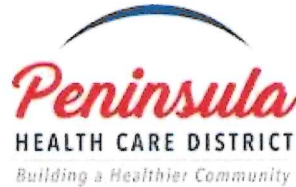




BOARD OF DIRECTORS MEETING MINUTES 6:30 pm Thursday, May 25, 2023 1819 Trousdale Dr. Burlingame, Ca 94010 (Classroom)		
<u>Directors Present</u> Chair Cappel Vice-Chair Pagliaro Secretary Zell Director Sanchez	<u>Directors Absent</u> Director Navarro (Zoom)	<u>Also, Present</u> Legal Counsel Mark Hudak Tracey Fecher, Sonrisas CEO Dr. Bonnie Jue, Sonrisas CED Richard So, ED Hep B Free
<p>1. Call to Order and Roll Call: Chair Cappel called the meeting to order at 6:02 pm. Roll call attendance was taken. A quorum was present.</p> <p>2. Public Comment/Non-Agenda Items: No Public comments were offered.</p> <p>3. Report out from Closed Session: 4/25/2023 & 5/4/2023: Chair Cappel</p> <p>Chair Cappel stated that the Board held discussions regarding the PWC project during the closed session meetings held on 4/25/2023 and 5/4/2023.</p> <p>4. Consent Calendar: ACTION</p> <ul style="list-style-type: none"> a. Board Meeting Minutes –April 13, 2023, & April 25, 2023 b. Strategic Direction Oversight Committee Minutes – April 3, 2023 c. Finance Committee Minutes – March 7, 2023 d. Checking Account Transactions – April 2023 e. Treasurer’s Report – April 2023 f. Annual Review of Pay Scale <p>Motion to Approve the Consent Calendar as Presented Motion: By Director Sanchez; Seconded By Vice-Chair Pagliaro Vote: Ayes – Cappel, Pagliaro, Zell, Navarro, Sanchez Noes - 0 Abstain - 0 Motion Passed: - 5/0/0</p> <p>5. Old Business: ACTION</p> <ul style="list-style-type: none"> a. 1764 Marco Polo Way: Chair Cappel and Secretary Zell <ul style="list-style-type: none"> 1) Purchase Agreement 2) Lease Agreement <p>Motion to approve the purchase of 1764 Marco Polo Way on the terms and conditions set forth in the agreement in the Board packet and authorize CEO Pulido to sign the agreement on behalf of the District.</p>		



Motion: By Director Zell; Seconded By Vice-Chair Pagliaro

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

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

6. New Business: ACTION

a. Sonrisas Proposal for Upcoming Three-Year Grant Term: Tracey Carrillo Fecher, CEO

Sonrisas CEO Tracey Carrillo Fecher presented on the FY24-FY26 Partnership Proposal, Oral Health Care Safety Net Services.

Presentation Highlights

Programmatic Impact:

The achievements accomplished from July 2020 through March 2023 have been positively impactful to the reputation of SDH as a quality provider, to its fundraising ability, and, more importantly, to the hundreds of PHCD uninsured and Medicaid residents who received a total of 10,275 patient care visits during that period. Examples of accomplishments include:

- Finalized a contract with San Mateo Medical Center to treat their FQHC patients at a \$290/visit rate, almost double the Medicaid fee-for-service average reimbursement per visit.
- Weathered the significant challenges the pandemic brought to dentistry, receiving federal grants and Paycheck Protection Program loans that were forgiven.
- Built out the remaining operatories in the San Mateo clinic with funding from Stanford Hospital, the Irwin Foundation, and the Health Plan of San Mateo. These operatories increased the visit capacity at that center by 30%.
- Increased the number of screenings year over year.
- Launched a three-year strategic plan with sustainable growth and community engagement as focus areas
- Ended the last three fiscal years (FY21, FY22, and FY23) with net positive income after multiple years of negative net income.

Fundraising beyond PHCD's funding:

<u>SDH NON PHCD FUNDING</u>	<u>FY19</u>	<u>FY23 (Projected)</u>
Individual Donations & Events	\$104,000	\$290,000
Non-PHCD Grants	\$341,000	\$1,300,000

SDH has removed barriers for thousands to get treated and provides oral health education to all ages in the community which contributes to the prevention of untreated oral health issues and addresses overall health. The SDH team has demonstrated responsible leadership by setting strategies and measuring impact. They have complied with all covenants of the recent funding agreement and have used PHCD's funding wisely for the betterment of their constituent's health.



