



BOARD OF DIRECTORS MEETING MINUTES Thursday, January 26, 2023 Per Resolution 2023-01, this meeting was held via Zoom teleconference		
<p><u>Directors Present</u> Chair Cappel Secretary Pagliaro Director Navarro Director Zell Director Sanchez</p>	<p><u>Directors Absent</u></p>	<p><u>Also Present</u> Counsel Mark Hudak Presenters: Janet Wagner/CEO MPMC-Sutter , Josh Haeffner, Sr. Customer Success Coordinator/Care Solace, Lindsay Raike, Warm Water Wellness Inc., CEO President, Mike Schrader, Warm Water Wellness Inc., Vice President</p>
<p>1. <u>CALL TO ORDER & ROLL CALL:</u> Chair Cappel called the meeting to order at 6:32pm. Roll call attendance was taken. A quorum was present.</p>		
<p>2. <u>PUBLIC COMMENT/NON-AGENDA ITEMS:</u> No Public comments offered.</p>		
<p>3. <u>REPORT OUT FROM CLOSED SESSION:</u> 12/8/22 and 1/26/23:</p> <p>Chair Cappel: The 12/8/22 closed session concerned PWC Project; the 1/26/23 session concerned the PWC project and a real estate issue.</p>		
<p>4. <u>CONSENT CALENDAR:</u></p> <p>Motion to approve the Consent Calendar</p> <p>Motion: By Chair Cappel; Seconded By Director Pagliaro Vote: Ayes – Cappel, Pagliaro, Navarro, Zell, Sanchez</p>		

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

5. PRESENTATIONS:

a. Mills-Peninsula Medical Center Quarterly Report: Janet Wagner, CEO

Presentation Highlights:

- Mills Peninsula was named one of the top 50 hospitals in the United States by Health Grades.
- Top 4 among all hospitals in outcomes for congestive heart failure readmissions.
- Continued recognition, care of hearts, stroke, and joint replacement.
- Financially successful year although, nationwide, lack of staffing an ongoing issue.
- Quality and patient satisfaction remain very high.

Chair Cappel: In terms of growth has there been any discussion about expanding further south?

CEO Wagner: Growth in that direction would be in ambulatory services; in terms of general growth, the focus is on recruitment of doctors to build upon services already provided.

Director Zell: What is Sutter's current position on reopening the Mickelson Pool?

CEO Wagner: Redwood City YMCA's CEO has expressed interest and will be assessing the condition of the pool to determine the cost to refurbish it. There are also alternatives for patients looking for therapy or water activities, such as the Foster City Jewish Center.

Director Pagliaro: The City informed PHCD that a current flight path used by Sutter's helicopters is in violation of its contract terms with the City. This is important to PHCD as that path affects the PWC development.

CEO Wagner: She responded to the City Manager via letter; the paperwork to resolve the issue is in process and Sutter legal is working with those involved in establishing the flight paths.

Public Comment:

Ms. Raiké noted the two alternative therapy pool recommendations offered by CEO Wagner are not therapy pools. The water temperature is too low, and they do not have a ramp which leaves many patients no option to access the pools.

CEO Wagner: Sutter is working with organizations like the YMCA that are looking to offer therapy in the future and new partnerships would include ramps as it is an important component.

b. Care Solace 2022 Utilization Report: Josh Haeffner, Sr. Customer Success Coordinator

Presentation Highlights

- Now connected with over 600 school districts in the U.S.
- Supports connecting over 15 million individuals across the country.
- Coordinating over 6.5 million support interactions
- Works with 300,000 verified mental health providers.

Care Solace helps individuals and families navigate through the barriers to mental healthcare by facilitating:

- Knowledge of available resources
- Removing language barriers
- Addressing Social stigma
- Securing referrals
- Navigating insurance
- Connecting people with resources within 5 days on average.

Key Services

- Care Loop- Warm Handoff and Real-Time Tracking
- Care Companion- 24/7/365 Multilingual Navigation Support
- Care Match- Anonymous Self-Service Search Tool

Key Performance Indicators so far for FY 2023

- Inbound interactions - 1,792
- Communications Saved - 11,369
- Total Cases – 181
- Total Appointments into care – 86
- Anonymous searches – 63

Recommendations for continued success

- Support refresher training and orientations for school staff members.
- Promotion at community events.
- Print and distribute fliers and postcards at events.
- Publish a press release related to resources available in the district.

Chair Cappel: Are there any numbers for the high school district utilization?

Mr. Haeffner: The SMUHSD utilization is not funded by PHCD contract.

Chair Cappel asked and **Mr. Haeffner** ran through the Care Solace process a parent would go through seeking a mental health provider for a child.

