



**BOARD OF DIRECTORS
MEETING MINUTES
WEDNESDAY, March 23, 2022
Per Resolution 2022-03, this meeting was held via Zoom teleconference**

<u>Directors Present</u>	<u>Directors Absent</u>	<u>Also Present</u>
Chair Cappel Vice -Chair Galligan Director Navarro Director Zell	Director Pagliaro	PHCD staff Presenters: Simran Mahal Jacob Thompson-Fisher

1. CALL TO ORDER & ROLL CALL

Chair Cappel called the meeting to order at 6:35 PM. Roll call attendance was taken. A quorum was present.
Jackie Almes read out Instructions for Public Comment.

2. PUBLIC COMMENT/NON-AGENDA ITEMS

Chair Cappel asked if there was any public comment on non-agenda items. One public comment.

Michael Schrader reaffirmed Sutter is not reopening the Mickelson pool; their focus is “Chronic Outpatient Care”. He is pursuing an alternate proposal of contracting with the Jewish Community Center in Foster City to turn the temperature up on its warm pool and make modifications using funds offered by Mickelson supporters. Transportation issues will also be considered.

3. CONSENT CALENDAR

Motion to Accept Consent Calendar:
By: Zell; Seconded by: Galligan
Vote: Ayes – Cappel, Galligan, Navarro, Zell
Noes --0
Abstain –0
Motion Passed: 4/0/0

4. REPORT OUT ON CLOSED SESSION 3/23/22

Chair Cappel: No action to report. Discussion continued regarding negotiations on the Peninsula Wellness Community concept plan.

5. OLD BUSINESS

5A. Plan For Carrying Out 2600 ECR, San Mateo Tenant Improvements

Chair Cappel deferred until CEO Fama's internet technical difficulties have resolved.

5B. Boundary Shapefile for Submission to County Assessor's Office

Chair Cappel – Deferred until CEO Fama gets back on Zoom.

6. NEW BUSINESS

6A. County Health Request for Funding for new Electronic Health Record System

Deferred until CEO gets back on Zoom.

7. Board Reports

Board Chair: No Report

Directors:

Director Zell: Reported on the site visit he and Director Pagliaro took to the Palo Alto allcove center operated by the County of Santa Clara Health Department. That county operates two allcove sites that then Senator, and now County Supervisor Joe Simitian was instrumental in securing the funding to launch. The one in downtown San Jose is in a transition period due to location and security issues that could result in probable closure. The Palo Alto site is smaller than PHCD's space. Allcove staff reported that, although they like the space, programs have waiting lists due to space limitations. They suggested building out all the space if we can. What is needed to open will be exam rooms, open allcove, consultation rooms, hangout space, and staff meeting space. Lessons offered: the kitchen is a great space for teaching skills, client connection, etc. He noted there is a kitchen at PHCD's 2600 ECR Center. He was enthusiastic about this project moving forward and he reported that Director Pagliaro was very impressed with the Palo Alto allcove and asked that he share that as part of his report.

Chair Cappel noted CEO Fama was back on Zoom and returned to Old Business

5. OLD BUSINESS

5A. Plan For Carrying Out 2600 ECR, San Mateo Tenant Improvements

CEO Fama - At the January Board meeting staff was given direction to explore an Option B that built out sufficient space to open the allcove center with the required service areas which, based on the Palo Alto allcove, should not require a full build out of the 8,200sf PHCD has leased which would reduce the tenant improvement costs. She then referenced Director Flores memo in the board materials that summarized staff's activities to pursue an Option B that included negotiating costs with the architect who decided to pull out of the project, reassessing the as-builts to incorporate where practical, and getting a preliminary cost estimate for TI's from a general contractor.

Three slides were shown: the 8,200 sf space as built; Option A- full build out for program; and, option B showing the as-builts with four areas of needed construction highlighted: 1) Two exam rooms; 2) A clean/dirty/utility room to support the exam rooms and house a locked medication cabinet; 3) An

'allcove' gathering space; 4) Conversion of one existing office into two confidential phone and dictation work stations.

There were two actions before the Board:

1) Approval of RCG Architects to move the project forward. RCG is a local firm; the principle has seen the project and has experience with public projects and the competitive bidding processes. The RCG proposal outlined the services PHCD needs performed for a not-to-exceed amount of \$27,750.

2) Approval to further develop Option B: build out only the four areas identified on the Option B plan and hold off building out conference rooms at this time; let growth dictate when, and if, those are needed.

PHCD Property Manager Ralph Barsi provided more detailed information on the condition of the general space and proposed tenant improvements.

Director Zell appreciated saving money but does not want PHCD to be doing it "on the cheap." He wants the design to reflect the innovative model. Before Board votes, he wants to hear input from allcove leadership on the design, especially Dr. Adelsheim and Vicki Harrison, the Stanford allcove leaders PHCD has been working with for years, and the mental health professionals from the allcove Palo Alto clinic, who agreed to look at our space and design to avoid practical problems that may occur with any design.

Motion to Approve Proposal Submitted by RCG Architects

Motion: By Zell

Seconded By Navarro

Vote: Ayes – Cappel, Galligan, Navarro, Zell

Noes --0

Abstain –0

Motion Passed: -4/0/0

5B. Boundary Shapefile for Submission to County Assessor's Office

CEO Fama summarized PHCD's requirement to submit a boundary file that complies in a specific, detailed Shapefile format. Demographers at Redistricting Partners were engaged to prepare the report. Their findings confirmed that the District boundaries today remain the same as when established in 1947. She then introduced demographer, Jacob Thompson-Fisher

Thompson-Fisher explained the process. They have taken various sources of boundary data files, such as published images, the California Special District Association maps, and SM County Parcel files, and overlaid them to make sure they align with the County's Tax Area boundaries for PHCD. The result is a geospatial file that will be submitted to the County that confirm PHCD's boundaries do align to parcel records and include all non-parcel areas in our district.

Simran Mahal asked if, after hearing Redistricting Partner's process and findings, the Board is satisfied that the PHCD Shapefile is ready to submit to the County.

Motion to Submit the PHCD Shapefile as prepared by Redistricting Partners

By: Zell

Seconded By: Navarro

Vote:

Ayes – Cappel, Galligan, Navarro, Zell

Noes --0

Abstain –0

Motion Passed: 4/0/0**6. NEW BUSINESS****6A. County Health's Request for Funding Support for Its New Electronic Health Record System**

CEO Fama referenced her memo and the County's Enterprise EHR Development materials in the meeting materials. The County is replacing their system for a cost around \$125M and all but \$25M of

the needed funds have been identified. County Chief of Health, Louise Rogers, asked if the healthcare districts would be open to contributing to the shortfall and proposed that, since the patients served reside 1/3 within PHCD, 1/3 in SHD and 1/3 in the rest of the County, would we consider a \$7.5M contribution.

After conferring, with Chair Cappel, CEO Fama suggested to Chief Rogers that all the major hospital systems should be approached as they will directly benefit from an upgrade of the County's electronic medical records system. Being that PHCD's Sonrisas Dental Center would be positively impacted, it may be reasonable to contribute to the shortfall, but not alone and not at a \$7.5M level.

Chair Cappel - Major funding for this should come from the Health Plan of San Mateo since all Medi Cal patients run through the Health Plan of San Mateo and they have significant reserves. Who in the County is really funding this? Is it going to be able to talk to all providers' systems, which is critical? He may be willing to contribute \$500,000 pending more info as to whom within the county is funding this since Dignity, Sutter, and Kaiser need this system too.

Director Zell: The County's budget for 2021-2022 was \$3,777,238,527 of that over \$1B, 27.5%, was dedicated to health services. Why can't they find \$25M out of \$1B 2yr budget. An EHR is a core function of health services provided by the County. PHCD is here to fill in gaps, not to perform or pay for core functions of another governmental entity. Why didn't they budget this appropriately and why so late? He is not inclined to fund

CEO Fama will be following up with Chief Rogers for answers to Chair Cappel's questions.

No public comments were offered

No Action Required

6B. Resolution 2022-04 – to Authorize Remote Teleconferencing of Meetings of the Peninsula Health Care District for the period of April 1 – May 1, 2022

Chair Cappel presented Board Resolution 2022-04 extending teleconferencing for PHCD meetings.

Motion to Authorize Resolution 2022-04**Motion: By Zell****Seconded By Navarro****Vote:** Ayes – Cappel, Galligan, Navarro, Zell

Noes --0

Abstain –0

Motion Passed: -4/0/0

6C. Moving April Board meeting from April 28 to April 27

Chair Cappel is unavailable to meet on April 28 and is requesting April 27 as alternative. **Director Zell** said he cannot make a Wednesday meeting before 6 pm therefore, if there is a Closed session before the meeting starting at 6:00 PM, then the regular Board meeting may need to start at 7:30 PM on April 27, 2022

Motion to Move April Board Meeting to April 27, 2022

By: Cappel

Seconded By: Zell

Vote: Ayes – Cappel, Galligan, Navarro, Zell,

Noes --0

Abstain –0

Motion Passed 4/0/0

7. Reports: Information (continued)

CEO Fama:

- Introduction of Alison Gehre, the new Executive Assistant for Peninsula Health Care District.
- Noted that before engaging Young Electric to install the emergency lights in The Trousdale resident units as noted under Consent, she did have PHCD's property manager, Ralph Barsi, connect with Michael Shrader to hear out Mr. Shrader's suggestion for a less expensive alternative based on his electrical engineering background.

No Other Reports

8. ADJOURN :**Chair Cappel** adjourned the meeting at 8 pm.

Respectfully Submitted,
Alison Gehre, Executive Assistant

APPROVED,

Lawrence W. Cappel, Chair

Peninsula Health Care District
Treasurer's Report

March 31, 2022

Preliminary - subject to change

STATUS OF CURRENT YEAR TAX REVENUES

Total As Of <u>3/31/22</u>	Estimated FY 21-22 Tax Revenue
<u>\$ 4,953,265</u>	<u>\$ 7,500,000</u>

Board Designated Invested Funds

	Rate Last QTR	Fees Paid Fiscal YTD	Cost Basis		Market Value
			<u>2/28/2022</u>	<u>3/31/2022</u>	<u>3/31/2022</u>
Torrey Pines - 3yr CD (mature 1/31/24)	0.450%		3,130,839	3,134,390	3,134,390
Fiduciary Trust	*	4,320	1,639,003	1,637,572	1,638,948
City National Bank	*	21,452	22,485,646	22,514,112	21,776,253
Local Agency Investment Fund	0.292%		5,740,902	5,740,902	5,740,902
San Mateo County Pool Investment	0.840%		<u>3,521,680</u>	<u>3,521,680</u>	<u>3,521,680</u>
			<u>36,518,070</u>	<u>36,548,656</u>	<u>35,812,174</u>

* Yield to maturity



DATE: April 9, 2022

TO: PHCD Board of Directors

FROM: Vickie Yee, CFO

SUBJECT: Investment Quarterly Report – 03/31/2022

To comply with our Statement of Investment Policy and Government Code 53646, included in this report are our investment holdings as of 03/31/2022 and two bank statements: Local Agency Investment Fund and San Mateo County Fund.

Fiduciary Trust Holdings as of 3/31/22					
Asset Category	Asset Name	Quantity	Mkt Price	Mkt Value	Cost Basis
CORPORATE BONDS-DOMESTIC	BERKSHIRE HATHAWAY FINANCE CORP SENIOR NOTE DTD 05/15/2012 3.00% 05/15/2022	75,000	100.231	75,173	75,068
CORPORATE BONDS-DOMESTIC	ORACLE CORP SR NT DTD 10/25/2012 2.50% 10/15/2022	100,000	100.427	100,427	97,569
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	98.263	127,742	129,470
INTEREST BEARING ACCOUNT	USD Cash	100,385	100.000	100,385	100,385
U.S. TREASURY BILLS	STIP 1: US TREASURY ONLY DTD 8/31/2003	735,500	100.000	735,500	735,500
U.S. TREASURY BILLS	UNITED STATES TREASURY BILL DTD 12/23/2021 06/23/2022	200,000	99.894	199,787	199,757
U.S. TREASURY BILLS	UNITED STATES TREASURY BILL DTD 12/02/2021 06/02/2022	100,000	99.946	99,946	99,909
U.S. TREASURY BILLS	UNITED STATES TREASURY BILL DTD 04/22/2021 04/21/2022	200,000	99.993	199,987	199,914
				1,638,948	1,637,572



City National Bank Holdings as of 3/31/22					
Asset Type	Asset Name	Quantity	Mkt Price	Mkt Value	Cost Basis
CORPORATE BONDS-DOMESTIC	AMERICAN EXPRESS CO 3.400% 2/27/23	420,000	101.209	425,078	419,618
CORPORATE BONDS-DOMESTIC	AMERICAN HONDA MTN 2.600% 11/16/22	355,000	100.487	356,729	359,254
CORPORATE BONDS-DOMESTIC	BANK OF AMER MTN V-Q 3.458% 3/15/25	450,000	100.603	452,714	470,814
CORPORATE BONDS-DOMESTIC	CITIGROUP INC V-Q 3.352% 04/24/25	455,000	100.238	456,083	475,435
CORPORATE BONDS-DOMESTIC	COMCAST CORP 3.950% 10/15/25	265,000	103.271	273,668	293,588
CORPORATE BONDS-DOMESTIC	GOLDMAN SACHS GROUP 3.200% 2/23/23	465,000	100.889	469,134	474,745
CORPORATE BONDS-DOMESTIC	JPMORGAN CHASE V-Q 4.023% 12/05/24	440,000	101.601	447,044	462,586
FOREIGN BONDS	BANK OF NOVA SCOTIA 1.300% 6/11/25	225,000	94.215	211,984	229,057
FOREIGN BONDS	BK MONTREAL MTN 3.300% 2/05/24	440,000	101.349	445,936	459,329
FOREIGN BONDS	CANADIAN IMPERIAL BK 2.250% 1/28/25	445,000	97.668	434,623	458,278
FOREIGN BONDS	HSBC HOLDINGS V-Q 3.950% 5/18/24	445,000	100.983	449,374	460,100
FOREIGN BONDS	SANTANDER UK PLC 4.000% 3/13/24	345,000	102.071	352,145	365,409
FOREIGN BONDS	SUMITOMO MITSUI FINL 1.474% 7/08/25	495,000	94.091	465,750	497,658
MONEY MARKET SWEEP FUNDS	CITY NATL ROCHDALE GOV MM-SV	31,231	100.000	31,231	31,231
MUNICIPAL BONDS	WISCONSIN ST 0.361% 5/01/24	325,000	95.719	311,087	325,000
NONDISCOUNTED COMM PAPER/REPOS	IFCSTONE ABS TRI-PARTY REPO 0.55%	1,950,000	100.000	1,950,000	1,950,000
U.S. AGENCIES	FNMA 2.625% 9/06/24	455,000	100.550	457,503	480,265
U.S. AGENCIES	FNMA 2.875% 9/12/23	235,000	101.014	237,383	243,893
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.125% 3/31/23	410,000	98.441	403,608	408,405
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.125% 10/15/23	915,000	96.918	886,800	908,467
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.250% 5/31/25	265,000	93.070	246,636	263,220
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.250% 7/31/25	615,000	92.711	570,173	611,990
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.250% 9/30/25	500,000	92.375	461,875	490,706
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.250% 11/15/23	900,000	96.898	872,082	895,442
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.375% 11/30/25	280,000	92.453	258,868	278,742
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.625% 7/31/26	425,000	92.273	392,160	413,909
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 0.750% 12/31/23	325,000	97.406	316,570	323,975
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 1.250% 8/31/24	725,000	97.168	704,468	738,137
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 1.375% 9/30/23	345,000	98.895	336,243	346,246
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 1.500% 3/31/23	590,000	99.766	588,619	597,734
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 1.750% 3/15/25	625,000	97.883	611,769	610,878
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.000% 6/30/24	875,000	99.082	866,968	900,936
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.000% 8/15/25	125,000	98.231	122,789	132,208
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.125% 3/31/24	830,000	99.582	826,531	856,946
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.250% 3/31/26	500,000	98.949	494,745	526,578
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.375% 8/15/24	515,000	99.770	513,816	541,037
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.500% 8/15/23	345,000	100.574	346,980	355,862
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.625% 12/31/23	830,000	100.637	835,287	859,839
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.750% 4/30/23	400,000	101.016	404,064	411,130
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.750% 6/30/25	570,000	100.664	573,785	613,594
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.750% 11/15/23	570,000	100.836	574,765	593,552
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.875% 9/30/23	480,000	101.113	485,342	498,977
U.S. GOVT BONDS & NOTES	U.S. TREASURY NOTES 2.875% 11/30/23	845,000	101.047	853,847	879,343
				21,776,253	22,514,112