Summary of the proposal: FY24 to FY26 PHCD and Sonrisas Partnership

<u>Program Area Number</u>	<u>Served Annually</u>	<u>Funding Allocation</u>
Medi-Cal Care Visits	3,600	\$720,000
School Screenings	300-400	\$34,500
Senior Patients	50-100	\$10,000
Expanding Community Outreach	5 New Partners	\$35,500
PHCD Annual Funding Total:		\$800,000
PHCD FY24-26 Funding Total:		\$2,400,000

Q & A with Tracey Carrillo Fecher and Sonrisas Community Engagement Director Bonnie Jue

Does Sonrisas Dental Health assist their patients in arranging visits with medical professionals if any underlying medical conditions are suspected based on their oral health evaluation? Sonrisas Dental Health has a strong referral system that enables them to link adults and children who may have potential health concerns with local medical professionals in the community, such as the Health Plan of San Mateo and San Mateo Medical Center.

How many days a week are the Sonrisas facilities open? The San Mateo clinic operates for six days, while the Half Moon Bay clinic is open for five days per week.

Given that the organization serves a vulnerable community that typically works during the day, have there been any discussions about expanding the days or hours of operation? The organization has taken steps to address this by providing a dentist and hygienist on Saturdays for the Health Plan of San Mateo Medi-Cal patients. Additionally, there is an opportunity to consider having the facility open on Sundays.

What percentage of the total visits of the organization is represented by the 3,600 visits at the San Mateo Clinic? The 3,600 visits represent about 25% of the organization's total visits.

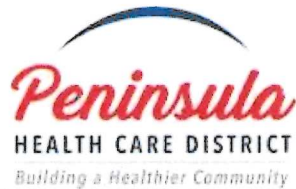
Of all the visits to the San Mateo Clinic, what percentage can be attributed to residents of the District?

More than half of the total visits to the San Mateo Clinic are by residents of the District.

What methods does Sonrisas use to locate and assess seniors' eligibility for community-based dental care and patient navigation assistance? Typically, individuals who are 65 years of age or older are considered eligible. Community members can get in touch through various channels, including phone calls, the SDH website, and referrals from community partners such as Self Help for the Elderly in San Mateo.

How many Federally Qualified Health Centers are there in San Mateo County?

There are four Federally Qualified Health Centers (FQHC) in the county, Ravenswood Family Health Network, San Mateo Medical Center, North East Medical Services, and Gardner Health Services.



Does Sonrisas have a contractual relationship with Trousdale?

The organization has been collaborating with Trousdale for many years and they have been a wonderful partner.

Director Zell commented that he is interested in having a contract that would allow Sonrisas to provide residents with at least two appointments per year.

Requested Board Action:

Extend the current funding agreement for three (3) additional years to ensure the most vulnerable continue to receive services, to provide funding stability to allow SDH management focus on community outreach, program development, and becoming an FQHC model for a total of \$800,000/year and \$2.4M over the three years.

Motion to approve Sonrisas Proposal for Upcoming Three-Year Grant Term extending funding agreement for three (3) additional years, \$800,000/year and \$2.4M over the three years

Motion: By Director Zell; Seconded By Director Sanchez

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

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

b. Revised Hep B Free Funding Request: Richard So, Executive Director

Changes to Original Budget and Deliverables:

Given the impact of COVID on community-based programs, the Community Screening Program was delayed and not able to launch until this year. As a result, the budget and some deliverables were modified. The most significant changes are that the public awareness the campaign will no longer use Sam Trans as a medium and instead will use digital media ads to collect more accurate data and reduce costs. The Data Baseline Creation has also been removed due to redundancy as the cost has been integrated into the other programmatic elements.

Revised Program Summary:

The program maintains its key elements:

1. Launch a public awareness campaign using mediums such as Digital and Ethnic Media
2. Launch a PHCD Business Initiative targeted at Asian-centric businesses
3. Offer a vaccine program in partnership with retail pharmacies
4. Expand physician education opportunities

Funding Distribution:

<u>Component</u>	<u>Proposed Annual Budget</u>	<u>Original Annual Budget</u>
Awareness	\$55,000	\$48,547
Business Initiative	\$73,700	\$63,700
Vaccination	\$11,000	\$10,000



Physician Education	\$11,000	\$10,000
Data Baseline	Built into each invoice	\$5,000
Fiscal Sponsor Fees	Built into each invoice	\$13,732
Total:	\$150,700	\$151,048

Requested Board Action:

Strategic Direction Oversight Committee recommends the Board approve the modifications to Hepatitis B Community Screening Program and its annual contract for \$150,700.

