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<b>BOARD OF DIRECTORS</b> <b>MEETING MINUTES</b> <b>Thursday, October 27, 2022</b> Per Resolution 2022-15, this meeting was held via Zoom teleconference		
<b><u>Directors Present</u></b> Chair Cappel Vice Chair Galligan Secretary Pagliaro Director Zell	<b><u>Directors Absent</u></b> Director Navarro	<b><u>Also Present</u></b> Counsel Mark Hudak <b>Presenters:</b> Wayne Bader, Sutter Energy Manager Tracey Carrillo Fecher, Sonrisas CEO
<b>1. <u>CALL TO ORDER &amp; ROLL CALL:</u></b> Chair Cappel called the meeting to order at 6:36 PM. Roll call attendance was taken. A quorum was present.		
<b>2. <u>PUBLIC COMMENT/NON-AGENDA ITEMS:</u></b> No Public comment.		
<b>3. <u>REPORTS FROM CLOSED SESSIONS: October 14 and October 27</u></b> Chair Cappel: Discussion focused on the trade secrets and negotiations related to the PWC.		
<b>4. <u>CONSENT CALENDAR:</u></b> Director Pagliaro Congratulated the team on the new format of the minutes and requested a correction on page 9 of the October 14th board minutes to properly reflect that <b>Vice-Chair Galligan</b> was present.  <b>Motion to approve the Consent Calendar</b> <b>Motion: By Director Zell; Seconded By Director Pagliaro</b> <b>Vote: Ayes – Cappel, Pagliaro, Zell</b> <b>Noes - 0</b> <b>Abstain - Galligan</b> <b>Motion Passed: - 3/0/1</b>		
<b>5. <u>Old Business: Action</u></b> <b>a. Sutter/MPMC’s Solar Project at 1501 Trousdale for Approval per Requirement of Master Agreement and Lease Agreement between PHCD and MPMC:</b>  CEO Fama reported on the outcome of PHCD’s second opinion Solar Project glare study analysis performed by atelier ten, a firm that specializes in such studies. Their engineer concluded that Sutter’s Ameresco analysis used sound methodology and industry standard measures. Atelier ten identified the need for some additional readings which were performed. The conclusion of Sutter’s, PHCD’s, and the Developer’s glare analysts was there may be increased glare from 6am-9am for a number of months during a calendar year that can be mitigated by planting trees and/or installing darkening shades in those units facing southeast on the 4 <sup>th</sup> and 5 <sup>th</sup> floors of the senior living building.		

**Wayne Bader** stated that after having Ameresco review the project they did not expect the glare to be significant and was happy to hear the feedback from the other parties involved in concluding the project could continue to move forward.

**Director Pagliaro** stated that he reached out to a city council member and wrote a memorandum to the city manager regarding the project, and no one had an objection to it. There was also the issue of whether the project would be considered permanent or removable at the end of the lease. **Director Pagliaro** requested that the contract more clearly state that the panels are a removable asset and when removed, the involved areas on the District's land will be returned to its current state at Sutter's expense.

**Counsel Hudak** asked if the motion could also include that Sutter would remove and restore the premises at the conclusion of the lease. **Wayne Bader** asked what the definition is of having the premises restored? **Counsel Hudak** answered that restoring would include making sure that if some of the grounds were to be removed where the panels were located, it would be something that would need to be fixed by Sutter at that time.

**Motion to approve Sutter/MPMC's Solar Project at 1501 Trousdale as a removable asset and when panels are removed, Sutter will restore the property to its previous condition at its expense.**

**Motion: By Director Zell; Seconded By Chair Cappel**

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

**Noes - 0**

**Abstain - Galligan**

**Motion Passed: - 3/0/1**

**b. Sonrisas Dental Health – Annual Year-End Report Per Funding Agreement: Tracey Carrillo Fecher, Sonrisas CEO**

**[Power point presentation appended to and made part of these minutes]**

**Tracey Carrillo Fecher** provided an update on the current state of the investments PHCD has made in Sonrisas Dental Health and how far their collaboration has come with a shared vision. The steady growth in patient capacity and a 50% increase in serving PHCD residents are some of the major highlights shown from fiscal year FY' 18-19 to FY' 21-22.

**Director Pagliaro** requested clarification on an asterisk used on the chart that was presented. **Tracey Carrillo Fecher** explained that of the 10,236 patients that visited the San Mateo Clinic in FY 21-22, over half were PHCD residents. **Director Pagliaro** thanked her for the explanation.

**Tracey Carrillo Fecher** stated that Sonrisas was put in place to fill the need for accessible dental care. After receiving feedback from funders such as PHCD and the Sequoia Healthcare District it was apparent that seniors were a key population in the counties that lacked access to dental care. Sonrisas received funding from Delta Dental in the form of a \$100,000 grant in 2021 to address that need.

The first year of the grant was very successful and Delta Dental funded Sonrisas with another grant for 2022 to build on the success of the pilot started the previous year. Also, regarding helping seniors navigate through any information or paperwork involved with their dental care, Sonrisas has hired a Senior Care Coordinator to help facilitate that for patients. The work that's been done and moving the needle is a great example of how PHCD's investment in Sonrisas has been leveraged to meet the needs of the community. Oral Health education and screenings are also a point of focus since becoming a component program of the PHCD in 2018. Although some of the momentum built in screening in 2018 was lost due to the pandemic, in FY 21-22 the number of screenings have bounced back and the organization is looking to further commit to providing this service to the community in FY23.

**Tracey Carrillo Fecher** thanked the board for their continued support and the commitment to collaborating with Sonrisas. She looked forward to getting together, planning, and dreaming about what the future holds and the many other ways the partnership could continue to serve the community.

#### Questions/Discussion

**Director Zell** asked if there were any rules or regulations on whether a dentist had to be present when the teeth cleanings are being done.

**Tracey Carrillo Fecher** prefaced her answer by stating that she was not a clinician but what she has gathered from working with the team is that a Dental Hygienist in alternative practice can do cleanings offsite without a dentist present, but a hygienist needs to treat with a dentist present or one remote.

**Director Zell** expressed interest in expanding the program with the help of Chair Cappel's strategic planning committee.

**Chair Cappel** stated that the need for dental healthcare is going to be expanding in the future and many people will become eligible through Medicare advantage programs. As the need expands, there's an opportunity to expand capacity along with increasing the access. **Chair Cappel** agreed with **Director Zell** and felt that there was a need for expansion and perhaps another clinic in the northern part of the district. He thanked **Tracey Carrillo Fecher** for the presentation and expressed his strong support of the program.