California State Treasurer
Fiona Ma, CPA



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

April 09, 2022

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

PENINSULA HEALTH CARE DISTRICT

[Tran Type Definitions](#)

CEO
1819 TROUSDALE DRIVE
BURLINGAME, CA 94010

Account Number: 20-41-002

March 2022 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	5,740,901.99
Total Withdrawal:	0.00	Ending Balance:	5,740,901.99



San Mateo County Treasurer
 555 County Center
 Redwood City, 94063
 (650) 599-1251 or (650) 599-7206

Statement Ending Date: 3/31/2022
 Account: 03407

STATEMENT OF ACCOUNT

Peninsula Health

DATE	DESCRIPTION	DEBITS	CREDITS	ACCOUNT BALANCE
2/28/2022	Balance brought forward			\$3,521,680.08
3/31/2022	Ending Balance			\$3,521,680.08

Peninsula Health Care District
Statement of Net Assets - Preliminary Draft

	Year To Date 3/31/2022
	Current Year Balance
Assets	
Current Assets	
Cash and Cash Equivalents	
Operating - Admin Checking	1,373,673
Operating - Leasing Checking	570,655
Operating - PWC Checking	42,378
Operating - Health & Fitness Checking	46,556
Trousdale Construction Checking	31,826
Trousdale Operating Checking	1,614,982
Total Cash and Cash Equivalents	3,680,070
Accounts Receivable	
Accounts Receivable	4,046
Account Receivable - Rent	3,407
Account Receivable - TT Tenant	122,369
Interest Receivable	91,345
Accounts Receivable - Other	2,046
Total Accounts Receivable	223,213
Other Current Assets	
Prepaid Expenses	
Prepaid - General	15,800
Prepaid - Insurance	23,883
Prepaid - Benefits / WC	2,331
Prepaid - Trousdale	126,827
Total Prepaid Expenses	168,841
Inventory	
Supplies/Inventory	21,228
Total Inventory	21,228
Total Other Current Assets	190,069
Total Current Assets	4,093,352
Long-term Assets	
Property & Equipment	
Building	77,969,886
Land	15,390,823
Improvements	1,088,836
Equipment	2,056,326
Furniture/Fixtures	33,861
Pre Opening Cost	2,505,662
Accum Depreciation (Trousdale)	(8,317,453)
Accum Depreciation	(3,492,641)
Total Property & Equipment	87,235,300
Other Long-term Assets	

	Year To Date
	3/31/2022
	Current Year Balance
Deposits and Prepayments	
Deposits	46,323
Total Deposits and Prepayments	<u>46,323</u>
Other Assets	
Deferred Outflow	113,765
Net Pension Asset	416,097
Total Other Assets	<u>529,862</u>
Total Other Long-term Assets	<u>576,185</u>
Total Long-term Assets	<u>87,811,485</u>
Investments	
Long Term Investments	
Board Designated Fund - LAIF	5,740,902
Board Designated Fund - SMC	3,521,680
Board Designated Fund - CNB	22,514,112
Board Designated Fund - FT	1,637,572
Board Designated Fund - Torrey	3,134,390
Board Designated Fund - Unrealized G/L	(736,486)
Total Long Term Investments	<u>35,812,170</u>
Investment in Subsidiary	
Project Acct - US Bank 44000	7
Project Acct - US Bank 56000	7
Total Investment in Subsidiary	<u>14</u>
Total Investments	<u>35,812,184</u>
Total Assets	<u>127,717,021</u>

Liabilities and Net Assets

Liabilities	
Short-term Liabilities	
Accounts Payable	
Accounts Payable	1,000,574
Credit Card Payable	5,187
Accrued Payable - General	171,725
Total Accounts Payable	<u>1,177,486</u>
Accrued Liabilities	
Accrued Payroll	483,695
FSA Employee Account	(1,810)
Total Accrued Liabilities	<u>481,885</u>
Deferred Revenue	
Prepaid Rent	965,353
Prepaid Membership Dues	1,617
Prepaid Other	10,000
Deferred Income	3,500
Deposit - TT Tenants	59,500
Security Deposits	57,419
Total Deferred Revenue	<u>1,097,389</u>
Withholding Tax Payable	
Accrued Payroll Taxes	3,071

	Year To Date
	3/31/2022
	Current Year Balance
Total Withholding Tax Payable	3,071
Other Short-term Liabilities	
Loans Payable - Current	
Accrued Interest	274,456
Total Loans Payable - Current	274,456
Total Other Short-term Liabilities	274,456
Total Short-term Liabilities	3,034,287
Long Term Liabilities	
Notes Payable - Long Term	
Note Payable - WAB 40M	34,040,000
Note Payable - WAB 10M	9,100,000
Total Long Term Notes Payable	43,140,000
Other Long-term Liabilities	
Other Liabilities	
Deferred Inflow	89,662
Total Other Liabilities	89,662
Total Other Long-term Liabilities	89,662
Total Long Term Liabilities	43,229,662
Other Liabilities	
Deposits - ENA	
Deposits - ENA	200,000
Total Deposits - ENA	200,000
Total Other Liabilities	200,000
Total Liabilities	46,463,949
Equity	
Fund Balance	
Government Fund	20,803,411
Net Capital Assets Government	2,780,704
Net Pension Assets Government	(416,097)
Enterprise Fund	7,910,947
Net Capital Assets Enterprise	41,772,924
Restricted for Debt Covenant	7,500,000
Total Fund Balance	80,351,889
Change In Net Assets	901,183
Total Equity	81,253,072
Total Liabilities and Net Assets	127,717,021

Peninsula Health Care District
Statement of Activities - Preliminary Draft

	Quarter Ending 03/31/2022			Year To Date 03/31/2022			Year Ending 06/30/2022
	Actual	2021 BUDGET	2022 Budget Diff	Actual	2021 BUDGET	2022 Budget Diff	2021 BUDGET
Change In Net Assets							
Revenue							
San Mateo County Tax	704,401	870,000	(165,599)	4,953,265	5,200,000	(246,735)	7,500,000
Rental Income							
Lease Income - Hospital	543,546	543,546	0	1,630,639	1,630,638	1	2,174,184
Lease Income - 1720 Marco Polo	39,831	41,390	(1,560)	119,392	124,171	(4,779)	165,561
Lease Income - 1740 Marco Polo	66,899	72,423	(5,523)	209,129	217,268	(8,139)	289,691
Lease Income - 111-113 16th St.	0	0	0	0	1	(1)	1
Total Rental Income	650,276	657,359	(7,083)	1,959,160	1,972,078	(12,918)	2,629,437
Lease Expense							
Lease Expenses - 1720 Marco Polo	(10,090)	(6,000)	(4,090)	(27,278)	(18,000)	(9,278)	(24,000)
Lease Expenses - 1740 Marco Polo	(22,089)	(36,000)	13,911	(67,098)	(108,000)	40,902	(144,000)
Lease Expenses - 430 No. El Camino Real	(3,883)	(9,000)	5,117	(31,884)	(36,000)	4,116	(45,000)
Lease Expenses - 1875 Trousdale	(6,196)	(12,000)	5,804	(20,819)	(36,000)	15,182	(48,000)
Lease Expenses - 111-113 16th St.	(1,370)	(2,700)	1,330	(10,200)	(8,100)	(2,100)	(10,800)
Lease Expenses - PWC Land	(1,340)	(1,800)	460	(7,049)	(7,400)	350	(9,200)
Total Lease Expense	(44,968)	(67,500)	22,532	(164,328)	(213,500)	49,172	(281,000)
Investment Income							
Investment Inc - LAIF	4,466	5,008	(542)	11,252	15,023	(3,772)	20,031
Investment Inc - SMC	7,241	8,718	(1,477)	23,654	26,155	(2,500)	34,873
Investment Inc - CNB	(5,185)	31,773	(36,958)	25,218	95,318	(70,100)	127,090
Investment Inc - FT	184	1,647	(1,463)	3,518	4,943	(1,425)	6,591
Investment Inc - Torrey	3,475	3,511	(36)	10,571	10,531	40	14,041
Investment Inc - US Bank	13	0	14	16	0	16	0
Investments - Unrealized G/L	(562,548)	0	(562,549)	(721,282)	0	(721,282)	0
Total Investment Income	(552,354)	50,657	(603,011)	(647,053)	151,970	(799,023)	202,626
Miscellaneous Income							
Misc Income - General	0	0	0	1,161,012	0	1,161,012	0

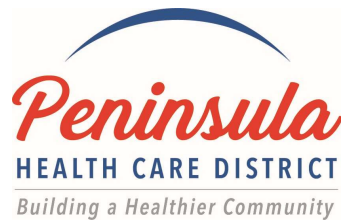
	Quarter Ending 03/31/2022			Year To Date 03/31/2022			Year Ending 06/30/2022
	Actual	2021 BUDGET	2022 Budget Diff	Actual	2021 BUDGET	2022 Budget Diff	2021 BUDGET
Nursing Grant/Loan Repayments	450	450	0	1,350	1,350	0	1,800
Rental Value for Use of Facilities (rent-free)	91,479	92,379	(900)	275,637	277,137	(1,500)	369,516
Total Miscellaneous Income	91,929	92,829	(900)	1,437,999	278,487	1,159,512	371,316
The Trousdale - Operating Revenue	2,558,520	2,832,404	(273,884)	7,221,476	7,690,041	(468,565)	10,722,269
Health & Fitness Center Revenue	28,904	35,057	(6,153)	85,385	76,892	8,492	109,205
Teen Mental Health Income	0	125,000	(125,000)	0	375,000	(375,000)	500,000
Total Revenue	3,436,708	4,595,806	(1,159,098)	14,845,904	15,530,968	(685,065)	21,753,853
Expenditures							
Community Health Investment							
Grants	1,683,646	1,710,000	26,353	1,893,647	1,950,000	56,354	1,950,000
Other Contributions & Grants	2,000	12,000	10,000	17,750	36,000	18,250	50,000
Targeted Prevention Program	2,631	70,000	67,370	30,654	190,000	159,346	250,000
Special Funding Initiatives	66,184	70,309	4,125	243,887	348,531	104,643	418,840
SDH San Mateo Funding	225,000	225,000	0	675,000	675,000	0	900,000
Community Outreach	2,653	12,500	9,847	7,749	36,500	28,751	50,000
Community Education	0	5,000	5,000	8,330	15,000	6,670	20,000
New Program Research & Development	0	125,001	125,001	56,044	375,003	318,960	500,000
Trousdale Rent Assistance Fund	12,000	60,000	48,000	46,516	180,000	133,484	240,000
Donated Value for Use of Facilities (rent-free)	91,479	92,379	900	275,637	277,137	1,500	369,516
PWC Project Cost	42,426	75,000	32,574	210,308	225,000	14,692	300,000
Total Community Health Investment	2,128,019	2,457,189	329,170	3,465,522	4,308,171	842,650	5,048,356
Salaries and Benefits							
Salaries	192,821	189,309	(3,512)	532,827	558,773	25,946	748,082
Health/Dental/Vision/Life Benefits	31,842	37,165	5,323	110,177	105,418	(4,759)	142,583
Retirement	14,376	15,531	1,155	37,977	46,593	8,616	62,124
Taxes & WC	16,009	14,956	(1,052)	32,225	44,870	12,644	59,826
Total Salaries and Benefits	255,048	256,961	1,914	713,206	755,654	42,447	1,012,615
General and Administrative Exp.							
Payroll Services	1,655	1,490	(166)	4,068	3,710	(357)	4,820
Office Supplies	3,558	5,400	1,843	10,260	16,200	5,940	21,600
IT & Phone	12,845	14,400	1,554	36,478	43,200	6,722	57,600
Maintenance & Repairs	2,086	5,625	3,539	6,690	16,875	10,185	22,500

	Quarter Ending			Year To Date			Year Ending
	03/31/2022			03/31/2022			06/30/2022
	Actual	2021 BUDGET	2022 Budget Diff	Actual	2021 BUDGET	2022 Budget Diff	2021 BUDGET
ACHD Dues	3,043	3,300	258	9,128	9,900	772	13,000
Records Storage	1,305	1,200	(105)	3,438	3,600	162	4,800
Insurance	15,062	14,700	(362)	44,858	44,100	(759)	58,800
SMC Fees - Admin	0	35,000	35,000	0	35,000	35,000	70,000
SMC Fees - LAFCo	3,371	0	(3,372)	10,114	12,800	2,687	12,800
Legal - General	8,546	105,000	96,454	30,246	290,000	259,754	380,000
Legal - Real Estate	0	10,000	10,000	945	20,000	19,055	20,000
Consultant - Financial	0	0	0	0	10,000	10,000	25,000
Consultant - Communications	21,000	21,000	0	63,000	63,000	0	84,000
Consultant - Audit	12,500	0	(12,500)	25,000	27,500	2,500	27,500
Consultant - Website	21	1,500	1,479	21	4,500	4,479	6,000
Travel & Meetings	1,389	7,500	6,112	6,202	16,200	9,998	23,700
1819 Trousdale Expense	2,325	3,000	674	6,498	9,000	2,501	12,000
Miscellaneous	12,941	2,100	(10,840)	30,192	15,900	(14,292)	18,000
Total General and Administrative Exp.	101,647	231,215	129,568	287,138	641,485	354,347	862,120
The Trousdale Assisted/Memory Care Expense	1,965,543	2,042,661	77,118	5,752,883	5,910,499	157,617	7,995,367
Health & Fitness Center Expense	79,732	83,942	4,209	232,219	247,423	15,203	331,491
Teen Mental Health Expense	62,097	492,787	430,690	171,939	830,870	658,932	1,390,001
Other Expense							
Depreciation Expense	685,127	739,622	54,496	2,053,575	2,112,321	58,746	2,852,269
Interest Expense	416,425	416,425	(1)	1,268,239	1,268,240	0	1,679,923
Total Other Expense	1,101,552	1,156,047	54,495	3,321,814	3,380,561	58,746	4,532,192
Total Expenditures	5,693,638	6,720,802	1,027,164	13,944,721	16,074,663	2,129,942	21,172,142
Total Change In Net Assets	(2,256,930)	(2,124,996)	(131,934)	901,183	(543,695)	1,444,877	581,711

