local government shall make, participate in making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest."

Memo: 1/20/2023

Dear PHCD Board members,

Our Warm Water Wellness Board wanted to catch you up on a recent request that we made to the San Mateo County Board of Supervisors and the Sequoia Healthcare District. Please see the below email to the BOS re: clarifying their unspecified offer to “assist with the cost of restoring and operating the Mickelson pool” until another facility becomes available.

I spoke to Sequoia Healthcare District Director Kim Griffin and made the same request for her organization to clarify their offer. She then communicated our message to CEO Kurtzman who agreed to place an item on their 2/1 meeting agenda regarding our request. We are making the same request to the PHCD.

We would like to coordinate one final outreach to the new Sutter Corporate management regarding the Mickelson therapy pool. Would you be willing to either individually or collectively (with the BOS, SHD, and WWW) prepare new cover letters and resubmit your resolution to CEO Warner Thomas and the Sutter Health Board of Directors?

Thank you for placing this item on your agenda, and we look forward to discussing this with you at this Thursday’s meeting.

Many thanks for your continued support,
Lindsay Raike

Honorable President Pine, Vice President Slocum, and Supervisors Canepa, Corzo, and Mueller,

The Warm Water Wellness Board has been discussing how to best move forward with the Mickelson therapy pool issue. We have a suggestion for the Board of Supervisors about a possible next step.

Firstly, we'd like to bring the Board up to date on our cause; here are a few significant recent developments:

- Sutter Health Corporate has a new, permanent CEO, Warner Thomas, who was appointed in late November 2022.
- We are fairly certain the Peninsula Health Care District will be constructing a therapy pool in their Peninsula Wellness Community (PWC), expected to be completed in 2028, which although is much appreciated, does not provide a near-term solution for those who are suffering now.
- Currently, [19 out of 20 cities and towns in San Mateo County](#), have passed resolutions, written letters, or issued proclamations supporting our cause. (Redwood City is the only one remaining that has not done so; we expect to have them on board soon.) Even at 19, this demonstrates a remarkable solidarity! These city councils clearly recognize how the absence of services provided by the Mickelson facility threaten the wellbeing of their aging and disabled residents and how Sutter Health's actions increase the local costs of healthcare.

The opening of a future therapy pool at the PWC is a long time away; many disabled San Mateo County residents may not live this long due to their physical and mental declines resulting from lack of access to the Mickelson therapy pool.

We are looking for the county's help in a final attempt at outreach to convince the new management at Sutter Corporate to reopen the Mickelson therapy pool on an interim basis until a permanent replacement facility becomes available.

To do so, our Warm Water Wellness Board has contacted the Peninsula and Sequoia Healthcare Districts and requested they either individually or collectively prepare new cover letters and resubmit their resolutions to the new Sutter management. We would like to ask that the BOS

do the same. Should the two healthcare districts choose to prepare a joint letter, then perhaps the BOS could be the signatory or even originate that joint letter.

As you may recall, the San Mateo County Board of Supervisors, the Peninsula Health Care District, the Sequoia Healthcare District, and Warm Water Wellness have made or implied unspecified offers of financial help. We feel that it is important to make an offer to Sutter Health clarifying exactly what categories of costs and services our organizations would be willing to contribute to the re-opening of the Mickelson pool. If so, we might stand a better chance of getting the new Sutter Corporate management to agree.

Between the negative publicity Sutter has been receiving for the last three years and this possible win-win solution, Sutter Health might find accepting such an offer to be beneficial and successful.

(Please note: The offers would not need to be dollar specific; we'd need to figure out the categories first, then the costs to remodel, repair and reopen/operate the Mickelson facility should Sutter Health respond favorably.)

Many thanks for all the hard work you've done thus far and for making this as much of an issue for you as it is for us. Your efforts have been invaluable.