#### **c. Strategic Plan 2023-2025 – Proposed Calendar of Activities: Chair Cappel & CED Wasson**

**CED Wasson** stated that she reached out to the consultants of Mission Met to revise the timeline of the Strategic Plan that was proposed in the previous meeting. The new timeline that was proposed would begin the following week at the Strategic Directions Committee on November 2<sup>nd</sup> and would continue through the months of March or April. Representatives from Mission Met will begin by laying out the elements of the strategic plan which were discussed in the last meeting and will engage the committee in creating a list of stakeholders that will be interviewed.

### **6. NEW BUSINESS: ACTION**

#### **a. PHCD Covid Testing & Masking Policy- Proposed revision – CEO Fama**



Given the current Covid safety guidelines, **CEO Fama** proposed that PHCD's policy be suspended. Therefore, masks and revealing vaccination status will not be mandated at PHCD facilities. The policy could change in the future if in fact Covid cases were to increase.

**Director Zell** motioned to suspend PHCD Covid Testing & Masking Policy with an understanding that at the discretion of **CEO Fama** the policy of the mandatory mask could be reinstated if Covid cases were to increase.

**Motion: To Suspend the PHCD Covid Testing & Masking Policy, and to authorize the CEO to reinstate if COVID cases increase.**

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

**Vote: Ayes – Cappel, Pagliaro, Zell, Galligan**

**Noes - 0**

**Abstain - 0**

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

#### **b. Year End Communications Report-BOM Arevalo-Rodriguez**

##### **FY 21-22 Goals**

- Enhance Visibility of the District
- Emphasize "Building a Healthier Community"
- Promote Optimal Health through Prevention, Access, Education
- Feature Partners and Constituents as centerpiece of PHCD story

PHCD has been using social media to try and reach as many people as possible to inform the public of all the current endeavors. Some of the posts that received the best response from the community in terms of likes and engagement were posts about getting vaccinated, promotion of the youth advisory application, community grants and a post with Dave Canepa and the Covid vaccination clinic that the district hosted in 2021. This year there were a total of 285 posts on Facebook and Instagram with regular posting on Monday, Wednesday, and Fridays. The district has also seen a steady increase in the public engagement through the newsletter campaign, showing a 16% increase in the Average Open Rate and a 2% increase in the Average Click Rate, which in turn leads them back to the PHCD website or any corresponding event being held.

##### **Next Steps and Goals to increase public engagement**

- Increase followers on social media by 15%
- Increase mailing list by 10%
- Revamp and Launch new PWC Website and participate in Planning/Promoting outreach of PWC
- Launch Community Resource page on new District website

##### **Questions/Discussion**

**Director Pagliaro** asked if the reports are sent out every month to elected officials **BOM Arevalo-Rodriguez** responded that since the elected officials are part of the mailing list, they do receive the

e-newsletter communication.

## 7. Reports:

**a. Board Committees: CHIC 10/3/22- CED Wasson-** The District received 43 completed grant applications. The Committee will review full proposals at its November 21 meeting.

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

**Chair Cappel** shared the sad news of the passing of the very first resident at Trousdale, Dale Perkins.

**Director Pagliaro** reported that he and **CEO Fama** asked for a meeting with Eskaton to try to address the opportunities that may exist in improving their marketing.

**Director Zell** commented on the loss of **Dale Perkins**, who had also been his shop teacher growing up. He had the chance of getting to know Dale and his wife and express his sadness in hearing of his loss.

### **c. Staff Reports**

**CEO Fama** reported on the following

- **PWC:** The next Town Hall will be held in January or February 2023. The new PWC website was launched. The current state of the Hub is included in her report but after listening to everyone, she felt it's important to continue to shape the concierge resource center and look into if there would be capacity for senior dental services. Also, the potential partners and different programs are included in the report.
- **The Trousdale:** The Trousdale received a Yelp review from the family of a resident that spent the last four years of her life at TT and what a wonderful experience it was.
- **Samaritan House Community Event:** 35 people attended an Open House at 1740 Marco Polo, Suite 9, at the invitation of Council women **Emily Beach** to her Burlingame Collaborative Committee. It was a productive opportunity to let the immediate neighbors know what was going on with the PWC and several attendees were also interested in the Health and Fitness Center.

**CFO Yee** stated that she's been working on the audit for the past month and hopes to have a draft ready in time for the finance committee meeting that will be held on November 8th.

**CED Wasson** shared with the board that the PHCD was a sponsor of a town hall UCSF was putting on with a couple of other community partners. The purpose of the town hall was to discuss long Covid and to get the word out to the community about the various symptoms to keep an eye on. Also, PHCD is sponsoring a vaccination clinic, on November 19th at St. James.

**YOS Almes** stated that at the last YAG meeting she was able to bring in a representative that did a training called "Be Sensitive, Be Brave" and it covered all aspects of achieving and maintaining mental health. Also, there was a webinar event called "Respect 24/7" in which she was able to participate as a panelist. The subject discussed on the webinar was substance use and she was able to speak on the allcove program and how it would be addressing substance use in youths. It was a

great opportunity to take part in the discussion and share how the allcove program would be addressing this issue.

**FCD Marheineke** shared that there was a member spotlight story in her report.

**BOM Arevalo-Rodriguez** stated that the PWC website would be launching the following day.

**YOS Almes** added that the state commission would be coming down the following day to tour the allcove program in Palo Alto followed by touring of the facility at 2600 El Camino. They are interested in hearing about what it's like to start a pilot program and a Q & A will also be held to address any inquiries they may have.

**8. Correspondence and Media:**

**Chair Cappel** encouraged everyone to review the correspondence and media section in their Board Packet and asked if anyone had any questions.