Response: The Care Loop is one of the key services Care Solace provides, an example in the case of a parent seeking a provider and reaching out to a school counselor, this staff member could provide a referral. Mr. Haeffner reviewed the process that a school officially undergoes to contact the family and the expectations of the family in terms of delivery of care. In addition, Mr. Haeffner, also gave an example of the Care Match site, where the family has the option to anonymously search out a mental health provider that may fit their specific needs. Lastly, he highlighted that Care Companions could be used in conjunction with Care Match as the family could reach out to Care Solace directly after compiling a list of providers of their choice.

6. OLD BUSINESS

a. Recommend acceptance of lowest responsible bid for general contractor to carry out tenant improvements of 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

List of Public Bids Received:

<u>Company Name</u>	<u>Location</u>	<u>Bid Amount</u>
North Point Construction & Restoration	Brentwood, Ca	\$ 1,565,077
Paris Construction Company	Santa Clara, Ca	\$ 1,062,219
Zone 4 Construction	San Carlos, Ca	\$948,087
Parkson Construction Company	San Francisco, Ca	\$908,700

Evaluation Criteria:

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

Recommendation: Based on reference checks and track record, staff recommended Zone 4.

Chair Cappel: Is there risk in going with second lowest bidder?

Counsel Hudak: There is always a potential risk, however he emphasized the selection process strictly followed Board policy including vetting if bidder was not responsible. There is a strong case that Parkson was not. They did not give the requisite number of referrals; the referrals given did not check out; and the comparable projects they provided were not tenant improvement projects of the nature PHCD was looking for. If legal action were taken it would have little chance of success. Also, in such proceedings, an organization would be given the chance to present any evidence to the Board in the form of a protest, which they were given and did not respond.

Director Pagliaro: Was there a completion bond? **PHCD Property Manager, Ralph Barsi:** It was determined it was not needed given the size of the project. **Consulting Architect Robert Gooyer** added the completion bond can easily be added if necessary. **Director Pagliaro** stated that from his experience as a general contractor for many years the completion bond was required.

Director Pagliaro: What was the level of liability insurance request? **DYB Flores** stated that he would get back to him on that but does know that it was submitted as part of the proposal.

Motion to approve awarding the construction contract to Zone 4 of San Carlos, Ca for the allcove Tenant Improvement Project in an amount not to exceed \$948,087, authorizing a total construction contract authority budget of 1,090,300 and authorizing the CEO to execute the agreement on behalf of the District.

Motion: By Director Zell; Seconded By Director Sanchez

Vote: Ayes – Cappel, Zell, Navarro, Sanchez

Noes - 0

Abstain - Pagliaro

Motion Passed: - 4/0/1

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

Chair Cappel: Asked for clarification as a letter was authorized to go to CEO Warner at the last PHCD Board meeting. **CEO Fama** confirmed the letter was sent per Board direction.

Ms. Raike: This request is PHCD's willingness to participate in sending another letter to CEO Warner Thomas in coordination with Sequoia Healthcare District and the County Board of Supervisors a clarifying the offer.

Public Comment:

Angela Steyer: She supported again approaching Sutter Health to address the importance of the Mickelson pool to the community.

Director Zell motioned to create an Ad hoc committee which he volunteers to lead in an effort to begin discussions with the County and Sequoia Health Care District to find a resolution to the therapy pool. **Director Pagliaro** seconded the motion.

Ms. Raike commented that Sutter has continued to refuse to work with them on this issue **Chair Cappel** commented that another group that should be reached out to in an effort to coordinate on this issue would be the Redwood City YMCA.

Motion to approve appointing an Ad Hoc Committee, headed by Director Zell, 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

Motion: By Director Zell; Seconded By Director Pagliaro

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

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

7. NEW BUSINESS:

a. Election of Board Officers pursuant to Bylaws requirement that elections be held each January in the odd numbered years. Officers to be nominated and approved include: Chair, Vice-Chair, Secretary and Treasurer: Chair Cappel

Chair Cappel opened nominations for Chair. **Director Zell** nominated **Director Cappel**.

Chair Cappel opened nominations for Vice Chair. **Director Zell** nominated **Director Pagliaro**.

Chair Cappel asked for nominations for Secretary. **Chair Cappel** nominated **Director Zell**.

Chair Cappel asked for nominations for Treasurer. **Director Zell** nominated PHCD CFO **Vickie Yee**.

There being no further nominations, nominations were closed and **Chair Cappel** called for a motion to approve the nominated slate of officers for 2023-2025.

