



<b>BOARD OF DIRECTORS</b> <b>MEETING MINUTES</b> <b>6:30 pm Thursday, December 7, 2023</b> <b>1819 Trousdale Dr. Burlingame, Ca 94010</b> <b>(Classroom)</b>		
<u><b>Directors Present</b></u> Chairman Cappel Vice-Chairman Pagliaro Director Navarro Director Sanchez	<u><b>Directors Absent</b></u> Secretary Zell	<u><b>Also, Present</b></u>

**1. CALL TO ORDER & ROLL CALL:** Chairman Cappel called the meeting to order at 6:00 p.m. Roll call attendance was taken. A quorum was present.

**2. ORAL COMMUNICATIONS:** There were no oral communications.

**3. NEW BUSINESS:**

**A. Revised Budget for allcove™ Tenant Improvement:** Vickie Yee, CFO

At the January 26, 2023, Board meeting, Eddie Flores, Director of Youth Behavioral Health Program, presented tenant improvement bids for the allcove™ space at 2600 El Camino Real, San Mateo. At that time, the Board accepted the staff's recommendation and awarded the construction contract to Zone 4 Construction for \$948,087, plus a 15% contingency. However, the budget approved by the Board in June only carried the amount of \$948,087 and not the 15% contingency. As such, the budget requires an adjustment of \$142,213 to include the 15% contingency that the Board approved for a total tenant improvement budget of \$1,090,300.

**Recommendation:** To increase the tenant improvement budget to \$1,090,300 to reflect board action taken on January 26, 2023

**Vice-Chairman Pagliaro** asked DOYBH Flores if Ralph Barsi was in charge of reviewing the 15% contingency on this item.

**DOYBH Flores** replied that he and Mr. Barsi were in charge of the review.

**Counsel Hudak** clarified that there were several change orders that were executed but came in well under the 15% contingency that the Board had previously approved.

**Motion to Approve the increase to the tenant improvement budget to \$1,090,300 to reflect board action taken on January 26, 2023**

**Motion:** By Director Navarro Pagliaro; Vice-Chairman Pagliaro

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

**Noes: 0**

**Abstain: 0**

**Motion Passed: 4/0/0**

**B. allcove™ San Mateo Acceptance of Tenant Improvement Work Completed:** Eddie Flores, Director Youth Behavioral Health Programs, Jackie Almes, Youth Outreach Specialist

In March 2023 the Board selected Zone 4 Construction Inc., after a public bid process as the general contractor to perform the tenant improvement work at 2600 S. El Camino Real, 3rd Floor, for the allcove™ San Mateo site location. After awarding of the contract and submittal of permits to proceed to the City of San Mateo, the contractor began mobilization and construction and remodeling during the first week of July 2023 and completed the work October 2023, meeting the required 90-day requested completion period with ample time for Day-2 modifications and final alterations.

Attached to this memo is a resolution with a recommendation to the Board to accept the work as complete and authorizing final payment of \$54,299.17 to Zone 4 Construction for the 100% completion of the tenant improvement work at the site location. This acceptance and resolution are set forth to start the statute of limitations running for claims about defective work and other issues, should there be a need or arise in the future. The original bid amount for the allcove™ San Mateo Tenant Improvement (TI) project was approved during the March 2022 Board Meeting for the amount of \$948,087.35. The Board also authorized contingency funding of up to 15% to cover change orders for unforeseen conditions and additional work requested by staff, including work to meet allcove™ program requirements such as branding. There was a total of 12 change orders which mostly focused on items that were not of drastic or dangerous nature, but as additions to ensure that the facility aligned with branding and allcove™ model standards and to ensure alignment with reconfiguration of some of the elements, based on feedback and information District staff learned from the site visit to allcove™ Beach Cities.

**Recommendation:**

It is the recommendation of the project team and PHCD staff to accept the work as complete and pay the balance due to Zone 4 Construction including any retentions held and file a Notice of Completion.

**Motion to Approve the allcove™ San Mateo work as complete and pay the balance due to Zone 4 Construction including any retentions held and file a Notice of Completion**

**Motion:** By Director Sanchez; Director Navarro

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

**Noes:** 0

**Abstain:** 0

**Motion Passed:** 4/0/0

**C. Update and Adjustment of allcove™ Peer Specialist Position Allotment and FTE Allocation:** Eddie Flores, Director Youth Behavioral Health Programs

As part of the recommended staffing roles under the allcove™ model owned by the California Mental Health Services Oversight & Accountability Commission (MHSOAC), the role of peer specialist is identified as one of the required positions to be able to open and operate an allcove™ center. Under the direction of the allcove™ Clinical Director, the allcove™ Peer Specialist engages with allcove™ youth, provides peer-to-peer support services, and supports outreach efforts to youth and the community, promoting visibility, access and encouraging participation in allcove™. The Peer Specialist will also support allcove™ San Mateo with administrative support. They will primarily be involved in direct and heavy outreach within schools, community groups, student organizations and conduct presentations, tours, and participate in the publicity and promotion of allcove™ San Mateo working with the Youth Advisory Group and other young adults in the local communities.

The District explored non-paid volunteer opportunities (non-paid internships, AmeriCorps VISTA, etc.) but were unsuccessful in securing this additional support due to timing of the yearly application recruitment those agencies had passed. As a result, the request is for a 0.5 FTE adjustment be made increasing the 1.5 – FTE role to be a 2 FTE Peer Specialist with all other elements, including salary compensation and benefits remaining the same. Staff still believes that (2) FTE Peer Specialists will be able to cover the welcome ambassador role at the center, and in addition cover administrative tasks, outreach and communication, and support reception duties at allcove™ San Mateo location. Staff does not foresee needing to increase or add additional positions until late Spring 2024, unless center demand and utilization increase sooner than that date.

**Recommendation:**

It is recommended that the PHCD Board of Directors approve the FTE adjustment for the peer specialist role, from 1.5FTE to 2.0FTE for the allcove™ San Mateo youth drop-in center to be effective immediately.

**Motion to Approve the FTE adjustment for the peer specialist role, from 1.5FTE to 2.0FTE for the allcove™ San Mateo youth drop-in center to be effective immediately**

**Motion: By Director Sanchez; Vice-Chairman Pagliaro**

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

**Noes: 0**

**Abstain: 0**

**Motion Passed: 4/0/0**

**4. Adjournment: 6:12 pm**



<b>BOARD OF DIRECTORS MEETING MINUTES</b> <b>6:30 pm Thursday, December 14, 2023</b> <b>2600 S El Camino Real, San Mateo</b>		
<b><u>Directors Present</u></b> Chairman Cappel Vice-Chairman Pagliaro Secretary Zell Director Navarro Director Sanchez	<b><u>Directors Absent</u></b>	<b><u>Also, Present</u></b> <ul style="list-style-type: none"> <li>• Legal Counsel Mark Hudak</li> <li>• Rick Jackson, CPA, JWT &amp; Associates, LLP</li> <li>• Eskaton Management Team,</li> <li>• Sylvia Chu, Executive Director, The Trousdale</li> <li>• Alec Raffin, COO, Samaritan House</li> </ul>

**1. Call to Order and Roll Call:** Chairman Cappel called the meeting to order at 6:29 p.m. Roll call attendance was taken. A quorum was present.

**2. Public Comment on Non-Agenda Items:** No Public comments were offered.

**3. Report Out From Closed Session:** 12/7/2023 & 12/14/2023

Chairman Cappel stated that the Board held discussions reviewing the PWC development during the closed session meetings on 12/7/2023 and 12/14/2023.

**4. Consent Calendar:**

- a. Board Meeting Minutes - October 26, 2023
- b. Finance Committee Minutes – July 11, 2023
- c. Strategic Direction Committee Minutes – August 2, 2023
- d. Community Health Investment Committee minutes – October 11, 2023
- e. Checking Account Transactions- October 2023
- f. Treasurer's Report – October 2023
- g. 2024 Board Meeting Calendar

**Motion to Approve the Consent Calendar as Presented**

**Motion:** By Vice-Chairman Pagliaro; Seconded By Director Sanchez

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

**Noes:** 0

**Abstain:** 0

**Motion Passed:** 5/0/0



## 5. Old Business:

### a. Presentation of FY 2023 Audit Report: Vickie Yee, CFO & Rick Jackson, CPA, JWT & Associates, LLP

**CFO Yee** stated that the Finance Committee has reviewed the FY' 2023 Audit Report and has recommended an approval of the audit as presented.

**Rick Jackson** presented the FY' 2023 Audit Report.

*[Presentation attached and made part of the minutes]*

**Motion to Approve FY 2023 Audit Report as Presented**

**Motion: By Director Sanchez; Seconded By Vice-Chairman Pagliaro**

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

**Noes: 0**

**Abstain: 0**

**Motion Passed: 5/0/0**

### b. Eskaton Contract Renewal: Eskaton Management Team

*[Presentation attached and made part of the minutes]*

**Q & A with Eskaton Management Team**

**Director Zell** asked Sylvia Chu, Executive Director of The Trousdale, for any feedback she had regarding the decision-making process for move-ins. Specifically, he wanted to know if the residents themselves or their families were primarily responsible for making the decision.

**Ms. Chu** responded that, based on her observations, it is a combination of both. Sometimes, the decision is made by the resident, while other times, it is the family who inquires about potential residents.

**Chairman Cappel** asked Ms. Chu about the demographics of the new residents, specifically if there were more singles or couples moving into the facility.

**Ms. Chu** noted that she has observed an increase in the number of couples moving in recently.

**Chairman Cappel** thanked Eskaton and stated that he appreciated the work that they had done and felt that the District chose the right company to manage the Trousdale.

**Motion to Approve Amended Eskaton Contract**

**Motion: By Vice-Chairman Pagliaro; Seconded By Director Zell**

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

**Noes: 0**

**Abstain: 0**

**Motion Passed: 5/0/0**

**c. The Trousdale Emergency Generator for the Refrigerator and Freezer Units Proposal:** Sylvia Chu, Executive Director, The Trousdale

The Trousdale has emergency generators, but they are not connected to any of the refrigeration or freezer units. The connection of the refrigeration units to the emergency generators was not scoped as part of the construction of the building, and it was not a requirement per State Licensing for the License of the facility. During power outages, this is a strong concern as they are required to dispose of any perishable items (both refrigerated and frozen) past a certain time frame, as per the Department of Public Health. The disposal of perishable items due to a power outage is both a health/safety and financial concern. This issue was initially discussed with Cheryl Fama (former PHCD CEO) and the Trousdale received initial approval from the PHCD Board to determine the feasibility and scope of this project. An engineering survey to determine if the refrigeration units could be connected, and be supported by, the current emergency generators was completed this year. The survey cost \$5,200 and was completed. The survey determined that the current generators could support the refrigeration units. No additional emergency generators would be needed.

Estimated Cost (Actual Bids are TBD): The estimated cost for the project is up to \$15,000, but Eskaton's Capital Projects Manager (Rose Miller) and Ralph Barsi are working on actual bids from several vendors. Bids will be provided to the District as soon as they become available. This would be an additional cost not covered by the approved budget.

## **6. New Business:**

**a. Samaritan House R.I.S.E. Initiative: Guaranteed Income Program Pilot:** Alec Raffin, COO, Samaritan House

Samaritan House COO **Alec Raffin** presented on the R.I.S.E. Initiative pilot program.

*[Presentation attached and made part of the minutes]*

Samaritan House is requesting 75,000 from PHCD. Support from PHCD will allow Samaritan House to attract additional diverse funding sources so that they can prepare to scale R.I.S.E to serve a greater number of single-parent-led families struggling to maintain self-sufficiency in San Mateo County.

**Q & A with Alec Raffin**

***Will Samaritan House structure the PHCD contribution to ensure compliance with the regulation that funds cannot be spent on individuals who do not reside in the district, given that this information may not be known in advance?***

Samaritan House can ensure compliance by leveraging their strong fiscal operations. Before distributing any funds, Samaritan House can accurately determine the residency of each candidate. This information will be taken into consideration to ensure that the District's contribution aligns with the regulation.

***What are the criteria for selecting participants for the program?***

The selection criteria for the program include the following:

- Participants must be current clients of Samaritan House.
- Participants should be single mothers with multiple children aged 16 or younger who require income from two jobs to maintain financial stability.
- Participants should express an interest in engaging in additional education, vocational training, or workforce development opportunities.
- The R.I.S.E. program aims to have participants from diverse backgrounds, reflecting the diverse population of San Mateo County. Therefore, careful consideration will be given to selecting participants from various backgrounds.

**Vice-Chairman Pagliaro** expressed his support for the pilot program and highlighted South City's previous success with a guaranteed income program.

**Chairman Cappel** shared his support for the pilot program and emphasized the significance of the wrap-around services that will be offered to the program participants.

**Director Zell** acknowledged the commendable work done by Samaritan House in general but expressed his opposition to this specific program, citing that it does not align with the mission of the District.

**Director Navarro** expressed his belief that social care is interconnected with medical care. He emphasized that the funds received by these families would have various trickle-down effects, such as enabling them to afford medical care and housing. He also highlighted the importance of considering the impact on the children in these households. He mentioned that data from a previous guaranteed income program involving mothers of young children demonstrated significant improvements when EEGs were conducted on children aged 1 to 5, compared to a controlled group. Additionally, Director Navarro expressed his desire for Samaritan House to gather data to accurately assess the true impact of the program on these families.

**Motion to Approve request for 75,000 for Samaritan House R.I.S.E. Initiative, Guaranteed Income Pilot Program**

**Motion: By Vice-Chairman Pagliaro; Seconded By Director Sanchez**

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

**Noes: 1-Zell**

**Abstain: 0**

**Motion Passed: 4/1/0**

**b. Community Health Investment Committee Grant Recommendations for FY'2024:** Dr. Navarro, CHIC

Chairman & Fátima Rodriguez, Strategic Initiatives Director

1. Community Grants
2. Impact Partnership Grants: San Bruno Park School District

Through the Community Grants Program (CGP), Peninsula Health Care District partners with a diverse array of service providers to address residents' health and mental health needs. Every year, there is a call for proposals seeking community-based organizations that share the District's vision to support residents in achieving their optimal health and wellness through education, prevention, and access to basic health services.

**2024 grant cycle - Four Focus Areas**

- Healthy Aging, promoting socialization and connectivity
- Mental Health, including prevention services and programs
- Preventive Health, advancing education, nutrition, screenings, and physical activity
- Health Equity, directed at increasing health care access

For the first time, a combination of two-year and one-year community grants will be awarded. Recognizing the important contributions of community partners over the years, the District invited 14 organizations to participate in the grant process to be considered for a two-year grant based on criteria identified in Resolution No. 2023-07. All other organizations would apply for a one-year grant.

**CHIC Budget Portfolio Overview - 2024**

Impact Partnership Grants (3-years)	\$742,000
Community Grants (1-Year Grants, Returning and New Organizations) & (2-Year Grants, Returning Organizations)	\$1,108,000
Community Support Funds	\$75,000
<b>Total</b>	<b>\$2,000,000</b>

On October 28th, the CHI Committee completed its work for the 2024 grant cycle after a thorough review and discussion of the 35 full grant applications. The Committee's recommendations, including the recipients, amounts of each grant, and use of the funding, is provided for Board review prior to the meeting.

**Recommended Applicant by Focus Area**

	<u>2-Year</u>	<u>1-Year Returning</u>	<u>1-Year New</u>
<b>Healthy Aging</b>	5 Orgs	4 Orgs	2 Orgs
<b>Mental Health</b>	6 Orgs	8 Orgs	-
<b>Preventive Health</b>	5 Orgs	8 Orgs	1 Org
<b>Healthy Equity</b>	3 Orgs	3 Orgs	-

**RECOMMENDATION:**

- Approval of 2024 two-year and one-year grant recipients and amounts as recommended
- Approval of San Bruno Park School District as an Impact Partner

**Director Zell** expressed his opinion that, during his 10-year tenure at the District, the current grants are the most closely aligned with the District's mission.

**Director Sanchez** highlighted two key factors that contributed to the success of selecting the recipients. Firstly, he emphasized the effectiveness of the filtering process, which ensured that the chosen organizations aligned with the core mission of the District. Secondly, he acknowledged the valuable contributions of the dedicated committee members, who brought their diverse backgrounds and expertise to the selection process, thereby enriching it with unique perspectives.

**Director Navarro** thanked both CEO Pulido and SID Rodriguez for all their hard work throughout the grant selection process.

**Motion to Approve 2024 two-year and one-year grant recipients and amounts as recommended**

**Motion: By Director Zell; Seconded By Director Sanchez**

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

**Noes: 0**

**Abstain: 0**

**Motion Passed: 5/0/0**

**Motion to Approve San Bruno Park School District as an Impact Partner**

**Motion: By Director Zell; Vice-Chairman Pagliaro**

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

**Noes: 0**

**Abstain: 0**

**Motion Passed: 5/0/0**

## **7. Reports:**

### **a. Board Standing Committees:**

Strategic Direction Oversight - November 1, 2023

**Chairman Cappel** stated that the Samaritan House R.I.S.E pilot program was presented before the committee at the meeting held on November 1st.

Community Health Investment - November 20, 2023

**Chairman Cappel** stated that the Community Health Investment Committee has already presented on the Grants program.

Finance - November 20, 2023

**Director Sanchez** stated that the Finance Committee held discussions reviewing the FY' 2023 Audit at the meeting held on November 20th.

#### **b. Board Chair and Director Reports**

**Chairman Cappel** stated that there are no Board reports to be presented.

#### **c. CEO Strategic Plan Quarterly Report**

**CEO Pulido** shared the Bi-Monthly District Report.

#### **Report Highlights**

##### ***Preventive Health***

- Community education provided on Dental Health and Mental Health in partnership with The Parent Venture
- As part of community needs assessment efforts, key stakeholder meetings continue with County partners, including Public Health, Policy & Planning and Aging and Adult Services, and exploration of County data reports and data tools
- Participation in Mental Health, Access to Health Services, and Social Determinants of Health work groups to inform County Community Health Improvement Plan

##### ***Mental Health***

- allcove™ Facility Tenant Improvements were completed, and furniture is installed
- Near finalizing contracts with the 6 organizations selected to provide service streams at allcove™ San Mateo
- allcove™ received an invitation to submit an application for SMC Measure K funding and a multi-county collaborative grant through MHSA
- The first draft of allcove™ Operations and Service Manual has been submitted for review and approval from the Stanford Central allcove™ team
- Projected allcove™ Soft Opening: January 8, 2024; Grand Opening: February 3, 2024

##### ***Dental Health***

- PHCD/Sonrisas Team met with SMMC to present the FQHC Proposal
- PHCD/Sonrisas Team exploring other FQHC partnerships with Ravenswood, Samaritan House, and NEMS
- Sonrisas outreach in education and oral screenings reached more than 500 individuals in the months of September and October

### ***Integrated Services***

- PWC Masterplan Report was completed and presented to the Board of Directors at the October Board meeting
- CHI Committee completed the 2024 grant cycle with a new 2-year category for grants
- The Trousdale is at 91% occupancy and provided 45 tours in the last couple of months

**CEO Pulido** also introduced the new PHCD Fitness Center Director, **Richard Bergstrom**. Director Bergstrom is a recognized fitness professional with experience in personal training and center management. In his previous role, he oversaw the UC Davis Diabetes and Dementia Prevention Program research study at Rossmoor's Tice Creek Fitness Center. He provided exercise, nutrition, and cooking classes to preserve retention in the program and educate participants to make healthy lifestyle choices. He has experience developing custom fitness programs and overseeing marketing for several fitness centers. Additionally, the Board was informed that **DOYBH Flores** would be leaving the District to pursue other professional endeavors. CEO Pulido thanked Mr. Flores for all his hard work and contributions to the District, particularly his work with allcove™.

### ***[Public Comment]***

**Mike Schrader** inquired whether the Board could include an aquatic therapy pool in the plans for the PWC Hub, expressing his concern about relying solely on the reopening of the Mickelson pool. Additionally, he sought clarification on whether the housing component of the PWC would have a waiting list and if it would be designated as low-income or affordable housing. He also thanked CEO Pulido for her communication and transparency to the community through her quarterly reports.