Motion to approve the modifications to Hepatitis B Community Screening Program and its annual contract for \$150,700

Motion: By Director Zell ; Seconded by Vice-Chair Pagliaro

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

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

c. FY 23-24 Drivers & Assumptions for the FY'23-'24 Budget: Director Zell & CFO Yee

CFO Yee highlighted some key items in the budget:

- The PHCD Program Support budget, amounting to \$4.3M, covers both approved funding and program subsidies.
- Out of this budget, \$2.8M has been allocated for the launch of the new allcove™ Teen Mental Health Center.
- Capital Expenditure \$680K (Furniture costs, Tenant Improvements, IT Equipment)
- Health and Fitness Center will begin accepting insurance membership programs OptumRX and American Specialty Health. These two programs are designed to offer reduced membership rates to members of Medicare, UnitedHealthcare Kaiser, Anthem BlueCross/BlueShield, and Medicaid. The programs are predicted to boost membership from the current 178 to a forecasted 250.

Vice-Chair Pagliaro stated that it was his understanding that there were additional carriers beyond the two carriers that were mentioned.

FCD Marheineke clarified that OptumRX and American Specialty Health are the program names but within each program, they serve different insurance carriers.

Chair Cappel asked **CFO Yee** what the expected tax revenue is for the upcoming year.

CFO Yee answered that tax revenues were budgeted at \$8.5M, slightly exceeding the projected \$8.4M for FY 22-23.

Chair Cappel asked about the \$84,625 for billables that appear under the allcove™ Teen Mental Health Center Proposed Budget FY'24.



CFO Yee answered that this was the number provided by Caminar estimating the Medi-Cal billables for mental health services.

Chair Cappel asked if the numbers provided by Caminar were the appropriate reimbursements per Medi-Cal visit.

Director Zell commented that the Finance Committee has been engaging in conversations regarding the figures presented by Caminar, and they plan to conduct a comprehensive review of them.

DYBH Flores added that the figures provided by Caminar were preliminary and that they had conducted their own research. Additionally, they have been in contact with Behavioral Health and Recovery Services of San Mateo and Kaiser to update the numbers to reflect the latest information.

Vice-Chair Pagliaro inquired about the expected timeline for hiring the Clinical Leader for the allcove™ center and if their salary would be covered by the program.

DYBH Flores stated that the hiring process has already commenced and that the salaries of the Program Director, Youth Outreach Specialist, and Clinical Lead would be paid through the allcove™ program.

Motion to approve the FY '23-'24 Budget as presented

Motion: By Vice-Chair Pagliaro; Seconded by Director Zell

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

Noes - 0

Abstain - 0

Motion Passed: - 5/0/0

d. Approval of allcove™ San Mateo Youth Drop-In Center Issuance Fee to City of San Mateo for cost of permits for tenant improvements at 2600 S. El Camino Real, San Mateo location: Eddie Flores, Director YBHS

Chair Cappel stated that item (6D) has been pulled from the agenda.

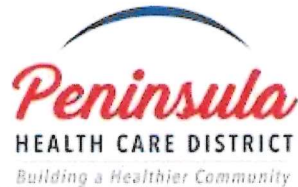
7. Reports:

a. Board Standing Committees:

Strategic Direction Oversight – May 3, 2023

Chair Cappel stated that the Strategic Direction Oversight Committee held a meeting in May to review the status of the PWC Community Hub. They're anticipating the presentation of the Hub Project Progress Report, which will provide details such as the potential services that will be offered, the square footage required to deliver these services, and a business proforma report.

Finance – May 17, 2023



Director Zell reported that the Finance Committee worked on the FY 23-24 Budget. The committee is currently considering paying off some of the loan owed on The Trousdale while also deciding on whether to acquire earthquake insurance. Additionally, they are revisiting the agreement with CalPERS.

Community Health Investment- Next meeting August 7, 2023

b. Board Chair and Director Reports

Chair Cappel stated that he did not have a report.

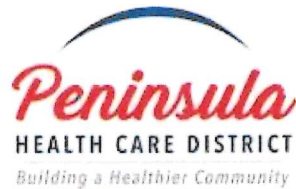
Vice-Chair Pagliaro updated the Board on the litigation regarding the Trousdale and informed them that there will be an inspection next week, which he will be attending. He is working with **Counsel Hudak** to produce court documents, as ordered by the judge.