Motion to approve Slate of Board Officers as Nominated

Motion: By Director Sanchez; Seconded By Director Navarro

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

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

b. Acceptance of CEO performance review and proposed contract amendment(s):

Motion to table item until the February 23 regular Board meeting

Motion: By Director Cappel; Seconded By Director Zell

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

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

8. REPORTS:

a. Board Committees: Strategic Direction Oversight Committee & Finance Committee 1/4/23: This was a joint committee meeting dedicated to learning more about the Active Wellness and Activate programs under consideration for the PWC Hub.

b. Board Chair and Director Reports:

Chair Cappel: The Board's standing committee chair and co-chair appointments needed to be made and offered the following assignments that were accepted by each Director asked to serve.

Strategic Direction Oversight: Chair – Director Cappel; co-chair-Director Pagliaro

Finance: Chair- Director Zell, co-chair- Director Sanchez.

Community Health Investment Committee: Chair-Director Navarro; co-chair Director Sanchez

Chair Cappel asked for a volunteer to serve as the District's voting member on **LAFCO** issues and Director Zell volunteered and was so appointed.

Chair Cappel asked for a volunteer to serve as PHCD's voting member on the **San Mateo Chapter of the California Special Districts Association**. Director Pagliaro volunteered and was so appointed.

Chair Cappel noted that Helen Galligan was approved by this Board to serve as one of its representatives on the Sonrisas Dental Health Board. He recommended, given her knowledge of all aspects of SDH, that she be allowed to finish her current term on that Board as a PHCD representative.

Counsel Hudak commented that the person holding the seat with Sonrisas needs to be someone

who understands the Board's role in both governance and finance which **Helen Galligan** has proven.

Director Pagliaro stated he was not in favor of the proposal as she no longer lives in the state to which **Director Zell** agreed.

Chair Cappel tabled this issue until the meeting the following month

c. Staff Reports

CFO Yee: She was elected and accepted the CFO position for Sonrisas. She participated with Director Marheineke in a preliminary meeting with Active Wellness to explore engaging them to help with assessing the market, identifying new services, and developing a 3-year business plan with the goal to increase membership and serve more residents.

Health & Fitness Center Director, Marheineke: Added that one of Active Wellness' suggestions was to revisit becoming a provider to insurance programs servicing both the Medicare and <65 adult populations. **Chair Cappel** asked what programs, and would it require billing insurance programs? **Ms. Marheineke** responded PHCD would not do the billing. The program under review is Optum that works predominantly with United Healthcare. Fitness Center staff would track members' monthly utilization and Optum does the billing.

Vice Chair Pagliaro: Are we advertising the gym in the newspapers? **Ms. Marheineke:** No new advertising is planned until we get the benefit of Active Wellness' experience and suggestions. They proposed a 3-step plan: look into the insurance programs to increase membership; review current and potential new "products"; and design advertising/marketing campaigns to promote those products.

CED Wasson: Reported PHCD will be sponsoring a vaccination clinic Saturday, 2/27 at the Millbrae Lunar New Year's Festival. Chair Cappel will be present for the kickoff and make opening remarks. There are already 70 people registered for vaccinations, 23 under 17 years of age. She plans to cross promote PHCD programs and partners by providing information. Another PHCD vaccination clinic is scheduled for February 25th at St. James in San Mateo. Second Harvest will also be present providing information on nutrition, cooking, and registering anyone eligible for food security options.

DOBO Stephanie Arevalo-Rodriguez highlighted some metrics from her quarterly communications report including the 50.7% open rate of the latest e-newsletter, the highest to date. She thanked Chair Cappel for making himself available to do radio interviews about PHCD's role in bringing RIP Medical Debt Relief to 14,000 PHCD residents. She provided interviews on the Debt Relief on channel 14, Univision Spanish News in Spanish. She also noted her other areas of responsibility that include website, office, and property management.

Youth Outreach Coordinator Almes reported she is working on a 1-year marketing plan to be ready to open the doors at the allcove center. She is also working on revamping and updating the allcove website

DYB Flores reported the team has made progress on the contract for service provider agreement with Caminar and hopes to have it ready to bring to the Board at a special meeting in February.

CEO Fama:

- Letters to the PHCD residents eligible for the RIP Medical Debt forgiveness went out 1/17/23.
- She and the PWC developer team provided an information only update to the Burlingame City Council 1/17/23. The Council members' responses were overwhelmingly positive. Mayor Brownrigg's closing remark was a commitment to do whatever they could to fast track the program.
- The next PWC town hall will be held the 3rd week of February at the Burlingame Rec.Center.
- The Trousdale will host the first 2023 Business After Hours Networking Group for the San Mateo Chamber of Commerce. Tours will be provided.
- By state regulation, weekly Covid testing of all residents and staff continues at TT.

9. CORRESPONDENCE & MEDIA:

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

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

Written by: Voula Theodoropoulos

Approved by: 
Lawrence W. Cappel, Board Chair

Approved by the Board on 2/23/2023