With appreciation,
Lindsay Raike, CEO/President
Michael Schrader, Vice President

Warm Water Wellness Inc

Promoting aquatic therapy resources on the Peninsula
warmwaterwellness.org



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**Board of Directors
CEO REPORT
December '22 – January '23**

PENINSULA WELLNESS COMMUNITY (PWC)

- Developer team and I presented an update of the project to the Burlingame City Council on 1/17/23. Councilmember comments and questions were constructive and encouraging. Examples of comments: very pleased with 46% affordable housing and commitment to innovation; asked that we consider childcare; noted transportation will be critical; and noted building heights and aesthetics will be important to Ray Park neighbors. Mayor Brownrigg wrapped up discussion by stating his commitment to seeing how the project can be fast-tracked.
- The next public meeting will be scheduled in mid-to late February to present an update to our residents.
- As a result of the positive response to the Active Wellness/Activate Program from committee members at the 1/4/23 Joint meeting of the Strategic Direction Oversight and Finance Committees, a proposal has been requested from Active Wellness for a 15,000 sf center in the HUB.
- Research into innovative approaches to HUB services continues. Ms. Denton and I recently met with a team from Field Design who specialize in “creating a desired environment”, and with Stephen Johnson, formerly with Aging 2.0 and now working for Fordcastle – “A global leader in aging innovation, increasingly focused on place.”

THE TROUSDALE [TT] ASSISTED LIVING/MEMORY CARE COMMUNITY:

- **Census:** There were 3.5 move in’s on AL and 2.5 move outs keeping census at 110 and occupancy at 75%.
- **Facilities:**
 - The recent rainstorms have resulted in resident unit, hallway, and basement leaks. Residents impacted by leaks were moved to new units until source of leaks identified, repaired, and units thoroughly dried out. Resident safety was our primary focus and concern. Unit leaks were coming from around windows, from duct work on the roof where caulking was compromised, and areas of water trapped under the rubberized roof sealant that happened to be over the units where leakage penetrated beyond the window area.
 - A walk-through of the entire building was conducted on Jan. 3 with the General Contractor, PHCD’s property manager, TT’s lead maintenance man, and me to identify problems and short-term fixes for resident comfort. Next step is to identify sources of problems and long-term fixes.
 - Unrelated to the rain, one of the roof top HVAC units needed repair and shut down heat to 10 resident units on the 4th floor. Originally, we were told it was a part needing replacement and that took >2 weeks to get. The part came, the units now work, however, it was discovered that there was a freon leak that was probably a cause and probably a “manufacturer issue”.
 - To help with problem diagnosis and fixes, PHCD engaged a roofing company and HVAC vendor known to us from servicing other PHCD properties and not involved in TT construction, to provide their professional assessment of the issues and fixes.
 - The Otis dumbwaiter serving memory care from the kitchen broke down and it took over 5 weeks for Otis to get and install a replacement part. It worked for less than a day and then the door on 3rd floor would not open.
 - No update on the Prodema panel issue - is buckling due to architect’s design, installation, and/or product?
- **Staffing:** While vacancy rate and reliance on registry are down, there continues to be staffing issues for dining service employees which has required reducing the Bistro’s hours of operation and that has caused some resident dissatisfaction.

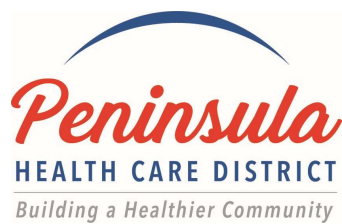
- **Marketing:** The next quarterly meeting with the Eskaton marketing team will occur this month. As a result of the last meeting and feedback from the PHCD team, more paid newspaper advertising has been running, photos used in ads and social media are a mix of TT residents and stock photos, and Ms. Chu and team have participated in a number of senior resource fairs. Impact and metrics from those activities will be reviewed at the quarterly meeting.