**9. Adjourn: Chair Cappel adjourned the meeting at 8:06pm.**

Written by: Voula Theodoropoulos

Approved by: \_\_\_\_\_  
Lawrence W. Cappel, Board Chair

<b>BOARD OF DIRECTORS</b> <b>MEETING MINUTES</b> <b>Tuesday, November 15, 2022</b> <b>Per Resolution 2022-15, this meeting was held via Zoom teleconference</b>		
<p><b><u>Directors Present</u></b>            Chair Cappel            Vice Chair Galligan            Secretary Pagliaro            Director Zell            Director Navarro</p>	<p><b><u>Directors Absent</u></b></p>	<p><b><u>Also Present</u></b>            Counsel Mark Hudak  <b>Presenters:</b>            Susann Reed, PHCD Consultant            Leila Huenergardt, KBM            Hogue/Account Executive            Megan Ewers, KBM Hogue/Jr.            Account Manager            Melita Macchi, KBM Hogue/Sr.            Designer            Jill Kinney, Founder and CEO of            Active Wellness &amp; Activate            Programs            Prakash Pinto, Pinto &amp; Partners</p>
<p><b>1. <u>CALL TO ORDER &amp; ROLL CALL:</u> Chair Cappel called the meeting to order at 10:02 AM. Roll call attendance was taken. A quorum was present.</b></p>		
<p><b>2. <u>PUBLIC COMMENT/NON-AGENDA ITEMS:</u> No Public comment.</b></p>		
<p><b>3. <u>OLD BUSINESS: ACTION</u></b></p> <p><b>[Director Pagliaro joined at 10:06am]</b></p> <p><b>a. allcove Clinical Partner Selection Process &amp; Recommendation:</b>            Eddie Flores, Director of Youth Behavioral Health Programs and Susann Reed, Consultant</p> <p><b>Mr. Flores</b> introduced consultant <b>Susann Reed</b>, who has supported the Request for Proposal (RFP) for service provider process for the allcove™ San Mateo youth drop-in center. Suzie introduced herself and her professional background working for the County’s Behavioral Health and Recovery Services for over 15 years as their Contract Manager where she managed a team of six and oversaw over 500 county contracts, many being with community-based organizations. She then reviewed the details of the rigorous RFP process that PHCD carried out that resulted in the recommendation being presented before the Board for consideration and approval.</p> <p>On August 11, a Proposers Informational Conference was held and was co-presented by the Stanford Central allcove™ team. There were 30 different participants in attendance. The engagement was evident as &gt; 80 questions were asked and submitted as part of the entire process to which thorough answers were provided to those interested in applying and posted on the PHCD</p>		

website. Two application packets were submitted upon the deadline submission on September 15th; one from Caminar and one from One Life Counseling.

**Ms. Reed** provided key elements of the relationship that will exist between PHCD and the service provider being recommended to the Board. The service provider will report to PHCD's allcove™ Center Manager. PHCD will have ultimate authority and responsibility for the allcove™ fidelity model integrity and decision making and will:

- Ensure service standards, quality, and model integrity
- Evaluate data and make reports to Board, grant
- Oversee mental health quality and delivery

An Evaluation/Selection Committee was established with various stakeholders who have experience in the various services required in the RFP and others who provided a needed perspective in evaluating the proposals. The Evaluation Committee looked at:

- Method and Approach
- Philosophy & Service Model
- Staffing, Training, Customer Service
- Service Quality and Evaluation
- Budget

The Caminar proposal was more comprehensive and included other providers who are experts in their fields of service to be provided i.e., Star Vista and Edgewood. Caminar is intending to be the coordinating agency and have these agencies be its subcontractors. The second application was from One Life Counseling. Its proposal focused on behavioral health as a subgrantee and not a coordinating agency.

**Committee Analysis and Recommendations:**

- Found both proposals demonstrated an alignment with the allcove™ model
- Recommended Caminar consider including One Life Counseling as one of its service providers focusing on behavioral health.
- Asked that Caminar and One Life Counseling discuss if this was an option that they would consider in partnering to be part of the collaborative. Upon the committee's recommendation, both agencies agreed to work together and submitted a revised proposal application to include One Life Counseling
- Recommend the revised Caminar proposal to the Board for approval.

**Mr. Flores** clarified Board approval will give staff authorization to move forward and negotiate the service details in a service provider agreement. It is anticipated that contract negotiations will start and be, reviewed by legal counsel and ready to bring to the PHCD Board for approval at its January 2023 Board meeting.

**Vice Chair Galligan** commended the team on the presentation and the hard work it took bringing it all together.

**Chair Cappel** asked why they think they only received two proposals? **Ms. Reed** responded it may be because the allcove™ program requires providers to conform to the established allcove™ model.

There being no further questions or comments, there was a motion on the floor made **by Director Zell** to move forward with the approval of the selection/evaluation committee's recommendation to accept the proposal application from Caminar and to move forward to the next stage of contract negotiations.

**Motion to approve allcove™ Clinical Partner Recommendation, Caminar and proceed with contract negotiations.**

**Motion: By Director Zell; Seconded By Vice Chair Galligan**

**Vote: Ayes – Cappel, Galligan, Pagliaro, Zell**

**Noes - 0**

**Abstain - Navarro**

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

**b. allcove Furniture Vendor Proposal:** Eddie Flores, Director of Youth Behavioral Health Programs, Leila Huenergardt, KBM Hogue/Account Executive, Megan Ewers, KBM Hogue/Jr. Account Manager and Melita Macchi, KBM Hogue/Sr. Designer

**1) Approval requested:** Approving selected furniture vendor as the lowest received bid and authorizing staff to move forward with approval of lowest bid received from vendor.

**Mr. Flores** introduced the representatives from KBM Hogue, the proposed furniture vendor.

**Leila Huenergardt** from KBM shared the experience of her team and the work they have done with PHCD's Youth Advisory Group in selecting furniture, fabrics, and finishes.

**Jackie Almes**, PHCD's YAG Coordinator introduced the "Moment of Pause" planned at the entrance of the Center. It will be the first thing one sees when walking in and is designed to capture a member's moment of vulnerability when they first walk into the Center.

**Director Zell** asked if selecting the vendor went through the competitive bidding process. **Mr. Flores** responded that we solicited and received three different quotes and bids from three different vendors. **Legal Counsel Hudak** confirmed that in this scenario an RFP process is not required for furniture; however, obtaining at least three competitive bids is and it was done by staff. KBM Hogue was the lowest price bid received.

**Director Pagliaro** noted furniture for 25 workstations and asked if those were cubicle partitions and why do we need 25 stations. **Ms. Huenergardt** answered what is proposed is a benching system with privacy panels. **Mr. Flores** responded that the number of work stations is based on the Palo Alto allcove Center and recommended staff FTE numbers.

**Director Pagliaro** stated he did not see the need for 25 workstations and expected a detailed breakdown for all pieces of furniture with the cost for each; therefore, he was not in favor of the proposal as a general concept.

**Director Zell** said the information presented was adequate as they are a policy setting Board and did not want to micromanage projects.

**Vice Chair Galligan** pointed out the number of counselors, a Psychiatrist, Medical Director, Physician's assistant, and PHCD staff, the 25 stations will be needed.

