



**COMMUNITY HEALTH INVESTMENT COMMITTEE MEETING**

Monday, November 20, 2023

5:00 pm – 7:30 pm

Agenda

**Join Zoom**

**Meeting:**

[https://  
us02web.zoom.us/  
j/83255138147](https://us02web.zoom.us/j/83255138147)

**Meeting ID:**

832 5513 8147

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location**

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**1. Call to Order**

**2. Approval of Minutes – October 11, 2023**

**Pg. 1-3**

**3. San Bruno Park School District Update**

**4. Community Grant Application Review and Recommendations**

**Pg. 4-12**

a) Review Criteria

b) Budget Overview

c) Grants Application Spreadsheet

**5. Final Board Recommendations: Recipients and Amounts (Action)**

**6. Future Meetings**

a) Check Presentation Ceremony – January 17, 2024, 5:30pm

b) Mid-year & End of Year Report Review – February 21, 2024, 5:30pm

**7. Adjournment**



## COMMUNITY HEALTH INVESTMENT COMMITTEE MEETING

Monday, October 11, 2023

Minutes

### 1. Call to Order

Meeting was called to order at 5:05 pm. Directors Navarro and Sanchez presided. Present: Bryan Neider, Marco Durazo, Susan Baker, Mary Lund, Kevin Martinez, and Linda Wolin.

### 2. Business

**A. Minutes:** Director Rick Navarro moved to approve the minutes from the August 7, 2023 meeting. Roll call was taken, and the minutes were approved.

#### **B. Letters of Interest**

As an update, Q2 reports were due in July, and 3 organizations did not complete their reports. A deep dive of mid-year and end-of-year reports will take place in February 2024 with the Directors, CEO Ana Pulido and Strategic Initiatives Director Fátima Rodríguez. If CHIC members are interested in attending, they will be invited. It is an optional meeting. Staff will send an invitation at a later time for this special session.

CEO Pulido introduced Dr. Fátima M. Rodríguez, the recently hired Strategic Initiatives Director, who presented the context of the Community Grants Program (CGP) work, focus areas, portfolio overview, and Letters of Interest (LOIs) received. Director Navarro mentioned that next year, we will likely introduce another set of 2-year grants to alleviate the review process.

The preliminary review criteria were described. Summaries were reviewed listing the organizations proposed to advance to the application phase, organized in the following categories: 2-Year LOIs, 1-Year Returning LOIs, and 1-Year New LOIs.

***Regarding the Summary of Recommended 2-Year LOI, there were 14 organizations requesting a total budget of \$655,000.*** From this list, two organizations were noted as needing more discussion.

***Regarding the Summary of Recommended 1-Year LOIs-Returning, there were 18 organizations requesting a total of \$606,900.*** Two organizations required more discussion.

Committee member Durazo inquired about whether there was a target number of grants for 1-year versus 2-year funding. This year, there was not a target; instead, we put the LOIs through the screening criteria to make recommendations.

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Some discussion ensued about ideas on how to diversify the portfolio for future grant cycles, including setting targets, holding application workshops, and establishing communication with Thrive Alliance for Non-Profits in San Mateo County and Leadership Council of San Mateo to expand messaging across their networks. In addition, there was mention of connecting with Mike Callagy's Office with San Mateo County that provides funding to many organizations. Committee Member Mary Lund also shared reaching out to the church community, such as the Tongan community, particularly for specific topics and communities. There was also a suggestion to asking cities to help us outreach and communicate about the Community Grants Program through their newsletters, social media, and other channels.

Also, a suggestion was made to reach out sooner to organizations who have never applied, and help them build on their capacity to apply.

Next, we reviewed the **Summary of Recommended 1-Year LOIs for New Organizations**. In this category, **five new organizations** were recommended for this Committee's consideration, **reflecting a total budget request of \$135,962**. There was discussion about the importance of metrics and the value organizations bring in addressing our focus areas and creating impact. When discussing new organizations, there was some mention of the option of visiting or interviewing organizations if more information would be helpful as part of the review process.