**Vice-Chairman Pagliaro** replied that the District is still in negotiations and could not comment at this time.

**8. Adjourn:** 8:35 pm



**Strategic Direction Oversight Committee Minutes  
November 1, 2023**

**1. Call to Order:** Chair Cappel called the meeting to order at 5:02 p.m.

**Roll Call:** SDOC members present were Cappel, Pagliaro, Aubry, Quigg, Kraus, Emmott, Johnson  
Absent: Bandrapalli, McDevitt, Jackson

**2. Approval of Minutes:** SDOC August 2, 2023

**Motion to approve as written by Aubry; seconded by Johnson**

**Roll Call Vote: Ayes-6; Noes-0; Abstain 1-Pagliaro**

**Motion Passed:6/0/1**

**3. Samaritan House R.I.S.E. Initiative: Guaranteed Income Program Pilot:** Alec Raffin, COO, Samaritan House

**Presentation Highlights**

**What is the R.I.S.E. Initiative?**

This initiative will empower single parents to achieve self-sufficiency by increasing their financial stability, agency, and self-determination through a Guaranteed Income Pilot Program. Resources in the community will be mobilized to help those in need. A dedicated professional staff and volunteers will work together to provide food, access to shelter, healthcare, and a broad range of supportive services. The program aims to preserve dignity, promote self-sufficiency, and provide hope.

**Goals**

Reduce income disparity and hardship; promote vocational education and training – reskilling and upskilling.

- Eliminate second job
- Create opportunities for certifications, credentials, education
- Increase income, achieve economic stability, foster financial freedom
- Learning for Action (LFA) to measure program impact
- Support scalability for future project expansion



**Recipients**

A cohort of ten (10) extremely low-income San Mateo County households headed by single mothers, ages 18+, who juggle a second job, which creates a significant barrier to educational and income advancement. This study will provide valuable insights into the challenges and obstacles faced by these families and identify the key elements required to replicate the project's success, ultimately expanding serves a greater number of single-parent-led families.

**Amount + Frequency**

Participants will receive \$1,000 per month (supplementing income from 2nd job). At the end of the pilot, each family will receive a \$1,000 bonus.

**Budget**

The successful implementation of the pilot will require a budget ranging from \$250,000-\$275,000. Out of this budget, an estimated \$190,000 will be designated for cash disbursements to the participating families, ensuring direct financial support. The remaining funds will be allocated towards executing a robust evaluation plan, ensuring comprehensive data collection and analysis, as well as covering administrative expenses, guaranteeing the smooth functioning and effective monitoring of the pilot.

**Request for PHCD Funding**

Samaritan House is requesting \$75,000 from PHCD. Support from PHCD will allow Samaritan House to attract additional diverse funding sources so that they can prepare to scale R.I.S.E to serve a greater number of single-parent-led families struggling to maintain self-sufficiency in San Mateo County.

**Q & A with Alec Raffin*****Based on the report, the R.I.S.E. initiative primarily targets single mothers. Are there any future plans to include single fathers as the program expands?***

After conducting thorough discussions, the decision was made to focus on single mothers as we recognized their urgent needs. However, the ultimate goal is to make the program inclusive for all single parents as it continues to grow.

***Considering the closely aligned missions and goals of the Samaritan House R.I.S.E. pilot program, The Jackie Speier Foundation, and the "Caring Hands in Health" program of San Mateo County Health Foundation, has any thought been given to the potential challenge of fundraising, given that multiple agencies share similar goals and initiatives?***

There have been discussions about funding, particularly with the Jackie Speier Foundation. While the R.I.S.E. program shares some similarities with other initiatives, it places a strong emphasis on empowering single mothers to take meaningful steps toward securing a brighter future for their families.

***Will the financial planning component include monitoring how these families are spending the funds they receive?***

The actual expenditure of the funds will not be monitored; the plan does involve connecting families with a dedicated financial coach. This step is designed to assist families in navigating their financial journey and help them identify better ways to allocate and spend the funds they receive. The financial coach will provide guidance, support, and resources to empower families to make informed decisions and achieve their financial goals.

***How does the financial planning component help families after the program?***

The financial coaching will go beyond the mere dissemination of information, focusing instead on installing long-term healthy financial habits. Coaches will offer deep financial expertise and conduct comprehensive financial health assessments. They will provide structured guidance for clients to develop new or improved skills and behaviors, increase income, build savings, plan for retirement, and attain and sustain assets.

***How was the decision made to distribute \$1,000 per month as an adequate amount of funds?***

The organization carefully considered various factors when deciding on the amount of \$1,000 per month. Extensive analysis was conducted on data from similar programs and their distribution to determine a reasonable starting point. However, since this is a pilot program, the assumption that this amount is suitable is open to revision.

***Is having a second job a requirement for single parents applying for this program, considering its aim to supplement their income?***

The proposed criteria for eligibility is either having a second job or requiring a second job to achieve self-sufficiency.

***How will the financial counselors be trained, and will they all be volunteers?***

The financial counselors will undergo comprehensive training to equip them with the necessary skills and knowledge to provide a range of services. Most will be part of the program staff who are trained to identify individual needs and deliver personalized support. In cases where additional services may be required, the counselors will make referrals to ensure individuals receive comprehensive assistance.

**Ms. Kraus** expressed her initial uncertainty about the program prior to the presentation. However, she believes that investing \$75,000 in a pilot program of this significant scale is indeed a valuable investment.

**Mr. Aubry** supported the funding and noted that the program would likely need to evolve to ensure its long-term sustainability.

**Chair Cappel** was in favor of the program and recognized the potential of the financial counseling aspect in empowering these families to envision and prepare for a brighter future.

**Chair Cappel** inquired if the vote would first need to be taken to the Finance Committee and the Board.

**CEO Pulido** stated that since funding is available under the current approved budget, it does not need to go before the Finance Committee. However, the collective Board would need to make the final decision at the next board meeting.

**Chair Cappel** informed Mr. Raffin that the Board would be voting on the R.I.S.E. program funding at the next Board meeting, which will be held on December 14th.

#### **4. Adjournment 6:01 pm**

**Peninsula Health Care District  
Checking Transactions  
November-23**

<b>Date</b>	<b>Description</b>	<b>Deposit</b>	<b>Withdraw</b>
<b>Admin</b>			
11/1/2023	County of San Mateo, CA	341,488.63	
11/1/2023	FSA Payment		105.00
11/1/2023	CalPERS Pension		2,735.59
11/2/2023	Recology		329.39
11/2/2023	Sandie Arnott, San Mateo County Tax Collector		652.00
11/2/2023	California Special Districts Association		9,275.00
11/2/2023	JWT & Associates, LLP		10,250.00
11/2/2023	Oropeza's Landscaping & Maintenance		450.00
11/2/2023	JAMS, Inc		4,131.25
11/2/2023	Arora+Associates, LLC		8,500.00
11/2/2023	Iron Mountain		699.93
11/2/2023	Streamline		375.00
11/2/2023	List Engineering		600.00
11/2/2023	Service Master Building Maintenance		4,315.95
11/2/2023	SC Property Management		31,121.00
11/2/2023	Fund TRF from Admin to PWC		50,000.00
11/8/2023	FSA Payment		35.00
11/9/2023	Peninsula Volunteers, Inc		2,800.00
11/9/2023	Alhambra		28.96
11/9/2023	Western Allied Mechanical, Inc.		576.00
11/9/2023	Voler Strategic Advisors Inc.		8,000.00
11/9/2023	Color Print		122.48
11/9/2023	Henry Sanchez		1,200.00
11/9/2023	Comcast #0375116		509.39
11/9/2023	City of Burlingame Water Dept		239.53
11/9/2023	PG&E		631.85
11/9/2023	Precision Digital Networks		1,786.25
11/9/2023	Fast Signs		200.10
11/10/2023	FSA Payment		5.00
11/10/2023	Paychex		85.00
11/10/2023	Paychex		204.81
11/14/2023	Payroll Taxes 11/15/23		16,656.21
11/15/2023	Paychex Payroll 11/15/23		27,892.22
11/15/2023	Workers Compensation Insurance Payroll		142.03
11/16/2023	Hanson Bridgett LLP		1,989.00
11/16/2023	Frank Pagliaro		300.00
11/16/2023	Ralls Gruber & Niece LLP		18,150.75
11/16/2023	TREI Capital LLC		846.25
11/16/2023	Stavroula Theodoropoulos		153.75
11/16/2023	KBA Document Solutions, LLC		306.29
11/16/2023	UNUM Life Insurance Company of America		321.95
11/16/2023	PURCOR Pest Solutions		95.00
11/16/2023	The Signworks		5,316.92
11/16/2023	MBC5 Moving Services		885.00
11/16/2023	County of San Mateo, CA	430,491.59	
11/16/2023	CalPERS Pension		3,579.41
11/20/2023	Cardmember Service		3,585.76
11/20/2023	Paychex		115.50
11/22/2023	Heritage Bank Service Fee		98.25
11/28/2023	FSA Payment		50.00

Date	Description	Deposit	Withdraw
11/29/2023	Paychex Payroll 11/30/23		27,652.05
11/29/2023	Payroll Taxes 11/30/23		16,626.19
11/30/2023	County of San Mateo, CA	17,599.33	
11/30/2023	Interest	19.64	
11/30/2023	Workers Compensation Insurance Payroll		133.41
		<b>789,599.19</b>	<b>264,860.42</b>
<b>Health Fitness</b>			
11/2/2023	Joan Sanchez		400.00
11/2/2023	Crothall Laundry Services Inc.		186.64
11/2/2023	Streamline		63.00
11/9/2023	City of Burlingame Water Dept		226.13
11/9/2023	U. S. Bank Equipment Finance		77.40
11/9/2023	Bay Alarm		142.83
11/9/2023	City of Burlingame Water Dept		8.00
11/9/2023	PG&E		1,053.49
11/10/2023	Mindbody Merchant Processing		340.14
11/20/2023	Cardmember Service		499.33
11/30/2023	Interest	24.80	
11/30/2023	Health and Fitness Member Deposits November 2023	10,309.75	
		<b>10,334.55</b>	<b>2,996.96</b>
<b>Leasing</b>			
11/2/2023	Recology		1,421.99
11/2/2023	Recology		2,290.76
11/2/2023	Bay Alarm		271.11
11/2/2023	Sandie Arnott, San Mateo County Tax Collector		1,645.06
11/2/2023	Bay Alarm		24.75
11/2/2023	Oropeza's Landscaping & Maintenance		1,260.00
11/2/2023	Ralph Barsi		2,000.00
11/2/2023	Service Master Building Maintenance		4,585.00
11/2/2023	PG&E		2,501.09
11/2/2023	PG&E		2,963.03
11/2/2023	Sandie Arnott, San Mateo County Tax Collector		791.00
11/2/2023	Sandie Arnott, San Mateo County Tax Collector		2,488.68
11/9/2023	Recology		819.29
11/9/2023	Western Allied Mechanical, Inc.		2,024.50
11/9/2023	City of Burlingame Water Dept		547.56
11/9/2023	City of Burlingame Water Dept		201.99
11/9/2023	City of Burlingame Water Dept		20.20
11/9/2023	City of Burlingame Water Dept		84.03
11/9/2023	City of Burlingame Water Dept		1,914.67
11/9/2023	City of Burlingame Water Dept		684.30
11/10/2023	Houn Young Kim, DDS	2,076.18	
11/10/2023	Patricia Dugoni, CPA	2,400.00	
11/10/2023	Ability Path	6,628.00	
11/10/2023	Burlingame Therapeutic Associates	2,729.90	
11/10/2023	Eugene Kita, DDS	1,609.89	
11/10/2023	Carol Tanzi & Associates	500.00	
11/10/2023	Ross Williams, DDS	2,083.19	
11/10/2023	Preferred Prosthetics Inc.	2,881.57	
11/10/2023	April Lee, DDS	2,719.14	
11/10/2023	One Life Counseling Service	1,430.00	
11/10/2023	Zoya Galant, DDS	2,403.61	
11/10/2023	Bay Area Foot Care	3,224.00	
11/16/2023	Bleyle Elevator, Inc		95.00
11/16/2023	Cintas Fire Protection		564.00
11/16/2023	PURCOR Pest Solutions		645.00

<b>Date</b>	<b>Description</b>	<b>Deposit</b>	<b>Withdraw</b>
11/20/2023	Cardmember Service		1,472.86
11/30/2023	Interest	533.72	
		<b>31,219.20</b>	<b>31,315.87</b>
<b>PWC</b>			
11/2/2023	Perkins Coie LLP		50,597.10
11/2/2023	Streamline		42.00
11/2/2023	Fund TRF from Admin to PWC	50,000.00	
11/9/2023	Perkins Coie LLP		32,751.90
11/30/2023	Interest	17.61	
		<b>50,017.61</b>	<b>83,391.00</b>
<b>Trousdale</b>			
11/1/2023	Heartland Merchant Account		2,128.55
11/2/2023	Eskaton Properties Inc		259,512.61
11/6/2023	Trousdale Tenant Deposit	10,000.00	
11/6/2023	Trousdale Tenant Deposit	26,050.75	
11/9/2023	Trousdale Tenant Deposit	94,889.03	
11/20/2023	Trousdale Tenant Deposit	5,000.00	
11/20/2023	Trousdale Tenant Deposit	222,232.55	
11/21/2023	Trousdale Tenant Deposit	598,489.10	
11/22/2023	Trousdale Tenant Deposit	47,649.34	
11/30/2023	Trousdale Tenant Deposit	29,564.26	
11/30/2023	Interest	349.05	
		<b>1,034,224.08</b>	<b>261,641.16</b>

**Peninsula Health Care District  
Checking Transactions  
December-23**

<b>Date</b>	<b>Description</b>	<b>Deposit</b>	<b>Withdraw</b>
<b>Admin</b>			
12/1/2023	J & E Pro Cleaning and Handy Services		660.00
12/1/2023	Lawrence Cappel		400.00
12/1/2023	Mark D. Hudak		5,850.00
12/1/2023	U. S. Bank Equipment Finance		272.09
12/1/2023	Bay Alarm		11,475.93
12/1/2023	Custom Tinting of Northern California		3,050.00
12/1/2023	Well Connected Office		7,374.60
12/1/2023	Precision Digital Networks		1,072.50
12/1/2023	The Liberty Company Insurance Brokers		19,832.00
12/1/2023	Sonrisas Dental Health		259,800.00
12/4/2023	CalPERS Pension		3,880.99
12/4/2023	SC Property Management		31,121.00
12/8/2023	JWT & Associates, LLP		5,250.00
12/8/2023	J & E Pro Cleaning and Handy Services		660.00
12/8/2023	Voler Strategic Advisors Inc.		8,000.00
12/8/2023	Avelar		14,746.25
12/8/2023	Ralls Gruber & Niece LLP		3,221.20
12/8/2023	Service Master Building Maintenance		640.00
12/8/2023	Precision Digital Networks		1,835.00
12/8/2023	Streamline		375.00
12/8/2023	Iron Mountain		733.77
12/8/2023	Bay Alarm		840.00
12/8/2023	Precision Digital Networks		9,881.97
12/8/2023	Dana M Stein		1,260.00
12/8/2023	One Life Counseling Center		7,825.00
12/8/2023	Service Master Building Maintenance		1,074.78
12/8/2023	Fund Transfer from Leasing to Admin	100,000.00	
12/11/2023	CalPERS Pension		80.19
12/11/2023	Paychex		562.57
12/11/2023	California Public Employees Retirement		3,232.88
12/13/2023	Lawrence Cappel		400.00
12/13/2023	Western Allied Mechanical, Inc.		660.00
12/13/2023	Oropeza's Landscaping & Maintenance		450.00
12/13/2023	Parent Venture		11,000.00
12/13/2023	Daily Journal		595.00
12/13/2023	PG&E		549.52
12/13/2023	Peninsula Volunteers, Inc		3,040.00
12/13/2023	KBA Document Solutions, LLC		136.77
12/13/2023	EaseBrite General Maintenance, Inc.		350.00
12/13/2023	PURCOR Pest Solutions		95.00
12/13/2023	Zone 4 Construction Inc.		155,678.20
12/14/2023	County of San Mateo, CA	3,767.12	
12/14/2023	Fund Transfer from Leasing to Admin	200,000.00	
12/14/2023	Paychex Payroll 12/15/23		34,232.90
12/14/2023	Payroll Taxes 12/15/23		19,772.98
12/15/2023	County of San Mateo, CA	3,865,672.55	
12/15/2023	FSA Payment		5.00
12/15/2023	Paychex		85.00
12/15/2023	Workers Compensation Insurance Payroll		188.77
12/18/2023	CalPERS Pension		3,747.10
12/18/2023	Cardmember Service		7,709.59
12/20/2023	Paychex		115.50

Date	Description	Deposit	Withdraw
12/22/2023	Mark D. Hudak		1,800.00
12/22/2023	Fairview Crystal Springs		2,067.86
12/22/2023	Samaritan House		152,500.00
12/22/2023	The Liberty Company Insurance Brokers		1,554.53
12/22/2023	Allied Administrators for Delta Dental		480.72
12/22/2023	Arora+Associates, LLC		8,500.00
12/22/2023	U. S. Bank Equipment Finance		314.31
12/22/2023	Site Solutions, Inc.		275.00
12/22/2023	List Engineering		200.00
12/22/2023	Mark D. Hudak		2,745.00
12/22/2023	Catto's Graphics, Inc.		2,185.33
12/22/2023	Eddie Flores		259.76
12/22/2023	AT&T		223.30
12/22/2023	The Liberty Company Insurance Brokers		1,554.52
12/22/2023	Premysis Technologies		506.00
12/22/2023	Heritage Bank		147.34
12/22/2023	Fund TRF from Admin to PWC		100,000.00
12/28/2023	Paychex Payroll 12/31/23		33,850.20
12/28/2023	Payroll Taxes 12/31/23		17,922.25
12/29/2023	County of San Mateo, CA	283,223.61	
12/29/2023	Interest	432.55	
12/29/2023	Workers Compensation Insurance Payroll		178.29
		<b>4,453,095.83</b>	<b>971,083.46</b>

#### Health Fitness

12/1/2023	J & E Pro Cleaning and Handy Services		1,150.00
12/1/2023	AT&T		322.61
12/1/2023	Bay Alarm		271.55
12/1/2023	Gym Doctors		1,320.78
12/1/2023	Crothall Laundry Services Inc.		144.89
12/1/2023	KBA Document Solutions, LLC		22.80
12/8/2023	Joan Sanchez		400.00
12/8/2023	J & E Pro Cleaning and Handy Services		1,150.00
12/8/2023	Precision Digital Networks		438.75
12/8/2023	Streamline		63.00
12/11/2023	Mindbody Merchant Processing		291.27
12/13/2023	U. S. Bank Equipment Finance		83.71
12/13/2023	PG&E		894.06
12/13/2023	Crothall Laundry Services Inc.		186.64
12/18/2023	Cardmember Service		978.45
12/22/2023	AT&T		328.45
12/22/2023	The Liberty Company Insurance Brokers		1,554.52
12/29/2023	Interest	26.67	
12/31/2023	Health and Fitness Member Deposits December 2023	8,428.00	
		<b>8,454.67</b>	<b>9,601.48</b>

#### Leasing

12/1/2023	Mark D. Hudak		450.00
12/1/2023	J & E Pro Cleaning and Handy Services		1,918.53
12/1/2023	Bellant Plumbing		7,066.00
12/1/2023	Ralph Barsi		2,000.00
12/1/2023	Bluebird Termite		8,250.00
12/1/2023	EaseBrite General Maintenance, Inc.		300.00
12/8/2023	Augustin Garcia		550.00
12/8/2023	J & E Pro Cleaning and Handy Services		1,918.53
12/8/2023	PG&E		2,422.80
12/8/2023	PG&E		1,840.78