**Chair Cappel** asked if the furniture had to be ordered now and if it could not wait until the December 8<sup>th</sup> meeting. He also would like to get a better picture of the layout.

**Mr. Flores** answered that they have prepared a 40-slide presentation in which much more detail is given and that he would be happy to share a look book presentation, should the Board want to request it, but for purposes of time it was not presented. However, a tentative floorplan had been shared with board members prior to the board meeting.

**Chair Cappel** asked if there were any other questions and in lieu of time, asked if there were any additional slides left, and proceeded to say that the time for this portion of the agenda item was reached and to proceed to call the question.

**A motion was made to move forward with the selection of the KBM Hogue as the furniture vendor and authorization to place order.**

**Motion to approve allcove™ Furniture Vendor Proposal, KBM Hogue and authorize staff to place order.**

**Motion: By Director Zell; Seconded By Chair Galligan**

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

**Noes - Pagliaro**

**Abstain - 0**

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

#### **4. NEW BUSINESS:**

- a. ACTIVE WELLNESS & ACTIVATE PROGRAMS** Jill Kinney, Founder and CEO, a company and program under consideration for PWC HUB

**Chair Cappel** introduced Ms. Kinney noting that she has presented to the Strategic Direction Oversight Committee, but never to the full Board and therefore her invitation to present.

Highlights from **Ms. Kinney's** presentation.:

- Started in 2014, now over 58 fitness centers around the county, currently over 420 employees, and annual revenue \$40 million.
- Active Wellness provides several different relationship models for different types of clients such as corporations, multi-tenant commercial real estate holders, commercial fitness centers, and medical fitness centers.
- Typically they work with the developer on feasibility, planning, design, development and management services such as staffing.
- Active Wellness is considered the best in each market known for providing a welcoming ambiance for the entire family.
- Their "Activate your Healthy Life Rx" program makes Active Wellness unique and innovative. This program was launched in 2016. Physicians refer patients for individualized programs designed to address such things as diet, exercise, and sleep in conjunction with an existing chronic condition or the risk of having one. The model is designed to track patient/member progress and share progress with physician via an electronic health record.

**Q& A:**

What is the typical membership fee? \$100 a month at the larger facilities. The Activate Program participants are typically covered through reimbursement and value-based care.

How would the Active Wellness fit in the PWC? Based on current discussion with the PWC team, there would be a fitness gym, therapy pool, and the Activate program to serve all the tenants at PWC as well as the community at large.

What would be the max capacity for off site visitors? For a facility in the 10,000 sq. ft. range, projection is 500 public members at peak capacity.

**Chair Cappel** noted the meeting time constraint and asked Ms. Kinney to return in order to delve more deeply into the program, and thanked her for her presentation.

**b. PWC CONCEPT DESIGN ASSESSMENT PROPOSAL:** Prakash Pinto, Pinto & Partners

**Chair Cappel** introduced Prakash Pinto, the architect that worked with PHCD to develop its vision for the PWC and who is now invited back to review the current concept plan as it conforms to that vision.

**Prakash Pinto** reported that he examined the current PWC Concept Plan's noting the changes required due to the AbilityPath and BSD Administrative offices remaining in place. The Sutter helicopter flightpath also had a significant impact on the project. He asked the Board for their feedback about any concerns, issues, or items they want him to specifically look into. He asked if there were any questions at the time.

**Chair Cappel** encouraged the board to write down any questions they may have for **Prakash Pinto** and pass them over to **CEO Fama**. He would like to find time to address any questions that they may have at a future meeting. He thanked **Prakash Pinto** for attending and was looking forward to further future dialogue.

**Counsel Hudak** asked for clarification on if **CEO Fama** was directed to accept option number two.

**Chair Cappel** answered yes and asked if there were any further questions.

**5. Adjourn: Chair Cappel adjourned the meeting at 11:08 AM.**

Written by: Voula Theodoropoulos

Approved by: \_\_\_\_\_  
Lawrence W. Cappel, Board Chair





**Strategic Direction Oversight Committee  
September 7, 2022  
Meeting Minutes**

1. **Call to Order: Chair Cappel:** called the virtual meeting to order at 5:02pm.
2. **Roll Call:** Present were members Cappel, Aubry, Jackson, Johnson, Mcdevitt. Absent: Pagliaro, Bandrapalli, Sarkisian, Emmott and Quigg
3. **Approval of Minutes from July 6, 2022:**

**Motion: By Jackson; Seconded By Aubry**

**Vote:** Ayes – Cappel, Aubry, Jackson, Johnson Noes – 0; Abstain - 1

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

4. **Strategic Plan '19-'22 Year End Review: CEO Fama** summarized goals and gave examples of accomplishments.

**Goal 1: Stay informed**

- Active in ACHD, CSDA, County Collaborative, Oral Health Coalition, COED groups, HPSM.
- Provide regular updates and educational briefings to Board and Committees.
- Served as flexible, immediate responders from start of COVID crisis. E.g., county support to establish alternative care facilities, COVID Relief grants to sustain operations of CBO's providing essential services, vaccination campaign.

**Goal 2 : Achieve Measurable Improvements in Health Outcomes**

- **Aging Adults:**
  - Through rigid compliance with safety protocols, none of the 109 residents of The Trousdale assisted living/memory care community became ill with COVID.
  - COVID relief support helped grantees meet the food security, PPE, mental health, housing needs of the community.
  - PHCD Health & Fitness Center promoted activities throughout Center closure due to Covid and continues to focus on the prevention and activity needs of seniors; 50% of members are > 80 years old.
- **Preventable Disease:**
  - Hep B Free campaign plans had to pivot during pandemic and did. Efforts focused on virtual education programs directed at physicians to promote routine screening of all patients. Hepatitis B is the number one cause of liver cancer in the Asian and Pacific Islander community.
  - Vaccination Campaign to promote access; PHCD sponsored clinics held at San Bruno school and church in partnership with Safeway Pharmacy.