SONRISAS DENTAL HEALTH (SDH):

- **Visits:** YTD visits through December were 6744, slightly behind budget of 6988. Holidays, weather and an increase in no shows contributed fewer visits.
- **Financial performance:** YTD net Revenue was below budget by \$18K; Net Income was \$91K better than budget primarily due to expense management. Direct costs were 7% under budget and indirect right on budget. Grants/Donations/Other income was \$1.12M, only 1% behind budget.
- **Audit:** It was a clean audit with only one minor \$7,500 adjustment for a salary accrual correction.
- **County Programs:** The majority of visits for Medical Dental patients are now coming through the Health Plan of San Mateo rather than the County FQHC. This is in part due to the ease of scheduling Health Plan patients and a lower no show rate.
- **CFO:** Since the day PHCD took over the affiliation agreement with Sonrisas Half Moon Bay in 2017, I have served as its CFO. PHCD's CFO, Vickie Yee, has been a critical help to me in this role. She brought the Sage Intacct financial system to SDH, has mentored their Senior Account in learning the system, and facilitated the SDH audit process. Given her expertise, familiarity with SDH banking and financial systems, and her willingness to support SDH as an important component program of PHCD, the SDH Board at its 1/19/23 meeting elected Vickie Yee to serve as their CFO.

Other activities:

12/13 Belle Air School Vaccination Clinic
 12/15 allcove monthly meeting with Stanford team
 01/03 Walking tour of The Trousdale facilities issues
 01/05 Meeting with Field Design Team for Hub
 01/06 Introduction to Samaritan House's new MDs – Dr. Singh and Dr. Tamara from Stanford
 01/17 PWC presentation to Burlingame City Council
 01/19 allcove monthly meeting with Stanford team
 01/20 Active Wellness introduction and tour to PHCD Health & Fitness Center
 01/20 HPSM meeting to introduce the allcove program.
 01/23 Meeting with new BOS Supervisor Corzo to introduce PHCD and allcove.
 01/24 Commission on Status of Women Meeting
 01/27 HPSM Children's Health Initiative Oversight Committee Meeting
 01/29 Millbrae Lunar New Year Celebration/PHCD's vaccination booth



**CFO REPORT
JANUARY 2023**

Q2 FY22-23 PERFORMANCE / A FEW HIGHLIGHTS & ITEMS TO NOTE:

PHCD -

- San Mateo County tax revenue is \$4,984,209 YTD. Per the tax levy letter from the County of San Mateo dated October 11th, the 2022-2023 estimated property tax revenue is \$8.4M (\$600K better than budget).
- Leasing revenue is behind due to an accounting adj for GASB 87. The difference and additional income are recorded as interest income as part of the adjustment.
- Leasing expense - There was one significant repair for 1720 Marco Polo for \$11,709 to replace a defective compressor due to the age of the system. All other repairs and maintenance are in line with the budget.
- Investment income is better than budget by \$1.3M, mainly from an accounting adjustment in leases as mentioned above for \$1M (not budgeted). In addition, investment income and unrealized losses on District portfolios are improving and doing better than budget by \$300K.
- 2nd allcove state grant of \$113,296 was received in December. The total received to date is \$200,618.
- All expenses are on track. There will be a savings of \$300K in the Board Election budget as that was not needed.

The Trousdale -

- Operating Margin has a positive \$443K (before depreciation & interest expense), \$745K below budget. The budget variance includes salaries approved by the Board but not in the budget (\$134K for the year).
- 93.5 units occupied (13 behind budget). The year started with 4.5 occupied units less than budget. There were higher move-outs due to either death or acute care transfers.
- COVID-19 Supplies & Expenses spent in Q2 are \$2,544 – the lowest quarter so far.
- Hiring continues to be challenging. A staffing agency is currently used to fill in the gaps.
- On January 1st, the rent will increase as budgeted.

Health & Fitness Center –

- Net Income is \$18.5K better than budget
- The number of members increased from 160 at the start of the fiscal year to 184.
- Massage therapy is picking up, with \$4,860 YTD in revenue.
- There is more attendance in the classes offered.
- The Center Director will look at ways to enhance marketing and outreach to increase memberships and massages visits and explore different tactics to promote underutilized hours.
- Expenses are better than budget by \$15K, mainly due to a parttime staff position vacancy. The District Office Assistant has been helping the Center at the front desk. All other expenses are on track.