**Peninsula Health Care District
Checking Transactions
March-22**

Date	Description	Deposit	Withdraw
Admin			
3/1/2022	CalPERS Pension		90.00
3/3/2022	City of Burlingame Water Dept		94.39
3/3/2022	U. S. Bank Equipment Finance		405.67
3/3/2022	Iron Mountain		438.22
3/3/2022	Caminar, Inc.		1,000.00
3/4/2022	CalPERS Pension		6,503.30
3/8/2022	Anna Naufahu	150.00	
3/8/2022	Anna Naufahu	150.00	
3/8/2022	Sonrisas Dental Health		75,000.00
3/8/2022	Cardmember Service		5,277.12
3/9/2022	FSA Payment		19.36
3/9/2022	Sonrisas Dental Health		75,000.00
3/10/2022	Paychex		323.26
3/11/2022	Voler Strategic Advisors Inc.		14,000.00
3/11/2022	Best Best & Krieger, LLP		1,632.00
3/11/2022	PG&E		361.87
3/11/2022	Risk Strategies Co.		2,751.00
3/11/2022	Risk Strategies Co.		176.00
3/11/2022	UNUM Life Insurance Company of America		409.26
3/11/2022	City of Burlingame		32.00
3/11/2022	Business Card		30.99
3/11/2022	Paychex		85.00
3/11/2022	FSA Payment		100.00
3/11/2022	California Public Employees Retirement		13,555.33
3/15/2022	Paychex Payroll 03/15/22		28,589.50
3/15/2022	Payroll Taxes 3/15/22		15,667.66
3/15/2022	Workers Compensation Insurance Payroll		220.69
3/17/2022	FSA Payment		240.00
3/20/2022	Paychex		115.50
3/21/2022	CalPERS Pension		6,623.14
3/25/2022	Oropeza's Landscaping & Maintenance		450.00
3/25/2022	Mark D. Hudak		2,880.00
3/25/2022	Robert Half		11,700.00
3/25/2022	KBA Document Solutions, LLC		129.36
3/25/2022	Business Card		1.54
3/25/2022	Personnel Concepts		318.71
3/25/2022	Institute on Aging (Return Grant)	36,353.65	
3/30/2022	Paychex Payroll 03/30/22		30,471.55
3/31/2022	FSA Payment		90.00
3/31/2022	Boston Private Bank & Trust Co - Service Chg to be reimb		46.77
3/31/2022	CalPERS Pension		6,518.88
3/31/2022	Payroll Taxes 3/31/22		16,656.65
3/31/2022	Workers Compensation Insurance Payroll		225.16
		36,653.65	318,229.88
Health Fitness			
3/3/2022	Bay Alarm		305.01
3/3/2022	KBA Document Solutions, LLC		49.25
3/3/2022	City of Burlingame Water Dept		182.45
3/3/2022	City of Burlingame Water Dept		8.00
3/8/2022	Cardmember Service		906.71
3/11/2022	Crothall Laundry Services Inc.		237.35
3/11/2022	Joan Sanchez		320.00
3/11/2022	PG&E		854.28
3/11/2022	Mindbody Merchant Processing		342.16
3/25/2022	J & E Pro Cleaning and Handy Services		1,150.00
3/25/2022	AT&T		226.58
3/25/2022	Crothall Laundry Services Inc.		226.16
3/25/2022	Gym Doctors		320.00
3/31/2022	Health and Fitness Member Deposit March 2022	10,156.25	
3/31/2022	Boston Private Bank & Trust Co - Service Charge to be reimb		22.05
		10,156.25	5,150.00

Date	Description	Deposit	Withdraw
Leasing			
3/3/2022	Ralph Barsi		2,000.00
3/3/2022	AT&T		192.60
3/3/2022	Western Allied Mechanical, Inc.		920.00
3/8/2022	Ability Path	6,628.00	
3/8/2022	April Lee, DDS	2,719.14	
3/8/2022	Bay Area Foot Care	3,224.00	
3/8/2022	Bay Area Foot Care	3,224.00	
3/8/2022	Houn Young Kim, DDS	1,957.00	
3/8/2022	Burlingame Therapeutic Associates	3,000.00	
3/8/2022	Burlingame Therapeutic Associates	3,000.00	
3/8/2022	Carol Tanzi & Associates	500.00	
3/8/2022	Carol Tanzi & Associates	500.00	
3/8/2022	Doherty Realty Co.	1,666.88	
3/8/2022	Dr. Chan Dental	3,895.75	
3/8/2022	Patricia Dugoni, CPA	2,400.00	
3/8/2022	Eugene Kita, DDS	1,563.00	
3/8/2022	One Life Counseling Service	1,300.00	
3/8/2022	Preferred Prosthetics Inc.	2,716.17	
3/8/2022	Ross Williams, DDS	2,022.52	
3/8/2022	Zoya Galant, DDS	2,333.61	
3/11/2022	Western Allied Mechanical, Inc.		1,130.00
3/11/2022	Baca & Sons Ptg. Inc.		6,500.00
3/11/2022	City of Burlingame Water Dept		190.22
3/11/2022	PG&E		1,986.64
3/11/2022	City of Burlingame Water Dept		84.03
3/11/2022	City of Burlingame Water Dept		593.30
3/11/2022	City of Burlingame Water Dept		453.44
3/11/2022	Action Sign Systems, Inc.		736.18
3/11/2022	J & E Pro Cleaning and Handy Services		1,945.84
3/25/2022	Backflow Prevention Specialists, Inc.		881.00
3/25/2022	Bellanti Plumbing		2,752.00
3/25/2022	Oropeza's Landscaping & Maintenance		480.00
3/25/2022	Western Allied Mechanical, Inc.		1,000.00
3/25/2022	EaseBrite General Maintenance, Inc.		205.00
3/31/2022	Boston Private Bank & Trust Co - Service Charge to be reimb		21.55
		42,650.07	22,071.80
PWC			
3/25/2022	Economic & Planning Systems, Inc.		1,260.00
3/31/2022	Boston Private Bank & Trust Co - Service Charge to be reimb		15.20
		0.00	1,275.20
Trousdale Construction			
3/31/2022	Boston Private Bank & Trust Co - Service Charge to be reimb		15.00
		0.00	15.00
Trousdale Operation			
3/1/2022	Heartland Merchant Account		1,020.23
3/1/2022	Trousdale Tenant Deposit	10,000.00	
3/3/2022	Heartland Merchant Account		125.00
3/7/2022	Trousdale Tenant Deposit	26,224.00	
3/8/2022	Trousdale Tenant Deposit	5,000.00	
3/11/2022	Eskaton Properties Inc		33,438.02
3/11/2022	Trousdale Tenant Deposit	127,231.00	
3/15/2022	Eskaton Properties Inc - Void check (Lost)		-40,751.82
3/15/2022	Trousdale Tenant Deposit	10,000.00	
3/18/2022	Trousdale Tenant Deposit	84,653.00	
3/22/2022	Trousdale Tenant Deposit	5,000.00	
3/22/2022	Trousdale Tenant Deposit	569,223.74	
3/23/2022	Trousdale Tenant Chargeback		18,910.00
3/24/2022	Trousdale Tenant Deposit	40,685.00	
3/25/2022	Eskaton Properties Inc		347,754.72
3/28/2022	Trousdale Tenant Deposit	22,438.00	
3/30/2022	Trousdale Tenant Deposit	15,265.00	
3/31/2022	Boston Private Bank & Trust Co - Service Charge to be reimb		50.80
		915,719.74	360,546.95



DATE: April 20, 2022

TO: PHCD Board of Directors

FROM: Vickie Yee, CFO

SUBJECT: Heritage Bank of Commerce – Board Resolutions

On March 8, 2022, the Finance Committee decided to replace Boston Private bank with Heritage Bank of Commerce due to the attempted bank fraud. We are currently working with Heritage Bank to complete the paperwork for the 10 new accounts (Admin, Leasing, PWC, Health & Fitness, Trousdale, +5 sweep accounts). All security features and setup on the new accounts will be similar to what we have at Boston Private bank.

To complete the paperwork, we need the following resolutions (attached).

1. Cash Management Services Resolutions
2. Resolution of Lodge, Association, or Other Similar Organization

I have reviewed the agreements, disclosures, enrollment forms, and supporting documents and did not find anything unusual or misplaced. All documents are consistent with opening the accounts and will be available at the District office to any Directors who wish to review them.

Management recommends Board approval of the attached resolutions to open new bank accounts at Heritage Bank of Commerce.

ACTION REQUESTED: Approval of Board Resolutions

HERITAGE
BANK OF COMMERCE

Cash Management Services Resolutions
for

Peninsula Health District (“Company”)

I/we, the undersigned (“Undersigned”), hereby certify to Heritage Bank of Commerce (“Bank”) that the undersigned am/are the individual owner of the sole proprietorship, or the secretary or assistant secretary of the corporation, or all the general partners, or all the members (if management is by members), or all the managers (if management is by the managers), or all the representatives of the governing body of the Company, and designated keeper of the records and minutes of the Company;

WHEREAS, the following is a true and correct copy of Company Resolutions duly adopted by the Board of Directors (if a corporation), the partners (if a partnership), members/managers (if a limited liability company), proprietor (if a sole proprietorship) or other governing authority of the Company at a meeting held on the 27th day of April 2022, at which a quorum was present and acting throughout, or adopted by the written consent of a majority of those entitled or required to act to bind the Company, and that such Company Resolutions are in full force and effect and have not been amended, modified or repealed;

WHEREAS, the Company has reviewed and approved the Heritage Bank of Commerce Cash Management Services Agreement and Disclosure, together with the Enrollment Form and any supporting documents, corresponding exhibits, schedules or attachments to the same (collectively, the “Agreement”), to be entered into by and between the Company and Heritage Bank of Commerce (“Bank”);

WHEREAS, defined terms herein will have the meaning provided in the Agreement, unless otherwise defined in these Resolutions; and

WHEREAS, the Company has determined that it is in the best interests of the Company to enter into the Agreement in connection with the services contemplated under the Agreement (“Cash Management Services”) and subject to the terms and conditions of the Agreement, as amended from time to time.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The Company finds that it is in the best interest of the Company to enter into the Agreement, as amended from time to time.
2. The Company appoints all Authorized Users (as identified in the Enrollment Form) as agents of the Company for purposes of access to or use of the Cash Management Services and to initiate Communications to Heritage Bank of Commerce in the name of Company, all such acts and deeds to be the acts and deeds of Company;
3. The Company understands and accepts the additional risks associated with the Company designating an Administrator Level User (“Supervisor”) with the authority to enable an Authorized User (and including any Additional Supervisor(s)) to utilize the Cash Management Services, even though the Authorized User may not be an authorized signer on the Company’s accounts. Such risks include, without limitation, the theft or misappropriation of the Company’s funds or other losses;
4. The Company understands and accepts the additional risk resulting from the Company’s acceptance of the Agreement, including but not limited to the fact that Heritage Bank of Commerce will not control or restrict any transaction effected by any of the Authorized Users;
5. The Company authorizes and appoints each of the officers of the Company and any authorized signer on the deposit accounts of the Company, acting individually or together, to execute and deliver the Agreement. Any one or more of the foregoing persons are authorized to negotiate and accept terms and conditions of the Agreement, including current or future amendments or supplements to the Agreement, and to enter into such other agreements, supplements and amendments as they individually or jointly determine to be appropriate, including amendments or supplements;

- 6. To the extent these Resolutions are inconsistent with prior resolutions of the Company with respect to the authority granted herein, these Resolutions will supersede the prior resolutions; and
- 7. The authority given above will continue, and the Bank may rely on the actions of any person referred to above, until such time as the Bank is given formal written notice of the revocation of such authority and the Bank has an opportunity to respond to the same. All acts and deeds taken by any person referred to above shall be deemed the act and deed of the Company for all purposes relating to the Agreement and to all services described in the Agreement or provided by the Bank to the Company under the Agreement.

The Undersigned hereby certifies under penalty of perjury under the laws of the state of California that the forgoing resolutions were duly and legally adopted by the governing body of the Company and that said Resolutions have not been revoked and are currently in full force and effect:

Date: _____

/x/ _____

Title: _____

Print Name: _____

DATE: _____

/x/ _____

Title: _____

Print Name: _____

DATE: _____

/x/ _____

Title: _____

Print Name: _____

FOR FINANCIAL INSTITUTION USE ONLY

Acknowledged and received on _____ (date) by _____ (initials)

This resolution is superseded by resolution dated _____

Comments:

RESOLUTION OF LODGE, ASSOCIATION OR OTHER SIMILAR ORGANIZATION

HERITAGE BANK OF COMMERCE
400 S EL CAMINO REAL STE 150
SAN MATEO, CA 94402-1703

By: PENINSULA HEALTH CARE DISTRICT

Referred to in this document as "Financial Institution"

Referred to in this document as "Association"

I, X _____, certify that I am Secretary (clerk) of the above named association organized under the laws of CALIFORNIA _____, Federal Employee ID number 94-6003948 _____, and the resolutions on this document are a correct copy of the resolutions adopted at a meeting of the Association duly and properly called and held on _____ (date). These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

RESOLVED, Any Agent (also referred to as "Authorized Signer(s)") listed below is authorized to exercise the powers granted as indicated below:

Name and Title or Position	Signature	Powers Granted
A. <u>DENNIS ZELL</u>	<u>X</u>	<input checked="" type="checkbox"/> A <input checked="" type="checkbox"/> B
B. <u>LAWRENCE W CAPPEL</u>	<u>X</u>	<input checked="" type="checkbox"/> A <input checked="" type="checkbox"/> B
C. <u>CHERYL A FAMA</u>	<u>X</u>	<input checked="" type="checkbox"/> A <input checked="" type="checkbox"/> B
D. _____	X	<input checked="" type="checkbox"/> A <input type="checkbox"/> B
E. _____	X	<input checked="" type="checkbox"/> A <input type="checkbox"/> B
F. _____	X	<input checked="" type="checkbox"/> A <input type="checkbox"/> B

POWERS GRANTED

A. If selected above, "A" powers include the following while acting alone or together with other Agents that have been granted the powers under this section "A":

- (1) (1) Open any deposit or share account(s) in the name of the Association.
- (2) Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with this Financial Institution. The association expressly acknowledges that the Financial Institution does not allow a two signature withdrawal restriction, pursuant to the Deposit Account Agreement and Disclosure.
- (3) Enter into a written lease for the purpose of renting, maintaining, accessing and terminating a Safe Deposit Box in this Financial Institution.

