



<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>		
<u><b>Directors Present</b></u> Chairman Cappel Vice-Chairman Pagliaro Secretary Zell Director Navarro Director Sanchez	<u><b>Directors Absent</b></u>	<u><b>Also, Present</b></u> <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
Total	\$2,000,000

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>
Healthy Aging	5 Orgs	4 Orgs	2 Orgs
Mental Health	6 Orgs	8 Orgs	-
Preventive Health	5 Orgs	8 Orgs	1 Org
Healthy Equity	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

Written by: Voula Theodoropoulos

Approved by:

A handwritten signature in black ink, appearing to read 'Voula Theodoropoulos', is written over a horizontal line.