The next Finance Committee meeting will be on March 7th @ 2 pm.



BOARD of DIRECTORS
Community Engagement Director
December 2022-January 2023 Report

[COVID Campaign 2022-2023](#)

The Peninsula Health Care District's COVID Campaign aims to:

- Increase the number of residents who have completed the primary COVID-19 vaccination series and are up-to-date on their boosters.
- Decrease community spread by promoting COVID safety measures - mask-up, test and stay home if positive, and cross-ventilate indoor spaces.

Acknowledging the pattern of winter surges, four community vaccination clinics are being developed and provided for our residents.

1. Held before Thanksgiving – Saturday, November 19, 2022 at St. James AME Zion Church, San Mateo. Clinic partners included Pastor Bussey and her team, Bay Area Community Health Advisory Council team, San Mateo Police and Fire Departments, UCSF and San Mateo County Health COVID-19 Response Unit and Governor Newsom's initiative Vax All 58. Safeway administered 87 shots.
2. A very successful school-based community vaccination clinic was held before Christmas - Tuesday, December 13th from 3:00-6:00 pm at the San Bruno Park School District Health Center. Our tried and true partner, Bay Area Community Health Advisory Council, assisted with registration and canvased San Mateo Avenue and the neighborhood to circulate flyers. Several organizations and media channels were used to promote this convenient clinic. Community members and school members, both adults and students, accessed this opportunity to be safe for the holidays. Thanks go out to Director Pagliaro, Director Sanchez, CEO Fama, CFO Yee and YAG Manager Almes for attending this clinic. Safeway administered 108 shots.

3. PHCH is sponsoring a community flu and Covid booster clinic at the Millbrae Lunar New Year Festival – Sunday, January 29, 2023 from 10:30 am-2: 30 pm at the intersection of Broadway and Taylor. San Mateo County Health’s Covid Response Unit is providing the vaccines and a new vendor, Bay PLS, will be administering the shots. Flyer is attached.

4. A Second Community Gathering is scheduled for Saturday, February 25, 2023 1:00-4:00 pm at St. James AME Zion Church. The theme is: Off to a Good Start - Health, Wellness & Nutrition. Our valued community partners, the Bay Area Community Health Advisory Council, Pastor Bussey’s team and Safeway will join together to deliver this clinic. Care Solace materials will be available for school-associated residents and Second Harvest has joined our team to provide nutrition education and register eligible residents for food security. Flyer is attached.

Community Grants Program

Forty organizations will receive 2023 Community Grant support and one organization will receive 2023-2024 school year Community Grant support. Four organizations will receive Impact Partnership support.

- Award Letters have been sent to organizations in both the Community Grants and Impact Partner categories.

- Forty-one 2022 Year-end Reports and two mid-year updates have been submitted via PHCD’s on-line grant portal. Reports will be reviewed and accepted prior to award check distribution. Award Agreements will accompany each check.

- The Community Health Investment Committee’s first meeting is scheduled for August 2023.

Strategic Plan Update

CED continues to collaborate with Mission Met on PHCD’s strategic planning process.

- Mission Met is working through the assessment stage, interviewing Board members, administration, and stakeholders regarding PHCD’s current programs and services and determining where interviewees see future opportunities for the District.

- CED will be conducting a virtual listening circle in early February 2023 to better understand: (a) what community leaders know about PHCD; (b) what health and wellness concerns are facing their constituencies; and, (c) how PHCD could most effectively address community health.

- Board/staff retreat will be held at PHCD headquarters on Friday, March 3, 2023 from 9:00 am – 4:00 pm.



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HAPPY LUNAR NEW YEAR LET'S STAY HEALTHY!