CEO Pulido updated the Committee about the status of using Zengine for reviewing the applications online. If the platform is not ready, we will alert the Committee and use an alternate mechanism, like Google Docs or Survey Monkey. If we use Zengine, the Committee will receive instructions and a video clip tutorial.

In terms of the review process, CEO Pulido shared that each member will have between 5 and 7 applications, and Committee members can call applicant organizations if they have any additional questions. Initially, the applications were due on October 26; however, we propose extending it to October 31. To allow those organizations moving forward in the grant process adequate time to work on the application, they will receive the application questions in advance (by October 23, if not sooner) – as we finalize the details for receiving completed applications. The review process will start on November 1<sup>st</sup> and end on November 15<sup>th</sup>.

On November 20<sup>th</sup>, the Committee will reconvene, and each member will have the opportunity to present and discuss the reviewed applications.

The next meeting is on Monday, November 20, 2023. Meeting will be in person and start at 5:00 pm for an extended session.

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CEO Pulido would like to bring back an award ceremony for grantees that did not happen during COVID. She proposed the week of January 16<sup>th</sup> – 19<sup>th</sup> in the evening. Voula will send a Doodle to check on the Committee’s availability. It is not mandatory to attend for all Committee members. A prior location mentioned was Coyote Golf Course location.

**3. Adjournment - Meeting adjourned at 6:34 pm.**

Written by: Fátima M. Rodríguez, DrPH, MPH

Approved by: \_\_\_\_\_  
Rick Navarro, MD, CHI Committee Chair

Reviewer	Organization Name - Program Title	Annual Funding Request	Funding Request Y1	Funding Request Y2	Award Prior Year	Total Yearly Program Budget	Focus Area	Service Area	Program Description
Dr. Navarro	Boys & Girls Club	\$60,000	\$60,000	\$60,000	\$15,000	\$1,995,000	Mental Health, Equity, Preventive	Lead Elementary, Sunnybrae Elementary, San Mateo Park Elementary	<b>Preventive mental health services and physical fitness activities for K-8.</b> Addresses critical health & wellness needs with daily hot meals, social & emotional learning, fitness & nutrition classes, & family engagement. Funding will support organization's direct service staff who will deliver athletics & mental health programs, while expanding BGCP's presence in San Mateo's underserved communities.
Kevin Martinez	Caminar - Medication Assistance Program	\$60,000	\$60,000	\$60,000	\$60,000	\$131,268	Mental Health	San Mateo County	<b>Medication assistance program. Provides in-home and remote medication guidance to those with mental illness and co-curring physical conditions.</b> Funds would maintain program and used to supplement the LVN & supervising nurse salaries and to purchase medi set supplies for clients.
Mary Lund	Catholic Charities	\$50,000	\$50,000	\$50,000	\$45,000	\$652,210	Health Aging	San Mateo County	<b>Licensed adult day program for frail seniors and adults with disabilities.</b> Program will address health disparities by providing respite care support, education & support to family caregivers in order to keep low-income seniors living in their homes and among their community. Funds would continue services and help support ongoing operating expenses associated with sustaining services at the necessary level to support Seniors with a hybrid model onsite programming & virtual caregiver supports. Funding would also allow program to continue making individual wellness calls to ensure mental & physical wellbeing of clients and to recognize and/or prevent health issues before they arise.
Marco Durazo	Edgewood - Kingship Family	\$35,000	\$35,000	\$35,000	\$45,000	\$1,268,310	Preventive, Healthy Aging	San Mateo County	<b>Medical interventions for senior kinship caregivers and multi-generational mental health services.</b> Services are provided in-person and online. Funds would help maintain program & help expand client census back to pre-pandemic level. Funding would support salaries for key staff including Community Health Nurse, Director of Family Support Services, mental health clinicians, & Kinship Resource Specialist. 13% annually would support operating expenses - outreach & marketing, staff & client travel, food, and medical supplies.
Susan Baker	Jewish Family & Children Services	\$30,000	\$30,000	\$30,000	\$25,000	\$1,101,297	Health Aging		<b>Provides improved quality of life for older low-income adults living with dementia through early detection, intervention, and education.</b> Funding would maintain program and be used to help organization deliver an array of dementia care services to clients living in PHCD's geographic area. Funds will also support in-home respite for family caregivers.