B. If selected above, "B" powers (Cash Management Services) include the following while acting alone or together with other Agents that have been granted the powers under this section "B":

- (1) Negotiate the terms and conditions to the Enrollment Form, Cash Management Services Agreement and Disclosure ("CMS Agreement"), and Multiple Access Agreement.
- (2) (2) To enter into these and such other agreements, contracts, and arrangements, or any amendments or modifications of them, as he or she may in his or her determination deem necessary or appropriate on behalf of the Association.

over →

RESOLUTION NO. 2022-05

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PENINSULA HEALTH CARE DISTRICT RECOGNIZING THE EXISTENCE OF A STATE OF EMERGENCY AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF PENINSULA HEALTH CARE DISTRICT FOR THE PERIOD May 2, 2022 – May 31, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Peninsula Health Care District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Peninsula Health Care District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, Government Code section 54953(e), as provided in AB 361 and made effective on September 17, 2021, makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or that the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, that the Governor of California has declared a state of emergency due to the imminent dangers of COVID-19; and the San Mateo County Health Officer has imposed measures for masking and social distancing in order to prevent the spread of COVID-19, including Order C19-12 issued on August 2, 2021; and

WHEREAS, the conditions existing within the District justify the continued use of remote teleconferencing for Board meetings;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF PENINSULA HEALTH CARE DISTRICT DOES HEREBY FIND AND RESOLVE:

Section 1. Recitals. The Recitals set forth above are true and correct.

Section 2. Findings of State of Emergency. The Board finds and declares:

A. A state emergency has been proclaimed by the Governor of the State of California and now exists throughout the District, and

B. State officials and local officials, including the San Mateo County Health Officer, have imposed and/or recommended that measures be taken to promote social distancing and to require that masks be worn indoors regardless of vaccination status; and

C. As a result of the emergency, meeting in person could present imminent risks to the health and safety of members of the public and District staff.

Section 3. Remote Teleconference Meetings. As a consequence of the local emergency, the Board of Directors does hereby determine that the legislative bodies of Peninsula Health Care District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953.

The Chief Executive Officer is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act, including noticing and provisions for public participation and public comment.

Section 4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective for 30 days from the date of adoption or until such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Peninsula Health Care District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Peninsula Health care District, this 27th day of April 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:



DATE: April 27, 2022
TO: PHCD Board of Directors
FROM: Eddie Flores, Director Youth Behavioral Health Programs
RE: *allcove*[™] San Mateo Monthly Board update

Background:

The following report serves as informational purposes only to update the Board on the current tenant improvement (TI) and space remodeling progress of the *allcove*[™] San Mateo, youth drop-in center and the work we have engaged during the last month.

Current Plan of Space Design Process:

During the March Board meeting the board provided direction and voted to approve RCG Architects as the firm to work to further our TI work plan with respect to the 2600 El Camino Real location of *allcove*[™] San Mateo. In addition, the Board gave staff direction to come back with two floorplans (half-build of the 2600 ECR space) and a full build (utilizing the entire floor space). Over the course of the last month, Staff worked with PHCD facilities consultant, Ralph Barsi and Robert Gooyer, principal architect to ensure that this took place.

Attached to this memo report you will find both versions of the floorplans.

Floorplan (Full-Build):

This floorplan presents the space “as is” and requires minimal build out as most of the work will be cosmetic in nature, and only a minimal number of walls will be built to accommodate the essential program components of *allcove*[™] San Mateo. This plan presents a significantly lower overall cost to the remodeling which will aide in keeping the remodeling and project on time for a projected late fall opening. Please note that the yellow highlighted lines, are the existing walls and/or refer to the walls that will need to be erected in addition to the current layout of the floorspace.

Floorplan (Half-Build):

RCG Architecture under principal Robert Gooyer, created a version that would put all the needed components of the *allcove*[™] San Mateo drop-in center in one side of the floorspace, therefore only half-building the floor and not in its entirety. It is critical for the Board to note that there would need to be a considerable amount of additional remodeling and addition of a number of walls to fully accommodate all components of the *allcove*[™] program. In addition, there seems to be a significant space limitation with a very high probability of outgrowing the space within the first three months of opening the center. The additional remodeling and work needed to be performed could potentially delay the entire project and jeopardize the delivery and projected opening of the space in late fall. Please note that the yellow highlighted lines, are the existing walls and/or refer to the walls that will need to be erected in addition to the current layout of the floorspace.

Feedback and Input from Stanford *allcove* Team on the two Proposed floorplans:

At the March board meeting staff was also instructed to ensure that whichever floorplans were created that Stanford *allcove*[™] team was able to vet and provide input and share feedback on both plans. Below are direct comments that the Stanford team provided on each of the floorplans. Please note there comments and concerns in regards to the half-build proposed floorplan.



Comments from Stanford Team:

Half build:

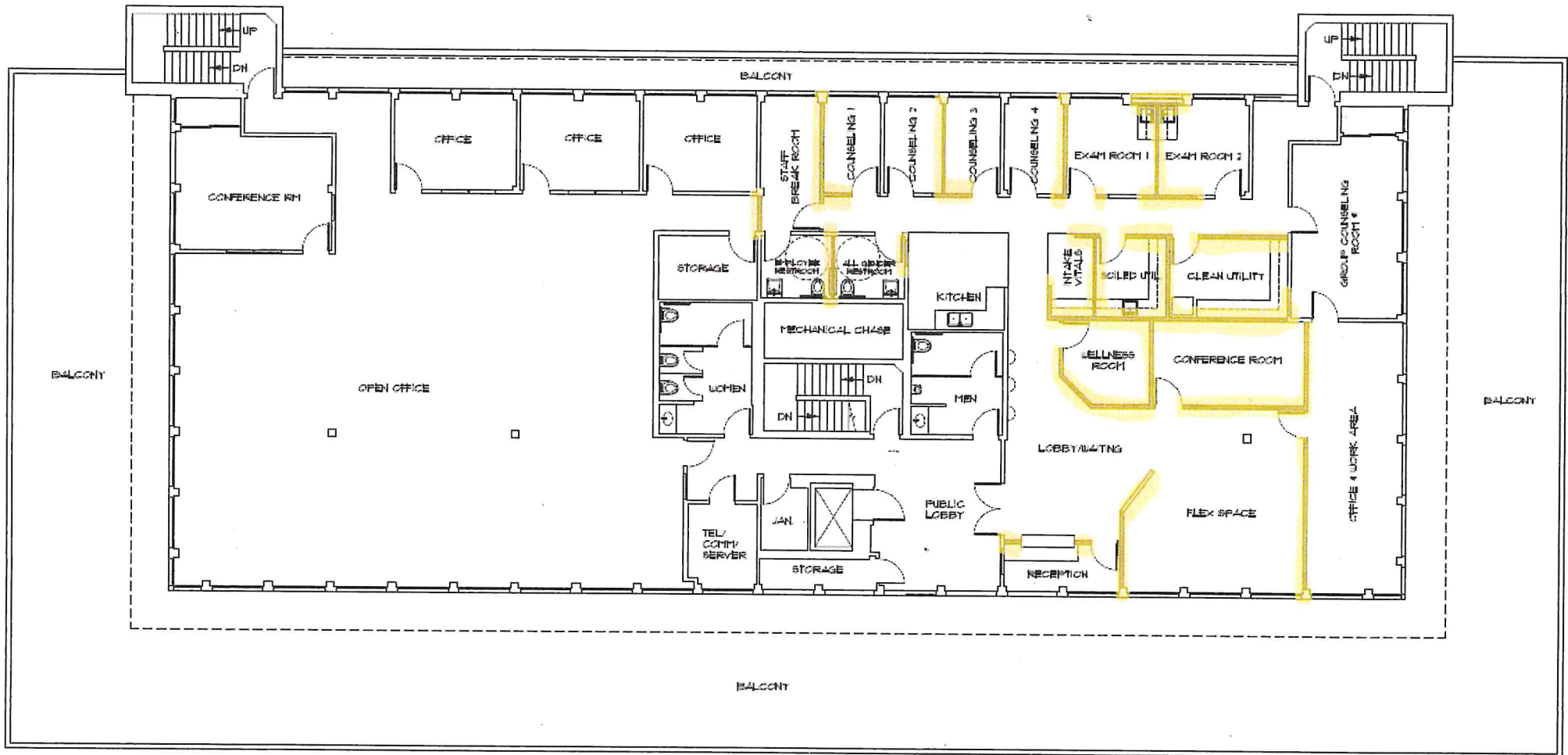
- The reduced sized counseling rooms do not seem fit for purpose to accommodate counseling sessions that include a parent, or other significant adult. Additionally, it is unclear if, once furnished, the size of the room would allow for quick easy egress for staff if the situation required it.
- The open kitchen facing the vitals intake area presents a privacy/HIPPA concern.
- For the purpose of specimen gathering, the distance from the treatment room to any of the bathrooms, and the proximity of the bathroom to the open staff break room, is a privacy concern.
- The office and work area right off of the flex Space will create staff traffic and disrupt the ability for that space to be dedicated to youth only, an important element in making the "cove" their own resting and gathering area.
- Typically, a wellness room is situated in a discreet location to provide privacy and a place away from traffic so the location near the lobby waiting area might defeat its intended purpose.
- Depending on the height of the cove wall, there is reduced, or no, visibility from reception to discreetly monitor the flex space.
- As a model rooted in community collaboration, allcove facilities can serve as a convening space for other community groups in service of allcove's mission or PHCD's. Having a large enough conference room for those gatherings to occur will open up many more community engagement possibilities. Is the smaller sized conference room fit for purpose to accommodate up to 15 adults for consortium/youth/community meetings?

Full plan:

- Offers counselling rooms that are fit for purpose in size, can accommodate 2-3 people and allow room for movement.
- Offers a flex area/cove that will support a wide range of youth programming including large group events and activities, movie screenings, social events, and a variety of sitting options (high chair tables, egg chairs, bean bags, etc.) drawing more youth to the center.
- Offers an ideal size and layout for the range of services allcove provides with a balance of function and privacy and areas for community gathering.
- Provides more distance between counselling and other areas which promotes the privacy that is promised and critical to young people coming in.
- Allows for the medical services to have a dedicated area, closer to the bathrooms for specimen gathering and ensuring more discreet back and forth.
- Provides ample space for back of house staff workspace, formal and informal service integration meeting space and an opportunity to amplify the service offerings of the center by providing service partner hotdesking options.

Board Action or Recommendation: RCG Architecture produced floorplans of the 2600 El Camino Real space will be shared with the Board and made publicly available prior to the Board meeting.

The Board should consider approval of the half build floorplan, or the full-build floorplan as submitted by RCG Architecture and/or provide staff with direction otherwise.

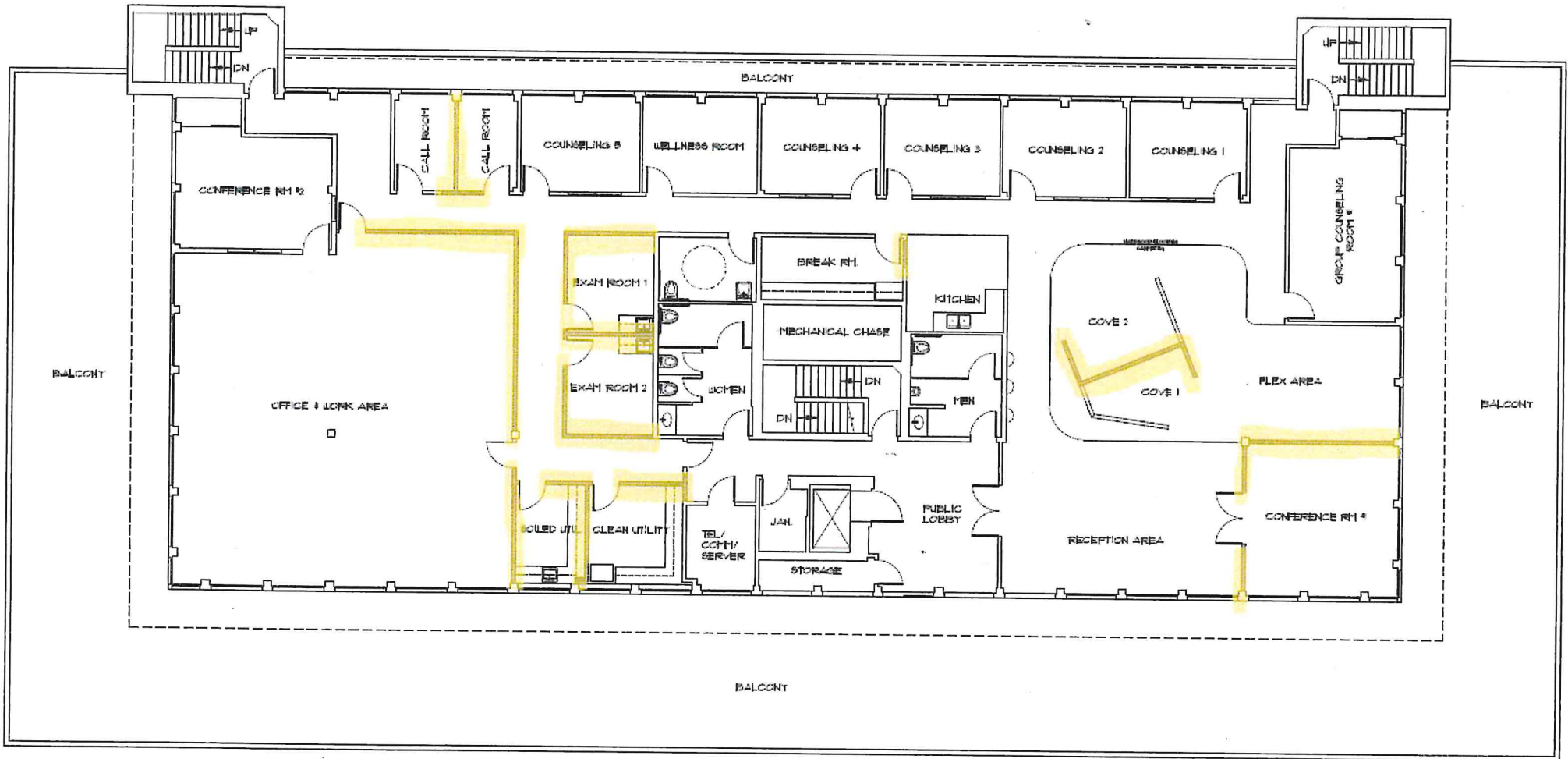


PLAN A

2600 El Camino, San Mateo

3rd Floor *allcove* San Mateo Center

Using 4,200 square feet of the total leased



PLAN B

2600 El Camino, San Mateo

3rd Floor *allcove* San Mateo Center

Using 8,200 square feet, the total leased



DATE: April 20, 2022

TO: PHCD Board of Directors

FROM: Cheryl A. Fama, CEO

RE: Master Lease Requirement that PHCD Approves Sutter/MPMC's Planned Solar Project

The Master Agreement requires PHCD's approval for Sutter's installation of the solar power system presented in the attached power point. The applicable language is set forth in Section 2.02 of the Master Agreement and Sections 5.01 and 5.03 of the Ground Lease, which are included at the end of this memo for your reference.

Section 2.02 of the Master Agreement states that Sutter may not, without obtaining the District's prior written consent, **"develop or use the New Facility Site, or any portion thereof, or convert the development or use of the New Facility Site or any portion thereof, for any use or purpose other than as contemplated in the Conditional Use Permit and the Definitive Agreements as of the Effective Date of this Agreement."** Unless the solar panel installation was contemplated in writing back in 2005, the proposed installation requires the District's prior written consent. Section 2.02.B. of the Master Agreement sets forth the specific procedures for Sutter to seek PHCD's consent and for PHCD to grant or deny such consent.