FREE FLU AND COVID-19 BOOSTER VACCINE CLINIC

WHEN: SUNDAY, JANUARY 29, 2023
TIME: 10:30AM - 2:30PM
WHERE: MILLBRAE LUNAR NEW YEAR FESTIVAL
ADJACENT TO 485 BROADWAY STREET
**CORNER OF BROADWAY & TAYLOR

SCAN NOW TO REGISTER

WALK UPS WELCOME

PREREGISTRATION PREFERRED:
MYTURN.CA.GOV



VACCINES:

COVID BOOSTERS: 6 MONTHS-ADULTS: PFIZER & MODERNA
FLU SHOTS: 6 MONTHS-ADULTS
*IF YOU HAVE A VACCINE CARD.... PLEASE BRING IT ALONG

SPONSORED BY:



JOIN OUR 2ND

Community

Health Gathering

SATURDAY

~~JANUARY 14, 2023~~

FEBRUARY 25, 2023

1:00 - 4:00 P.M.

St. James AME Zion Church
825 Monte Diablo Avenue
San Mateo

Protect your family from Covid & Flu

Focusing on:
School children
Vaccination clearance for sports
Family health and safety

COVID-19

Updated bivalent booster for
5 years and older

FLU SHOTS

Regular & senior dose
for 3 years and older

Questions or concerns about
covid boosters or flu shots.....
a medical professional will be
available to answer all your
questions.



FIRST 50 ATTENDEES
To receive the COVID
booster will receive a \$25
Safeway gift card

Questions: Peninsula Health Care
District: 650-697-6900
Guardians/parents please bring
printed out consent form to the
clinic.



DATE: January 26, 2023
TO: PHCD Board of Directors
FROM: Eddie Flores, Director Youth Behavioral Health Programs
RE: Director's Monthly Report

allcove™ San Mateo Updates

Facilities Update: 2600 El Camino Real, San Mateo:

Staff and Management have been hard at work ensuring the successful public bid process for the 2600 El Camino Real site. As previously reported to the board, in November we issued a request for proposal for bids for general contractor to complete the tenant improvement work. The initial deadline to submit proposals was November 29th, 2022, but after further consultation with our facility consultants and to oblige to the request from several potential bidder applicants, staff decided to extend the submission deadline by two weeks to December 13th, 2022. Staff felt that this would allow applicants to provide realistic financial estimates that closely resembled the cost of the work to be completed and not to have bids that were only ballpark estimates. We received a good number of inquiries requesting further information about the project and upon conclusion of the submittal deadline, we received (4) applicant bids. Staff and management took the time to meet to review and discuss the submissions and looked for obvious discrepancies or inconsistencies during the review. Upon completion of the review, staff has made a recommendation to the board. (Please see separate Board agenda item for further details). We are very pleased with the thorough and transparent process we engaged with, completing due diligence work including reference checks. We are excited to be bringing the recommendation before the Board for deliberation and approval at this January's meeting.

Stanford Center for Youth Mental Health & Wellbeing – Central allcove Team:

We continue our monthly check-in meetings with Stanford Center for Youth Mental Health and Well Being aka Central allcove™ Team (CaT) engaging with staff as the technical assistance partner for the MHSOAC allcove™ grant. We held our monthly meeting this past week, along with staff from the State MHSOAC. We have also begun discussions of a statewide allcove™ conference which will be held on April 14-15, at the San Mateo Marriott. PHCD will be part of a presenting breakout group on youth engagement and another one on community engagement. We hope that the timing of the conference will also provide an opportunity to highlight and promote our allcove™ San Mateo soft opening in late Spring 2023. Staff will be sharing the invitation with Board members in case they want to attend part of the conference.

Service providers/ partnering agency Contract Negotiations

As previously reported, staff have been deeply involved in conversations with our contract consultant and legal counsel to execute a service provider agreement with Caminar as well as a memorandum of understanding (MOU) of service terms. We have held numerous discussion meetings on various aspects of the contract and service components. The agreement will be a comprehensive legal document to be reviewed and approved by both PHCD Board of Directors and Caminar. This Service Agreement Contract will delineate the Service Providers within allcove™ San Mateo and will cover all the legalities related to the MHSOAC grant compliance, insurance requirements, HIPPA compliance and additional criteria related to service delivery.