Date	Description	Deposit	Withdraw
12/8/2023	Service Master Building Maintenance		4,500.00
12/8/2023	Fund Transfer from Leasing to Admin		100,000.00
12/8/2023	Houn Young Kim, DDS	2,076.18	
12/8/2023	Patricia Dugoni, CPA	2,400.00	
12/8/2023	Ability Path	6,628.00	
12/8/2023	Burlingame Therapeutic Associates	2,729.90	
12/8/2023	Eugene Kita, DDS	1,609.89	
12/8/2023	Carol Tanzi & Associates	500.00	
12/8/2023	Ross Williams, DDS	2,083.19	
12/8/2023	Preferred Prosthetics Inc.	2,881.57	
12/8/2023	April Lee, DDS	2,719.14	
12/8/2023	One Life Counseling Service	1,430.00	
12/8/2023	Zoya Galant, DDS	2,403.61	
12/8/2023	Bay Area Foot Care	3,224.00	
12/13/2023	Oropeza's Landscaping & Maintenance		1,260.00
12/13/2023	Western Allied Mechanical, Inc.		1,000.00
12/13/2023	PURCOR Pest Solutions		520.00
12/14/2023	Fund Transfer from Leasing to Admin		200,000.00
12/18/2023	Cardmember Service		59.00
12/22/2023	Pace Glass Co.		393.12
12/22/2023	Dept of Industrial Relations		225.00
12/22/2023	Recology		819.29
12/22/2023	Bleyle Elevator, Inc		95.00
12/22/2023	PURCOR Pest Solutions		125.00
12/22/2023	Service Master Building Maintenance		4,500.00
12/29/2023	Interest	502.59	
		<b>31,188.07</b>	<b>340,213.05</b>
<b>PWC</b>			
12/1/2023	Mark D. Hudak		1,035.00
12/8/2023	Sandie Arnott, San Mateo County Tax Collector		1,901.00
12/8/2023	Streamline		42.00
12/13/2023	Oropeza's Landscaping & Maintenance		1,100.00
12/22/2023	Economic & Planning Systems, Inc.		1,380.00
12/22/2023	Perkins Coie LLP		41,462.55
12/22/2023	Fund TRF from Admin to PWC	100,000.00	
12/29/2023	Interest	8.98	
		<b>100,008.98</b>	<b>46,920.55</b>
<b>Trousdale</b>			
12/1/2023	Eskaton Properties Inc		438,993.82
12/1/2023	Heartland Merchant Account		249.95
12/8/2023	Eskaton Properties Inc		383,824.56
12/13/2023	Trousdale Tenant Deposit	169,619.87	
12/18/2023	Trousdale Tenant Deposit	5,000.00	
12/18/2023	Trousdale Tenant Deposit	174,119.89	
12/19/2023	Trousdale Tenant Deposit	34,360.30	
12/22/2023	Eskaton Properties Inc		374,158.89
12/22/2023	Trousdale Tenant Deposit	567,363.13	
12/26/2023	Trousdale Tenant Deposit	60.60	
12/26/2023	Trousdale Tenant Deposit	120.00	
12/26/2023	Trousdale Tenant Deposit	5,000.00	
12/26/2023	Trousdale Tenant Deposit	17,402.70	
12/29/2023	Interest	412.75	
		<b>973,459.24</b>	<b>1,197,227.22</b>

Peninsula Health Care District  
Treasurer's Report

November 30, 2023

Preliminary - subject to change

**STATUS OF CURRENT YEAR TAX REVENUES**

Total As Of <u>11/30/23</u>	Estimated FY 23-24 <u>Tax Revenue</u>
<u>\$ 806,195</u>	<u>\$ 8,500,000</u>

**Board Designated Invested Funds**

	Rate Last QTR	Fees Paid Fiscal YTD	Cost Basis		Market Value
			<u>10/31/23</u>	<u>11/30/23</u>	<u>11/30/23</u>
Torrey Pines - 3yr CD (mature 1/31/24)	0.450%		3,155,549	3,155,549	3,155,549
Fiduciary Trust	*	1,473	1,711,162	1,717,890	1,716,948
City National Bank	*	10,472	15,212,992	15,231,246	15,032,401
Local Agency Investment Fund	3.424%		5,944,087	5,944,087	5,944,087
San Mateo County Pool Investment	3.250%		3,644,748	3,644,748	3,644,748
			<u>29,668,537</u>	<u>29,693,519</u>	<u>29,493,733</u>

\* Yield to maturity

Peninsula Health Care District  
Treasurer's Report

December 31, 2023

Preliminary - subject to change

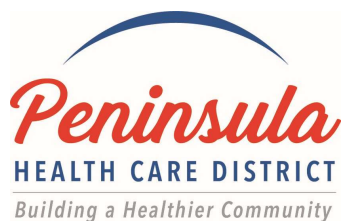
**STATUS OF CURRENT YEAR TAX REVENUES**

Total As Of <u>12/31/23</u>	Estimated FY 23-24 <u>Tax Revenue</u>
<u>\$ 4,958,858</u>	<u>\$ 8,500,000</u>

**Board Designated Invested Funds**

	Rate Last QTR	Fees Paid Fiscal YTD	Cost Basis		Market Value
			<u>11/30/23</u>	<u>12/31/23</u>	<u>12/31/23</u>
Torrey Pines - 3yr CD (mature 1/31/24)	0.450%		3,155,549	3,159,128	3,159,128
Fiduciary Trust	*	2,963	1,717,890	1,724,323	1,722,653
City National Bank	*	12,343	15,231,246	15,242,035	15,144,333
Local Agency Investment Fund	3.814%		5,944,087	5,944,087	5,944,087
San Mateo County Pool Investment	3.426%		3,644,748	3,644,748	3,644,748
			<u>29,693,519</u>	<u>29,714,321</u>	<u>29,614,949</u>

\* Yield to maturity



DATE: January 11, 2024

TO: PHCD Board of Directors

FROM: Vickie Yee, CFO

SUBJECT: Investment Quarterly Report – 12/31/23

To comply with our Statement of Investment Policy and Government Code 53646, included in this report are our investment holdings as of 12/31/23 and two bank statements: Local Agency Investment Fund and San Mateo County Fund.

<b>Fiduciary Trust Holdings as of 12/31/23</b>					
<b>Asset Category</b>	<b>Asset Name</b>	<b>Quantity</b>	<b>Mkt Price</b>	<b>Mkt Value</b>	<b>Cost Basis</b>
U.S. TREASURY BILLS	STIP 1: US TREASURY ONLY DTD 8/31/2003	1,198,500	100.000	1,198,500	1,198,500
INTEREST BEARING ACCOUNT	USD Cash	100,347	100.000	100,347	100,347
U.S. TREASURY BILLS	UNITED STATES TREASURY BILL DTD 8/31/2023 2/29/2024	100,000	99.153	99,153	98,665
U.S. TREASURY BILLS	UNITED STATES TREASURY BILL DTD 3/23/2023 3/21/2024	200,000	98.862	197,724	197,341
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	97.638	126,929	129,470
				1,722,653	1,724,323

<b>City National Bank Holdings as of 12/31/23</b>					
<b>Asset Type</b>	<b>Asset Name</b>	<b>Quantity</b>	<b>Mkt Price</b>	<b>Mkt Value</b>	<b>Cost Basis</b>
CORPORATE BONDS-DOMESTIC	BANK OF AMER MTN V-Q 3.458% 3/15/25	450,000	99.523	447,854	452,239
CORPORATE BONDS-DOMESTIC	CITIGROUP INC V-Q 3.352% 04/24/25	455,000	99.234	451,515	458,133
CORPORATE BONDS-DOMESTIC	MORGAN STANLEY V-D 0.985% 12/10/26	500,000	92.002	460,010	455,451
FOREIGN BONDS	SANTANDER UK PLC 4.000% 3/13/24	345,000	99.641	343,761	347,106
FOREIGN BONDS	BK MONTREAL MTN CONV 3.300% 2/05/24	440,000	99.719	438,764	440,994
FOREIGN BONDS	SUMITOMO MITSUI FINL 1.474% 7/08/25	495,000	94.628	468,409	496,235
FOREIGN BONDS	CANADIAN IMPERIAL BK 2.250% 1/28/25	445,000	96.858	431,018	450,094
MONEY MARKET SWEEP FUNDS	CITY NATL ROCHDALE GOV MM-SV	326,417	100.000	326,417	326,417
MONEY MARKET SWEEP FUNDS	CNB DEPOSIT SWEEP	250,000	100.000	250,000	250,000
MUNICIPAL BONDS	WISCONSIN ST 0.361% 5/01/24	325,000	98.544	320,268	325,000
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.625% 7/31/26	925,000	91.598	847,282	865,094
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 1.750% 3/15/25	625,000	96.629	603,931	619,122
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.500% 5/31/24	800,000	98.883	791,064	797,544
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 3.000% 7/31/24	1,650,000	98.820	1,630,530	1,648,535
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 4.500% 11/15/25	400,000	100.336	401,344	401,913
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 4.125% 1/31/25	1,000,000	99.375	993,750	994,591
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 4.000% 2/15/26	1,325,000	99.543	1,318,945	1,316,016
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 3.750% 4/15/26	1,000,000	99.070	990,700	998,984
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 4.625% 6/30/25	850,000	100.238	852,023	848,557
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 4.500% 7/15/26	900,000	100.930	908,370	904,478
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 4.750% 7/31/25	1,250,000	100.453	1,255,663	1,246,516
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 4.625% 9/30/28	300,000	103.219	309,657	299,145
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 5.000% 9/30/25	300,000	101.020	303,060	299,871
				15,144,333	15,242,035

California State Treasurer  
**Fiona Ma, CPA**



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

January 09, 2024

[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 2023 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	5,944,086.67
Total Withdrawal:	0.00	Ending Balance:	5,944,086.67



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 Care District - 03407

DATE	DESCRIPTION	DEBITS	CREDITS	ACCOUNT BALANCE
11/30/2023	Balance brought forward			\$3,644,748.36
12/31/2023	Ending Balance			\$3,644,748.36

**Peninsula Health Care District  
Statement of Activities - Preliminary Draft**

	Quarter Ending 12/31/2023			Year To Date 12/31/2023			Year Ending 06/30/2024
	Actual	BUDGET	Budget Diff	Actual	BUDGET	Budget Diff	BUDGET
<b>Change In Net Assets</b>							
<b>Revenue</b>							
San Mateo County Tax	4,942,243	5,020,000	(77,757)	4,958,858	5,020,000	(61,142)	8,500,000
Rental Income							
Lease Income - Hospital	466,955	438,339	28,616	893,090	876,677	16,413	1,753,354
Lease Income - 1720 Marco Polo	32,744	37,027	(4,283)	73,195	78,055	(4,860)	136,109
Lease Income - 1740 Marco Polo	63,166	69,158	(5,992)	126,285	138,315	(12,031)	276,631
Lease Income - 111-113 16th St.	0	0	0	0	0	0	1
Lease Income - 1764 Marco Polo	187,500	187,500	0	375,000	375,000	0	750,000
Total Rental Income	750,365	732,024	18,341	1,467,570	1,468,047	(478)	2,916,096
Lease Expense							
Lease Expenses - 1720 Marco Polo	(11,350)	(9,000)	(2,350)	(20,250)	(18,000)	(2,249)	(36,000)
Lease Expenses - 1740 Marco Polo	(28,368)	(24,999)	(3,369)	(51,107)	(49,998)	(1,110)	(100,000)
Lease Expenses - 1764 Marco Polo	(36,394)	(29,652)	(6,741)	(62,438)	(59,304)	(3,134)	(118,609)
Lease Expenses - 430 No. El Camino F	(16,843)	(11,250)	(5,594)	(20,784)	(22,500)	1,717	(45,000)
Lease Expenses - 1875 Trousdale	(7,287)	(6,000)	(1,287)	(13,059)	(12,000)	(1,059)	(24,000)
Lease Expenses - 111-113 16th St.	(7,091)	(3,600)	(3,491)	(9,497)	(7,200)	(2,297)	(14,400)
Lease Expenses - PWC Land	(3,501)	(3,000)	(501)	(4,001)	(6,000)	1,999	(12,000)
Total Lease Expense	(110,834)	(87,501)	(23,333)	(181,136)	(175,002)	(6,133)	(350,009)
Investment Income							
Investment Inc - LAIF	59,395	41,077	18,319	110,095	82,154	27,940	164,308
Investment Inc - SMC	31,238	22,780	8,457	60,856	45,560	15,296	91,121
Investment Inc - CNB	127,315	102,479	24,836	240,568	204,958	35,610	409,916
Investment Inc - FT	19,162	18,057	1,106	39,826	36,114	3,712	72,227
Investment Inc - Torrey	3,582	3,542	40	7,159	7,084	76	14,168
Investment Inc - US Bank	7	0	6	1,726	0	1,726	0
Investments - Unrealized G/L	215,474	0	215,474	203,898	0	203,898	0
Interest Income	3,271	300	2,972	6,338	450	5,887	900
Interest Income - Leasing GASB 87	526,759	526,759	0	1,053,886	1,053,886	0	2,106,287
Total Investment Income	986,203	714,994	271,210	1,724,352	1,430,207	294,145	2,858,927
Miscellaneous Income							
Nursing Grant/Loan Repayments	450	450	0	900	900	0	1,800
Rental Value for Use of Facilities (rent-f	101,229	102,729	(1,500)	202,458	205,458	(3,000)	410,916

	Quarter Ending 12/31/2023			Year To Date 12/31/2023			Year Ending 06/30/2024
	Actual	BUDGET	Budget Diff	Actual	BUDGET	Budget Diff	BUDGET
Total Miscellaneous Income	101,679	103,179	(1,500)	203,358	206,358	(3,000)	412,716
The Trousdale - Operating Revenue	3,133,550	3,148,838	(15,288)	6,189,807	6,155,592	34,215	13,135,773
Health & Fitness Center Revenue	31,894	31,208	686	64,889	58,886	6,003	131,620
Teen Mental Health Income	0	131,065	(131,065)	0	262,132	(262,132)	524,263
<b>Total Revenue</b>	<b>9,835,100</b>	<b>9,793,807</b>	<b>41,293</b>	<b>14,427,698</b>	<b>14,426,219</b>	<b>1,479</b>	<b>28,129,386</b>
<b>Expenditures</b>							
Community Health Investment							
Community Grants	0	1,108,000	1,108,000	0	1,183,000	1,183,000	1,183,000
Impact Partnership Grants	0	283,500	283,500	175,000	458,500	283,500	742,000
Other Contributions & Grants	3,163	16,250	13,087	16,294	47,498	31,204	75,000
Targeted Prevention Program	0	62,499	62,499	200,001	124,998	(75,003)	250,000
Special Funding Initiatives	8,400	80,553	72,153	76,311	191,106	114,795	417,218
SDH San Mateo Funding	252,000	200,000	(52,000)	511,800	399,998	(111,802)	800,000
Community Outreach	3,189	18,750	15,561	3,865	37,500	33,635	75,000
Community Education	11,000	14,667	3,667	22,000	29,333	7,333	50,000
New Program Research & Developmen	0	62,499	62,499	0	124,998	124,998	250,000
Trousdale Rent Assistance Fund	64,195	60,000	(4,195)	115,361	120,000	4,639	240,000
Donated Value for Use of Facilities (ren	101,229	102,729	1,500	202,458	205,458	3,000	410,916
PWC Project Cost	83,019	150,000	66,981	231,413	300,000	68,587	660,000
Total Community Health Investment	526,194	2,159,447	1,633,252	1,554,503	3,222,389	1,667,886	5,153,134
Salaries and Benefits							
Salaries	186,821	216,585	29,765	334,102	431,944	97,842	883,179
Health/Dental/Vision/Life Benefits	21,132	40,070	18,938	43,953	80,140	36,187	160,358
Retirement	6,331	17,406	11,075	15,202	35,515	20,313	71,756
Taxes & WC	9,368	19,393	10,025	21,219	38,677	17,458	79,082
Total Salaries and Benefits	223,652	293,454	69,803	414,476	586,276	171,800	1,194,375
General and Administrative Exp.							
Payroll Services	1,512	1,955	443	3,001	3,910	909	8,020
Office Supplies	4,663	5,400	737	9,951	10,800	849	21,600
IT Service Consultant	5,992	4,500	(1,492)	14,496	9,000	(5,495)	18,000
Telephone/Internet	4,745	4,500	(245)	9,392	9,000	(393)	18,000
Software Expense	9,032	7,905	(1,126)	17,211	15,810	(1,401)	31,620
Maintenance & Repairs	5,595	4,500	(1,095)	9,210	9,000	(210)	18,000
ACHD / CSDA Dues	3,347	12,300	8,953	6,693	15,600	8,907	22,200
Records Storage	2,133	1,800	(333)	4,075	3,600	(475)	7,200
Insurance	18,486	18,000	(486)	36,842	36,000	(842)	72,000
SMC Fees - Admin	0	42,000	42,000	0	42,000	42,000	84,000



	Quarter Ending 12/31/2023			Year To Date 12/31/2023			Year Ending 06/30/2024
	Actual	BUDGET	Budget Diff	Actual	BUDGET	Budget Diff	BUDGET
SMC Fees - LAFCo	4,088	3,900	(188)	8,176	7,800	(375)	15,600
Legal - General	8,301	15,000	6,699	11,180	30,000	18,819	60,000
Legal - Real Estate	56,401	75,000	18,600	120,599	150,000	29,401	300,000
Consultant - Financial	846	1,250	403	9,543	2,500	(7,043)	5,000
Consultant - Communications	24,000	21,000	(3,000)	48,000	42,000	(6,000)	84,000
Consultant - Audit	15,500	22,500	7,000	24,950	27,500	2,550	27,500
Website Services	1,335	1,050	(285)	2,669	2,100	(569)	4,200
Travel & Meetings	5,044	14,700	9,656	17,930	29,400	11,470	58,800
1819 Trousdale Expense	4,759	5,400	641	9,002	10,800	1,798	21,600
Miscellaneous	18,329	1,350	(16,979)	21,164	32,700	11,536	35,400
Total General and Administrative Exp.	194,108	264,010	69,902	384,084	489,520	105,436	912,740
The Trousdale Assisted/Memory Care Ex	2,888,766	2,513,652	(375,114)	5,521,967	4,978,855	(543,111)	10,075,305
Health & Fitness Center Expense	59,350	96,020	36,671	122,475	190,222	67,747	382,088
Teen Mental Health Expense	218,013	680,236	462,222	388,588	1,198,102	809,513	2,607,222
Other Expense							
Depreciation Expense	748,594	765,956	17,362	1,485,453	1,531,613	46,160	3,064,124
Interest Expense	396,933	396,933	0	793,866	793,866	0	1,562,190
Interest Expense - Leasing GASB 87	11,540	11,391	(149)	23,793	23,471	(322)	44,103
Total Other Expense	1,157,067	1,174,280	17,213	2,303,112	2,348,950	45,838	4,670,417
<b>Total Expenditures</b>	<b>5,267,150</b>	<b>7,181,099</b>	<b>1,913,949</b>	<b>10,689,205</b>	<b>13,014,314</b>	<b>2,325,109</b>	<b>24,995,281</b>
<b>Total Change In Net Assets</b>	<b>4,567,950</b>	<b>2,612,708</b>	<b>1,955,242</b>	<b>3,738,493</b>	<b>1,411,905</b>	<b>2,326,588</b>	<b>3,134,105</b>

**Peninsula Health Care District**  
**Statement of Net Assets - Preliminary Draft**

	Year To Date 12/31/2023
	Current Year Balance
<b>Assets</b>	
Current Assets	
Cash and Cash Equivalents	
Heritage Bank - Admin Checking	3,850,499
Heritage Bank - Leasing Checking	1,839,067
Heritage Bank - PWC Checking	71,138
Heritage Bank - Health & Fitness Checking	101,623
Heritage Bank - Trousdale Checking	1,414,605
Total Cash and Cash Equivalents	7,276,932
Accounts Receivable	
Accounts Receivable	362
Account Receivable - Rent	1,224
Account Receivable - TT Tenant	143,575
Allowance for Bad Debt - TT Tenant AR	(61,118)
Accounts Receivable - Services	1,280
Accounts Receivable - Employee	55
Interest Receivable	270,864
Accounts Receivable - Other	1,541
Total Accounts Receivable	357,783
Other Current Assets	
Other Current Assets	
Lease Receivable - Current (GASB 87)	64,137
Total Other Current Assets	64,137
Prepaid Expenses	
Prepaid - General	43,324
Prepaid - Insurance	96,890
Prepaid - Benefits / WC	710
Prepaid - Trousdale	124,903
Total Prepaid Expenses	265,827
Inventory	
Supplies/Inventory	11,308
Total Inventory	11,308
Total Other Current Assets	341,272
Total Current Assets	7,975,987
Long-term Assets	
Property & Equipment	
Construction-In-Progress (CIP)	5,200
Building	85,478,444
Land	22,899,379
Improvements	2,436,039
Equipment	2,167,714
Furniture/Fixtures	258,563
Pre Opening Cost	2,505,661
Accum Depreciation (Trousdale)	(12,806,160)

	<b>Year To Date</b>
	<b>12/31/2023</b>
	<b>Current Year Balance</b>
Accum Depreciation	(3,932,470)
Total Property & Equipment	99,012,370
Other Long-term Assets	
Deposits and Prepayments	
Deposits	35,532
Undeposited Funds	30,685
Total Deposits and Prepayments	66,217
Other Assets	
Deferred Outflow	1,653,371
Net Pension Asset	398,044
Lease Receivable - Long-Term (GASB 87)	70,137,421
Total Other Assets	72,188,837
Total Other Long-term Assets	72,255,054
Total Long-term Assets	171,267,424
Investments	
Long Term Investments	
Board Designated Fund - LAIF	5,944,086
Board Designated Fund - SMC	3,644,749
Board Designated Fund - CNB	15,242,035
Board Designated Fund - FT	1,724,322
Board Designated Fund - Torrey	3,159,128
Board Designated Fund - Unrealized G/L	(99,375)
Total Long Term Investments	29,614,945
Investment in Subsidiary	
Project Acct - US Bank 44000	1,422
Project Acct - US Bank 56000	304
Total Investment in Subsidiary	1,726
Total Investments	29,616,671
<b>Total Assets</b>	<b>208,860,082</b>