- **Dental Health**
  - Sonrisas Dental Health is a separate 501c3 non-profit organization and component program of PHCD as it appoints 5 of the 9 board members and is its largest funder.
  - Combined San Mateo and Half Moon Bay Centers provided 13, 600 visits in FY 2022: 70% Denti-Cal, farmworkers, uninsured, and “Access to Care” sliding scale.
  - Conducted virtual and in-person school education and screenings.
  - Received funding from Delta Dental to launch a Senior outreach program
- **Mental Health:**
  - Launched 1<sup>st</sup> full school year of Care Solace Program for all K-8 schools in the PHCD. Care Solace provides concierge assisted access to mental health services for students, families, school counselors, and teachers.
  - Secured a site and progressing with the launching of an allcove program assisted by successfully getting a four-year State grant. PHCD’s role in launching this innovative model for serving the behavior wellness, mental and physical health of 12–25 year-olds was recently featured on the front page of the Daily Journal.
- **Obesity and Nutrition:**
  - Utilized the creativity of nutritionist **Julie Enberg** during the pandemic to roll out a series of healthy eating tips through social media.
  - Social media posts regularly address healthy eating and regular exercise.

### **Goal 3: Stewardship:**

- **Monitor Financial Managers**
  - Finance policy reviewed and revised.
  - Review of Sutter’s financials per Master Agreement was conducted by Financial Consultant familiar with the terms of PHCD’s Master Lease Agreement with Sutter.
  - Portfolio manager, City National Bank, presented to Finance Committee.
- **Develop, Implement, Monitor and Achieve Budget- Done**
- **Achieve PWC Development Milestones**
  - Milestones not achieved. Formal amendments to the ENA were required due to delays caused by COVID challenges.
  - Now back on track; PWC 3.0 Concept Plan approved by Board; Schedule of Performance updated, pre-work to start project through city approvals has been launched and a public town hall meeting is planned for October to roll out the status of the project to the community for their feedback and input.
- **Achieve The Trousdale AL/MC Performance Goals**
  - Occupancy was on target to stabilization of 124 residents at 24 months of operation before the pandemic. Residency was at 109 March 17, 2020, and remains at 111.
  - Through June 30, 2022, revenue covers direct expenses but not depreciation and debt service.
  - PHCD leadership actively involved in developing and monitoring Eskaton marketing plan.

- **Ensure Health & Fitness Center benefits support investment**
  - Center closed FY 2022 requiring \$200K of funding support which was ~\$50K less than budgeted.
  - Membership had been 220 before Covid; slowly increasing to 167 members now.
  - Marketing plan includes direct mailers and Daily Journal ads.
  - Center has exceeded expectations in impacting the lives of the residents.
  - Average age of members is over 80 and they are regular attendees.
  - Re-launched the Memory Care Program held in the education side of the Center.
- **Achieve Recognition for Transparency and Excellence in Governance**
  - Achieved renewal of the California Special District Association's (CSDA) "Excellence in Transparency" recognition.
  - Achieved 3<sup>rd</sup> 3-year recognition by the Association of California Healthcare Districts (ACHD) for Excellence in Governance Award.
  - Awarded >\$800K from CSDA to reimburse PHCD for contributions to community directly related to COVID needs – the largest amount received by any agency in San Mateo County.

**Goal 4: Monitor Sustainability of Mills-Peninsula Medical Center and Core Hospital Services defined in 50-year Master Agreement.**

- MPMC CEO presents quarterly reports to PHCD Board
- Thorough audit of Sutter's financial strength conducted in 2021.

**Wade Aubry** asked if conversations were had with Sutter Health's Research Institute. **CEO Fama** responded no; she will follow up.

**Chair Cappel** suggested the first opportunity for research may be with the allcove program which is in conjunction with Stanford and should have some research expertise. In order to prove the effectiveness of the program there must be some valid accountability measures.

**5. Strategic Plan '23-'25-Progress to Date; Process going forward: CED Wasson**

**CED Wasson** reported that Chair Cappel, CEO Fama, and she met with representatives from Mission Met, a firm that works with organizations to take the organization's environmental scan information, vision, and priorities and help leadership take it through a meaningful stakeholder engagement process to produce a document that will guide the strategic activities of the organization over the term of the Plan. This firm was introduced to PHCD through Sonrisas Dental Health and their successful planning process facilitated by the Mission Met team. Next step for PHCD is to provide them with our work to date and desired timeline and get their assessment of what additional information is needed and their proposal on the engagement details. Plan at this time is to start now with goal of presenting the Plan for Board approval at the January 2023 meeting.

**6. "Impact Partnerships": CED Wasson**

**CED Wasson** reported the Community Health Investment Committee proposed a new category of community service funding, the Board approved the concept at its July meeting, and she briefly reviewed purpose, eligibility criteria and three organizations under consideration for this new level of funding

**Eligibility Criteria:**

- Proven track record or service to a target population
- Innovative and a comprehensive approach to address needs
- Proven record of achieving desired outcomes
- Record of serving large numbers of District residents
- History of financial operating stability
- Receptive to co-designing an approach

**Organizations identified as potential impact partnerships**

- Mission Hospice
- Lucille Packard Stanford Children's Teen Van
- Samaritan House

**Chair Cappel** stated that for these programs and other programs that may become eligible in the future, we must identify the most effective accountability measures.

**CED Wasson** agreed with that goal and noted that services like the Teen Van can be measured in numbers served and what services provided however, those numbers don't fully report the impact on the teens served. Representatives from Lucille Packard report the Van Team serve children living without shelter, in foster care and many without medical homes. An effective accountability measure must be set with an understanding of the full scope of services the partners would bring to the table to gauge their true impact.

**Action Requested:** Support Management recommendations to approach these organizations to enter a 3-year Impact Partnership

***It was moved by Ms. McDevitt and seconded by Dr. Aubry to approve the three organizations under consideration for multi-year Impact Partnership Agreements as presented. Roll Call Vote:***

**Vote:** Ayes – Cappel, Aubry, Jackson, Johnson, McDevitt Noes – 0; Abstain – 0

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

**Chair Cappel** noted this Committee recommendation will be brought before the Board for action.

**7. PWC Community Hub Services Understudy: A. Denton, Consultant****Two key messages conveyed:**

- The spaces under consideration need to be flexible in nature
- The spaces shown are not necessarily where the innovation takes place. The innovation happens in the way it all comes together and how it's all coordinated across 9 different components.

These are the 7 major components of the model of services planned for the Hub that, at this planning stage, would require roughly 34,000 gross square feet of space

- Social/Engagement
- Culinary
- Service connection
- Aging in place
- Physical Health
- Mental Health
- Research

The next steps/phases in further refining and determining what will be placed in the Hub are:

- Phase One - Internal discussions/feedback
- Phase Two - Public discussions/feedback
- Phase Three - Engage partners
- Phase Four - Define physical Hub

**Dr. Aubry** asked if there is any idea in terms of volume how many residents verses the wider public would be served in determining if the space is adequate. **Ms. Denton** responded that the anticipation is the majority of members using the space would be from the greater community rather than PWC residents.