Reviewer	Organization Name - Program Title	Annual Funding Request	Funding Request Y1	Funding Request Y2	Award Prior Year	Total Yearly Program Budget	Focus Area	Service Area	Program Description
Marco Durazo	Latino Commission	\$20,000	\$20,000	\$20,000	\$20,000	\$809,514	Mental Health/ Equity	San Mateo County (San Bruno)	Substance use disorder outpatient program with a focus on mental health prevention and psycho-educational programming to prevent a relapse, improve health and stability. Services are hybrid virtual and facility-based. Funding would be used to maintain current program and be used to pay for 120+ contracted hours of a professional mental health therapist (LCSW) who provides mental health assessments, individual mental health therapy sessions, & small group psycho-educational presentations. Funds would also be used for indirect costs (12%).
Mary Lund	Peninsula Bridge	\$35,000	\$35,000	\$35,000	\$25,000	\$419,912	Mental Health	San Mateo, Palo Alto	Offers 1:1 counseling, parent/caregiver sessions to support student, and group parent mental health education workshops to 100% free and reduced lunch eligible students. Funding would maintain and help expand program for the 204 students & 204 parents or caregivers who reside in the district. Program budget was increased to expand LMFT hours.
Kevin Martinez	Peninsula Family Service	\$45,000	\$45,000	\$45,000	\$40,000	\$807,892	Healthy Aging	Daly City, San Mateo, RWC, Pacifica, HMB	Weekly 1:1 group support and companionship for members aged 55+ to help manage transitions and life changes such as health concerns, mobility issues, caregiver needs and grief. Funding will maintain program and be used to help fill the gap in annual budget for critical expenses such as staff salaries and consultant fees.
Mary Lund	Peninsula Jewish Community Center - Pink Power	\$15,000	\$15,000	\$18,000	\$10,000	\$186,316	Preventive	Foster City	A 1:1 innovative exercise training program developed specifically to address the needs and enhance the recovery for post-operative breast cancer survivors. Funding would maintain and expand program and be used to support PHCD residents with financial need. Funds will also help expand the program by hiring 2 additional breast cancer certified trainers - to extend evening/weekend training options; expand reach of complimentary virtual/in-person BC Fit classes; and pilot a hybrid 1:1 program option.
Bryan Neider	Peninsula Volunteers Inc (Rosener House, Meals on Wheels, Anniv Gala)	\$60,000	\$60,000	\$60,000	\$50,000	\$2,121,690	Healthy Aging	Menlo Park	Meals on Wheels increases food security and provides access to nutritious food through home delivered meals and nutritional education. Funding will maintain program and expand to serve more clients. Funds will be used to fully subsidize 48 Meals on Wheels clients for one year - based on the cost of planning, preparing, and delivering the meal.

Reviewer	Organization Name - Program Title	Annual Funding Request	Funding Request Y1	Funding Request Y2	Award Prior Year	Total Yearly Program Budget	Focus Area	Service Area	Program Description
Dr. Sanchez	San Mateo Police Activities League	\$60,000	\$60,000	\$60,000	\$30,000	\$477,130	Mental Health, Equity, Preventive	San Mateo/Foster City School District	Family support, education, mental wellness program that emphasizes early intervention and developing students' social, emotional and behavioral skill sets. Funding will maintain program and be used to pay for the cost of therapy and screening, which will be provided by an Associate Marriage and Family Therapist (AMFT).
Susan Baker	Second Harvest of SV	\$50,000	\$50,000	\$50,000	\$50,000	\$14,497,080	Preventive	San Mateo, Foster City, Millbrae, San Bruno, Burlingame	Distributes over 9 million pounds of food so that residents can access nutritious foods and nutrition education. Funding will maintain program and be used to purchase nutritious foods that will be distributed free of cost to low-income clients.
Linda Wolin	Starvista	\$60,000	\$60,000	\$60,000	\$40,000	\$3,286,532	Mental Health	San Mateo County	Provides a comprehensive mental health and substance use prevention and treatment for youth through its Insights and Crisis Intervention and Suicide Prevention Center programs. Funding will maintain program and be used for personnel costs (salaries, benefits, etc.); operating costs (office & program supplies, rent mileage reimbursement, trainings, etc.); and a small portion for administrative costs.
<b>TOTAL 2-YEAR (Invited)</b>		<b>\$580,000</b>							