#### **Liabilities and Net Assets**

Liabilities	
Short-term Liabilities	
Accounts Payable	
Accounts Payable	657,914
Credit Card Payable	(6)
Accrued Payable - General	923,608
Total Accounts Payable	1,581,516
Accrued Liabilities	
Accrued Payroll	90,229
FSA Employee Account	552
Total Accrued Liabilities	90,781
Deferred Revenue	
Prepaid Rent	2,754,263
Prepaid Membership Dues	1,736
Prepaid Other	10,000
Deferred Income	3,500
Deposit - TT Tenants	21,500

	Year To Date 12/31/2023
	<u>Current Year Balance</u>
Security Deposits	53,964
Total Deferred Revenue	<u>2,844,962</u>
Withholding Tax Payable	
Accrued Payroll Taxes	2,303
Total Withholding Tax Payable	<u>2,303</u>
Other Short-term Liabilities	
Short-term Liabilities	
Lease Payable - Current (GASB 87)	235,680
Total Short-term Liabilities	<u>235,680</u>
Loans Payable - Current	
Accrued Interest	661,555
Total Loans Payable - Current	<u>661,555</u>
Total Other Short-term Liabilities	<u>897,235</u>
Total Short-term Liabilities	<u>5,416,797</u>
Long Term Liabilities	
Notes Payable - Long Term	
Note Payable - WAB 40M	32,815,000
Note Payable - WAB 10M	8,780,000
Total Long Term Notes Payable	<u>41,595,000</u>
Other Long-term Liabilities	
Other Liabilities	
Lease Payable - Long-Term (GASB 87)	1,028,614
Deferred Inflow	66,201,855
Total Other Liabilities	<u>67,230,469</u>
Total Other Long-term Liabilities	<u>67,230,469</u>
Total Long Term Liabilities	<u>108,825,469</u>
Other Liabilities	
Deposits - ENA	
Deposits - ENA	200,000
Total Deposits - ENA	<u>200,000</u>
Total Other Liabilities	<u>200,000</u>
Total Liabilities	<u>114,442,266</u>
Equity	
Fund Balance	90,679,322
Change In Net Assets	3,738,494
Total Equity	<u>94,417,816</u>
<b>Total Liabilities and Net Assets</b>	<b><u>208,860,082</u></b>



Date: January 25, 2025

Subject: Emergency Generator Project

To: PHCD Board

From: Sylvia M. Chu, Executive Director

Summary:

The Trousdale has emergency generators but they are not connected to any of the refrigeration or freezer units. The connection of the refrigeration units to the emergency generators was not scoped as part of the construction of the building, and it was not a requirement per State Licensing for the License of the facility.

During power outages, this is a strong concern as we are required to dispose of any perishable items (both refrigerated and frozen) past a certain time frame as per the Department of Public Health. The disposal of perishable items due to a power outage is both a health/safety and financial concern.

This issue was initially discussed with Cheryl Fama (former PHCD CEO) and we received initial approval from the PHCD Board to determine the feasibility and scope of this project.

An engineering survey to determine if the refrigeration units could be connected, and be supported by, the current emergency generators was completed this year. The survey cost \$5,200 and was completed. The survey determined that the current generators could support the refrigeration units. No additional emergency generators would be needed.

Eskaton's Capital Projects Manager (Rose Miller) and Ralph Barsi reached to several vendors for bids. The two agencies that responded were Young Electric & Communications and Pinnacle Electrical Co., Inc.

RECOMMENDED ACTION:

To approve the lower contract bid of \$29,376.00 from Young Electric & Communications.



12/18/2023

Ralph Barsi

Re:

Emergency Generator Power  
1600 Trousdale Dr.  
Burlingame, California

We are in receipt of the single line drawing dated 3/21/23. Based on these documents, the job walk, and as further qualified below, we are pleased to submit our electrical price of **\$29,376.00** for the following scope of work:

**Includes:**

- Disconnect feeders from panels 1L5 and 1L6 which are currently connected to distribution panel DPL1 and reconnect them to panel EDP1 which is connected to the emergency generator.
- Includes (2) weekend shutdowns to install the new circuit breakers into panel EDP1 and to cutover the feeders from panel DPL1.
  - Weekend shutdown #1 will incur downtime on loads being served by panel EDP1.
  - Weekend shutdown #2 will incur downtime on loads being served by panel DPL1.
  - **See attached markup drawings showing which loads are affected by which shutdowns. We are assuming that each shutdown will be (4) hours.**

**Qualifications:**

- This proposal is valid for 30 days.
- We are assuming all work will be completed before June 1<sup>st</sup>, 2024, when union labor raises take effect. Any work after this date is subject to labor escalation.
- All work is to be performed during normal working hours except as specifically indicated above.
- A separate spec book was not provided.
- A schedule was not provided.





**Exclusions:**

- a) Temporary generator coverage of existing loads during shutdowns.
- b) Engineered drawings and/or engineering services (including Title 24).

Please do not hesitate to call if you have any questions, comments or concerns to the above proposal.

Sincerely,

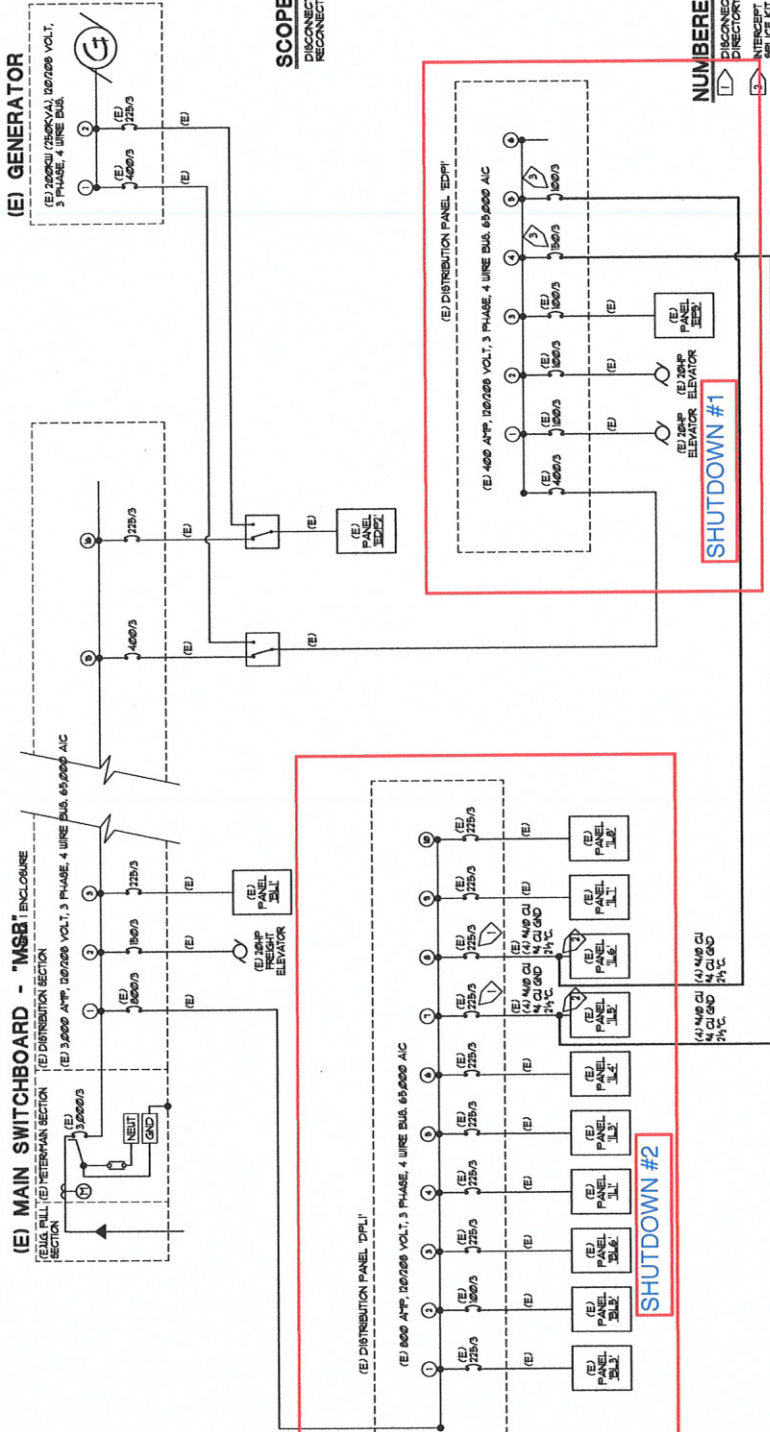
**Jeremy Williams**  
Project Manager  
Young Electric + Communications



REVISION	BY	DATE

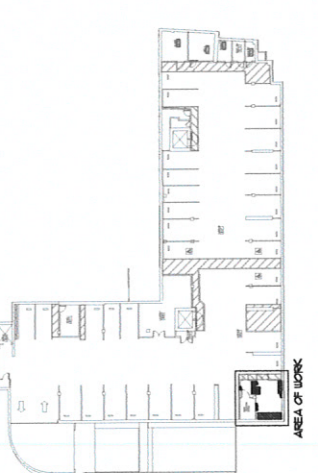
**THE TROUBLE**  
 1600 TROUBLE DR  
 BURLINGAME, CA  
 ELECTRICAL PLANS

DRAWING NO. E1  
 SHEET NO. 1

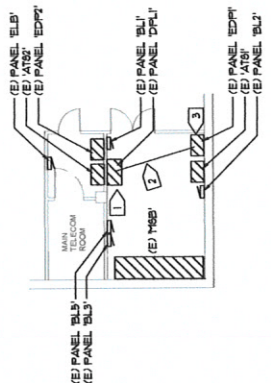


**SCOPE OF WORK**  
 DISCONNECT (2) PANELS, BL 1 & 6 FROM THEIR SOURCE AND RECONNECT TO DPB1 SO THEY WILL BE ON GENERATOR BACKUP.

**NUMBERED NOTES**  
 1 > DISCONNECT FEEDER FROM (E) DPB1, UPDATE CIRCUIT DIRECTORY AND PLACE BREAKER IN THE OPEN (OFF) POSITION.  
 2 > INTERCEPT FEEDER AND ROUTE OVER TO (E) DPB1, PROVIDE UL SPLICE KIT, CONDUCTOR AND CONDUIT SIZE TO MATCH EXISTING.  
 3 > PROVIDE NEW BREAKER, SIZE, TYPE AND BRAGONS TO MATCH EXISTING, PROVIDE OVERSIZED LUGS AS REQUIRED.



**GARAGE LEVEL PLAN**  
 SCALE 1/4" = 10'-0"



**ENLARGED ELECTRIC ROOM PLAN**  
 SCALE 1/8" = 1'-0"

**ABBREVIATIONS LIST**

NTS	NOT TO SCALE
AFR	ABOVE FINISHED FLOOR
AL	ALUMINUM
CC	COPPER
C.O.	CONDUIT ONLY, WITH FILL
LINE	CONDUIT ONLY, WITH FILL
CON	CONDUIT ONLY, WITH FILL
EL	ELECTRICAL METALLIC TUBING
GRD	GROUND
DIS	DISCONNECT SWITCH
PH	METAL HALIDE
MTS	MAIN TELECOM ROOM
PH	METAL HALIDE
W	WITH
TR	TRANSFORMER
↑	↑

**WIRE AND CONDUIT LEGEND**

CONDUIT RUN CONCEALED IN WALL OR ABOVE CEILING.  
 CONDUIT RUN UNDER FLOOR OR UNDERGROUND.  
 HOPE RUN NUMBER OF ARROWS INDICATE NUMBER OF CIRCUITS IN HOPE RUN.  
 FLEXIBLE CONDUIT  
 RIGID METAL CONDUIT  
 CONDUIT IN WALL OR ABOVE CEILING  
 CONDUIT IN UNDER FLOOR OR UNDERGROUND  
 CONDUIT IN HOPE RUN  
 CONDUIT IN WALL OR ABOVE CEILING  
 CONDUIT IN UNDER FLOOR OR UNDERGROUND  
 CONDUIT IN HOPE RUN  
 CONDUIT IN WALL OR ABOVE CEILING  
 CONDUIT IN UNDER FLOOR OR UNDERGROUND  
 CONDUIT IN HOPE RUN















care-solace<sup>®</sup>

Calming the Chaos of Mental Health Care

**Board Update**

January 25, 2024

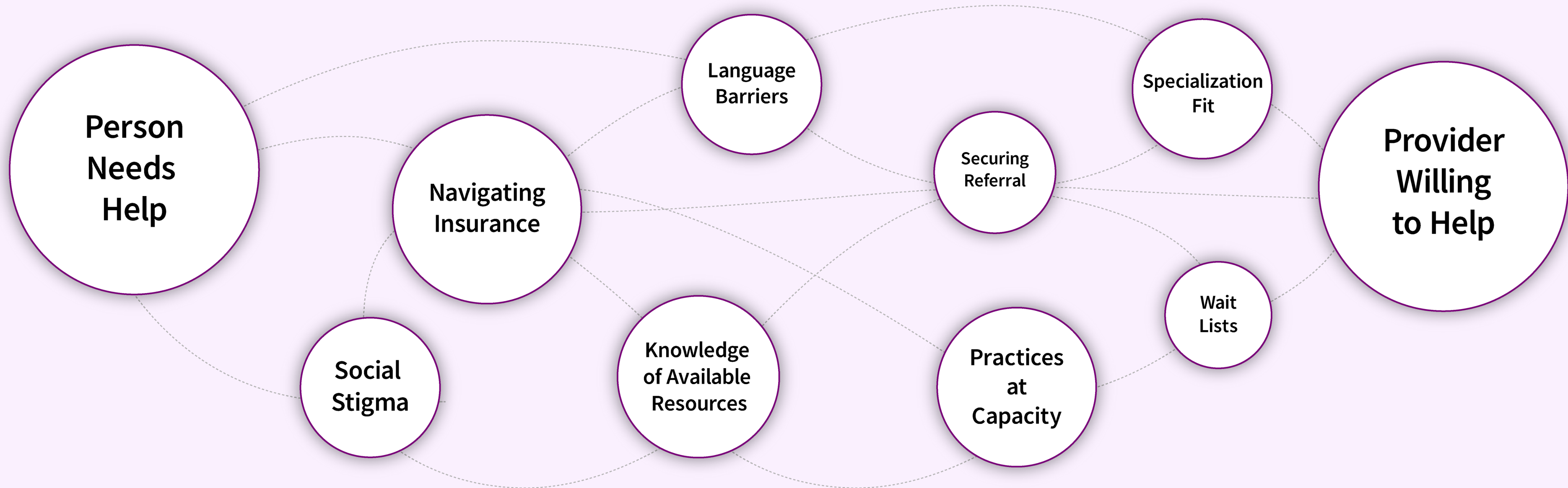


# Our Mission

We are tireless allies on a mission to make accessing mental health care **easier** than ever before.

We exist to help you connect students, school staff, and family members to the support they need.

# Barriers to Mental Health Care



# Time is valuable



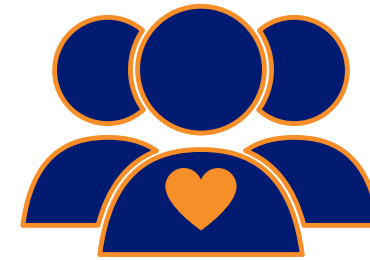
- It takes **time-consuming** back and forth communication (60 calls on average) to find help matched to specific needs.
- **80%** of those who need help don't receive the care they need.
- With Care Solace, people connect to resources **within 5 days on average.**

# Key Services



## Care Loop<sup>®</sup>

Warm Handoff<sup>®</sup>  
&  
Real-Time Tracking



## Care Companions<sup>™</sup>

24/7/365 Multilingual  
Navigation Support



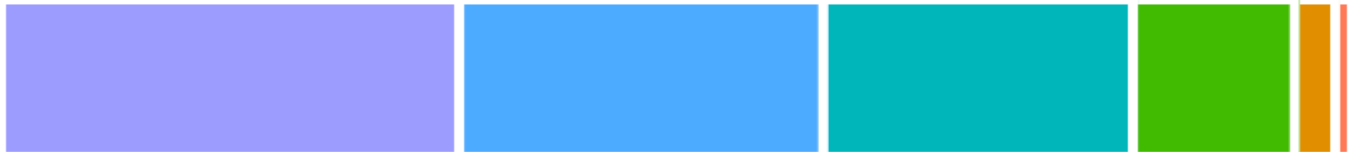
## Care Match<sup>™</sup>

Anonymous Self-Service  
Search Tool



# Peninsula Health Care District Needs

## Ethnicity



Hispanic / Latino: 34%    White / Caucasian: 27%  
Asian / Pacific Islander: 23%    Other: 12%  
Black / African American: 3%    Decline to Answer: 1%

## Gender



Female: 52%    Male: 48%

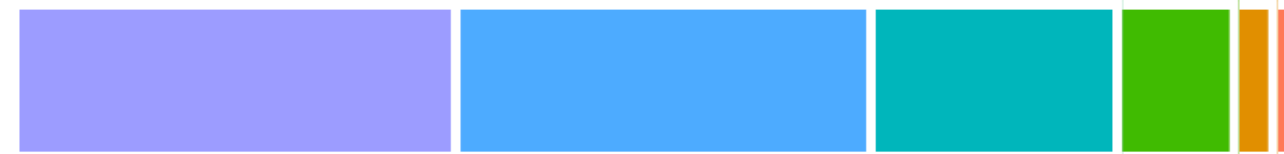
## Age Group



Children (3-11): 63%    Adults (18-64): 20%  
Adolescents (12-17): 17%

# San Mateo County Mental Health Needs

## Ethnicity



Hispanic / Latino: **34%**    White / Caucasian: **32%**  
Asian / Pacific Islander: **19%**    Other: **9%**  
Decline to Answer: **3%**    Black / African American: **2%**

## Gender



Female: **56%**    Male: **42%**    Non-binary: **2%**

## Age Group



Adolescents (12-17): **37%**    Children (3-11): **35%**  
Adults (18-64): **28%**

# Peninsula Health Care District 22-23

## Key Performance Indicators (KPIs)

	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Total:
<b>Inquiries received</b>	173	231	386	294	238	270	249	1841
<b>Communications saved</b>	1,042	1,370	2,199	1,599	1,878	2,093	1,626	11,807
<b>Total Cases</b>	2	24	42	26	43	25	25	187
<b>Total appointments into care</b>	16	5	14	12	9	13	19	88
<b>Anonymous searches</b>	3	3	14	18	9	15	6	68

### KPI's Defined:

- Inbound Interactions: All in-bound phone calls, emails, and video-chats from community members
- Communication Saved: All outbound calls, emails, and texts by our team to coordinate care
- Warm Hand-offs: Referrals from school staff for help connecting to care
- Family Initiated Cases: Community members who contacted us directly for help making an appointment
- Total Appointments Into Care: Number of Warm Handoffs and Family Initiated Cases who confirmed appointments using our services.
- Anonymous Searches: All completed searches through your proprietary link

# Peninsula Health Care District 23-24

## Key Performance Indicators (KPIs)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Total
<b>Inbound interactions</b> ?	280	139	270	326	388	223	1	1,627
<b>Communications saved</b> ?	1,020	1,008	1,642	1,843	1,802	1,252	2	8,569
<b>Warm Handoffs®</b> ?	3	5	35	23	21	20	1	108
<b>Family-initiated cases</b> ?	0	0	4	1	2	1	0	8
<b>Total Unreachable</b>	1	2	14	9	3	2	0	31
<b>Total Declined Services</b>	1	1	3	4	5	0	0	14
<b>Total appointments into care</b> ?	4	6	6	15	7	7	0	45
<b>Anonymous searches</b> ?	3	1	15	11	10	11	0	51

### KPI's Defined:

- **Inbound Interactions:** All in-bound phone calls, emails, and video-chats from community members
- **Communication Saved:** All outbound calls, emails, and texts by our team to coordinate care
- **Warm Hand-offs:** Referrals from school staff for help connecting to care
- **Family Initiated Cases:** Community members who contacted us directly for help making an appointment
- **Total Appointments Into Care:** Number of Warm Handoffs and Family Initiated Cases who confirmed appointments using our services.
- **Anonymous Searches:** All completed searches through your proprietary link