Such procedures include the requirement that Sutter provide PHCD with **"such information about MPHS' proposed new development or use of the New Facility Site that is reasonably required to allow the District to make an informed decision about whether it shall or is required hereunder to consent to such new development or use of the New Facility Site by MPHS."** PHCD should also confirm from the outset that the solar power system will be deemed to be a "Removable Asset" under the Lease, as opposed to **(a) "Non-Removable Personal Property" or (b) an asset that is so annexed to the Improvements so as to be regarded as part of the Improvements.** This is important because the procedures surrounding removal of the system and any PHCD reimbursement upon the expiration or earlier termination of the Ground Lease vary depending on whether the system is a Removable Asset, Non-Removable Personal Property, or an Improvement. Therefore, it is important to require Sutter confirm in writing the nature of this improvement per the categories cited above.

Given that the solar developer typically retains ownership of the system and can remove the system at the end of the contract, the system seems to meet the definition of "Removable Asset" under the Ground Lease, which is defined as **"equipment, furniture, and other assets that are: (a) not integral to the operation of the New Facility; and (b) not so annexed to the Improvements so as to be regarded as part of the Improvements."** [Section 5.03.A. of the Ground Lease.]

The Sutter solar project power point presentation was shared with the PWC Developer Team at a Project Team Meeting. Jake Rohe of PMB said it would not detract from their PWC Concept Plan.



SECTION 2.02 OF THE MASTER AGREEMENT STATES AS FOLLOWS:

2.02 Future Development of the New Facility Site. Any future development or use of the New Facility Site by MPHS other than as contemplated in the Conditional Use Permit and the Definitive Agreement as of the Effective Date of this Agreement, shall be governed by this Section 2.02.

A. Restrictions on MPHS' Development and Use of the New Facility Site. Subject to the terms and conditions set forth in this Section 2.02.A, MPHS may not, without obtaining the District's prior written consent, develop or use the New Facility Site, or any portion thereof, or convert the development or use of the New Facility Site or any portion thereof, for any use or purpose other than as contemplated in the Conditional Use Permit and the Definitive Agreements as of the Effective Date of this Agreement.

B. Procedure for MPHS to Seek the District's Consent. MPHS shall, before commencing any development or use of the New Facility Site for which it must obtain the District's prior written consent as set forth in Section 2.02.A above, provide the District with a written request for the District's consent thereto (an "MPHS Consent Request"). The MPHS Consent Request shall include such information about MPHS' proposed new development or use of the New Facility Site that is reasonably required to allow the District to make an informed decision about whether it shall or is required hereunder to consent to such new development or use of the New Facility Site by MPHS. The District shall respond to any MPHS Consent Request in writing to MPHS (the "District Consent Response") by no later than ninety (90) days after its receipt of an MPHS Consent Request. In any District Consent Request, the District (1) shall state whether the District consents, consents subject to an agreement by MPHS to meet conditions proposed by the District, or refuses to consent to MPHS Consent Request, (b) if the District consents subject to conditions, shall state the conditions that the District proposes with respect to its consent and the reasons therefor, and shall include such information as is necessary and appropriate to allow MPHS to understand and evaluate the District's proposed conditions and the effect thereof on MPHS' new development and use of the New Facility Site, and (c) if the District refuses to consent, shall state the reasons and grounds for the District's refusal to consent, and shall include such information as is necessary and appropriate to allow MPHS to understand and evaluate the District's refusal to consent and the reasons and grounds therefor. If the District does not timely provide MPHS with a District Consent Response in accordance with this Section 2.02.B, the District shall be deemed to have unconditionally consented to the MPHS Consent Request. The parties shall resolve any dispute over an MPHS Consent Request or a District Consent Request, including, without limitation, whether MPHS has timely submitted a complete MPHS Consent Request in accordance with this Section 2.02.B, whether the District has timely provided MPHS with a complete District Consent Response in accordance with this Section 2.02.B, and whether the District has properly refused to consent or properly conditionally consented to an MPHS Consent Request, by submitting such dispute to the dispute resolution process set forth in Section 6.11 of this Agreement.

...



D. Development Advisory Committee. The parties will form a Development Advisory Committee (“Committee”) to review and explore all future development of the New Facility Site. The Committee shall be an advisory committee only, not subject to the Brown Act, and shall be composed of two representatives appointed by each of the District and MPHS, who shall appoint the fifth representative. The parties intent that this Committee work collaboratively to positively further the development of the New Facility Site. The decisions or recommendations of the Committee, and of the District’s representatives thereto, shall have no effect on the District’s rights regarding consent to future development set forth In this Section 2.01, and no action or recommendation of the Committee or the District’s representatives thereon shall obligate the District to consent to any development of the New Facility Site.

SECTIONS 5.01 AND 5.03 OF THE GROUND LEASE STATE:

5.01. Alterations. Subject to the provisions of Sections 7.02 and 7.03 of this Lease and Section 2.02 of the Master Agreement, MPHS shall have the right, throughout the Lease Term, and any extensions of the Lease Term, to make such alterations, improvements, and additions to the Improvements, including, but not limited to, the New Facility, as it deems necessary or appropriate, in its sole and absolute discretion.

5.03 Trade Fixtures and Other Assets.

A. Removable Assets. Upon expiration of the Lease Term or earlier termination of this Lease, MPHS shall have the right to remove all equipment, furniture, and other assets that are: (a) not integral to the operation of the New Facility; and (b) not so annexed to the Improvements so as to be regarded as part of the Improvements (the “Removable Assets”). MPHS shall be required to repair any damage caused by such removal. All assets that are not Removable Assets shall stay in the New Facility, whether or not District is obligated to reimburse MPHS therefore pursuant to Section 7.05 of this Lease (upon expiration of this Lease) or as set forth in Section 5.02.B.2(d) of the Master Agreement (upon earlier termination of this Lease). The foregoing notwithstanding, District and MPHS may agree that District will purchase some or all of the Removable Assets. If District and MPHS have not agreed to extend the Lease Term by year forty-five (45) subsequent to the Start Service Date (or year twenty (20) subsequent to the commencement of the twenty-five (25) year extension of the Lease Term), District and MPHS agree to meet confer to determine whether District will purchase all or any of the Removable Assets at the termination of this Lease and, if so, to designate the purchase price and manner of payment of the same. In the event of any dispute between District and MPHS as to what constitutes Removable Assets, the same shall be determined in accordance with Dispute Resolution Procedures.

B. Non-Removable Personal Property. Any equipment, furniture, and other assets that are neither part of the Improvements, nor are Removable Assets, shall be “Non-Removable Personal Property” of MPHS. Title to all Non-Removable Personal Property shall be held by MPHS until expiration



of the Lease Term or earlier termination of this Lease. Upon expiration of the Lease Term or earlier termination of this Lease, all Non-Removable Personal Property shall automatically and without any act of or compensation to MPHS or any third party become District's property, except as otherwise provided herein, and MPHS shall be entitled to such reimbursement therefor from District as provided in Section 7.05 of this Lease (upon expiration of this Lease), or as set forth in Section 5.02.B.2(d) of the Master Agreement (upon earlier termination of this Lease). MPHS shall promptly execute and deliver to District any and all documents necessary or appropriate to confirm District's ownership of, and right to operate, the Non-Removable Personal Property. In the event of any dispute between District and MPHS as to what constitutes Non-Removable Personal Property, the same shall be determined in accordance with the Dispute Resolution Procedures.



Solar Energy and Energy Storage for Mills Peninsula Medical Center March, 2022

Project Size

Solar size: 3,594 kW peak.
Energy Storage size: 2,504 kW/ 5,028kWh.
Annual energy production
~5,378,434 kWh/yr.
Would offset ~27% of electricity use.

Project Contract

Power Purchase Agreement (PPA),
signed by Sutter Health.
20-year contract.

Project Benefits

Visible Commitment to Sustainability
Electricity Savings, OpEx Reduction
GHG reduction ~3,803 metric tons per year.

Greenhouse gas emissions from



Carbon sequestered by



Site Layout



Sample Site Photos



Milestone	Estimated Date
Site Approval Meeting	Feb-21
Rendering Approval	Sep-21
Utility Application Submittal	Feb-22
50% Design and Onsite Engineering	Apr-22
Planning Application Submittal	May-22
100% Design	Jun-22
Permit/OSHPD Application Submittal	Jul-22
Start of Construction	Oct-22
Mechanical Completion	May-23
Permission to Operate	Jun-23



DATE: April 27, 2022
TO: PHCD Board of Directors
FROM: Eddie Flores, Director Youth Behavioral Health Programs
RE: May 2022 Mental Health Month Resolution

As many of you know, May is Mental Health Month or, as we also like to call it, the lime greenest time of the year! This year's theme, adopted from the statewide campaign, is **#SMCTakeAction4MH**. The theme encourages everyone to take actionable steps to address mental health and substance use matters. Over the past two years, the pandemic has been especially challenging for many of us. Our mental health is more important than ever. Throughout the month, the San Mateo County office of Behavioral Health & Recovery Services (BHRS) will be demonstrating ways that the community can take action to improve mental wellness!

This year, staff is very excited to announce that we have partnered with multiple stakeholders in the mental health arena in our county. BHRS has launched an official San Mateo County Mental Health Month website. Through this site you'll check out our full calendar of events, learn ways to get involved, and find behavioral health resources. Visit our website here: [SMCMentalHealthMonth.org](https://smcmentalhealthmonth.org). In addition, Peninsula Health Care District will also be a cosponsor of the first inaugural Star Vista's Mental Health Matters Walk on Sunday, May 22nd at Ryder Park in San Mateo. You can find more information by visiting: <https://star-vista.org/mhmatters22/>

The Board of Directors of Peninsula Health Care District is fully committed in advancing and supporting the work focused on mental health and prevention and especially as it relates to youth and young adults. From supporting our Youth Mental Health Pilot initiative in the schools in 2019 to the creation of Youth Advisory Group (YAG), to the full financial support of local educational and early prevention programs that highlight mental health awareness and including but not limited to, Care Solace in partnership with the San Mateo County Office of Education (SMCOE), Early Alert, and Kognito.

In addition, the Board has demonstrated its leadership in addressing the needs of the community by supporting and championing PHCD's lead role in the development and establishment of *allcove*[™] San Mateo, as a grantee from the State of California Mental Health Services Oversight & Accountability Commission (MHSOAC) in partnership with Stanford's Center for Youth Mental Health & Well Being (CYMHWB).

One actionable way that the Governing Body of Peninsula Health Care District can demonstrate solidarity is by recognizing publicly via a resolution the month of May 2022 as Mental Health Month. This year's theme, **#SMCTakeAction4MH**, encourages everyone to take actionable steps towards supporting mental wellness. Over the past two years, the pandemic has been especially challenging for many of us. Your mental health is more important than ever. Learn ways you can take action to improve your communities' mental wellness!

Attached for consideration is the resolution to be considered and adopted by the Board of Directors.



Resolution 2022-06

2022 May Mental Health Month

A RESOLUTION RECOGNIZING MAY 2022 AS MENTAL HEALTH MONTH TO REDUCE STIGMA AND ENCOURAGE ACTION TO ADDRESS MENTAL HEALTH AND SUBSTANCE USE CONDITIONS

WHEREAS, it is the mandate of the Peninsula Health Care Board of Directors to identify and address health needs of residents of the District; and

WHEREAS, the Peninsula Health Care District Board of Directors has made as its strategic priority to serve as a flexible and immediate responder during times of crisis such as during an emerging global health pandemic; and

WHEREAS, the Peninsula Health Care District Board of Directors embraces as a strategic value, collaboration- working in partnership with others committed to improving the health of the community; and

WHEREAS, mental health conditions are one of the most common health conditions worldwide, and the COVID-19 pandemic has triggered a 25% increase in the prevalence of anxiety and depression; and

WHEREAS, last year, the U.S. Surgeon General issued a health advisory on the youth mental health crisis that has been further exposed by the COVID-19 pandemic; and

WHEREAS, one out of every 24 Californian's with a serious mental health condition have difficulty functioning in everyday life and if left untreated, have life expectancies 25 years shorter than the general population; and

WHEREAS, every day, millions of people face stigma related to mental health and substance use conditions and may feel isolated and alone, going years before receiving any help; and

WHEREAS, mental health and substance use conditions are treatable health conditions, and people who have mental health and substance use conditions can recover and lead full and meaningful lives; and

WHEREAS, 50% of all lifetime cases of mental illness start by the age of 14; and

WHEREAS, only 27.2% of youth with severe depression are receiving consistent treatment, which demonstrates that this would not be acceptable if these same individuals would have heart or lung problems; and



WHEREAS, all young people under the age of 14 should be screened and our mental health healthcare system needs a paradigm shift and shift dollars from upstream systems and supports to mental health and wellness promotion and building out early service models; and

WHEREAS, Peninsula Health Care District Board of Directors is addressing and advancing the mental health of the community by participating as a lead agency and grantee from the California Mental Health Services Oversight & Accountability Commission (MHSOAC) in establishing allcove™ San Mateo Youth Drop-In Center in partnership with Stanford Center for Youth Mental Health & Well Being (CYMHWB); and

WHEREAS, allcove™ San Mateo Youth Drop-In Center will serve as a model in the county to address early intervention and prevention of those youth and young adults in the moderate to mild mental health conditions and be a much needed resource for youth in the cities served by the District; and

WHEREAS, the District’s Board of Directors wishes to increase the public’s knowledge of signs and symptoms of mental health and substance use conditions, professional and self-help resources and self-care practices; and

WHEREAS, this year’s May Mental Health Month theme, #SMCTakeAction4MH, encourages everyone to take actionable steps towards addressing mental health and substance use conditions with the overarching goal to support mental wellness.

Now, therefore, be it resolved by the Governing Body of the Peninsula Health Care District thereof concurring, that the District hereby recognizes May 2022 as Mental Health Month in San Mateo County to enhance public awareness of mental health to help end the stigma and direct members of the community to resources and support for mental health and substance use conditions.

PASSED AND ADOPTED at the meeting of the Board of Directors of the Peninsula Health Care District, County of San Mateo, State of California, duly held on the 27th day of April 2022, by the following vote:

AYES: _____
 NOES: _____
 ABSTAIN: _____
 ABSENT: _____

APPROVED:

 Secretary of the District
 Frank J. Pagliaro, Esq.

 Chair of the Board of Directors
 Lawrence W. Cappel, Ph.D.



**BOARD OF DIRECTOR'S
CEO Report
April 2022**

PENINSULA WELLNESS COMMUNITY (PWC)

- **Senior Services for the Future:** The outcomes of the first phase of this “deep dive” exploration project to identify future programs and services to serve older adults were presented to the PWC Project Developer Team and were well-received. Many of the elements such as healthy eating, intergenerational programs, fitness activities, and convening space for educational and social gatherings are currently under consideration for the PWC development.

The next phase of this study project is to identify local experts and thought leaders, share the ideas from the first phase think tank participants, and get the local leaders’ thoughts on how the suggestions fit our community and should drive PHCD’s programs for the PWC as well as services to the senior community throughout the District. The list of participants for this phase includes a PhD gerontologist, Medical Director of Gerontology, a community physician, and members of the Board’s Strategic Direction Committee. We are still seeking representatives from both UCSF and Stanford’s senior/longevity programs and someone from the tech arena.