**Chair Cappel** stated that there could be many potential opportunities but also some restrictions may arise that could be inherent in trying to develop this larger project.

**Public member Ms. Plato** asked about the development of an aquatic therapeutic pool and if it would be included in the PWC. **Chair Cappel** responded that it is still in a planning phase to explore the feasibility.

**Ms. McDevitt** commented, in regard to reaching residents outside of the immediate area and as the organization looks into Impact Partnerships, consideration should be given to having a strategic way of evaluating each potential partner's success with outreach.

**Ms. Jackson** asked how and with whom the organization is looking to partner up with in terms of addressing public outreach? She stated that with the progress being made on this project, she is looking forward to being able to interact with people with more diverse ideas in this process. **Chair Cappel** responded that there is a planned community meeting in October to give an overview of the entire project and encourage input, feedback, and questions.

**Chair Cappel** asked if there are any further public comments.

**Office Assistant Theodoropoulos** read a letter from **Mike Shrader** that pleads with the Strategic Direction Committee and the Board to consider including a warm water therapy pool in the PWC planning.

**Chair Cappel** responded that there is a commitment to review all options and that it is on the project's preliminary plans. Whether it comes to fruition or not remains to be seen. Discussions will be had on this matter with the architects and developers. It is on the portfolio and the public has been heard throughout the past several years in regard to making this a reality.

**8. Adjournment:** There being no further business, **Chair Cappel** adjourned the meeting at 6:10pm.

Written by S. Theodoropoulos

Approved by Strategic Direction Oversight Committee on 11/2/22



Board of Directors  
**COMMUNITY HEALTH INVESTMENT COMMITTEE MEETING**  
 Monday, October 3, 2022  
 Zoom Teleconference  
 Minutes

**1. Call to Order**

Meeting was called to order at 5:40 pm. Chair Galligan presided. Present: Karen Bettucchi, Nancy Bush, John Delaney, Mary Lund, Rick Navarro, Henry Sanchez, Linda Wolin. Mary joined at 5:58 pm and Linda at 6:06 pm. Absent: Nancy Bush

**2. Business**

**A. Minutes:** Henry Sanchez moved to approve the minutes from the August 1, 2022 meeting. Roll call was taken and the minutes were approved.

**B.** Staff provided an update on the Impact Partnership Program. A Policy and Procedure document was developed and approved by the Board. Three organizations have been approved to be Impact Partners.

**C.** Fifty-one Letters of Interest were submitted.

- Three LOI's (Lucile Packard Foundation for Children's Health-Stanford Children's Health Teen Van, Mission Hospice and Home Care-Charitable Care at Mission House and Samaritan House-Free Clinic of San Mateo) were moved to the Impact Partnership Program.

Forty-eight LOI's were reviewed. It was determined:

- One LOI (Peninsula Volunteers, Inc.-Adult Day Services at Rosener House) was recommended for the Special Initiative Program.
- Four organizations were not invited to submit full proposals (Belmont-Redwood Shores Rotary-Medical Equipment Loan Program, City of Millbrae's Recreation Department-Monthly Senior Birthday Luncheon Program, Innovate Public Schools-Mental Health in Education Project and San Mateo Union High School District-Leadership Development Training.)

Forty-three organizations were approved to submit full grant applications.

**D. Next meeting:** Monday, November 21, 2022. Meeting will be virtual and start at 5:00 pm.

**3. Adjournment - Meeting adjourned at 6:59 pm.**

Respectively written and submitted by: Ann Evanilla-Wasson

Director of Community Engagement

Approved by the Community Health  
Investment Committee on 11/21/22



## **FINANCE COMMITTEE MEETING**

### **Minutes**

**July 12, 2022**

1. **Call to Order:** Meeting was called to order by **Chair Zell** at 2:10 pm.
2. **Roll Call:** Present via Zoom: Chair Zell, Director Galligan, Member Seto, Member Sun, CEO Fama, CFO Yee. Absent: Member Chew.
3. **Approval of Consent Calendar:**
  - July 12, 2022 Minutes
  - Gov. Code Sec 53065.5 Compliance – Annual Disclosure of Reimbursement over \$100  
*It was moved by Member Sun and seconded by Member Seto to approve the consent calendar.  
Roll call vote: Chair Zell – Aye; Director Galligan – Aye; Member Seto – Aye; Member Sun – Aye;  
CEO Fama – Aye; CFO Yee – Aye. The motion passed 6/0/0.*

4. **Member Recruitment:**

**CFO Yee** mentioned that there are a few open spots. The Committee is comprised of two Directors, up to five members of the public, and two staff members (CEO and CFO). Some time ago, Keith Hearle emailed the Committee that he could no longer be on the Committee due to work and his current schedule. Therefore, there are two open member spots. In addition, Director Galligan will be stepping down as a Board member at the end of October.

**Member Sun** asked if the member had to be in a particular geographic area. **CFO Yee** replied that members should be within our District and maybe in the areas that are not already represented but will consider anyone in the District. CEO **Fama** replied that the Committee could get a couple from San Mateo, given the size and Foster City.

5. **Sonrisas FY 21-22 Results and Projections for FY22-23** – Presented by Tracey Fecher, CEO of Sonrisas and Leslie Rosales, Development associate.

**Ms. Fecher** provided an overview of the history of Sonrisas, last year's performance, and opportunities in the future. Some items to note -

- PHCD granted a 3-year \$900,000/year to pay for uncompensated care at the San Mateo Center, ending June 30, 2023.
- 5500 visits last year, 70% low income of PHCD residents
- Impact of the Pandemic –
  - Increase in PPE use
  - Room wait time is longer because they have to wait for aerosols to settle
  - Supply costs have gone up
  - Staff out from COVID
- Served about 1500 PHCD residents in FY21, which increased by 31% for FY22
- Last year the Center built out the remaining operatories allowing for a 31% volume increase
- Started in 2015 with 6 chairs and now with 9 chairs, along with adding dentists and hygienists

- Virtual education screening and health kits – 1200 screens total for last year (focus on low-income schools). Most of the screenings are funded by grants.
- Senior dentistry program – educational presentation to 96 seniors in the District and provided on-site care
- Sonrisas served a total of 13,700 last year and plans to see 14000 visits this year
- 4.6M in revenue last year and planning on \$4.9M this year
- Last year's net income was higher due to the Employer Retention Credit, 2 PPE loans at \$400K each, and \$150K of Denti-Cal catch-up payment. The San Mateo Center also received funds for the operatory build-out.
- Strategic Plan for the next 3 years: Work on culture, sustainable growth, build fundraising team/opportunities, and community/patient engagement.
- Next year's challenges are hiring, especially for dental assistants, inflation, and fundraising.