# PHCD - Key performance by school district

	Burlingame	Hillsborough	Millbrae	San Bruno Park	SMFCSD	Total:
<b>Inbound Interactions</b>	474	117	168	252	616	1,627
<b>Communications saved</b>	1,901	636	1,081	1,352	3,599	8,569
<b>Total cases</b>	21	8	12	21	54	116
<b>Total appointments into care</b>	6	6	6	8	19	45
<b>Anonymous searches</b>	15	3	5	2	26	51

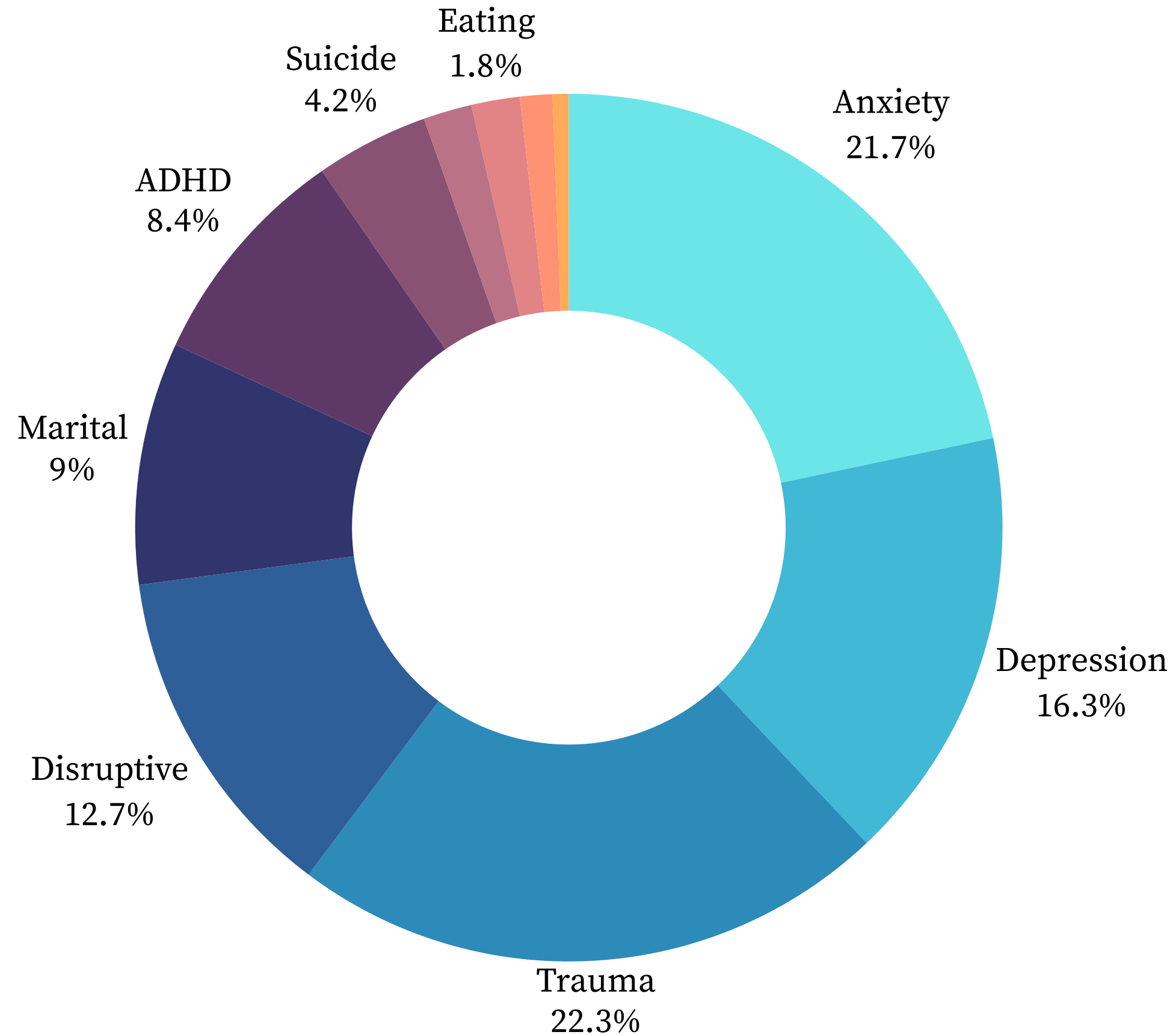
## Key Performance Indicators Defined:

- Inbound Interactions: All in-bound phone calls, emails, and video-chats from community members
- Communication Saved: All outbound calls, emails, and texts by our care team to coordinate care
- Total cases: Warm Handoffs and Family Initiated Cases combined
- Total Appointments Into Care: Care coordinator spoke to community member and confirmed they a booked appointment.
- Anonymous Searches: # of completed searches by community members through the proprietary link



# Peninsula Health Care District

## Requests for Help by Need

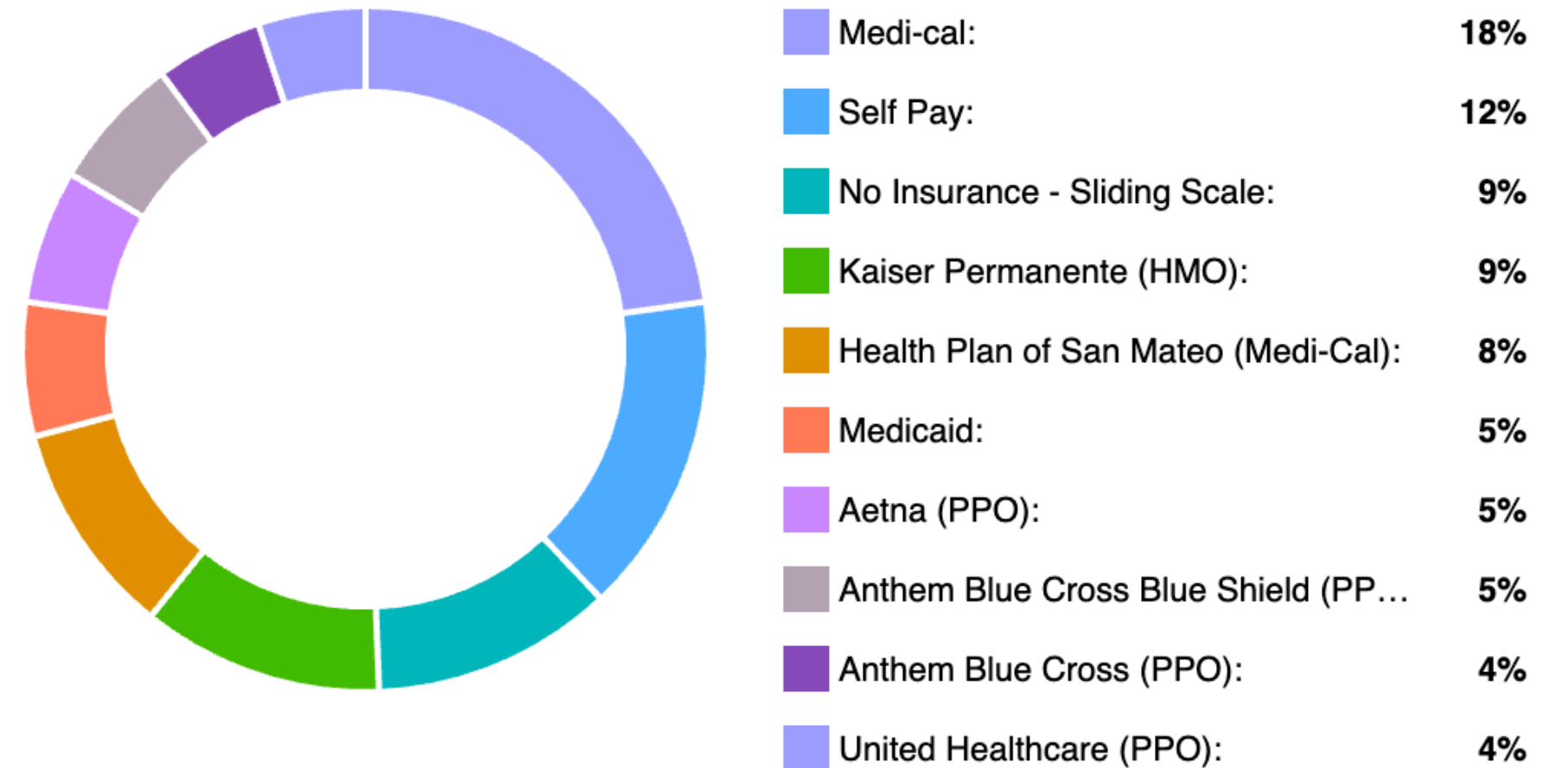
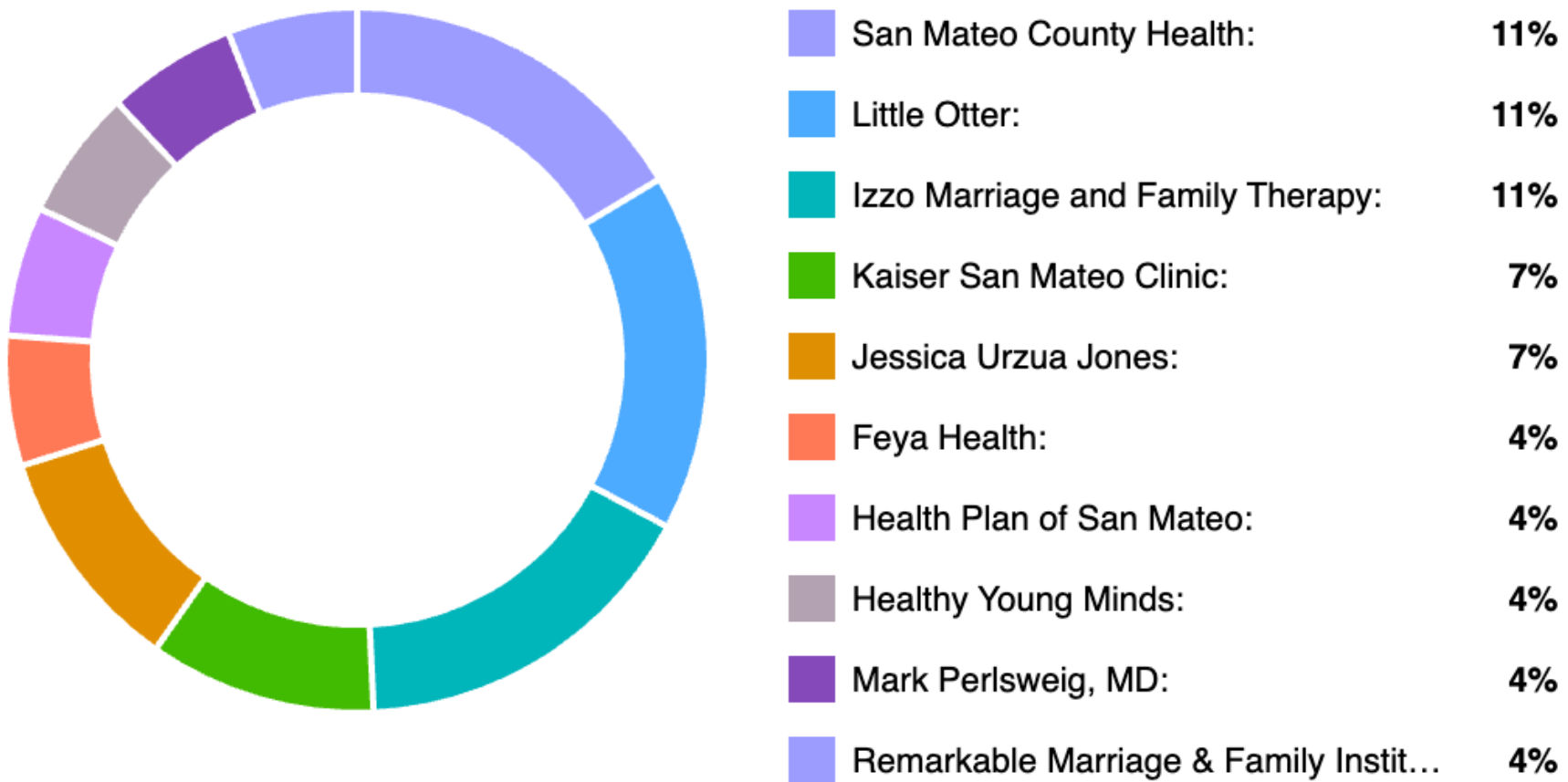




# Peninsula Health Care District

## Top 10 Providers

## Top Insurances





# Staff Testimonials

I love that Care Solace is able to help my students and their families connect with services. So many times they get frustrated by unfamiliar systems.

Millbrae School District Counselor

Easy to use. Care Solace is responsive and works almost immediately on the case after they receive it and they give you updates every step of the way, they contact you if they're having a hard time reaching the client referred.

San Mateo-Foster City District Counselor



# A Family Testimonial

Sasha was very patient and engaging. Always followed up promptly and didn't give up on me when we hit a dead end. This service is so helpful and eased the way in navigating the overstretched mental health system.

Burlingame School District Parent



Care Solace's coordination services are available at no cost to San Mateo County Public School students, staff, and their families.

Provided by Peninsula Health Care District

care/solace®

Calming the Chaos of Mental Health Care

Find the right help at the right time.

888-515-0595 | available 24·7·365 in any language

- Support refresher trainings & orientations for staff members
- Promote to staff for wellbeing
- Include in community events
- Share out to your networks
- Promote the resource on social media
- Include in regular communication from district and school sites
- Add resource to email signatures & out of office messages
- Print & distribute fliers and postcards for events
- Include in regular reporting to the board
- Publish a press release related to resources available in district



# Peninsula Health Care District

**Supplemental Data**



# Demographic - Female

Total Cases

46

Total Communications

4,889

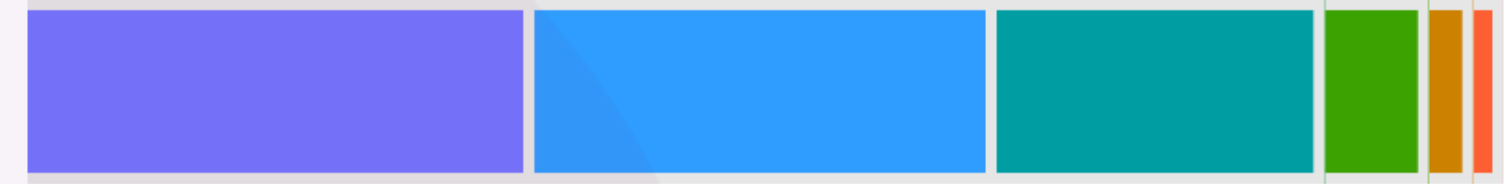
Total Appointments

18

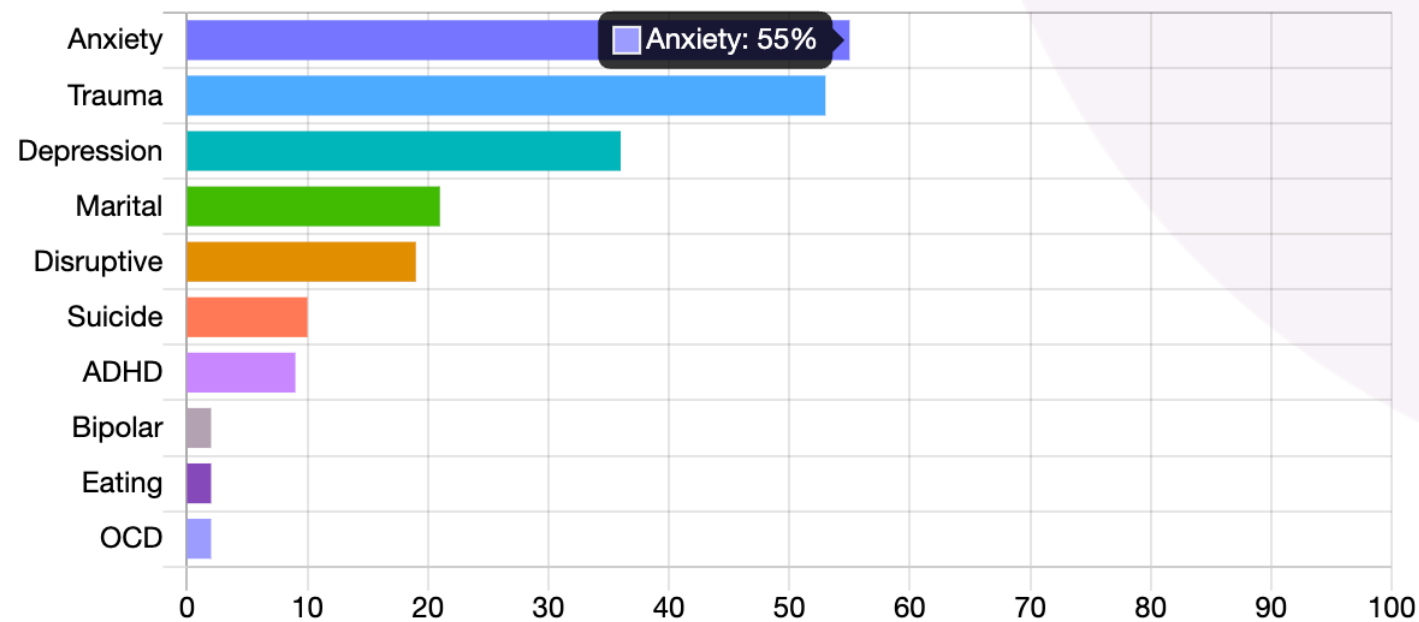
Total Anonymous Searches

14

## Ethnicity



## Mental Health



## Age





# Demographic - Male

Total Cases

43

Total Communications

4,958

Total Appointments

28

Total Anonymous Searches

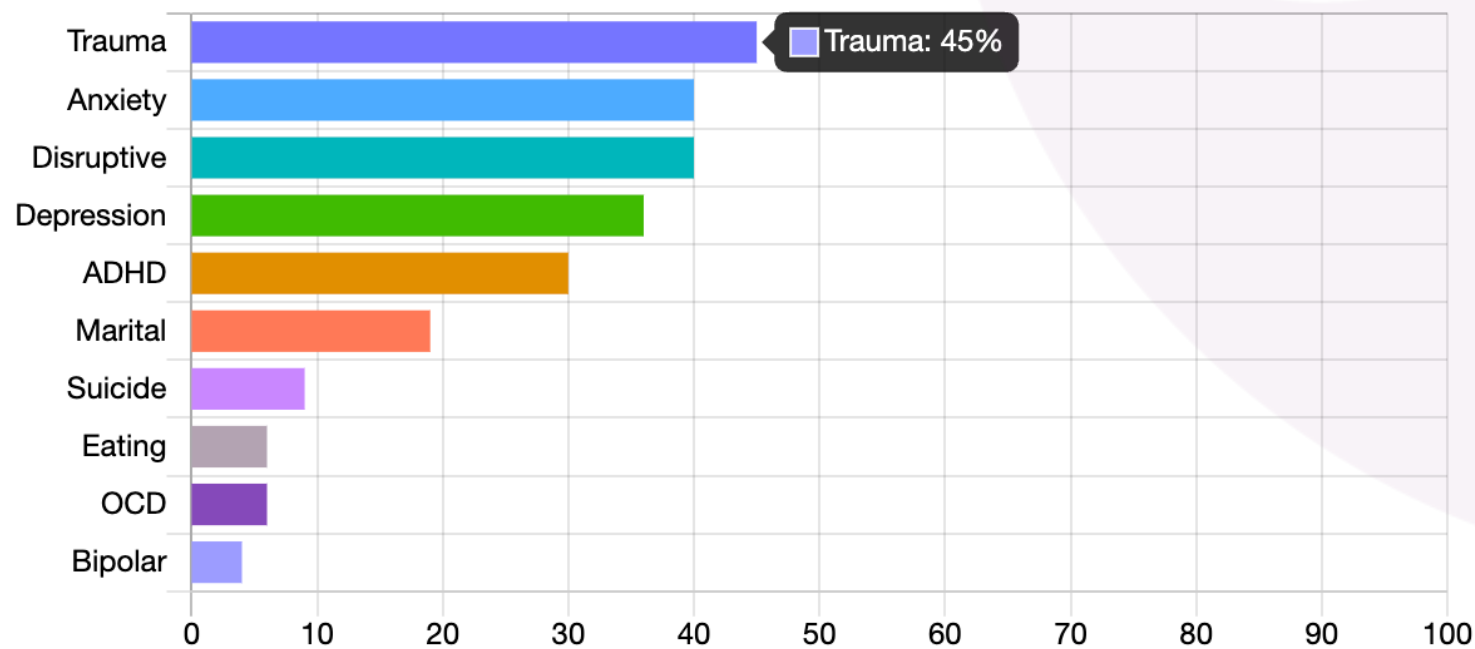
13

## Ethnicity



- Hispanic / Latino: 34%
- Asian / Pacific Islander: 25%
- White / Caucasian: 23%
- Other: 17%
- Black / African American: 2%