THE TROUSDALE [TT] ASSISTED LIVING/MEMORY CARE COMMUNITY:

- TT had three consecutive weeks of 100% negative testing of residents and staff. On the 4th round last week, there was an asymptomatic positive result for one of our memory care residents who recently enjoyed family visitors. This automatically extends 100% weekly testing per State licensing requirements.
- Potential resident inquiries are up, two move-ins occurred in April and another is schedule in May. Occupancy as of 4/20/22 is 110 – the first time we exceeded the 109 census we had when Covid hit.
- CFO Yee and I had a productive budget preparation conference with the Eskaton leadership which included their CEO and CFO. Within the next two weeks, a facilities walk-through will occur with Eskaton’s VP of Operations and ED of Capital Asset Management to identify any capital items for the FY ’23 budget.
- The installation of emergency lights in all resident units and first floor public restrooms should be completed by the middle of June.
- A meeting with general contractor SJ Amoroso is scheduled May 4th to address the on-going facility issues. Fortunately, they are exterior and basement issues not impacting the residents’ living, dining, and recreational environments.

SONRISAS DENTAL HEALTH (SDH):

- **YTD Performance** through February is meeting budget:
 - Total visits were 9057, 97 over budget with 7,151 occurring at the San Mateo Center.
 - Deductions (uncompensated care) from revenue are tracking as budgeted.
 - Grants/Donations/Other Income is \$1.6M which is \$310K over budget and includes PHCD's \$600K, PPP Loan Forgiveness of \$201K, and \$140K moved into P&L to cover capital expenditures at the San Mateo Center.
 - Direct costs are 5% under budget.
 - Net income is a positive \$219,322 or 163% better than budget.
- **The FQHC County Partnership** continues to go well. The County has asked SDH to add FQHC days to serve more patients at the San Mateo Center and more days at Puente to serve farmworkers and families. The team is exploring if and how that can be accommodated given the challenge of recruiting staff.
- **The Health Plan of San Mateo Dental Integration Project** was launched 1/1/22. Pat Curran, CEO for the health plan reports no problem accessing pediatric dentists, but adult dentists and those comfortable in treating special needs patients has been a major challenge. SDH leaders are "at the table" exploring solutions as a provider partner and PHCD is "at the table" as a collaborating partner from my seat on the Health Plan's Children's Oversight Committee and a seat on the San Mateo County Oral Health Coalition's executive committee.
- **Demand for Dr. Jue's school screening program** continues to grow. This academic year she has already screened 910 children, 300 more than the prior year. And, thanks to a \$110K grant from Delta Dental, the new Older Adult Dental Program is in full swing.
- **Saving some exciting news for last:** the first cohort of five students has completed the SDH and La Costa Adult School's "Introduction to Dental Assisting Course." Each student received hands-on experience and earned certificates.

ABILITY PATH CO-OP HOUSING FOR DEVELOPMENTALLY CHALLENGED ADULTS:

- Through our partnership with Ability Path and theirs with PARCA and Golden Gate Regional, and after a year's delay due to Covid, ***the homes are full***. 5 women and 5 men are living independently at PHCD's homes in San Mateo.
- CEO Bryan Neider will be making a presentation to the Board at the April 27th meeting to provide more information and answer questions.

COMMISSION ON THE STATUS OF WOMEN

- The Commission's bi-annual Leadership Conference for Women on March 23-24 was a success. As co-Chair for the Mental Health Work Group, I was grateful to recruit a panel of mental health and addiction services leaders/providers who shared information, resources, and contact information on accessing services. The one-hour panel was recorded and will be available on our website. Panelists were:
 - Collen Buggs, Supervisor of County Behavioral Health Service's Access to Care center

- Nicole Ibarra, Director of Behavioral Health programs at Kaiser Permanente in Redwood City and San Mateo.
- Anixa Carmona, Administrative Director of Mental Health and Addiction Care at Sutter Health MPMC
- Liz Camarena West, a bilingual and bicultural therapist for OneLife Counseling.

COMMUNITY ACTIVITIES:

4/06 & 4/20: San Bruno Park School District Health Center Team Meeting

4/06: County EHR follow up meeting with County Health's Chief, CFO, and hospital CEO

4/11: Oral Health Coalition executive committee

4/18 & 4/27: PHCD/Sequoia Healthcare District CEO collaboration

4/19: Rotary Community Service Committee, co-chair

4/19: Millbrae Age-Friendly City Task Force, 1st meeting

4/21: Monthly allcove launching meeting with Stanford team

4/21: Meeting with Eskaton to explore migrating TT's website onto PHCD's new platform

4/26: Millbrae Age-Friendly City Focus Group

4/26: Commission on the Status of Women meeting



CFO REPORT - APRIL 2022

HERITAGE BANK SETUP:

The new checking accounts at Heritage Bank are almost opened. There will be 10 accounts (5 primary + 5 shadow) to replace the Boston Private accounts. All security features are the same, plus an additional security code word for each authorized signer. The security code word will be used to verify the signer when contacting the bank, callback for wires, and account changes. The Boston Private accounts will be closed once all checks have been cleared and ACH information has been updated with vendors and depositors. The new accounts will be opened by the end of the month.

FY 22-23 BUDGET:

The FY 22-23 Budget is coming together. I have met with the different department managers to review the budget numbers and will be consolidating the information. This year, we have a better idea of the revenue and expense for the allcove center as we have received more information from the Stanford team. We also have a detailed capital plan from last year that is being carried forward. There are no significant changes except for allcove being in its first year of operations. The draft budget will be presented to the Board at the May meeting.

PHCD Q3 YTD PERFORMANCE:

PHCD Activities –

- San Mateo County tax revenue is \$4.95M (on track to budget)
- The Marco Polo properties continue to incur significant repair & maintenance costs. Most recently, the HVAC was replaced at 1740 MPW for \$46K because it no longer can be repaired.
- Investment income was lower than budget due to low-interest rates and unrealized losses. As the Federal interest rates slowly increase, we will see higher unrealized losses. However, the unrealized loss is temporary and will disappear once the bonds mature.
- Received \$1.16M in other income (\$817K - CSDA Grant and \$343K - returned grant from HPSM). \$250K of the CSDA grant will be allocated to the COVID Campaign.
- CHI and allcove have unspent budgets from delays in launching some programs due to COVID.
- Two grantees returned their grants totaling \$66K.
- General and administrative expenses are on track

The Trousdale -

- Operating Margin was a positive \$1.4M (before depreciation & interest expense)
- 109 residents and 95 units occupied
- Move-ins & Move-outs were a net of seven behind budget
- One-time application fee revenue lower than budget
- COVID-19 Supplies & Expenses YTD were \$68,311
- Hiring staff and staff retention continue to be a challenge – a sign-on bonus is in place, and a staffing agency is being used to fill the gaps.

The Health & Fitness Center –

- Better than budget by \$26K
- 153 members - We lost a few existing members with COVID but had more new members join, netting a positive \$9K in member fees.
- Massage therapy is picking up - \$9,420 to date, which is \$6,540 better than budget
- Expenses are on track.

The next Finance Committee meeting will be on May 10th at 2 pm.



BOARD OF DIRECTORS
Community Engagement Director
Monthly Report
April 2022

[COVID Campaign 2022](#)

The Peninsula Health Care District's COVID Campaign 2022 continues to serve district residents by:

1. Sponsoring a vaccination clinic in San Mateo at St. James AME Zion Church on April 30, 2022... from 12:00-4:00 pm. Clinic will provide pediatric vaccinations, booster for ages 12 – up, and second boosters for age 50+ and those with immunocompromised conditions. Safeway will continue to provide the vaccinations. Umoja is helping with community outreach and providing PPE to complement our PPE. Flyer was designed in three languages - Spanish, Tongan and English and is being posted in our newsletter, social media, Thrive Alliance, St. James' bulletin, schools near St. James and businesses in the surrounding community.

2. Discussing vaccination clinics with the following people:

- Faith Gutierrez, Color Health
- Keisha Tangukulatu – First Tongan Methodist Church, San Bruno
- Pastor Bussey – St. James AME Zion Church, San Mateo
- Lisa Tealer - Bay Area Community Health Advisory Council (BACHAC)
- Shakeel Ali – Umoja
- Cristina Ugaitafa - Community Program Analyst, SMC Health Aging and Adult Service
- Lizelle Lirio de Luna, RN, MS, CNS - Director of Family Health Services Public Health
- Dr. Aracely Tamayo – Epidemiologist SMC Health
- Karen Pfiester -Epidemiology and Evaluation, SMC Public Health
- Laura Shin – GIS Specialist, Public Health
- Deidre Patterson – Epidemiologist SMC Health
- Carolyn Csongradi – Lifemoves Nursing, San Mateo County Health
- Trish Erwin - COVID-19 Operations Chief

3. Reached out to our community partners and offered PPE. A dozen + CBOs have picked up surgical and/or KN95 masks, face shields and hand sanitizers.



4. Planning clinic at First Tongan Methodist Church, San Bruno in May.
5. COVID Resource section of PHCD Website will be updated soon to include latest information on San Mateo County testing and vaccination sites. Also adding CDC information on indoor ventilation options.
6. The costs incurred for the COVID Campaign thus far are:

Safeway Pharmacist (1 clinic @ St. James AME Zion Church)	\$600.00
Safeway Pharmacist (2 part clinic @ San Bruno Student health Center)	\$1,500.00
Incentive - Safeway gift cards (100 cards @ \$25.00 each)	\$2,450.00
Youth take-home masks	\$48.08
PHCD Logo Stickers for PPE	\$71.25
I Got Vaccinated Stickers	\$6.55
Total to date	\$4,675.88

[Parent Venture - Community Education Webinar](#)

“How to Keep the Lines of Communication Open with Your Child or Teen”

Tuesday, April 26, 2022 5:30 – 6:30 pm via Zoom

This webinar will be moderated by Charlene Margot and presented by child/adolescent development expert Donald Grant, Jr, PhD - executive director of Mindful Training Solutions, LLC and founder of the Center for Community & Social Impact, Pacific Oaks College.

[San Bruno Park School District Health Clinic](#)

The San Bruno Health Center continues to meet bi-monthly. Team - Marie Lukehart, Kristin Vogel-Campbell, Marianna Solomon of San Bruno Park School District and Cheryl Fama and Ann Wasson. Team is discussing:

1. Potential immunization clinic for students lacking the required vaccinations to attend school.
2. San Bruno School District Health Faire scheduled for May 11, 2022 1:00 - 3:00 pm.
The theme in “mental wellness.” PHCD will attend and invited partners, alcove, Care Solace, SF Hep B Free and the Bay Area Health Advisory Resource Council to also participate.
3. Required-to-Enter-Kindergarten immunizations details have been gathered. Clinic dates TBD.



Strategic Plan Update

Gathering and reviewing San Mateo County reports, Healthy Places Index, Quality of Life Survey, 2020 Census Data, etc. etc.

Meeting with - CBO leaders who have their fingers on the pulse of their community's health priorities, County Health leadership to hear more about SMC priorities, gaps and prevention/education opportunities around chronic diseases. Desired outcome of my lit review and meetings:

- (1) Gain verbal understanding of San Mateo County health priorities for district strategic planning and
- (2) Identify where and how the districts' activities can best focus to carry out strategic initiatives.

Month 2 – collective conversation take-aways:

- Continue focus on access to mental health, oral health, and basic health care.
- Address chronic diseases via prevention, awareness and education efforts – diabetes, high blood pressure, and substance abuse.
- Two rising topics:
 - (1) Infection control best practice training and tool-kit for congregate living and
 - (2) Mental health workforce development

Outreach and Community Engagement Meetings

Met with the following people/organizations to further advance PHCD's mission and initiatives:

- Pastor Bussey - St James AME Zion, San Mateo –vax clinic
- Emma Gonzales, San Mateo County Office of Community Affairs – map hi-need areas
- Lizelle Lirio de Luna, Director of Public Health Nursing – potential vax clinics
- San Mateo County Behavioral Health Recovery Services Spirituality working group – vax clinic
- Marie Lukehart - vax clinic & health clinic report
- Linda Wolin, Supervisor Pines – health data
- Molly Hendricks, SMC Office of Education School and Safety Coordinator – Kognito and early Alert
- Josh Haeffner - Care Solace year-end messaging and business card sized promo
- Shakeeli Ali and Cristina Ugaitafa, Umoja – where to vaccinate and boost
- Lisa Tealer, Bay Area Community Resource Advisory Council - health disparities North County
- San Mateo School-Based Mental Health Collaborative
- San Mateo County School Wellness Coordinators
- Healthy Community Collaborative quarterly meeting
- Kate Moser – Wizehive update
- CORA Working Group – wrap around service design
- Charlene Margot and April Torres - Parent Education Workshop – April 26 2022
- Trish Erwin – COVID 19 Operations Chief and all County persons listed under COVID Campaign
- Malissa Netante-Jones, Executive Director Peninsula Conflict Resolution Center – PIC health needs

COVID-19 VACCINATION CLINIC

For youth ages 5+ and booster

***Pediatric Pfizer Vaccine** - ages 5 to 11 (1st & 2nd dose)

***Pfizer-BioNTech or Moderna Vaccine for 2nd boosters** - ages 50+ & immunocompromised individuals ages 12+ who received a booster dose at least 4 months ago

WHEN: Saturday, April 30, 2022

TIME: 12:00 – 4:00 pm

LOCATION: St. James AME Zion Church
825 Monte Diablo Ave, San Mateo
*Enter by side street level door

ALL ARE WELCOME

- COVID-19 vaccinations are free.
- If you happen to have insurance, please bring your insurance card with you.
- Guardians/parents: please bring printed out consent form to the clinic.

WALK UPS WELCOME

or register for an appointment at
www.mhealthsystem.com/STJames

Questions: Peninsula Health Care District @ 650.697.6900



BAY AREA
Community Health
Advisory Council

Peninsula
HEALTH CARE DISTRICT
Building a Healthier Community

CLÍNICA DE VACUNAS COVID-19

Para niños mayores de 5 años y dosis de refuerzo (boosters)

***Vacuna pediátrica de Pfizer** - de 5 a 11 años (primera y segunda dosis)

***Vacuna de Pfizer-BioNTech o Moderna para el segundo refuerzo** - mayores de 50 años y personas inmunocomprometidas mayores de 12 años que recibieron una dosis de refuerzo hace al menos 4 meses

FECHA: Sábado, 30 de Abril del 2022

HORARIO: 12:00 – 4:00 pm

LUGAR: St. James AME Zion Church
825 Monte Diablo Ave, San Mateo
*Entre por la puerta lateral a nivel de calle

TODOS SON BIENVENIDOS

- Las vacunas contra el COVID-19 son gratuitas.
- Si usted tiene seguro, por favor traiga su tarjeta de seguro con usted.
- Tutores/Padres: Por favor traiga impreso el formulario de consentimiento a la clínica.

BIENVENIDOS SIN CITA

o regístrese para una cita en
www.mhealthsystem.com/STJames

Preguntas: Peninsula Health Care District @ 650.697.6900



BAY AREA
Community Health
Advisory Council

Peninsula
HEALTH CARE DISTRICT
Building a Healthier Community

KILINIKI HUU MALU'I COVID 19 MA'AE FANAU TA'U 5 KI 'OLUNGA MO E HUU HOANI MA'AE KAKAI LALAH

***Huu Malu'i Pfizer** Ma'ae Longa'i Fanau Iiki - Ta'u 5 Kihe 11 (Huu 1&2)

***Faito'o Pfizer-BioNTech pe Faito'o Moderna** Ngaue'aki Kihe Huu Hoani Hono 2 - Ta'u 50+ & Kinautolu 'Oku Tu'u Lavea Ngofua Ke Nau Puke He COVID-19 Ta'u 12+ Pea Nau 'Osi Huu Hoani 'Uluaki 'Oua Toe S'i Ange Mahina 4 Kuohili.