Due to the nature of the impact of the recent storms and power outage on some members of the review/drafting group, collectively we have decided to bring this item for full review and discussion at a potential special board meeting in early February. We felt that it would be too rushed to bring something before the Board for the January Board meeting, with not enough time for thorough legal reviews from both teams. However, it is noteworthy to report that the conversations have been very positive and fruitful. The Board will be informed should any issues arise of concern or if there is a change in the projected timeline.

allcove™ San Mateo Furniture Vendor Discussions

As previously approved by the Board at the November meeting, KBM Hogue has been selected as the furniture vendor provider for the new youth drop-in center. Staff has worked on finalizing the prints, colors and renderings of the final designs prior to placing the full order. We have also met with the YAG to get their final feedback prior to ordering and there were some slight changes as per material and product availability. In addition, we also met with KBM Hogue staff team to review final anticipated costs. A separate board agenda item is on the consent calendar regarding an amendment for final payment to the vendor. All else is on track to have the furniture ordered and delivered in time for the center opening later this Spring.

MHSA Innovative Projects Funding Opportunity

PHCD allcove staff along with Dr. Steve Adelsheim from the Stanford Center for Youth Mental Health and Wellbeing presented to the San Mateo County MHSA Steering Committee on Thursday, December 8th. We provided an overview of the allcove™ model, services stream, potential funding mechanism and it gave an opportunity for committee members to consider a MHSA staff request to put this project forward for a multi-county health collaborative funding opportunity later this Spring. The presentation was very engaging and over 35ppl participated virtually. We had over 30min of dialogue and many expressed great support and interest in the allcove™ work. We are excited to have presented and position PHCD and allcove™ San Mateo for further long-term financial sustainability consideration via a collaborative model. Next steps in this process will be to prepare for specific funding requests for the new fiscal year, starting on July 1, 2023.

Informational Sessions with California Health Care Districts (ACHD)

Staff met with the legislative team from the Association of California Health Care Districts (ACHD) as they reached out wanting to learn more about the allcove™ San Mateo Youth Drop-in Center and how PHCD and Beach Cities Health Care District have received State funding for this initiative. They are interested in positioning other health care districts for funding and policy opportunities that will advance mental health delivery and access. Our meeting focused on engaging one of their partners, The Steinberg Institute, which is an independent, nonprofit public policy institute dedicated to advancing sound public policy and inspiring leadership on issues of mental health and substance use. Stanford CaT has already been partnering with Steinberg and we concluded on a potential learning day and site tour visit from various stakeholders, once the allcove San Mateo center is open. Staff will continue to stay directly connected and in communication with ACHD team and will keep the Board apprised of any future interactions and partnership opportunities.



DATE: January 26th, 2023
TO: PHCD Board of Directors
FROM: Jackie Almes, Youth Outreach Specialist
RE: Monthly Report – January 2023.

allcove™ San Mateo – Youth Advisory Group

After taking a break in December we picked up our regular meetings in the beginning of January. In our first meeting we talked a lot about furniture. KBM Hogue provided us with renderings of the entire center to make sure we were 100% sure about our fabric choices. The YAG decided to change a few of the fabrics. I then sent the changes to KBM to move forward with a proposal and also new renderings of the space. Following the furniture discussion, we took one last look at the photography wall to make sure the YAG really loved it. One of the members wanted to adjust their own photo and Christine was able to accommodate those changes. We now have the final photography and quote wall that will be one of the center pieces of our center. We then began to discuss a training that I have been working on arranging from the pride center. After meeting with the trainer, they were able to explain that they offer four different trainings. She suggested that I go back to the YAG and survey them about what they want to learn most about. The YAG decided on the overview of the LGTQIA+ community. This training will take place at our next meeting on January 30th.