Reviewer	Organization Name - Program Title	Annual Funding Request	Award Prior Year	Total Yearly Program Budget	Focus Area	Service Area	Program Description
Susan Baker	<b>AbilityPath - Adult Day Program</b>	\$60,000	\$50,000	\$1,891,409	Preventive	Burlingame, Daly City	<b>Adult Day program that serves individuals with intellectual and/or developmental disabilities</b> Funding will expand program and be used to purchase program supplies , admission fees to utilize community kitchens and attend fitness classes, and cover a portion of the budgeted salary expenses for program management.
Marco Durazo	<b>BACHAC - Community Mammogram Program</b>	\$35,000	\$30,000	\$489,500	Preventive	San Mateo County (San Mateo base)	<b>Education and free mammograms to individuals who are unable to access screenings due to lack of insurance or other barriers.</b> Funds would maintain program and be used to provide training and compensation for Community Health Outreach Professionals, educational & support materials (fliers, etc.), stipends for speaker workshops, digital marketing campaign, & sponsorships on culturally relevant educational opportunities (i.e. Breast Cancer & African Americans Conference & BACHAC's Wellness Where You Are Session).
Dr. Navarro	<b>Breathe CA - Seniors Breathe Easy</b>	\$20,000	N/A	\$32,650	Preventive/ Healthy Aging	San Bruno, Millbrae, Burlingame, San Mateo, & Foster City	<b>Health education, nutrition, screenings, and physical activity for seniors.</b> Funds will be used to maintain and expand the program and help support project-specific personnel costs for staff who outreach & coordinate with community organizations and senior centers. Funds will also be used to implement activities, development/translation, printing, and/or purchase of community education materials travel expenses to provide presentations on-site and other program related expenses.
Bryan Neider	<b>Call Primrose</b>	\$20,000	\$45,000	\$544,000	Equity/ Preventive Health	Burlingame, San Mateo, Millbrae, San Bruno, Hillsborough, Foster City, Brisbane, SSF	<b>Year-round food pantry for low income individuals and families, using a choice based distribution model to empower families and reduce waste.</b> Funding would be used to maintain rapidly expanding grocery pantry program and specifically assist in purchasing the necessary items needed to supplement food donations received from partner organizations.



Reviewer	Organization Name - Program Title	Annual Funding Request	Award Prior Year	Total Yearly Program Budget	Focus Area	Service Area	Program Description
Kevin Martinez	<b>Casa of San Mateo</b>	\$30,000	N/A	\$74,513	Mental Health	San Mateo County	<b>Mental health support of children in foster care and the juvenile justice system through mentorship, education, and resources.</b> Funds will maintain current program and help extend partnerships with organizations specializing in mental health training to offer more trainings, devoting staff hours to facilitate & evaluate trainings and discussion groups, create/disseminate/manage mental health resource guide, investment in software, training supplies, & mental health professional development.
Bryan Neider	<b>Cora</b>	\$45,000	\$45,000	\$1,384,589	Mental Health	San Mateo County	<b>Family-centered mental health program provides free, trauma-informed evidence based counseling for domestic violence survivors and their children</b> Funding will be used to maintain program and supplement the salaries of a Mental Health Clinician; 10% will be used towards program costs; and 7% for indirect admin.
Dr. Sanchez	<b>First 5 - Help Me Grow</b>	\$60,000	\$60,000	\$ 758,128	Preventive, Equity, Mental Health	San Mateo County	<b>Provides information on child development, links families to community-based services, and empowers families to support their children's healthy development.</b> Funding would maintain existing program and be used to support families & providers of young children to access resources & support for their children's development. Specifically, funding will augment staffing for Core Components of program - Family & Community Outreach, Child Health Care Provider Outreach, & Centralized Access Point.
Kevin Martinez	<b>Foster City Village - We Care</b>	\$10,000	\$10,000	\$185,336	Mental Health, Healthy Aging	Foster City, and parts of San Mateo (94404)	<b>Offers seniors who are isolated or alone with home visits from volunteers.</b> Activities include: cooking a meal, working on a project, going out to lunch, etc. Any personal care concerns are shared with the director for follow-up. Funding will assist in maintaining and expanding program. Funds will be used to recruit volunteers for specialized services, vetting costs, compensation for an expert trainer, reimbursements to volunteers for gas, outing costs, recognition awards/rewards, data acquisi+H25+H26
Dr. Navarro	<b>Fresh Approach</b>	\$35,000	\$10,000	\$65,147	Preventive	San Mateo, San Bruno	<b>Group-setting nutrition classes, in-person food demonstrations, community outreach to raise awareness.</b> Funds will expand the program and used to coordinate & host VeggieRx classes, food demonstrations, and to support costs for VeggieRx Vouchers & outreach materials.