WHEN: Saturday, April 30, 2022

TAIMI: 12.00 HO'ATAA - 4 EFIAFI

FEITU'U: FALELOTU ST. JAMES AME ZION
825 Monte Diablo Ave, San Mateo
HU MATAPA HE TAFATAKI TO'OMATA'U 'ALU KI MUI 'O HU
MEI AI

TALITALI MAFANA KOTOA 'E LAVA MAI

- KOE HUU MALU'I COVID 19 'OKU 'IKAI TOTONGI.
- KAPAU 'OKU 'I AI HA'O MALU'I MO'UI LELEI (HEALTH INSURANCE) KATAKI 'OMAI HO'O
- KAATI. 'OKU 'I AI MO E 'UU FOOMAU FAKAMAFAI KE FAKAMO'ONI HINGOA AI 'A E MATU'A TAUHI FANAU KE FAKANGOFUA 'A E HUU MALU'I 'ENAU FANAU.

NGOFUA PE LAVA MAI TOKI LESISITA PEA
HUU PE KOE LESISITA

www.mhealthsystem.com/STJames

KA 'I AI HA FEHU'I TELEFONI KIHE OFISI PENINSULA
HEALTH CARE DISTRICT 650-697-6900



BAY AREA
Community Health
Advisory Council

Peninsula
HEALTH CARE DISTRICT
Building a Healthier Community



DATE: April 27, 2022
TO: PHCD Board of Directors
FROM: Eddie Flores, Director Youth Behavioral Health Programs
RE: Director's April Monthly Report

allcove™/Stanford Center for Youth Mental Health and Wellbeing (CYMHWB)

We have continued our monthly check-in meetings with Stanford Center for Youth Mental Health and Well Being staff as the technical assistance partner for the MHSOAC *allcove*™ grant. We held our monthly meeting on April 21st, along with staff from the State MHSOAC. Some of the topics covered included updates on project timelines; youth participation and YAG; recruitment; core services and service partnerships consortium creation; facility, branding and environmental design; communications; and data collections and evaluation. In addition, we continue to participate in various webinars brought on and put together by Stanford for the grantees. Some of the most recent ones covered topics as youth outreach specialists and peer support; evaluation and learnings; and an open forum for all grantees and YAG members to collaborate including Q&A sessions on the *allcove*™ model, etc. Staff are continuously participating in all of these virtual trainings and meetings during the course of the month.

Care Solace

Care Solace continues to be a strong and active partner with PHCD. To increase visibility, outreach, and utilization, as mentioned in last month's report, we are continuing our outreach campaign directed at end of year operations at each of the school districts we serve. We also continue to have monthly check-in meetings to monitor program progress and utilization at the various school districts which PHCD has supported funding.

In preparation for the end of the school year, we have worked with Care Solace to produce intentional messaging to target various groups that may need the service. Care Solace and PHCD staff jointly created the attached flyer (***attached***) to distribute via the school's wellness coordinators, principals and their respective end-of-year newsletters and email blasts.

In addition, in order to remind teachers and staff of the Care Solace program we engaged in facilitating additional refresher trainings for those that requested it or needed it. Millbrae and Burlingame School Districts do not think a refresher is needed in part due to testing season being around the corner. We heard similar messages from other districts as staff are expressing having limited capacity to meet as they prepare for the end of the school year.

Some updated information on the refresher trainings that have occurred with teachers and staff at each of the school districts that is being funded by PHCD, is as follows:

- San Bruno Park School District: Staff refresher training occurred at the end of January and they communicated that they are hosting summer school. 150 staff members attended the refresher training.
- Millbrae School District: Care Solace staff conducted a refresher for the Principals and School Secretaries this month. All folks that participated were in person. An estimated number of attendees was between 10-15 administrators. Care Solace staff has followed up as well to reschedule a refresher with the mental health team at the District Office.



- Burlingame School District: The Assistant Superintendent, Dr. Spencer, did not find a need to have a refresher at this time, as one has been done last Fall. They will be hosting summer school.
- Hillsborough City School District: Awaiting to hear back and get an update.
- San Mateo-Foster City: Awaiting to hear back and get an update. They are hosting summer school.

Staff will continue to stay engaged with all of the school districts, to fulfill our contractual agreement to be able to work with Care Solace in order to:

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

Care Solace Utilization - (See attachment)

Please find attached the most recent (March 2022) Utilization report for all of the five districts funded by Peninsula Health Care District. To note that utilization across all areas has continued to be increasing and on the rise. This helps to highlight the important need that this program is fulfilling in connecting our learning communities to referrals services for mental health. The Key Performance Indicators as defined on the utilization report attached, are as follows:

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

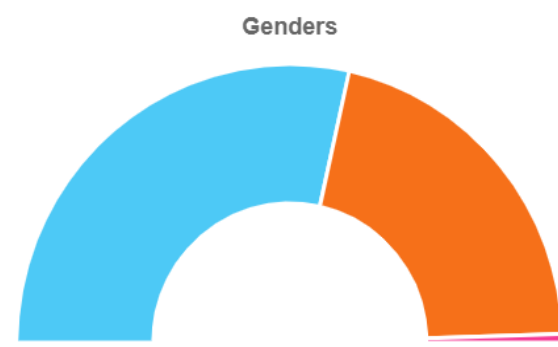
Total Appointments Into Care: Number of Warm Handoffs and Family Initiated Cases who confirmed appointments using our services. The national average is 18% for someone who searches without support.

Anonymous Searches: All completed searches through PHCD's proprietary link

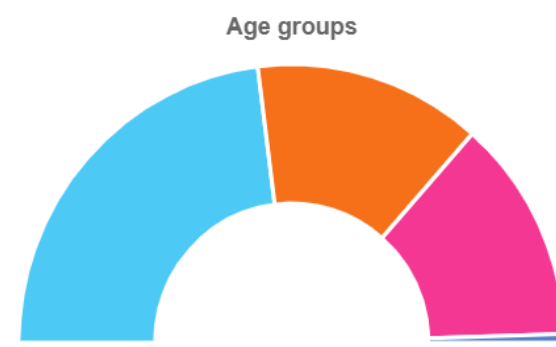
2021-2022 | All Districts | All cases

Key Performance Indicators (KPIs)

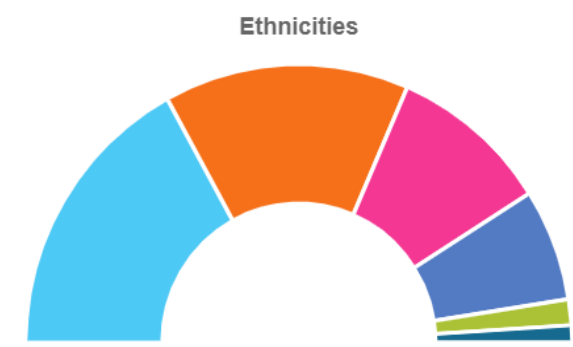
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	Total
Inbound interactions	132	97	329	324	341	241	238	310	480	196	2,688
Communications saved	672	497	1,454	1,541	1,682	1,505	1,428	1,607	2,706	1,150	14,242
Warm Handoffs®	0	10	35	24	31	17	35	45	47	14	258
Family-initiated cases	0	0	3	11	2	3	4	2	5	1	31
Total appointments into care	14	4	12	15	32	13	16	20	23	10	159
Anonymous searches	5	7	16	18	38	9	4	8	7	6	118



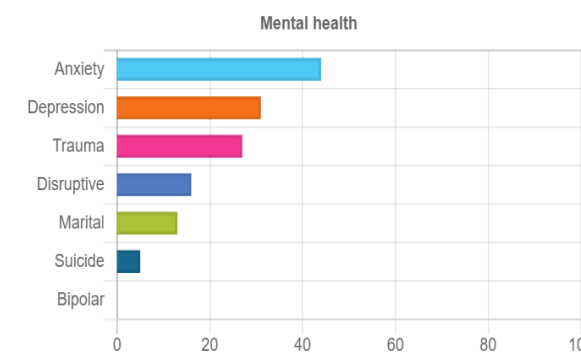
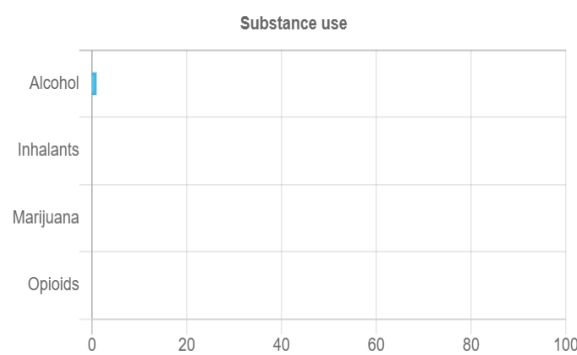
Female: **57%**
Male: **42%**
Non Binary: **1%**



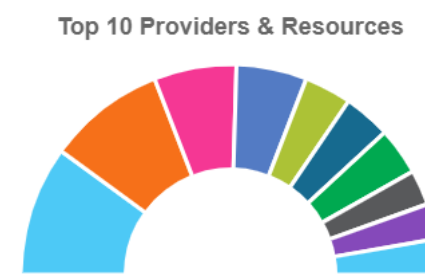
Children (3-11): **46%**
Adolescents (12-17): **27%**
Adults (18-64): **26%**
Seniors (65+): **1%**



White / Caucasian: **34%**
Hispanic / Latino: **29%**
Asian / Pacific Islander: **19%**
Other: **13%**
Decline to Answer: **3%**
Black / African American: **2%**
Native American / American Indian: **0%**



Kaiser Permanente: **20%**
Medi-cal: **14%**
Anthem Blue Cross: **10%**
United Healthcare: **8%**
Health Plan of San Mateo: **7%**
Anthem: **5%**
Aetna: **5%**
No Insurance - Sliding Scale: **5%**
Medicaid & Medicare: **5%**
Blue Cross And Blue Shield: **3%**



San Mateo Clinic: **11%**
Foresight Mental Health: **10%**
Izzo Marriage and Family Therapy: **7%**
LifeStance Health: **6%**
Kaiser Permanente San Francisco Medical Center Ar: **4%**
San Mateo Medical Center: **4%**
Izzo Marriage And Family Therapy: **4%**
Advent Group Ministries: **3%**
Jessica Urzula Jones: **3%**
Kaiser Permanente Oakland Medical Ctr: **3%**

Have questions? Drop us a line at WeServe@caresolace.org (mailto:weserve@caresolace.org). Need help right now? Start a video chat.

Care Solace is not an emergency response service and cannot assess lethality. If anyone is a danger to themselves or others, please call 9-1-1.

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Peninsula Health Care District partnered with Care Solace, a mental health care coordination service, to help you and your family connect to quality care. at no cost to you and your family.

May is Mental Health Awareness Month.

The goal of this month is to break the stigma around mental health and encourage people to seek help. After all, mental health affects us all.

Perhaps you're having trouble focusing or sleeping.

Maybe you're experiencing significant life changes and the stress that comes with it. Maybe it's difficult to manage your feelings or perhaps you're avoiding your feelings entirely. Mental health looks different for everyone and these are just a few signs that your mental health may need attention.



To our Seniors

This time of life for a high school senior can be both exciting, and overwhelming. Along with social events and graduation, there are the unknowns and adventures of life after high school. If you've chosen to pursue higher education, you may or may not have received an acceptance letter from the college of your choice.

Throughout our lives we will all experience celebrations and joys alongside frustrations and disappointments. Life doesn't always work out the way we want it to, but we can learn to manage these challenges and cope with adversity.

Summer is just around the corner!

We hope you find time to rest, restore, and reconnect. And don't forget – help is always available if needed.

- Choose the outdoors. Spending time outside helps reduce stress and anxiety, boost your mood, and inspire creativity. Try walking, hiking, biking, gardening, or enjoying a shady picnic in the park.
- Spend time with loved ones. On a day-to-day basis, it's easy to get stuck in our own routines and lose quality time with friends and family. Find time to reconnect this summer with shared meals, game nights, movie nights, or a simple phone call.
- Catch up on sleep. During busy times, we sometimes stray from healthy sleep habits. Practice creating a consistent sleep schedule and get the much needed rest your body deserves.

MENTAL HEALTH *Summer* BUCKET LIST

Create a consistent sleep schedule



Go on a scenic hike or bike ride



Book a therapy appointment



Make a fresh smoothie



Host a game night with friends





DATE: April 27,2022

TO: PHCD Board of Directors

FROM: Stephanie Arevalo Rodriguez, Business Operations Manager

SUBJECT: FY '22 Q3 Report

PROPERTY MANAGEMENT

A property management software program, *Door loop*, has been implemented to provide a streamlined system to process, manage, and store: tenant requests, routine maintenance activities, tenant leases and rent payments, etc. The software will improve communications, track tenant issues, manage leases, and overall, improve the quality and efficiencies in managing all district properties.

WEBSITE MANAGEMENT

After vetting various website hosting platforms to revamp our current websites and ensuring compliance, options were limited until I came across a website hosting platform *Streamline* that works with over 600+ special districts and is highly recommended and contracted with (CSDA) California Special Districts Association to ensure ADA compliance, Brown Act requirements, and special district website requirements. The revamped site ensures site visitors a more user-friendly experience with improved accessibilities. The website hosting platform will host all three district sites (PHCD, PHCD Health & Fitness Center, and Peninsula Wellness Community). All three websites will be migrated to new hosting platform and revamped/launched in the upcoming weeks, stay tuned. Overall operational costs will remain the same.

This past quarter a total of 2,085 new users visited the district website as compared to 2821 Q2 and 2382 in Q1, with the most popular channel being by direct search, followed by referral (e-newsletter, e-blast) and social media platforms. The most popular viewed page on the website was the "About the District" page, followed by the grants informational page.