## Mental Health



## Age



- Children (3-11): 77%
- Adolescents (12-17): 17%
- Adults (18-64): 6%



# Demographic - Children

Total Cases

62

Total Communications

7,143

Total Appointments

34

Total Anonymous Searches

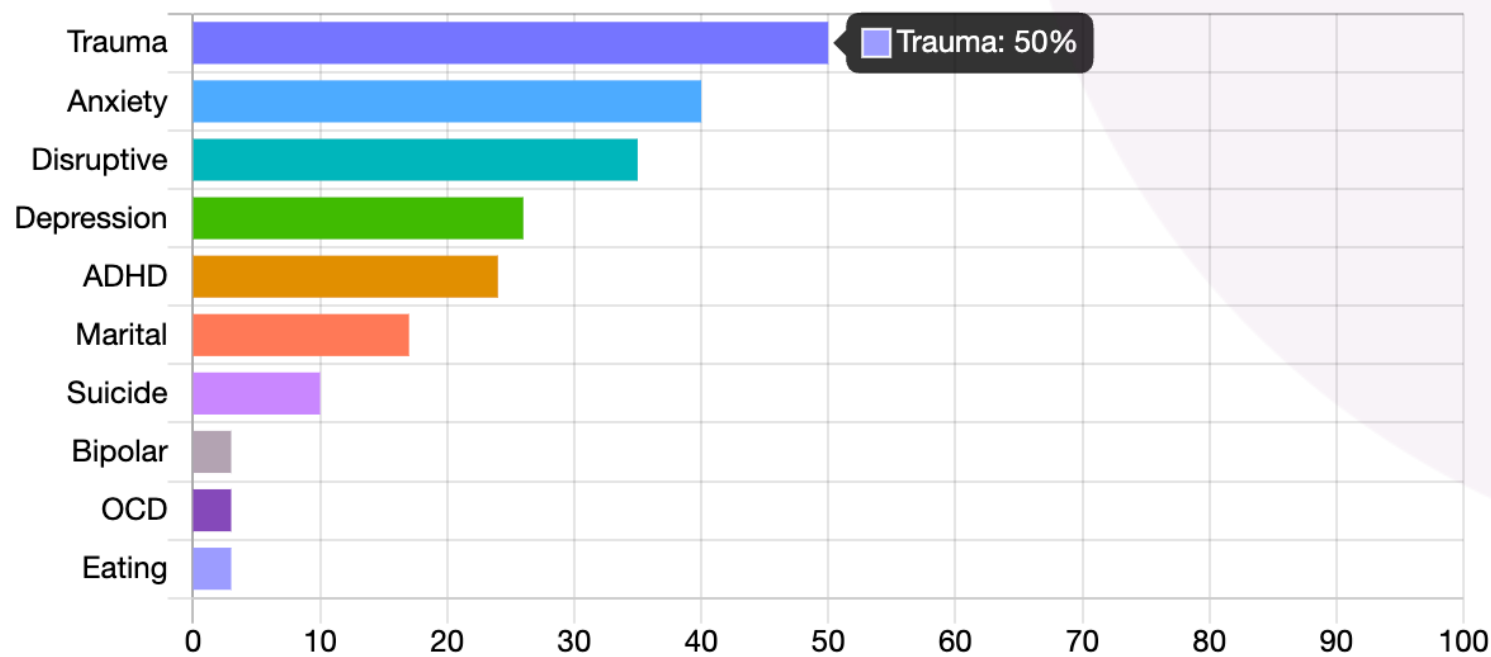
13

### Ethnicity



- Hispanic / Latino: 44%
- Asian / Pacific Islander: 21%
- White / Caucasian: 21%
- Other: 12%
- Black / African American: 1%

### Mental Health



### Gender



- Male: 57%
- Female: 43%



# Demographic - Adolescents

Total Cases

18

Total Communications

1,899

Total Appointments

6

Total Anonymous Searches

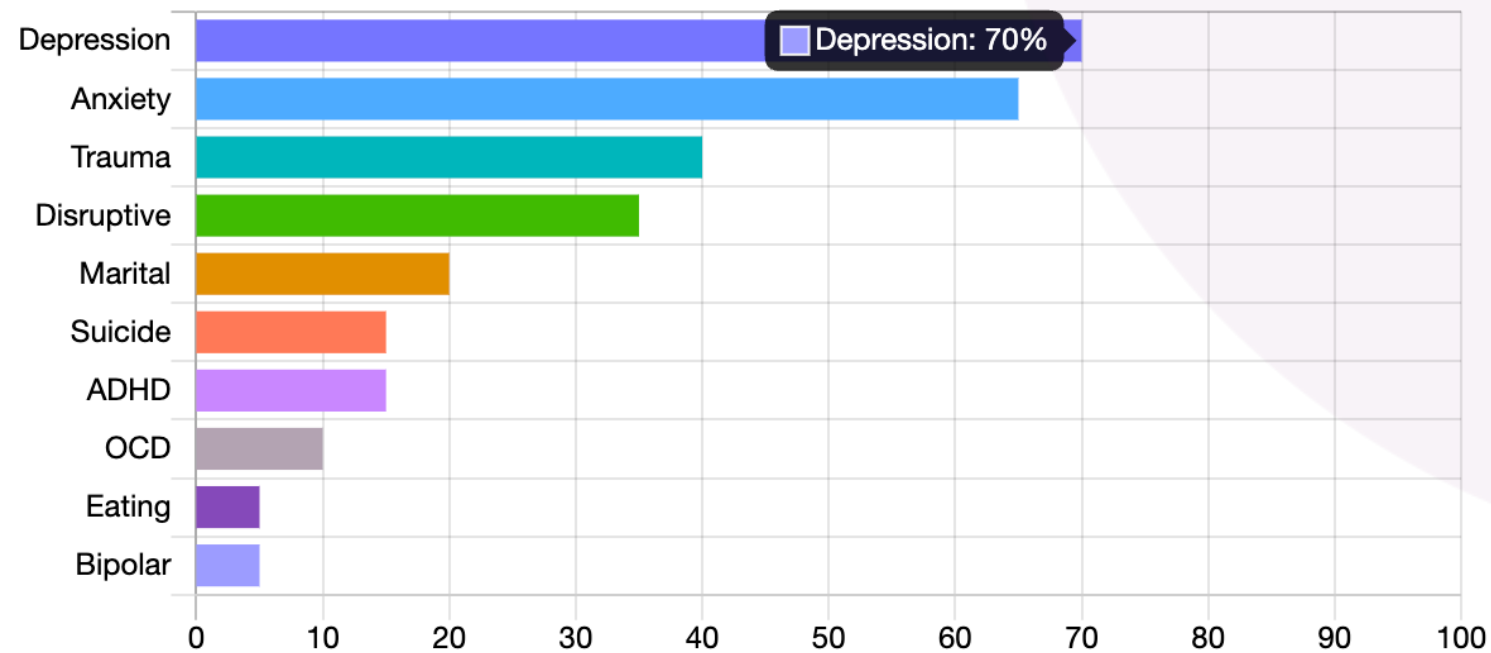
4

## Ethnicity

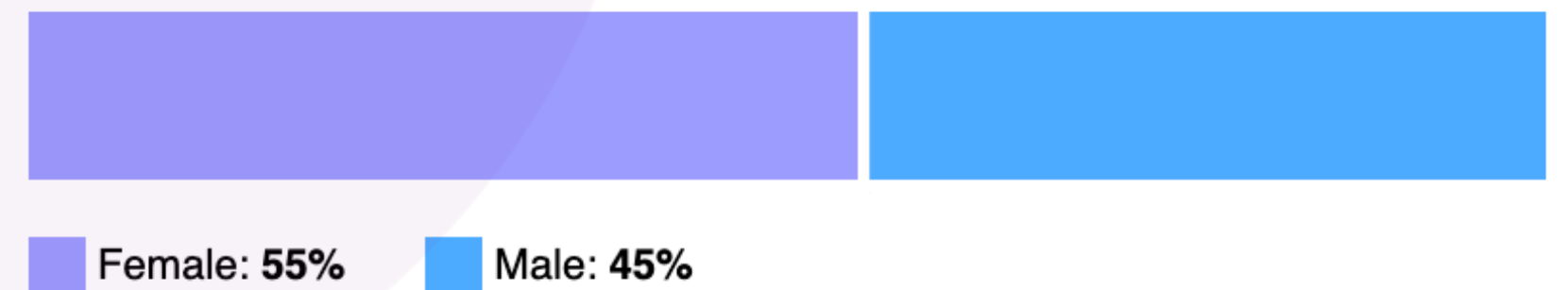


- Asian / Pacific Islander: 45%
- White / Caucasian: 25%
- Hispanic / Latino: 15%
- Other: 10%
- Black / African American: 5%

## Mental Health



## Gender







# Demographic - Adults

Total Cases

13

Total Communications

837

Total Appointments

6

Total Anonymous Searches

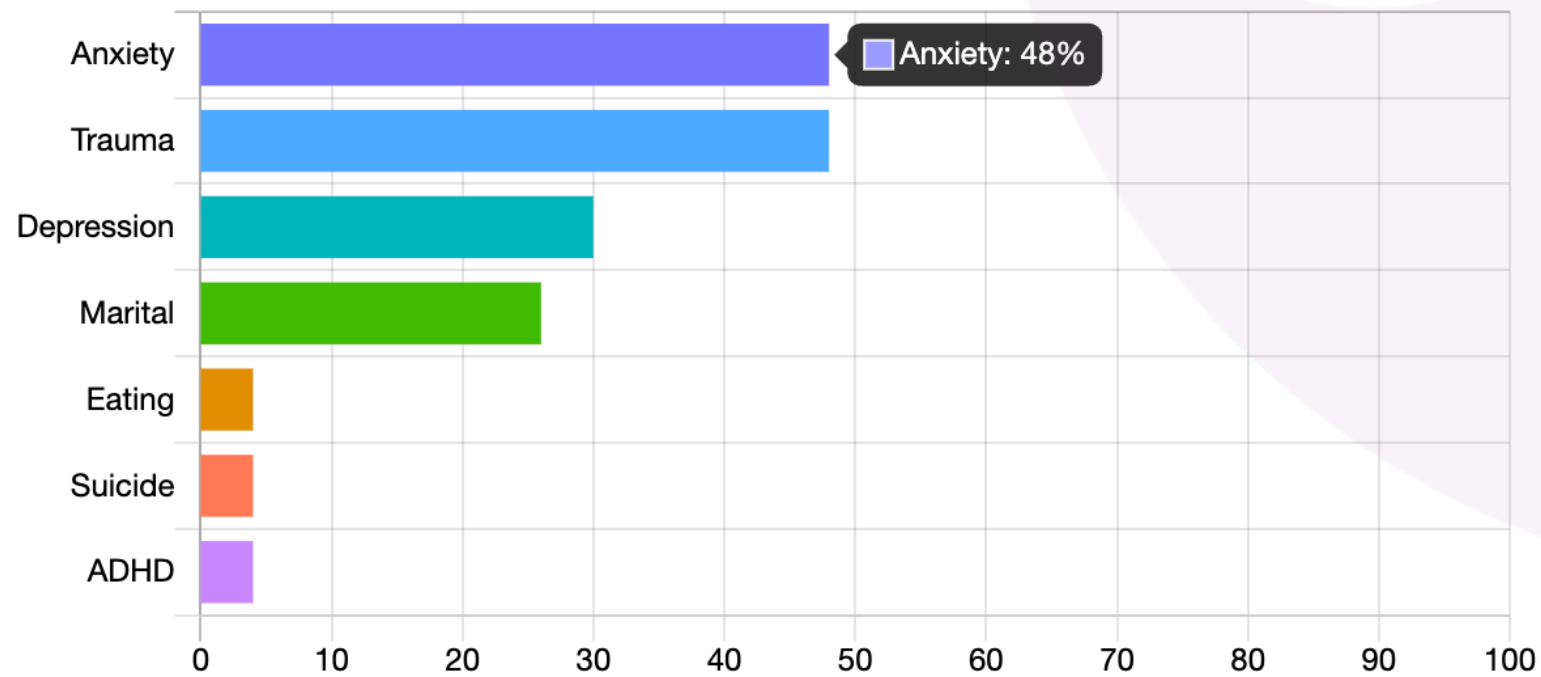
14

### Ethnicity



- White / Caucasian: 53%
- Hispanic / Latino: 16%
- Asian / Pacific Islander: 11%
- Other: 11%
- Black / African American: 5%
- Decline to Answer: 5%

### Mental Health



### Gender



- Female: 84%
- Male: 16%



# Demographic - Hispanic/Latino

Total Cases

35

Total Communications

2,761

Total Appointments

12

Total Anonymous Searches

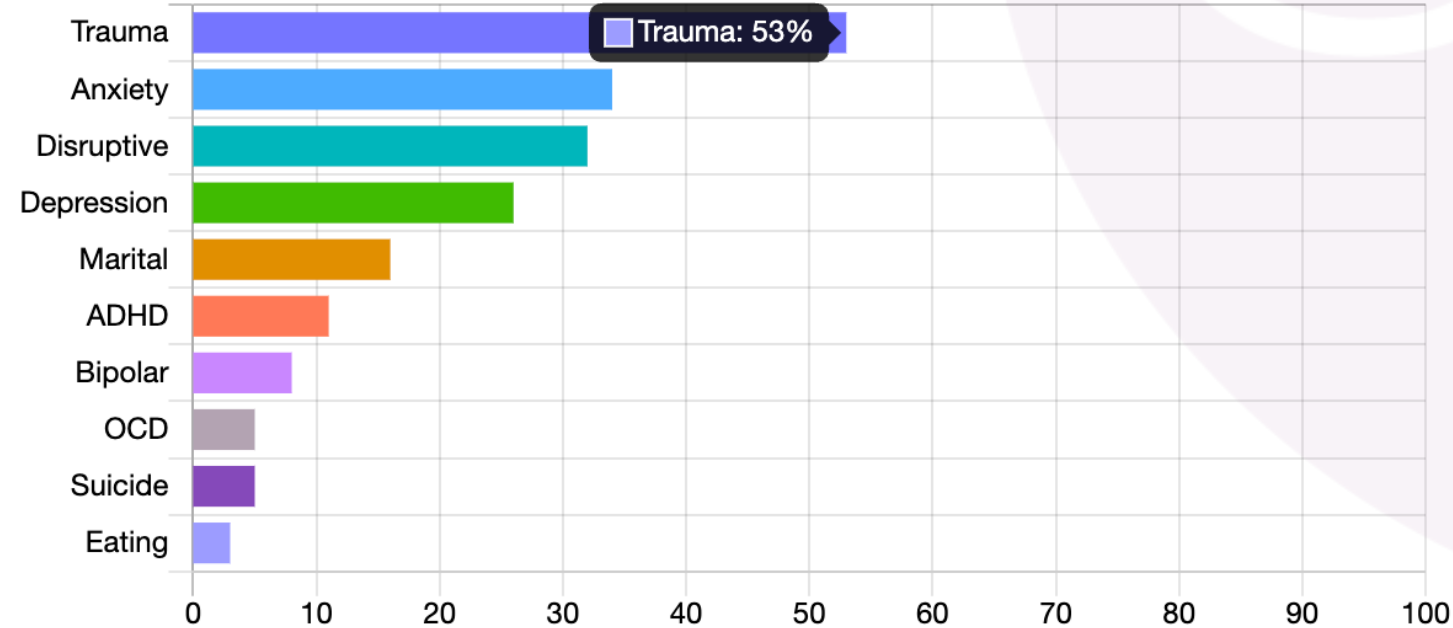
5

### Age



Children (3-11): 84%    Adolescents (12-17): 8%  
 Adults (18-64): 8%

### Mental Health



### Gender



Female: 53%    Male: 47%



# Demographic - White/Caucasian

Total Cases

21

Total Communications

2,691

Total Appointments

11

Total Anonymous Searches

11

### Age



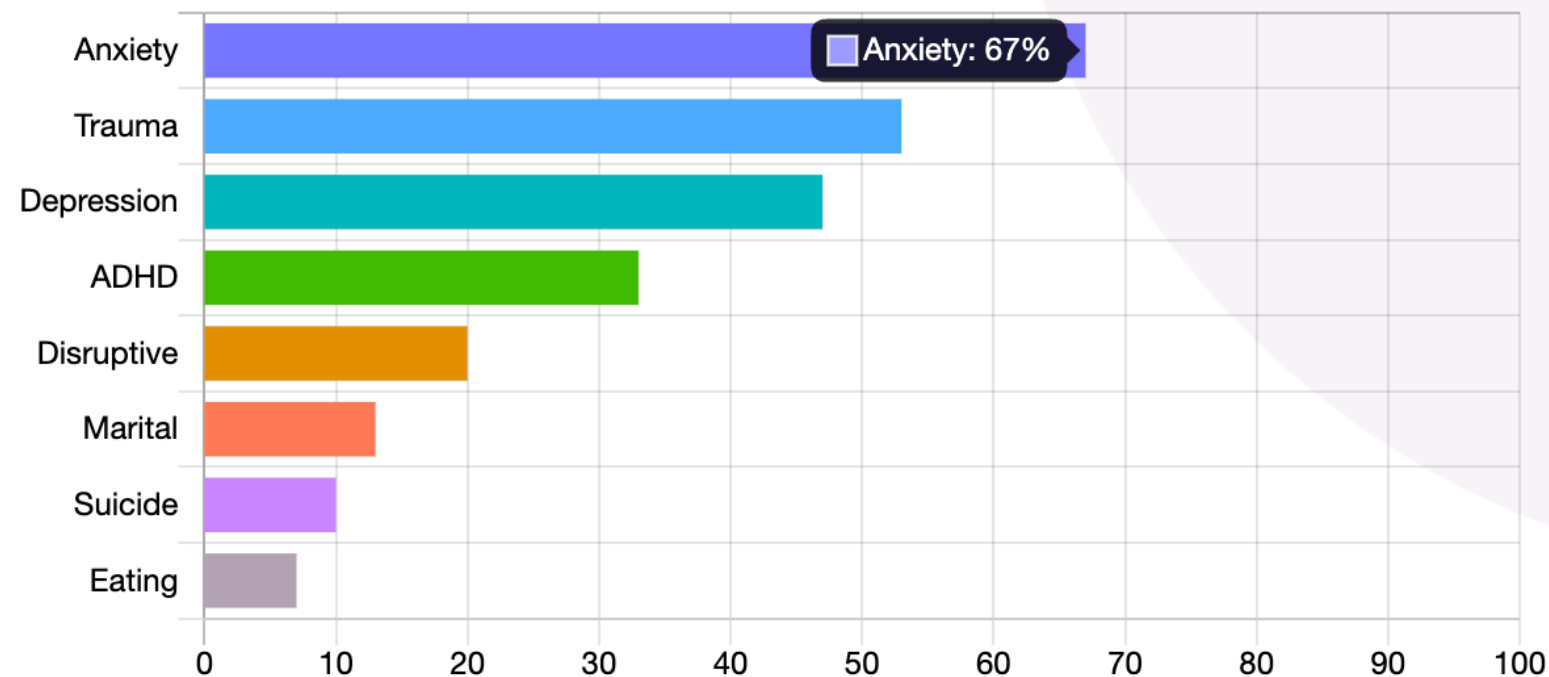
Children (3-11): 50%    Adults (18-64): 33%  
 Adolescents (12-17): 17%