Director Zell stated that he had a meeting in San Francisco with the Pomeroy Pool management, who shared how they run their facility in a way that allows for profitability. At the last meeting when the issue of reopening the Mickelson pool was raised, **Cheryl Fama** received news from the CEO of Sutter Health Mills-Peninsula Medical Center, **Janet Wagner**, that Sutter had committed to opening the pool. After inviting the **CEO of Warm Water Wellness, Lindsey Raike**, to discuss the matter, Sutter attempted to pitch the idea of going to the YMCA in Redwood City and using their facility. Now there are concerns regarding when the pool will open, with indications that it may take an estimated time of up to 3 years. **Director Zell** wrote a letter to the new Sutter **CEO, Warner L. Thomas**, that was signed by almost every elected official in the County. The letter conveyed the community's wishes for a change in policy with Sutter and a clear timeline for the opening of the pool. In addition, the letter shared the sentiment of the Board that a non-profit organization such as Sutter should not be shutting down community programs, such as Senior Focus and the warm water pool, that serve a vulnerable community simply as a cost-cutting measure. He has read comments from the new Sutter CEO, which led him to believe that Sutter is committed to improving community relations. He is seeking a definite and clear answer on the expected date for the pool reopening. In the case the pool cannot be opened soon, they are hoping for a detailed explanation that can address and clarify any concerns and help them understand the factors contributing to the delay of the pool opening. **Director Zell** requested **Chair Cappel** extend an invitation to the Legislative Affairs Representative at Sutter for the upcoming meeting. He would like Sutter to give a presentation to obtain a definitive date or timeline for the pool's reopening.

c. Staff Reports

FCD Marheineke stated that with the approved budget in place, they have already received contracts from OptumRX and American Specialty Health. These contracts are currently being reviewed by **CEO Pulido** and **Counsel Hudak**. She hopes to have them signed soon and begin training in June.

Chair Cappel asked **FCD Marheineke**, what the process would be for a person from UnitedHealthcare, for example, to become a member of the gym.



FCD Marheineke responded that the identification of eligible individuals can be done through a portal or by contacting their insurance provider. Once the benefits are confirmed, a member number will be provided, which can be used to access the facility.

Vice-Chair Pagliaro asked if someone could come in and use the facility on their first visit.

FCD Marheineke responded that one of the programs requires them to provide a free trial visit.

Chair Cappel asked whether an individual could qualify for membership if they were enrolled under the umbrella of either of the two contracted programs and how many visits would be necessary for the Health and Fitness Center to receive reimbursement.

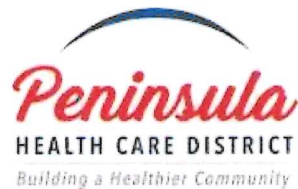
FCD Marheineke answered that if someone is insured under either OptumRX or American Specialty Health, they qualify as a member and the Health and Fitness Center will be reimbursed after one visit each month. She also stated that May is Mental Health Awareness Month and Stroke Awareness Month. As part of the month's activities, they will be inviting a speaker who participated last year to share her story with the Health and Fitness Center about being a stroke survivor.

DOBO Arevalo Rodriguez: stated that in honor of Stroke Awareness Month, The Trousdale will host an event featuring leading experts from Mills-Peninsula Hospital's Mobile Stroke Unit on Wednesday, May 31st. They are hoping that this event will attract new leads and increase awareness about the signs and symptoms of stroke, while empowering individuals to take proactive steps toward prevention. She highlighted items from her staff report including that there were 103 leads in April compared to 93 leads in March. Overall lead generation continued to increase in the last month, driven by a large boost in leads from paid social media advertisements. Paid social media advertisements accounted for 73% of leads in April, up from 44% of leads in March. In the past month, three new residents have moved into Trousdale, while no one has moved out. She has recently updated the facility's brochure, which will be included in the next board packet. The Trousdale has recently initiated the practice of monitoring the timeline of their leads, from the moment they receive them to the point when the individual relocates to the facility. Sylvia Chu, the Executive Director of the Trousdale, noted that in the month of April, two leads were successfully converted into residents within the first two weeks of receiving the leads. This week, they commenced the second phase of the print advertising campaign that was approved in March. The new ad will appear in both the San Mateo Daily Journal and the Palo Alto Daily Post.

Director Zell asked **DOBO Arevalo Rodriguez** where most of the leads were coming from.

DOBO Arevalo Rodriguez answered that the majority of leads are coming from paid social media ads through Google and Facebook.

YOS Almes stated that one of her main priorities is recruiting new members for the youth advisory group. She has been attending events such as the StarVista Youth Mental Health Matters walk, in the hopes of attracting new members. The event held on Sunday, May 21st went smoothly with a healthy turnout, enabling her to effectively distribute flyers.



The YAG program extended the application deadline from May 14 to June 11th, giving potential applicants more time to submit their applications. Prior to the deadline extension, the program had received 10 applications. However, with the extra time, they have been able to increase the number of applicants to 13. Another top priority is to increase the male representation in the YAG, which she is optimistic to accomplish with the addition of five new male applicants.