On Thursday January 12th some of the YAG members attended a ‘meet and greet’ with the Southern San Mateo County YAG which is run by one of the Central allcove Team’s members. The meeting took place over zoom and gave us the opportunity to talk about future collaborations. We did fun ice breaker activities before Shirley handed it over to me to talk about our developments with allcove San Mateo. I gave about a 10-minute presentation with updates on our progress as well as a sneak peak into what the furniture of the center will look like. The Southern YAG had an opportunity to ask any questions they may have before our YAG members talked about their experience. Following the questions, we then went into two breakout rooms, this gave us the opportunity to brainstorm on future collaborations that our two YAGs would be able to do together. We had some great ideas come from this and we plan to collaborate in the future.

During our break in December, we planned a Holiday outing for the members to celebrate the holiday season. We went out to dinner and had a white elephant exchange. The dinner lasted about 2 hours and it was great to see all the YAG members bonding and getting to know each other better.

We continue to meet with the various allcove partners to plan for the allcove conference in the Spring. Two of our YAG members are on the steering committee along with me and Eddie. This past meeting with the YAG focused on the food options and also went into how we want to see the theme reflect into the sessions. The youth advisors were very considerate of people who



would want Vegan/Vegetarian options and made sure that the meals chosen would accommodate everyone. Following the meal planning we used a jam board to focus on the three themes and how we want them to be shown throughout the sessions. The youth had great ideas on yoga sessions and how they want to collaborate with the adults throughout the conference. We will continue to meet at least once a month with the possibility of meeting twice a month as we get closer to the conference.

PHCD

Some of my main focuses this past month has been a complete remodel of the allcove page on the website. After receiving a template from the Central allcove Team on what to include I then focused on adding details about our work with allcove and our relationship with the State Commission. The new page will also include both 2021-2022 and 2022-2023 YAG cohorts. We will also have a page that is dedicated to showing the work of the YAG members and all of their efforts throughout the development of allcove. Stephanie and I met multiple times to perfect the two new pages and add any photos to brighten up the pages. Our next steps are to meet with Eddie to show him the finished project before publishing the new pages.

Another project that I've been working on has been a year long marketing plan for allcove San Mateo. The plan has a quarterly timeline that talks about our goals and objectives for that quarter. I also included any marketing materials we may use to promote allcove, this includes merch, flyers, quotes, photos, and more. I then talked about outreach ideas and organized them by categories to make it easier to search for ideas in the future. Another core component was schools and organizations that we can reach out to. This can help with collaborations as well as referral pathways. The plan includes samples of outreach we've done in the past as well as examples of materials.

To move forward with our public bid, we arranged meeting with the two lowest bidders to make sure their bids were accurate and as precise as possible. For one of the contractors, we arranged a site tour as they had yet to see the site. Following the meetings, we asked for references. Once they sent them, I called and emailed to check references.

Outside trainings/partnerships

I continue to work with the BHRS Youth Committee with their youth action board. This past month we have been working on recruitment and also interviewing new YAB members. I helped in about six interviews and joined the conversation when discussing who we would like to offer the spots to. We now have five new YAB members that have already began their work with the Youth Committee. On January 8th we had an orientation meeting at the PHCD office. This was one of my suggestions to kick off the new YAB cohort. I pushed to have in person meeting because one of our main roadblocks was engagement in the last cohort. From my experience youth tend to not speak out as much on virtual platforms like zoom. The orientation meeting went great with two ice breakers to get to know each other and then a brainstorm on projects and what they want to accomplish in the new year.