### Gender



Female: 60%    Male: 40%

### Mental Health





# Demographic - Asian/Pacific Islander

Total Cases

18

Total Communications

2,403

Total Appointments

13

Total Anonymous Searches

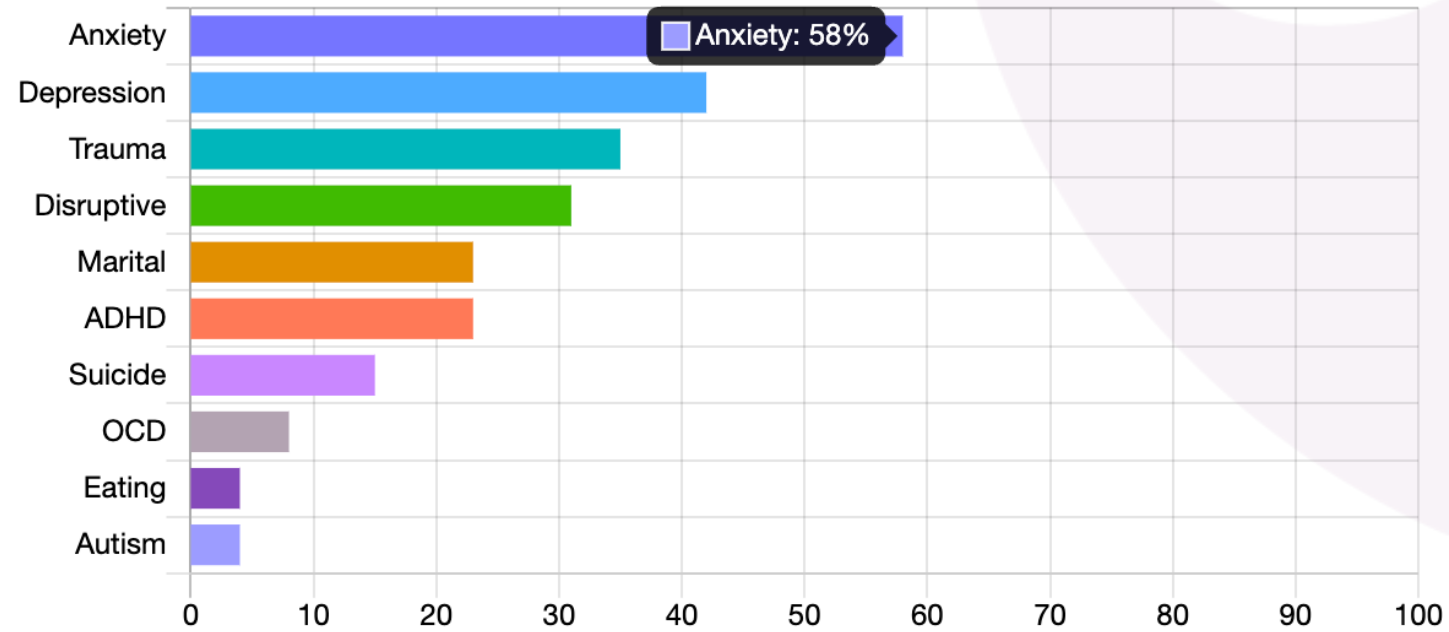
9

### Age



Children (3-11): 58%    Adolescents (12-17): 35%  
 Adults (18-64): 8%

### Mental Health



### Gender



Female: 50%    Male: 50%



# Demographic - Other

Total Cases

12

Total Communications

1,579

Total Appointments

6

Total Anonymous Searches

1

### Age

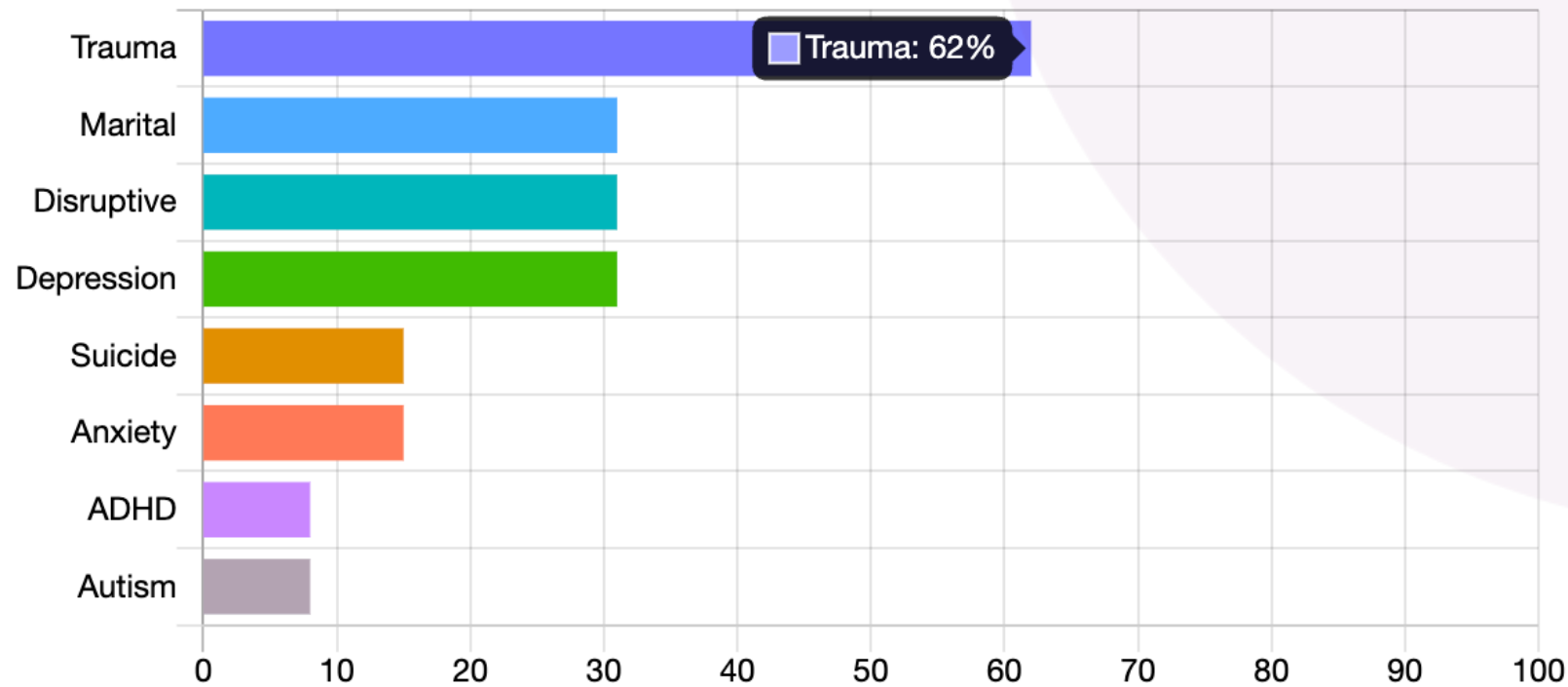


Children (3-11): 69%

Adolescents (12-17): 15%

Adults (18-64): 15%

### Mental Health



### Gender



Male: 69%

Female: 31%



**DATE:** January 25, 2024

**TO:** PHCD Board of Directors

**FROM:** Chairman Lawrence Cappel & Ana M. Pulido, CEO

**SUBJECT:** Recommendation to Appoint Paramita Roy, DDS, to the Sonrisas Dental Health Board of Directors

---

**BACKGROUND:**

Back in September 2023, CEO Fecher notified CEO Pulido that one of the five seats on the Sonrisas Board that the Peninsula Health Care District appoints according to section 4.3 of the Sonrisas Dental Health Bylaws would soon be vacated by Sheryl Young.

*SECTION 4.3 APPOINTMENT*

*Peninsula Health Care District, a political subdivision of the State of California ("PHCD") shall have the right to appoint five (5) of the nine (9) directors. The four (4) directors not appointed by PHCD shall be elected by action of the directors who were not appointed by PHCD. Appointments or elections to fill expiring terms shall be made at the Board's annual meeting.*

During the September 2023 board meeting, Chair Cappel notified the Board of the vacancy and CEO Pulido requested that Directors submit names for consideration. The Sonrisas CEO was also offered the opportunity to submit names for consideration. From October through November, CEO Pulido screened potential candidates, and a finalist was selected to be interviewed by Chairman Cappel, followed by a meeting with CEO Fecher. All stakeholders involved in the process unanimously supported Dr. Roy's candidacy.

Attached to this memo is Dr. Roy's Statement of Interest and resume.

**RECOMMENDATION:**

Approve the appointment of Paramita Roy, DDS, to the Sonrisas Dental Health Board of Directors.

**DR. PARAMITA ROY, DDS**Foster City, CA 94404 • 201-696-7859 • proydd@gmail.com

---

November 1, 2023

Anna M. Pulido, MPA  
CEO, Peninsula Health Care District (PHCD)  
San Mateo, CA

RE: Statement of Intent, Board of Directors Position

**Dear Ms. Pulido and Members of the Selection Committee:**

I am writing to express my strong interest in joining the Board of Directors of the Peninsula Health Care District (PHCD). As a community organization, PHCD's distinguished dedication to providing healthcare services to underserved populations is a truly motivating mission. It is with great enthusiasm and commitment to the work of your organization that I submit my statement of intent.

Throughout my career, I have been driven by a profound sense of social responsibility and a passion for improving the lives of those who face barriers to accessing quality healthcare services. I firmly believe that oral health is an essential component of overall well-being, and I am deeply committed to advancing the cause of equitable healthcare access. Joining the board of PHCD would be an ideal opportunity for me to leverage my skills, experiences, and expertise to contribute meaningfully to this vital cause.

My professional background in private and public practice, hospital-based dentistry, academia, healthcare administration, as well as my philanthropic work has equipped me with a deep understanding of the unique challenges facing underserved populations in accessing dental and oral healthcare. I have witnessed firsthand the impact of socioeconomic disparities on oral health outcomes and the urgent need for targeted solutions. As a board member, I am eager to collaborate with the dedicated team at PHCD, as well as the community at large, to drive innovative strategies, programs, and initiatives that address these disparities.

Furthermore, my experience as a business owner, leadership, strategic mindset, and my ability to foster partnerships and collaboration will be valuable assets to the board. I am committed to assisting the organization in developing sustainable programmatic strategies, enhancing the organizations touchpoints in the community, and refining the collective mission to ensure it aligns with the evolving needs of the populations that we serve.

In addition to my professional qualifications, my personal outlook aligns closely with PHCD's core values of Stewardship, Collaboration, Inclusion, Shared Responsibility, and Transparency. I am committed to inclusivity, empathy, and the belief that everyone deserves access to the same quality of life. I am dedicated to the principles of accountability and ethical stewardship which are vital for the responsible governance of a nonprofit organization.

I am excited about the prospect of working closely with the exceptional individuals who make up the current team and contributing my skills and energy to help drive the organization's mission forward. It would be an honor to serve as a board member, working to advocate for underserved populations and to build a healthier, more equitable future for all.

In closing, I want to thank you for considering my candidacy for the Board of Directors at PHCD. I look forward to the opportunity to engage and further share how my experiences and vision can contribute to the continued success. Together, we can make a tangible difference in the lives of underserved populations through improved dental and oral healthcare access.

Sincerely,

Dr. Paramita Roy, DDS  
Foster City, CA



**DR. PARAMITA ROY, DDS**

Foster City, CA 94404 • 201-696-7859 • proyddds@gmail.com

**Oral Healthcare, Business, and Administration Leadership**Serving patients through value driven personalized oral healthcare management  
Dental Health / Insurance Administration / Community Service / Business Development

- Progressive leadership experience in multi-setting dental practice serving the healthcare needs of a varied socioeconomic patient population with proven high customer satisfaction scores and patient recall
- Passionate local business owner deeply committed to serving the oral healthcare needs of the local community and providing a positive employer-of-choice experience for individuals and teams
- Experienced dental insurance industry specialist leveraging standard of care knowledge to drive positive patient outcomes through complex grievance management and provider feedback
- Varied experience in hospital dentistry, academia, public health, and private practice, supporting a continuous improvement and operational excellence mindset to improve results and experiences
- Dedicated to driving healthcare equity through volunteerism, knowledge sharing, teaching, best practices, and mentorship within industry and community allyships that drive sustainable change

**PROFESSIONAL EXPERIENCE****Roy Dental (Redwood City, CA), Owner & CEO**

2012 - Present

Dental practice owner with full accountability for all aspects of clinical delivery and business management.

Clinical Delivery, Patient Care, and Customer Satisfaction - establish and lead an evidence-based practice with the mission of providing high quality oral healthcare complementing the medical wellbeing of patients. Routinely consult with medical and healthcare providers to ensure end-to-end care regimen. Leverage hospital based clinical background, knowledge of disease states, general and oral health connectivity, adverse effects, and drug-drug interactions to optimize clinical delivery. Expand clinical procedures yearly through practice continuous improvement.

Office Management and Business Growth - transition practice from paper to digital to meet American Dental Association (ADA) standards while growing from 2 to 6 employees. Establish office and practice protocols (infection control, medical emergency, evacuation and disaster recovery plans, exposure protocols, etc.). Responsible for P&L decisions, including yearly insurance (re)credentialing and fee structures, investment of resources, training, and equipment. Develop preferred relationships with clinical and lab suppliers. Manage routine insurance audits with no critical observations, and all relevant business and clinical licenses (OSHA, HIPAA, CPR, Radiology, Sterilization, etc.). Establish community outreach programs (Coalition for Concerned Medical Professionals, Operation Gratitude). Member of medical office management committee deciding building improvements and fund allocation.

Employee Management and Personal Growth - increase practice skill-sets working with multiple agencies to identify and recruit talent. Establish relationships with local community colleges for internship opportunities. Conducted on-going formal employee reviews, training programs, staff meetings, and payroll. Develop self through memberships of various study clubs (SPEAR), and societies (American Dental Association, California Dental Association, American Academy of Sleep Medicine, and San Mateo Dental Society) with active participation in ongoing continuing education around evolving standard-of-care. Volunteer for various outreach programs and oral health screening camps.

**Delta Dental of California (Remote), Dental Consultant**

2021 - Present

Dental Appeals and Grievances Management – review and adjudicate claims appeals for both patients and providers utilizing core standard of care operations guidelines. Investigate and process medical necessity and benefit coverage, and review and assess quality of care for members. Monitor and review cases for fraud, waste, and abuse to ensure value for customers.

Business Process Improvement – utilize Six-Sigma / Lean elements to drive continuous improvement opportunities within G&A team. Develop online case tracking and data capture subsequently utilizing core datasets to cross

reference to enterprise wide dashboards (Tableau). Internal cross-function team responsible for cloud launch of enterprise system.

Employee Training Development – create collateral and develop materials for team onboarding and training, acting as single point of contact / owner for new team member and/or consultant training on process and internal systems.

**Institute of Medical Education (San Jose, CA), Director - Dental Hygiene Program**

2011 - 2012

Responsible for oversight of the dental hygiene program, including faculty management, curriculum development, teaching, student counseling, administration, and professional credentialing with ~\$0.5m budget. Accountable for recruitment, development, and supervision of program faculty (10+ roles). Teaching responsibility for courses (Radiology, Ethics), and on-floor clinic supervision. Primary liaison for all professional accreditation bodies (i.e. ADA). Responsible for all quality assurance oversight for diagnosis and treatment plans, patient satisfaction, and ensuring proper patient follow up.

**CommWell Health (Dunn, NC), Associate Dentist**

2009 - 2011

Managed all aspects of patient care and supervision to assistants, hygienists, and office staff in a fully digital, Dentrix based public health clinic (large, underserved migrant population, Medicaid, and private insurance patients). Two-to-three column patient load during clinic hours, and walk-in emergency care (25+ patients) daily. Achieved highest ratings in patient satisfaction and recall. Comfortable working in bi-lingual (Spanish) environment and translating for Indian patients (Hindi). Clinical teaching supervision to University of North Carolina dental students on rotation.

**Dentonic Dental Clinic (Kolkata, India), Dentist**

2001 - 2002

**AMRI Apollo Hospital (Kolkata, India), Dental Surgery Staff**

2000 - 2001

**EDUCATION**

General Practice Residency (PYG-1), Dental Ecology  
University of North Carolina, Chapel Hill, NC

2008 - 2009

One-year post-graduate rotational residency program at UNC Hospital, Durham VA Hospital, and Orange County Health Department (public health).

Doctor of Dental Surgery (DDS)  
New York University, College of Dentistry, New York, NY

2005 - 2008

Bachelor of Dental Surgery (BDS)  
Bangalore University, VS Dental College and Hospital, Bangalore, India

1994 -1999

**OTHER**

California Dental License (59866)  
NPI (National Provider Identification) - 1306008271  
DEA - FR2873657, Current CPR Certification  
Invisalign Certification, CEREC 3D, Dexis  
American Dental Association  
California Dental Association  
San Mateo County Dental Society  
American Association of Dental Consultants  
Coalition of Concerned Medical Professionals California  
Adjunct Associate Professor (Prior)  
University of North Carolina School of Dentistry

Fluent in Dentrix & EagleSoft (Dental Office)  
ADP, Intuit, Quickbooks, DemandForce, Lighthouse  
Weave CRM, Indeed, Swiss Monkey  
Windows, Mac, MS Office Suite, GSuite



**DATE:** January 25, 2024

**TO:** PHCD Board of Directors

**FROM:** Ana M. Pulido, CEO and Vickie Yee, CFO

**SUBJECT:** **Staff Feedback on Consideration to Move out of CalPERS Pension**

---

**BACKGROUND:**

At the August 24, 2023, Board Meeting, Director Zell reported that the Finance Committee discussed the possibility of discontinuing CalPERS and that the Committee is seeking feedback from the entire Board to determine if the topic is an area of interest for the District to explore. The Board discussed the idea and would like all stakeholders' input and directed CEO Pulido to gather feedback from staff as the next step.

Based on the June 30, 2022, actuarial report, CalPERS provided termination fee estimates using a range of 1.75% and 4.50%.

- For the classic plan, the estimate of the unfunded termination liability ranges from \$200,000 to \$750,000.
- For the PEPRA plan, the estimate of the unfunded termination liability ranges from \$150,000 to \$650,000.

To get an actual termination fee, the Board will have to have made the decision to terminate and will require a Board resolution. The actual termination calculation will reflect interest rates and treasury yields at the time of termination, updated plan membership, and investment performance of the assets.

Jeff Chang, CalPERS specialist at Best, Best & Krieger, suggested waiting a couple of years for the higher yields to take effect. Over the past few years, interest rates have been very low, and CalPERS investments haven't been making their expected returns. He believes the termination fees will go down in a couple of years. Or, if the Board would like current termination cost before making a final decision, the analysis cost would be \$10,000.

**STAFF FEEDBACK:**

Staff had a special meeting and were provided information on the District's current and alternative plans. Various topics, such as retirement income, benefits, contribution, investment risk & options, portability, vesting, taxation, and fees, were discussed, and the pros and cons of each plan were weighed.

Some of the comments provided by staff are –

- One of the reasons they chose to work for the District (or other government jobs) rather than work in the private sector was due to the benefits package, and specifically the CalPERS offering. Removing that benefit would negatively impact recruitment of qualified applicants and retention of valuable staff.
- Staff believes the 5-year vesting at CalPERS encourages staff retention and job satisfaction, as well as provides a solid pathway to a solid, vested security.
- Staff prefer the model whereby CalPERS chooses a stable mix of investments, and they are not interested in the flexibility to invest funds themselves in the market. .
- Staff significantly prefers a pension plan because the payment is secured through end of life, which also encourages recruitment, retention, and a sense of protection at retirement.
- The alternative plan available, 457B (only offered to public agencies), is less favorable than a traditional Non-Profit 403B plan due to the reduction in maximum contribution, and there usually are fewer investment options.
- There is concern over the level of benefits of the alternative plan offered since the employer contribution would no longer be fixed.
- Staff would not choose more pay over losing CalPERS benefits.
- In a competitive market, the benefit package is the deciding factor for many.

After PHCD staff reviewed and discussed the options, by consensus, it was agreed that they would like to stay with CalPERS Pension.





STAR VISTA

72  
Helping All Ages and Stages  
Through Life's Challenges

RECEIVED  
DEC 18 2023

Dear Peninsula Health Care,

BY: 

I would like to share my sincerest appreciation for your support for StarVista. Our collective impact continues to shine as we help nearly 40,000 individuals of all ages every year persevere through different kinds of life struggles.

We are committed and passionate about working with unhoused youth and have done so for decades. **Thanks to donors like you, we can ensure that San Mateo County youth feel supported as they encounter life's challenges, like unstable housing and mental health issues, and empower them to build the lives they envision.**

This year, I am pleased to introduce you to Michael McBride, a former residential client of StarVista's Daybreak program.

**Before Daybreak, Michael was a youth in transition of housing.** He lacked proper housing security - living out of his car with big hopes and dreams to find housing stability and a fulfilling career path. **Through our strength-based program, Michael not only had a place to live, but he also received our unwavering support in reaching his occupational and professional goals.** We also partnered with him as he focused on his overall personal development that would prop him up for success. While he is no longer a resident, Daybreak continues to provide Michael with a sense of community, and we are proud to continue to provide resources to help him achieve his goals.