***Member Chew joined the meeting at 2:23 pm.***

**Chair Zell** asked if Sonrisas is reaching out to the local colleges for dental assistants. **Ms. Fecher** replied that the College of San Mateo is the only one that has a yearlong program, and it is not always full. **CEO Fama** commented that the District has a tuition assistance program for dental assistants. Still, this field is not very attractive due to the pay.

**Chair Zell** asked what it would take to expand. Is it capital for a new location? **Ms. Fecher** replied that capital is not the issue and believes she can fundraise for it. The challenge is covering the loss per patient visit. She is looking into ways to increase per-visit patient revenue. One of the ways may be to become a federally qualified health center (FQHC). **Chair Zell** commented that if there is a way the District can help move the FQHC along, let staff know.

**Chair Zell** asked if we could collect a co-pay from those who can afford it and are not paying. **Ms. Fecher** replied that Medi-Cal does not allow any co-pay. For those who do not have insurance and are low-income, there is a sliding scale from 15%-40% discount depending on income level. **Chair Zell** asked how the District can support Sonrisas to achieve sustainable growth. **Ms. Fecher** replied that she believes the connection the District has with the community leaders is very important in addition to the grant that the District provides. She is working closely with Cheryl Fama and the County on ways to expand services. The State will enroll anyone regardless of legal status starting in 2024, so there will be an increase in demand. Sonrisas is in the early stages of exploring different options to expand.

**Director Galligan** said she would like more fundraising, outreach, and school screening in the District area. **Ms. Fecher** commented that she is working with the Health Plan of San Mateo to see if there is funding for the screenings so she can expand the service.

**6. Q4 Consolidated Financials – CFO Yee** an overview of the financial performance for FY 21-22. Below are a few highlights and items to note.

PHCD–

- San Mateo County tax revenue is \$8.5M (\$1M more than the budget. The budget was based on the prior year's numbers coupled with much uncertainty on the impact of COVID)
- Leasing revenue is slightly lower than budget. At the beginning of the year, we had one tenant move out. We also had another empty suite for over a year. It was large, not equipped with plumbing for clinical rooms, and not very attractive due to the plan to demolish the building in 2-3 years. The good news is that we were able to provide Samaritan House with the suite as a Community Benefit for \$1/year. The Marco Polo properties' expenses are within budget but continue to incur significant repair & maintenance costs. Major repairs during the year were - HVAC at 1740 MPW (\$46K) and Painting the Driveway/Parking Lot at the Gym & Dental Center (\$10K).



- Investment income is 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 & \$343K - HPSM returned grant). \$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.
- General and administrative expenses are on track with a budget surplus in Legal of \$350K

The Trousdale -

- Operating Margin has a positive \$2M (before depreciation & interest expense)
- 96 units occupied (14 behind budget)
- One-time new resident application fee revenue was lower than budget due to lower move-ins.
- COVID-19 Supplies & Expenses YTD were \$90,953
- Hiring and staff retention continue to be challenging. Eskaton is offering, in some cases, a sign-on bonus and salary increase to attract people. A staffing agency is also used to fill gaps.

The Health & Fitness Center –

- Net Income is \$31.5K better than budget
- 160 members - A few existing members decided not to continue their membership after COVID, but we had more new members, netting a positive \$8K in member fees.
- Massage therapy is picking up - \$11,790 to date, which is \$7,170 better than budget
- The number of class attendees has been increasing, with the highest in June (215 attendees).
- Expenses are on track.

**Member Chew** asked why there was a big difference in grant revenue vs. the budget. **CFO Yee** replied that this relates to the allcove program and that the program has not been launched yet. The timeline is pushed out, but the District has received its first payment of \$87K. **Member Sun** questioned the Clinical Partner Contact Expense budget line with a budget of \$617K and no expense. **CFO Yee** replied that this budget line is also related to allcove being delayed.

**Chair Zell** asked what the goal was for the Fitness Center because it looks like the District is spending about \$1,000/per member. Is there a marketing or incentive plan to increase membership? **CEO Fama** commented that there is a capacity to do more. There are hours when there are only a few members. The Fitness Director is looking into ways to fill those gaps, such as employees from local businesses. The future plan is definitely to integrate with the Peninsula Wellness Center. **Chair Zell** asked if adding more classes or social areas would increase membership. **CEO Fama** commented that the Fitness Center is targeting a niche group. The members there love it for the exercise and socialization. Regarding marketing, the Director has passed out flyers at the physician's office. **Chair Zell** commented that he wants to see some goals to increase participation.

## 7. Future agenda

- Health and Fitness Center Goals
- Draft Audited Financials
- Q1 Consolidated Financials