Director Zell inquired about the age range of the YAG members.

YOS Almes responded that the age group is between 14 and 25 years old.

Director Zell asked if she has reached out to the College of San Mateo and attempted to make connections through health classes at local high schools, in her recruitment efforts.

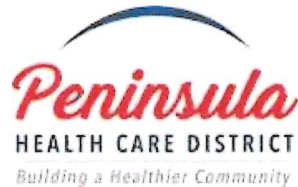
YOS Almes answered that she has been in touch with nearby community colleges, but she has found more success in connecting with local high schools through her network of counselors, newsletters, and email campaigns.

Director Zell commented that one of the topics that came up during the Finance Committee Meetings is the idea of using community networks to leverage resources, such as the District Direct Programs with local high schools. He mentioned that the District has previously held Mental Health Wellness Club meetings at the San Mateo facility for several local schools. He also suggested reaching out to the school counselors to spread awareness about the District's initiative.

DOBO Arevalo Rodriguez commented that **YOS Almes** has been capturing "YAG Spotlights" during her meetings. **DOBO Arevalo Rodriguez** has been incorporating these snapshots of the team's activities and comments from its members into the District's social media outlets and newsletters in hopes of attracting new members.

DYBH Flores stated that he wanted to speak on a few points that were not included in his report since they are still a work in progress. One of his primary focuses is to secure funding for the allcove™ center, which he has begun to address through the strong connections he established with the Mental Health Services Act (MHSA) of the county. Getting on their committee was a priority for him, and thanks to the relationships he has built there, the District has been invited to submit a proposal for funding under their Prevention and Early Intervention Program. The District is expected to receive a response within the next several weeks. While this proposal is for one-time funding, Stanford is collaborating with the State Mental Health Commission on a multi-county initiative, with funding vetted in Sacramento by the Mental Health Services Oversight & Accountability Commission. The MHSA has conveyed to **DYBH Flores** that the District could also be considered for this funding. He also provided an update regarding his recent conversations with the Sand Hill Foundation. They are interested in relocating their Mental Health Focus and Strategic Plan to San Mateo County and expressed eagerness to attend the allcove™ San Mateo ribbon cutting in the fall. Additionally, they have shown preliminary interest in funding allcove™ San Mateo. He plans to continue engaging in conversation with them about their interest in supporting the program.

CFO Yee stated that the majority of her attention has been dedicated to completing the FY' 23-24



budget. There has been a significant amount of effort involved in assembling it, particularly with allcove's™ imminent launch and collaboration with Caminar. Even though Caminar's budget figures have shown notable improvement from their previous state, there is still more work that needs to be accomplished. She has also begun working on insurance renewals that she will be presenting soon.

CEO Pulido stated that the Caminar agreement remains a top priority for the organization, and assured the Board that they will continue to work on the contract until it addresses all concerns before bringing it to the board for action. She shared that **DYBH Flores** and **YOS Almes** gave her a detailed tour of the allcove™ center, showcasing its design and layout vision. She dedicated time to preparing for the Strategic Direction Committee meeting as the Community Engagement Director position is vacant and provided support to **CFO Yee** in preparation for the Finance Committee. The team continues to have productive meetings regarding the Strategic Plan, working together to outline objectives, tasks, and quantifiable results. She recently had a chance to catch up with **John Ralls**, the District's legal counsel, and was briefed on the current legal proceedings involving Trousdale. Lastly, she shared that she had a meeting with **Rob Bartoli**, the Executive Officer from LAFCO, who shared a letter with her from the League of Women Voters in California that was sent to LAFCO in January. The letter requested a municipal evaluation of the District, expressing their concern about the performance of The Trousdale in relation to the amount of funds invested in it. They raised concerns about PWC and suggested that the focus should not only be on senior services. Rob Bartoli clarified that the Board had evaluated the letter and its appeal for a District review in March and decided that they would not undertake a review this year. He recommended that once she is settled into her new role and a comprehensive Strategic Plan is established that outlines the District's plans for the future and its approach toward PWC, they can present an organizational update to their board.

8. Correspondence and Media :

- a. 5/5 Abilitypath Thank You Letter
- b. 5/16 Louise Rogers COVID Update
- c. 5/17 Warm Water Wellness Inc. Combined Letter to Warner Thomas

9. Adjourn: Chair Cappel adjourned the meeting at 8:28 pm.

Written by: Voula Theodoropoulos

Approved by: 
Lawrence W. Cappel, Board Chair