Peninsula
 HEALTH CARE DISTRICT
 Building a Healthier Community

Photography and Quote Wall



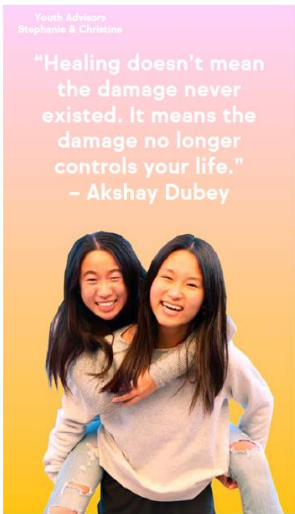
Youth Advisor
 Vincent

"You are more precious to this world than you'll ever know."
 - Lili Reinhart



Youth Advisors
 Ashley & Maddy

"Your now is not your forever."
 - John Green



Youth Advisor
 Toyo

"We don't heal in isolation, but in community."
 - S. Kelley Harrell



YAG Holiday dinner



D

Dear SMC Health partners,

As we experience a reprieve from the impact of the recent storms, I know I speak for many in sharing gratitude for the ways each of our partners are serving our community during a challenging time.

Turning to COVID-19 for this update, it is important to know that we remain in a period of COVID-19 and multiple respiratory viruses circulating. Subvariants of Omicron, BQ.1, BQ1.1 and now XBB are gaining dominance to cause more transmission in the U.S. and California. These subvariants are highly transmissible and can evade antibodies, causing an increased risk of infections with at least mild-moderate symptoms and the potential to infect others. The COVID-19 vaccine, bivalent booster, and oral antiviral medication (Paxlovid) remain effective at preventing hospitalizations, and severe disease.

Wastewater and other local surveillance data suggest that there is a high level of COVID circulating in the Bay Area. The most recent data suggest increasing COVID transmission while influenza and other respiratory viruses may be leveling out or beginning to decline, however activity remains high relative to historical comparisons. The risk of infection from COVID and influenza continues to be high in San Mateo County.

As of 1/11/2023, 242,016 residents (representing 31% of the population) have received the updated COVID bivalent booster. This booster provides the greatest protection against the most severe impacts of COVID, so we encourage all eligible persons, especially adults aged 65 years and older to receive the bivalent booster dose, which remains available through pharmacies and healthcare providers. Currently, 49% of residents 65 years and older have received this booster. We continue to partner with schools, community-based, and faith-based organizations to host pop-up clinics to reach residents who have been historically underserved and disproportionately impacted by COVID-19. At our most recent pop-up clinic, a partnership with St. Francis of Assisi Church in East Palo Alto, we were able to reach a higher percentage of Black, Latinx and Native Hawaiian/Pacific Islander residents in comparison to previous clinics, helping to further close health equity gaps.

Testing when one has symptoms can also help mitigate the spread of COVID-19. Our [COVID-19 testing site: https://www.smcgov.org/covid-19-testing](https://www.smcgov.org/covid-19-testing) has the most up to date schedule for testing locations. Some sites are subject to weather related cancelations or delays. Due to underutilization, the State is planning to decommission testing sites in 5 cities (Daly City, East Palo Alto, Half Moon Bay, Pacifica, South San Francisco) by February 5th. One drive-through testing site in San Mateo will remain.

Alternatively, residents are encouraged to reach out to their healthcare providers for testing services or at-home test kits. In addition, residents can request test kits through the Federal Government site: [USPS](https://www.usps.com). We also appreciate the many CBO partners who are requesting at home test kits and distributing to residents. These are also distributed at pop-up vaccine clinics and participating food distributions sponsored by Second Harvest Food Bank. CBOs can request at home test kits for distribution using the OCA [online form](#) or the CDPH [online form](#).

We include prevention best practices on our website: <https://www.smchealth.org/preventing-respiratory-infections> -- washing hands, covering one's cough, staying home when sick, wearing a mask and improving ventilation for indoor settings can make a difference.

We also want to increase awareness about the availability of effective treatments that must begin within a few days of symptoms. People who are older than 50 years or who have other risk factors for

severe disease may most benefit from treatment if infected with COVID-19. In addition to healthcare providers and urgent care centers, the State has a hotline and website to assist Californians needing help with finding free COVID-10 treatment: 833-422-4255 and <https://covid19.ca.gov/treatment/>.

Thank you for all you do to further the health of our community.

All together better,
Louise F. Rogers, Chief