The future of many individuals in San Mateo County is brighter with you in it. **Peninsula Health Care, please help us continue to be a source of comfort and empowerment this holiday season by making a gift to our organization.** Your generosity helps clients like Michael receive quality services to support them in reaching their fullest potential.

With gratitude,



Sara Larios Mitchell, Ph.D., MACP  
CEO

**BOARD OF DIRECTORS**

ALINA LLOYD  
*BOARD CHAIR*

ERIC WOLLMAN  
*VICE CHAIR*

ALISON PROCTOR  
*TREASURER*

JENEÉ LITRELL  
*SECRETARY*

NANCY MINNIG  
*ASSISTANT SECRETARY*

CHIEF ED BARBERINI

STEPHAN MARSHALL

KEN PESSO

FRED SHEN

STEVEN SHRAY

DOUGLAS STEWART

JENNIFER TAYLOR-MENDOZA, PH.D.

MARILYN THOMAS, PH.D.

HOWARD YANG

ERICK YOUNG



**MAKE AN IMPACT THIS HOLIDAY SEASON**  
[www.star-vista.org/Holiday23](http://www.star-vista.org/Holiday23)





**NOTICE OF PREPARATION  
DRAFT ENVIRONMENTAL IMPACT REPORT FOR THE  
TANFORAN REDEVELOPMENT PROJECT**

RECEIVED

DEC 18 2023

BY: 

**Date:** December 15, 2023

**Comment Period:** December 18, 2023 – January 17, 2024

In accordance with the California Environmental Quality Act (CEQA) and CEQA Guidelines Section 15082, the purpose of this Notice of Preparation (NOP) is to inform interested parties that the City of San Bruno (City), acting as the Lead Agency, is preparing a Draft Environmental Impact Report (EIR) for the Tanforan Redevelopment Project (project). Alexandria Real Estate Equities, Inc. (project applicant) proposes to redevelop the 44-acre Shops at Tanforan Shopping Center including a parcel north of Sneath Lane with a transit-oriented, mixed-use development including housing, retail uses, life-science laboratory and office uses, private and publicly-accessible, privately-owned open space, and a potential hotel. The City is requesting comments on the scope and content of the EIR. For each responsible and trustee agency, we need to know the views of your agency as to the scope and content of the environmental information that is germane to your agency's statutory responsibilities in connection with the proposed project. Your agency will need to use the EIR prepared by our agency when considering your permit or other approval of the project. The project description, location, and potential environmental effects are contained in this NOP.

**Scoping Meeting:** The Planning Commission will hold a Scoping Meeting on Tuesday, January 16, 2024, at 7:00 p.m. to receive written and oral comments on the scope of the EIR. The meeting will be held at the San Bruno Senior Center, 1555 Crystal Springs Road San Bruno, CA 94066. Teleconference participation is offered in the meeting via Zoom as a courtesy to the public. No public comment is accepted via zoom. Zoom information will be posted on the meeting agenda which will be available no later than 5pm on January 11, 2023, at: <https://www.sanbruno.ca.gov/AgendaCenter>.

**Comments:** This NOP is being circulated for a 30-day comment period beginning on December 18, 2023 and ending 5:00 p.m. on January 17, 2024. For responsible and trustee agencies, due to the time limits mandated by State law, your response must be sent at the earliest possible date but not later than 30 days after receipt of this notice. Please send comments, along with the contact person in your agency, to:

City of San Bruno  
City Manager's Office  
Attn: Darcy Smith, Assistant City Manager  
567 El Camino Real  
San Bruno, CA 94066  
Email: [Tanforan@sanbruno.ca.gov](mailto:Tanforan@sanbruno.ca.gov)

**Project Location and Description:** The 44-acre project site is located on six parcels (APNs 014-316-080, 014-316-300, 014-316-310, 014-316-360, 014-316-330, and 014-311-060) at the addresses 1122, 1150, 1178, 1188 El Camino Real and 300 Tanforan Shopping Center in San Bruno (Figure 1 – Project Location). The project site is comprised of The Shops at Tanforan Shopping Center and a vacant parcel north of Sneath Lane, and is currently developed with retail uses and surface parking. The project site is generally bounded by Sneath Lane to the north, Huntington Avenue to the east, Highway 380 to the south, and El Camino Real to the west. Directly east of and adjacent to the project site are the Bay Area Rapid Transit (BART) San Bruno station, a BART parking structure, and a joint BART/City police station. Existing commercial uses are located north of the project site; single-family residential uses and commercial uses in the City of South San Francisco are located to the east; Interstate 380 (I-380) is located to the south, with residential uses on the south side of I-380; and commercial uses, multi-family residential uses, and the Golden Gate National Cemetery are located to the west. The project site is zoned as Planned Development (PD) and Medium Density Mixed-Use (TOD-1) and is designated as Regional Commercial in the San Bruno General Plan.

The project would demolish all existing uses on the project site except for the Century at Tanforan Theater, totaling approximately 900,000 square feet of demolition. The project would construct a transit-oriented, mixed-use



development including housing, retail uses, life-science laboratory and office uses, private and publicly-accessible, privately-owned open space, and a potential hotel (Figure 2 – Site Plan). The project site includes a programmed area and two “flex zones.” Within the programmed area, the project would construct approximately 250,000 square feet of new and relocated retail space, approximately 1,000 multi-family residential units, approximately 711,000 square feet of life-science laboratory and office uses, an approximately 14,500-square foot amenity building, and a parking garage. The existing 81,500-square foot Century at Tanforan Theater would be remodeled and incorporated into the project, and the existing Target would be relocated to a new retail building in the western portion of the project site.

Under the proposed zoning, the flex zones could be developed with life-science laboratory and office, residential, and/or hotel uses, with additional parking, up to the maximum intensity studied in the EIR and memorialized in any future project approvals. The exact amount and configuration of future development in the flex zones would depend on a number of market factors, and cannot be forecast with precision. For purposes of the EIR analysis, two land use scenarios will be studied: Scenario A (Figure 3) and Scenario B (Figure 4). The land use scenarios represent a reasonably foreseeable range of development that would be expected to occur in the flex zones. The land use scenarios are for EIR analysis purposes; the ultimate development within the flex zones will likely be a blend of the two scenarios. For each resource area studied, the EIR will evaluate the “worst case” land use scenario (i.e., the scenario with the greatest potential to result in a significant impact). This approach will ensure that the EIR identifies the maximum potential impacts of the project. The following table provides a land use breakdown for the project under Scenario A and Scenario B.

**Land Use Summary**

Land Use	Programmed Area	Scenario A		Scenario B	
		Flex Zone	Total	Flex Zone	Total
Retail <sup>1</sup>	328,000 sf	0 sf	328,000 sf	0 sf	328,000 sf
Residential	1,000 DU	0 DU	1,000 DU	500 DU	1,500 DU
Life Science Lab & Office	711,000 sf	1,289,000 sf	2,000,000 sf	0 sf	711,000 sf
Hotel	0 keys	0 keys	0 keys	170 keys	170 keys
Amenity	14,500 sf	14,500 sf	29,000 sf	0 sf	14,500 sf
<b>Notes:</b>					
Square footages and unit/room/parking counts are approximate, and do not account for the demolition of existing uses.					
<sup>1</sup> Includes 86,250 square feet of new retail uses, 160,000 square feet of relocated retail uses (i.e., Target), and 81,500 square feet existing uses to be retained (i.e., theater).					

Building heights would range from 1 to 8 stories, with varying floor-to-floor heights, and building maximum heights within both the City’s height limit maximum of 79 feet 7 inches measured from grade, and the SFO-adopted safety height limits of 127 feet to 148 feet, measured from median sea level (AMSL). The project would also include approximately 457,000 square feet (10.5 acres) of private and publicly-accessible, privately-owned open space. On-site and off-site infrastructure and improvements would be required, including sidewalk improvements, sewer line realignment, and integration with City’s existing bike network.

In connection with the project, the City is preparing the following project entitlements: General Plan amendment; amendment of the Planned Development Zoning District and approval of a Development Plan; Phased Vesting Tentative Subdivision Map; Development Agreement; and Airport Land Use Compatibility Plan (ALUCP) inconsistency override.

**Probable Environmental Impacts of the Project:** It is preliminarily anticipated that the EIR will address the following probable environmental impacts of the project:

**Air Quality:** The EIR will address the regional air quality conditions in the Bay Area and discuss the project’s consistency with the applicable air quality plan and potential impacts to local and regional air quality and other emissions such as odors. The EIR analysis will consider sensitive receptors (e.g., nearby residential neighborhoods) and the potential health impacts of project-generated air pollutants.

Biological Resources: The EIR will identify candidate, sensitive, and special-status species, riparian habitats and other sensitive natural communities, and other sensitive resources and the potential for impacts to those resources during construction and buildout. The EIR also will discuss potential conflicts with local policies or ordinances protecting biological resources.

Cultural Resources: The EIR will analyze potential historic and archeological resources impacts and the potential to encounter human remains, although the site is in a highly developed urban environment. The EIR will consider the potential impacts to built resources on and near the site.

Energy: The EIR will evaluate the potential for the project to result in wasteful, inefficient, or unnecessary consumption of energy resources during construction and operation. The EIR will address potential conflicts with state or local plans for renewable energy or energy efficiency.

Geology and Soils/Paleontological Resources: The EIR will examine potential geologic hazards, such as fault rupture, strong seismic ground shaking, seismic-related ground failure, landslide, slope stability (such as lateral spreading, subsidence, liquefaction, collapse), and expansive soil. The EIR also will address potential impacts to paleontological resources.

Greenhouse Gases (GHG): The EIR will evaluate potential construction- and operation-related GHG emissions associated with the project as well as the project's consistency with applicable GHG-related plans and policies.

Hazards and Hazardous Materials: The EIR will include discussion of potential risks the project poses to the public, if any, including potential emission of hazardous substances, transportation of hazardous materials required during both construction and buildout of the project, and risk of upset and accident conditions involving the release of hazardous materials. The EIR also will discuss consistency with safety policies in the applicable Airport Land Use Plans. The project site is not on the Cortese List compiled pursuant to Government Code Section 65962.5.

Hydrology and Water Quality: The EIR will discuss the project's consistency with water quality standards and waste discharge requirements and analyze whether any impacts to surface water or groundwater quality would occur as result of the project. The EIR will discuss any potential impacts to groundwater supplies and recharge; potential impacts to existing drainage patterns that could result in erosion, flooding, exceeding capacity of existing drainage systems, or impeding or redirecting flood flows. The EIR also will discuss potential conflicts with applicable water quality control plans or sustainable groundwater management plans.

Land Use and Planning: The EIR will examine whether the project would physically divide an established community or cause significant environmental impacts due to any conflicts with applicable land use plans, policies, or regulations adopted for the purpose of avoiding or mitigating environmental effects.

Noise and Vibration: The EIR will include potential noise and ground borne noise and vibration exposure analysis during construction and at buildout of the project, particularly to noise sensitive uses including nearby residences. The analysis will also include traffic noise. The EIR will also discuss consistency with noise compatibility policies in the applicable Airport Land Use Plan.

Population and Housing: The EIR will analyze whether the project would induce substantial unplanned population growth in the project vicinity and surrounding areas.

Public Services & Recreation: The EIR will address the availability of public services (e.g., police and fire protection, schools) and recreational facilities and the potential for the project to result in significant impacts associated with construction of new or physically altered facilities in order to maintain acceptable service ratios, response times, or other performance objectives.

Transportation: The EIR will address whether the project will conflict with a program, plan, or policy addressing the circulation system, including roadway, bicycle, transit, and pedestrian facilities in the vicinity of the project site. The EIR will evaluate impacts related to changes in vehicle miles traveled (VMT). The EIR also will evaluate potential transportation safety impacts and the adequacy of emergency access.

Tribal Cultural Resources: Any consultation activities pursuant to Assembly Bill 52 and Senate Bill 18 will be summarized, and impacts to tribal cultural resources will be assessed.

Utilities and Service Systems: The EIR will analyze the net change in demand for water, wastewater, solid waste, and electricity/natural gas as a result of project implementation, and whether existing systems can accommodate any increase in demand.

The EIR will not include detailed evaluations of impacts to:

- Aesthetics: The project qualifies for an exemption from evaluating impacts on aesthetics pursuant to Public Resources Code (PRC) Section 21099(d).
- Agricultural and Forestry Resources: These resources are not present on the project site.
- Mineral Resources: These resources are not present on the project site.
- Wildfire: The project site is not within a wildfire hazard area.



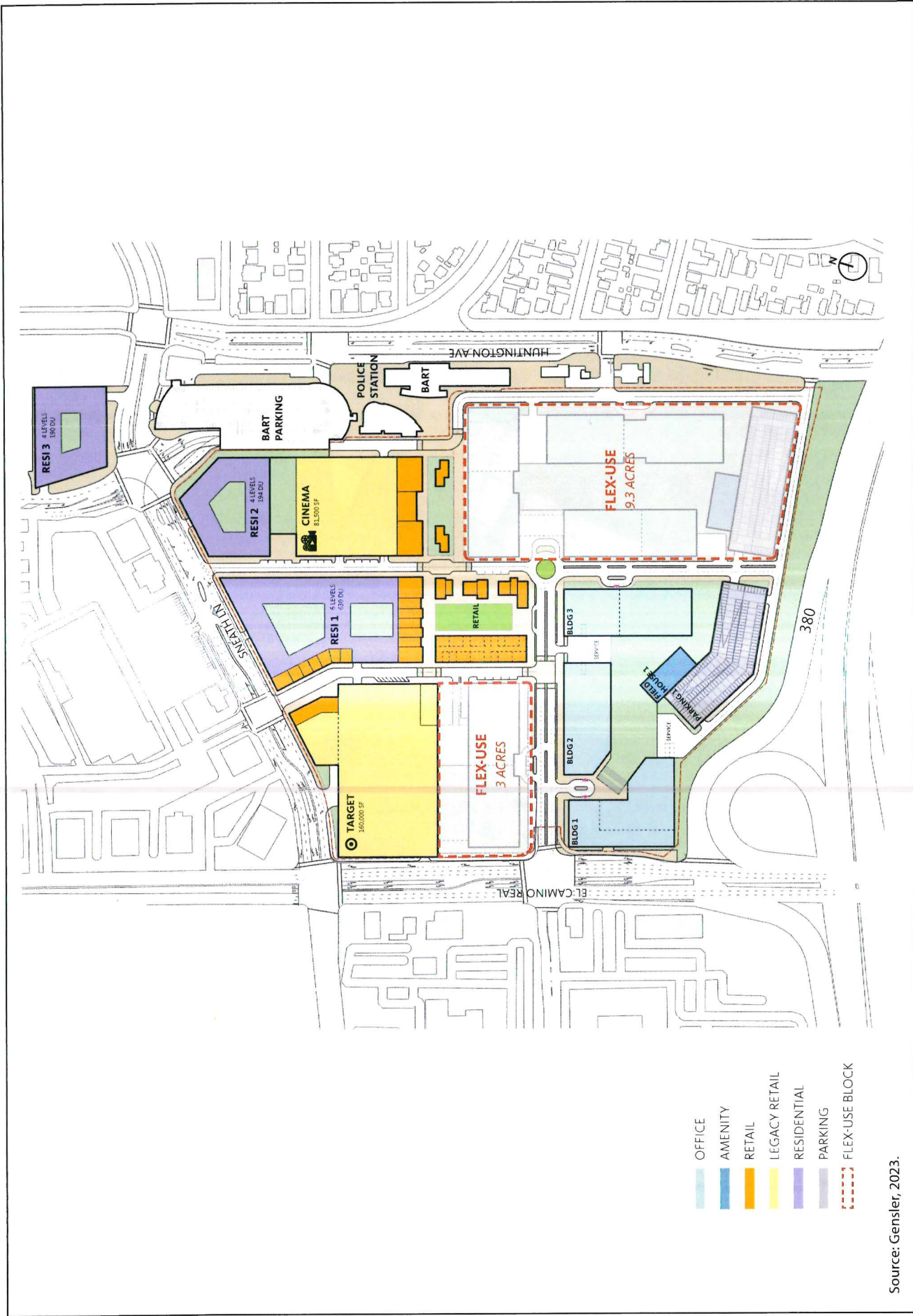
\\PDC\1100\GIS\11\Projects\_1100\of\_San\_Bruno\1100\_Tanforan\_Business\_Dev\_Project\Browns\_Dev\_Project\Browns\_Dev\_Project\_Location\Est\agor\_Use\_02705\_Done\_12142023



Figure 1  
Project Location

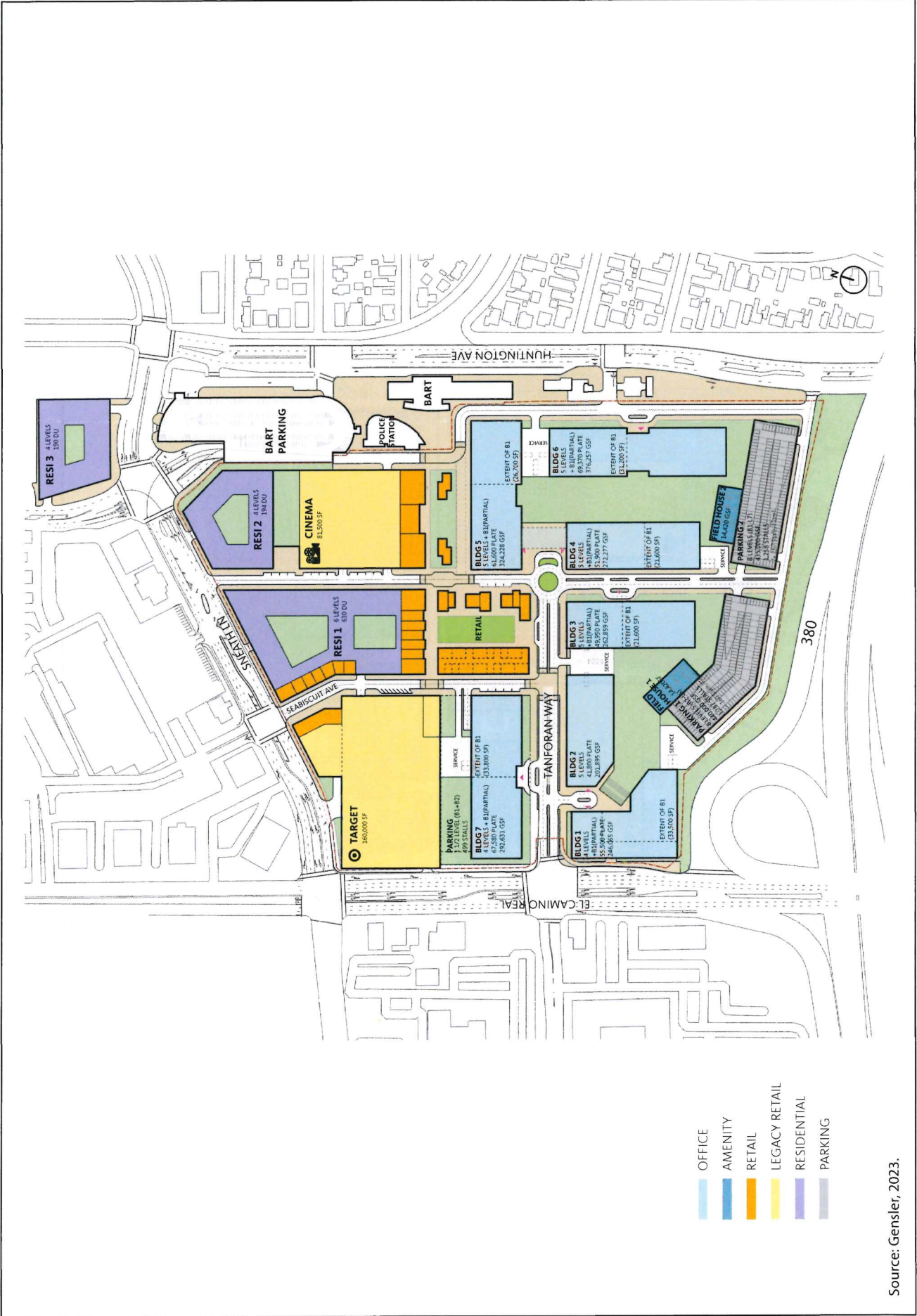


Figure 2  
Site Plan  
Tanforan Redevelopment Project



Source: Gensler, 2023.





Source: Gensler, 2023.





Figure 4  
Scenario B  
Tanforan Redevelopment Project



Source: Gensler, 2023.