Reviewer	Organization Name - Program Title	Annual Funding Request	Award Prior Year	Total Yearly Program Budget	Focus Area	Service Area	Program Description
Dr. Sanchez	Healthier Kids Foundation	\$30,000	\$25,000	\$1,223,895	Preventive	San Bruno Park School District	<b>Screenings to detect hearing issues in children and provide prevention early.</b> Funds would maintain services and be used to plan & send screeners to sites, utilize Salesforce & equipment to screen and store all data, allocate referral results to parent advocates & allow them to assist parents in accessing care for their children.
Marco Durazo	Justice at Last	\$30,000	\$15,000	\$2,211,825	Mental Health	Burlingame, Millbrae, San Bruno, San Mateo, SSF	<b>Mental health support to survivors of human trafficking to help prepare them over the course of their legal matter. Funds would maintain organization's trauma-informed services to compliment program.</b> Funds would be used to provide direct services, provide crisis stabilization, and increase access to professional services. Portion of funds would be used for training organization's Advocates & Attorneys in trauma informed support services.
Dr. Navarro	Kara	\$25,000	\$15,000	\$1,390,000	Mental Health	San Mateo County (San Mateo, Palo Alto)	<b>Bereavement support services through peer support therapy, crisis response, grief training, grief camp, and community support events.</b> Funding would maintain program and be used to fund staffing and program costs associated with key programs.
Dr. Sanchez	Life Moves	\$30,000	\$30,000	\$1,343,635	Mental Health	San Mateo	<b>Free behavioral health services to meet unique needs of homeless adults and children to eliminate disparities in access.</b> Funding would maintain existing program and used to support personnel expenses, program expenses, and allocated indirect costs. Staffing for program includes a Director of Behavioral Health and an Associate Director of Behavioral Health. Program expenses consist of practicum students (interns) who provide the direct client services and receive stipends of approximately \$300/month. Program supplies also include materials for trainings and for specialized therapy services. Indirect costs cover administrative functions such as HR, Finance, and Development department costs.