COMMUNICATIONS SOCIAL MEDIA

Facebook/Instagram

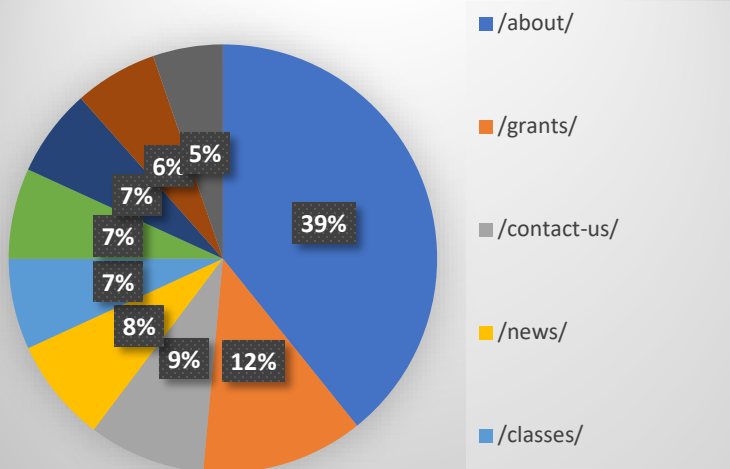
Communication outreach continues, through social media platforms (Instagram and Facebook) as well as the monthly e-newsletters and e-blasts. This past quarter themes highlighted (just to name a few) include vaccination outreach with PSA videos, virtual townhall presentation "I don't like needles" in partnership with The Parent Venture, heart disease prevention, colon cancer awareness, allcove Youth Advisory Group cohort introductions, women's history month campaign, and vaping awareness. February views and engagement decreased due to a few posts being rejected from boosting and modest numbers on the boosted posts. Since implementing Instagram to our social media platforms of engagement,

E-newsletter/E-Blasts

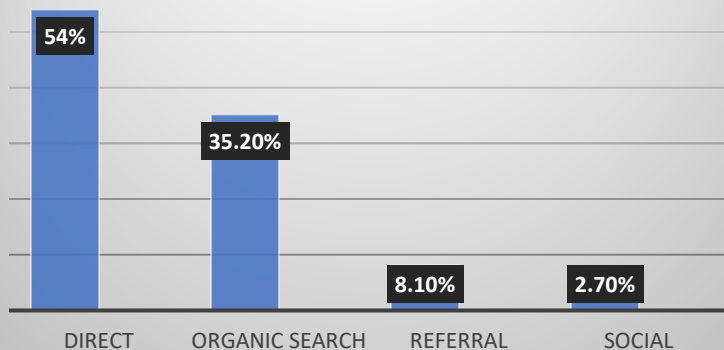
The mailing list for these mediums is ~2,000. The average open rate/edition for the 3rd quarter was 46%, an 8% increase from last quarter. Q3 highlighted themes included: PHCD's 73^{year} anniversary video, national children's health month, PHCD pop up vaccination clinic at Belle Air Elementary School, COVID-19 vaccination resources, and webinar education programs.

WEBSITE ANALYTICS

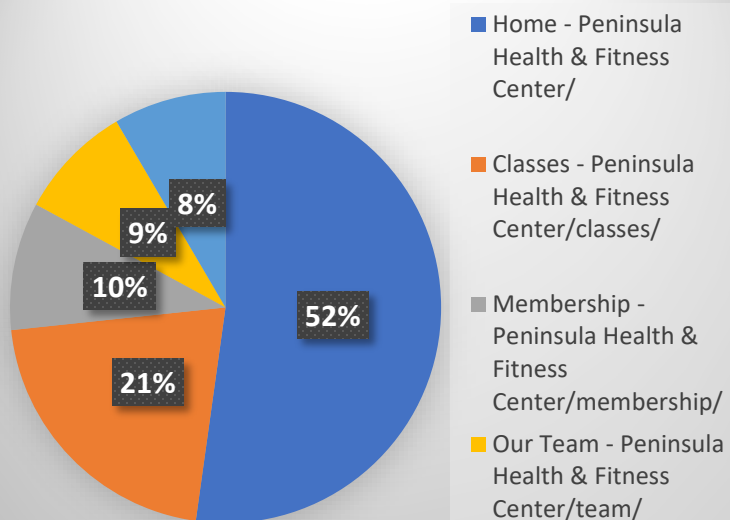
PHCD PAGE % OF PAGE VIEWS



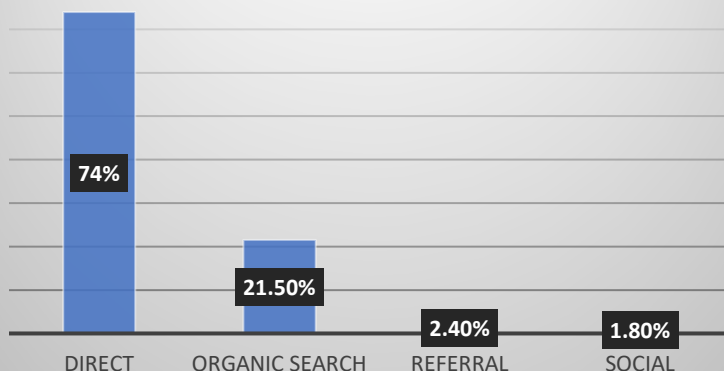
PHCD % USERS FROM CHANNELS



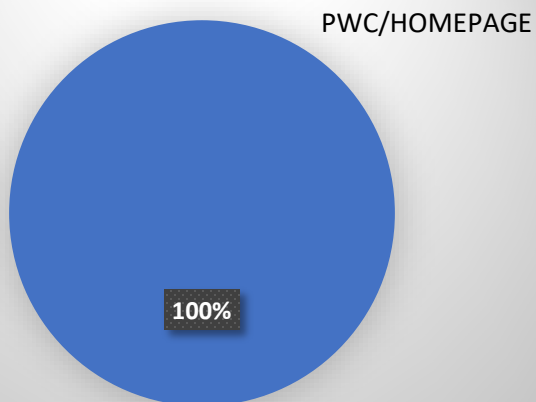
HEALTH & FITNESS % OF PAGE VIEWS



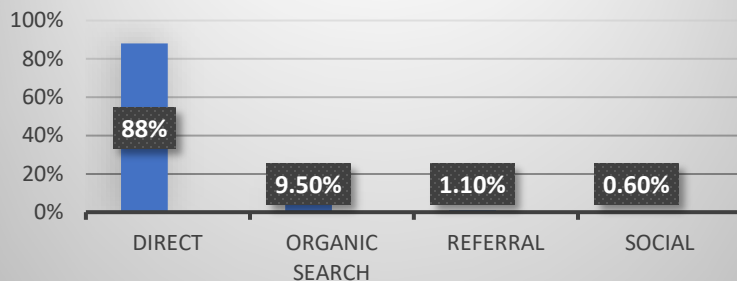
PHCD FITNESS % USERS FROM CHANNELS





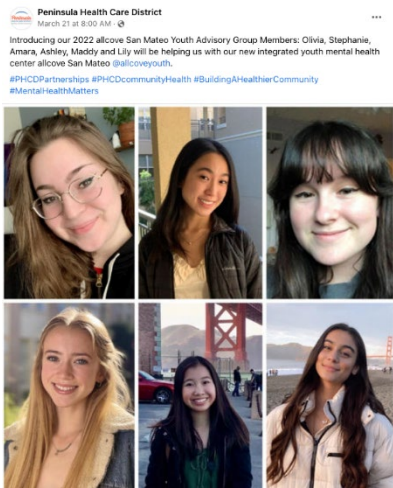
PENINSULA WELLNESS COMMUNITY % OF PAGE VIEWS



PWC % USERS FROM CHANNELS



SOCIAL MEDIA ANALYTICS**Facebook**

PHCD	Jan 1 – Jan 31, 2022	February 1 – February 28, 2022	March 1 – March 31, 2022
NO. OF POSTS PUBLISHED	14	12	13
NO. OF PAID POSTS	9	6	6
PAGE VIEWS	25,867	13,871	22,139
PAID POST REACH	31,866	17,308	23,112
PAID ENGAGEMENT	58,576	26,042	69,973
TOP FB POSTS	7,009 Jan 7 https://www.facebook.com/peninsulahealthcaredistrict/posts/7460578970634842 	3,173 Feb 2 https://www.facebook.com/peninsulahealthcaredistrict/posts/7645914198767984 	5,300 March 21 https://www.facebook.com/peninsulahealthcaredistrict/posts/7883154098377325 

Instagram

PHCD	Jan 1 – Jan 31, 2022	February 1 – February 28, 2022	March 1 – March 31, 2022
Instagram Reach	3,482	1,074	7,908



DATE: April 27th, 2022
TO: PHCD Board of Directors
FROM: Jackie Almes, Youth Outreach Specialist
RE: Monthly Report – April 2022.

allcove™ San Mateo – Youth Advisory Group

This past month we recruited four new members for our YAG. The interviews took place over a two-day period with two on each day. Three of our current members assisted with the interviews and decision of who would best fit our YAG. Our new members are great additions to our team making our YAG a group of 10 youths! Our monthly meeting with the YAG have helped us continue to build a team connection with every member. We held our most recent meeting on April 4th as a hybrid model, majority of members came to the PHCD office, and two other members were on zoom. On April 26th there will be a networking meeting with other YAG's and people working on other *allcove™* centers. Majority of the members will be in attendance to get to know other YAG's throughout the State. We also formed our subcommittees, which include social media, recruitment, and facilities. Each committee will be responsible for different aspects of our *allcove™* center and YAG. Majority of the new members were also in attendance of our meeting on April 4th.

On Saturday March 19th I attended a Youth Summit put on by San Mateo County. Two of my youth were also in attendance and participated in a youth activism panel. It was a great opportunity for them to branch out and talk about their activism within our Youth Advisory Group but also in their everyday lives. Five other youths from different organizations also participated in the panel and it was great to see youths interacting with each other on the topic of mental health and youth activism.

On Saturday April 9th four of our YAG members came with me to tour *allcove™* Palo Alto and our location in San Mateo. First, we went to *allcove™* Palo Alto, and the members were very impressed. They became very excited about the potential of our center in San Mateo. We were able to see the entire center minus the staff work area and the clean and soil rooms. The YAG loved the feel of the center and how much open space there was to hang out when visiting the center. From there we all went to our site in San Mateo. The members loved the space in San Mateo and began to tell me a ton of ideas that they hope to see at the center. For example, for the counseling rooms they want each one to have a theme name instead of counseling 1 it could be something like under the sea. They also want the theme to relate to the feel inside the room. For example, naming one of them a forest name and then inside the room it would be filled with plants to give it a forest feel. Following both tours, I created a document that organized their ideas into categories to be able to refer back when looking for YAG feedback.



Timeline

To assist in visualizing our timeline of next steps with *allcove™* I create a timeline of events and important steps in moving forward with *allcove™* San Mateo. Each colored line in the middle corresponds to a different part of *allcove™* development and its timeline. The Community Consortium line corresponds to a key component of the *allcove™* model which is the creation of the consortium. The consortium is a group of adults and youth that come from different sectors in the community. For example, medical practices, families of youth in the community, and mental health professionals, ect. This group of individuals will help us in shaping our center to best suit the communities needs while also advising us on best practices. The public bid line corresponds to the bid for the general contractor and all things remodeling. This including the design of the center. The timeline of the remodeling includes design implementation from our Youth Advisory Group which they will be heavily involved in. The RFP/Vender line corresponds to our process with the RFP and future vendor and everything they will be doing with our help for the *allcove™* center. This includes staffing and the soft opening of our center which we hope will be in September of 2022. In the timeline I also colored the events that we will be holding an orange color. This timeline will be adjusted as time goes on and we finalize dates. (see timeline attached below)

Outside trainings/partnerships

Throughout the month I attended multiple trainings and conferences. The Women's leadership conference took place over a two-day period with speakers and panels. Each panel was very insightful on women leading the conversations in everyday workplace. The keynote speakers were very inspiring and really resonated with me. Another workshop I attended was The Transvisibility Workshop. We learned all about the everyday struggles of trans people and it helped me understand the privilege I have as a cis-gendered female. We also learned about how to help destigmatize the conversation and how to be a trans ally.

I also attended the Be Sensitive Be Brave suicide prevention training. It was a very informative training where we talked about the risks of suicide and cultural effects on suicide. We also practiced how to go about asking someone if they're having suicidal thoughts. This training was very well thought out and I learned a lot about the risks of suicide and how to help prevent and ask about suicidal thoughts amongst youth.

I have continued my work the San Mateo Country behavioral health and recovery services (BHRS) Youth Committee. We are currently working on recruiting for the Youth Action Board. In our working meeting on April 11th, we reviewed all the applications, our next step is to begin interviews in the coming weeks. This Youth Action Board will help us bring Youth Voice to the forefront of development of programs within BHRS.



allcove San Mateo Roadmap

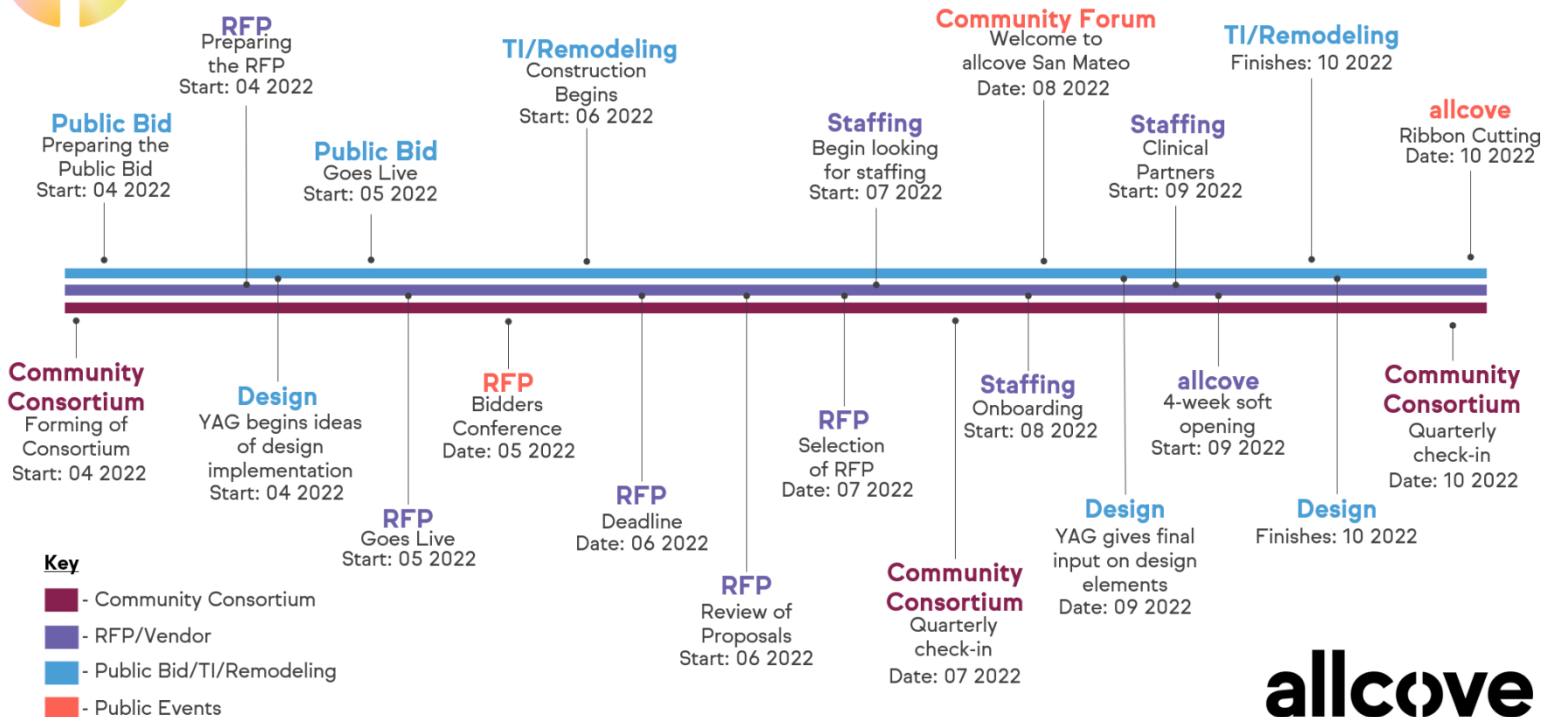


Figure 1: allcove San Mateo



Figure 2: allcove Palo Alto