Reviewer	Organization Name - Program Title	Annual Funding Request	Award Prior Year	Total Yearly Program Budget	Focus Area	Service Area	Program Description
Susan Baker	<b>One Life Counseling (Mental Health, Music and Memory)</b>	\$60,000	\$50,000	\$838,300	Mental Health/ Equity	Burlingame, Redwood City, San Carlos	<b>Free to low cost culturally and linguistically competent mental health counseling program for individuals who are economically challenged. Therapists provide therapy in 8 different languages.</b> Funding would expand program and be used to pay for additional therapy hours to meet the high demand. Funds will also serve Undocumented Unaccompanied Minors (UUM) seeking asylum. Some funding will also be used to advertise counseling services within low-income PHCD neighborhoods.
Linda Wolin	<b>Peninsula Family YMCA</b>	\$60,000	\$40,000	\$108,000	Preventive	San Mateo County	<b>Offer health classes and workshops at no cost - Diabetes Prevention Program, Brain Health Program, Community Movement Classes, Health Eating Living Workshops.</b> Funding will maintain offsite community movement exercise class program, maintain the relevant cohorts of YMCA's Diabetes Prevention Program, and maintain HEAL workshop program. Funds will be used to compensate personnel.
Mary Lund	<b>Via Heart Project</b>	\$6,900	\$35,000	\$106,700	Preventive	San Mateo Unified High School District	<b>Prevention and treatment of sudden cardiac arrest through AED.</b> Funding will maintain and expand services and will be used to purchase 11 additional AEDs to be placed throughout the San Mateo Unified School District. Also, to replace 10 AEDs that are at the end of their life cycle.
Bryan Neider	<b>Villages of San Mateo</b>	\$20,000	\$10,000	\$400,000	Healthy Aging	San Mateo, Burlingame, Hillsborough, San Bruno, Millbrae	Enables aging adults to age better in a caring and engaged community with other seniors in the same stage of life with social activities and resources to allow members to continue living independently. <b>Funding will expand programs and be used to subsidize village membership dues of low-income village members; home safety improvements; excursions &amp; enriching social expenses; subsidize PVI ride transportation when volunteer drivers are unavailable; office and administrative costs.</b>
Kevin Martinez	<b>Vista Center - Vision Loss Rehabilitation Program</b>	\$42,069	\$20,000	\$353,721	Healthy Aging	Palo Alto Base- Home visits to San Mateo, Foster City, Burlingame, Hillsborough, Millbrae, Pacifica, and SSF	<b>Supports individuals who are losing or have lost their vision by teaching necessary skills to maintain or regain their independence.</b> Funding will maintain and expand the current program and be used to fund direct costs for program related personnel/staffing and non-personnel expenses.

**TOTAL 1-YEAR (Returning) \$576,900**

Organization Name - Program Title	Annual Funding Request	Total Yearly Program Budget	Focus Area	Service Area	Program Description
<b>Anew Vista Community Services - Building Tech Champions</b>	\$30,000	\$295,500	Healthy Aging	Northern San Mateo County	<b>Provides seniors with equal access to tech. Serving over 150 in-person and online courses combined with hands-on coaching w/ in-home and remote support.</b> Funding would allow organization to hire more teachers, create more awareness materials, and target underserved populations that can benefit from its services. Would allow organization to maintain commitment to providing free access to most of its classes. Organization estimates it will serve at least 200 new families/individuals in PHCD. Organization has scalable model that allows it to grow services without increasing its labor costs proportionally.
<b>Burlingame Park &amp; Recreation Center - Let the Sunshine In</b>	\$50,000	\$80,000	Healthy Aging	Burlingame	<b>Outdoor physical health activities, social interaction, and mental well-being for seniors.</b> Funds will launch and help the program grow over the next year. Plan to allocate 30% of grant for transportation, 5% for activity materials & equipment, 50% for expert guides & instructors, 10% for meals & refreshments, and 5% for marketing & promotional materials.
<b>San Mateo Age Friendly Task Force - Intergenerational Games Project</b>	\$20,000	\$20,000	Healthy Aging	San Mateo	<b>socialization and connectivity to bring older and younger people from diverse backgrounds to promote mental stimulation, social interaction and physical activity.</b> Funds will be used to retain a part-time facilitator; rent venues; and equipment for game events; purchase games and related equipment - including video and board games; pay for food/drink at game events; and for outreach/publicity.

2023-2024 Community Grants Program  
1-Year New Organizations

Organization Name - Program Title	Annual Funding Request	Total Yearly Program Budget	Focus Area	Service Area	Program Description
The HEAL Project	\$25,462	\$167,705	Preventive	San Mateo County	<p><b>Field trip program to an educational farm in Granada that will provide lessons focused on health literacy.</b> Funding will maintain program and be used to pay for education personnel (\$18,786); program supplies - cooking ingredients &amp; seeds (\$480); tools &amp; equipment - wheelbarrows &amp; kitchen tools (\$940); bus stipends for high need schools (\$3,200); non-program staff time for reporting &amp; outreach (\$1,056); and administrative supplies - printer ink, stationary materials, &amp; laminate sheets (\$1,000).</p>
<b>TOTAL 1-Year (NEW)</b>		<b>\$125,462.00</b>			