**Adjournment:** **Chair Zell** Adjourned the meeting at 3:42 pm.

*Written by Vickie Yee, CFO*

Approved by the Finance  
Committee on 11/30/2022

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

Date	Description	Deposit	Withdraw
<b>Heritage Bank of Commerce</b>			
<b>Admin</b>			
10/3/2022	City of San Mateo:Void ck - Not needed		-6,251.27
10/3/2022	CalPERS Pension		91.33
10/3/2022	SC Property Management		15,728.00
10/4/2022	CalPERS Pension		7,256.77
10/5/2022	City of San Mateo		11,537.21
10/7/2022	Stavroula Theodoropoulos		65.32
10/7/2022	Mark D. Hudak		1,125.00
10/7/2022	Comcast		489.67
10/7/2022	Recology		82.04
10/7/2022	Well Connected Office		1,328.55
10/7/2022	Allied Administrators for Delta Dental		1,722.45
10/7/2022	Streamline		300.00
10/7/2022	Stavroula Theodoropoulos		26.63
10/7/2022	Silicon Valley Community Foundation		250,000.00
10/7/2022	CalPERS Pension		65.96
10/7/2022	Sonrisas Dental Health		150,000.00
10/11/2022	Paychex		316.21
10/11/2022	California Public Employees Retirement		15,129.63
10/12/2022	EDD		2,427.75
10/13/2022	Paychex Payroll 10/15/22		34,008.93
10/14/2022	JWT & Associates, LLP		4,450.00
10/14/2022	Peninsula Volunteers, Inc		4,240.00
10/14/2022	PG&E		415.99
10/14/2022	Frank Pagliaro		56.50
10/14/2022	KBA Document Solutions, LLC		214.87
10/14/2022	Iron Mountain		1,208.27
10/14/2022	Foster City Chamber of Commerce		540.00
10/14/2022	UNUM Life Insurance Company of America		487.94
10/14/2022	List Engineering		11,835.00
10/14/2022	Paychex		85.00
10/14/2022	Paychex	645.79	
10/14/2022	Workers Compensation Insurance Payroll		215.97
10/14/2022	Payroll Taxes 10/15/22		14,757.91
10/17/2022	CalPERS Pension		6,702.95
10/17/2022	Cardmember Service		3,526.97
10/19/2022	Anna Naufahu	150.00	
10/21/2022	Mark D. Hudak		3,780.00
10/21/2022	Association of CA Healthcare Districts		1,175.00
10/21/2022	Oropeza's Landscaping & Maintenance		450.00
10/21/2022	California Special Districts Association		8,810.00
10/21/2022	Stavroula Theodoropoulos		82.17
10/21/2022	U. S. Bank Equipment Finance		272.09
10/21/2022	Association of CA Healthcare Districts		1,000.00
10/21/2022	Peninsula Volunteers, Inc		4,480.00
10/21/2022	JWT & Associates, LLP		8,925.00
10/21/2022	Vickie Yee		1,821.99
10/24/2022	Heritage Bank		107.27

Date	Description	Deposit	Withdraw
10/28/2022	Paychex Payroll 10/31/22		34,221.58
10/31/2022	Natalie Amundsen		500.00
10/31/2022	Sandie Arnott, San Mateo County Tax Collector		895.00
10/31/2022	Bay Alarm		265.89
10/31/2022	Peninsula Volunteers, Inc		4,240.00
10/31/2022	CalPERS Pension		0.51
10/31/2022	Interest Deposit	4.28	
10/31/2022	Workers Compensation Insurance Payroll		224.25
10/31/2022	Payroll Taxes 10/31/22		15,092.83
		<b>800.07</b>	<b>620,531.13</b>

**Health Fitness**

10/7/2022	San Mateo Daily Journal		379.55
10/7/2022	Recology		177.08
10/7/2022	Well Connected Office		300.60
10/7/2022	Joan Sanchez		320.00
10/7/2022	Gym Doctors		320.00
10/7/2022	J & E Pro Cleaning and Handy Services		1,150.00
10/7/2022	Streamline		50.00
10/11/2022	Mindbody Merchant Processing		338.20
10/14/2022	PG&E		1,106.17
10/17/2022	Cardmember Service		1,661.65
10/21/2022	Crothall Laundry Services Inc.		254.14
10/21/2022	AT&T		215.59
10/31/2022	Bay Alarm		130.75
10/31/2022	KBA Document Solutions, LLC		43.85
10/31/2022	Interest Deposit	0.36	
10/31/2022	Health and Fitness Member Deposit October 2022	11,161.98	
		<b>11,162.34</b>	<b>6,447.58</b>

**Leasing**

10/7/2022	Western Allied Mechanical, Inc.		2,332.00
10/7/2022	Recology		354.17
10/7/2022	PG&E		2,845.31
10/7/2022	Recology		570.55
10/17/2022	Cardmember Service		59.00
10/19/2022	Houn Young Kim, DDS	2,015.71	
10/21/2022	Bleyle Elevator, Inc		95.00
10/21/2022	Oropeza's Landscaping & Maintenance		480.00
10/21/2022	Donovan's Pest Control, Inc.		250.00
10/21/2022	Pacific Coast Fire		1,350.00
10/21/2022	Sandie Arnott, San Mateo County Tax Collector		1,522.00
10/21/2022	Sandie Arnott, San Mateo County Tax Collector		1,374.00
10/24/2022	April Lee, DDS	2,719.14	
10/24/2022	Preferred Prosthetics Inc.	2,797.65	
10/24/2022	Zoya Galant, DDS	2,333.61	
10/24/2022	Doherty Realty Co.	1,666.88	
10/24/2022	Eugene Kita, DDS	1,563.00	
10/24/2022	Dr. Chan Dental	3,895.75	
10/24/2022	Ross Williams, DDS	2,083.19	
10/24/2022	Burlingame Therapeutic Associates	2,650.39	
10/24/2022	One Life Counseling Service	1,300.00	
10/24/2022	Patricia Dugoni, CPA	2,400.00	

Date	Description	Deposit	Withdraw
10/24/2022	Carol Tanzi & Associates	500.00	
10/24/2022	Ability Path	6,628.00	
10/24/2022	Bay Area Foot Care	3,224.00	
10/31/2022	Donovan's Pest Control, Inc.		370.00
10/31/2022	Bay Alarm		480.72
10/31/2022	Bay Alarm		240.36
10/31/2022	Sandie Arnott, San Mateo County Tax Collector		2,987.28
10/31/2022	Sandie Arnott, San Mateo County Tax Collector		13,253.76
10/31/2022	Sandie Arnott, San Mateo County Tax Collector		776.00
10/31/2022	Interest Deposit	23.76	
		<b>35,801.08</b>	<b>29,340.15</b>
<b>PWC</b>			
10/7/2022	Streamline		25.00
10/7/2022	Resilent Environment, LLC		4,420.00
10/21/2022	Mark D. Hudak		1,395.00
10/31/2022	Interest Deposit	0.25	
		<b>0.25</b>	<b>5,840.00</b>
<b>Trousdale</b>			
10/13/2022	Trousdale Tenant Deposit	5,000.00	
10/13/2022	Trousdale Tenant Deposit	121,189.47	
10/14/2022	Eskaton Properties Inc		219,582.22
10/18/2022	Trousdale Tenant Deposit	59,899.59	
10/21/2022	Eskaton Properties Inc		523,090.55
10/21/2022	Trousdale Tenant Deposit	582,693.19	
10/28/2022	Trousdale Tenant Deposit	33,946.27	
10/31/2022	Eskaton Properties Inc		190,604.81
10/31/2022	Trousdale Tenant Deposit	6,792.00	
10/31/2022	Interest Deposit	14.30	
		<b>809,534.82</b>	<b>933,277.58</b>
<b>Boston Private/SVB</b>			
<b>Admin</b>			
10/3/2022	County of San Mateo, CA	21,739.58	
10/21/2022	Paychex		120.00
10/26/2022	County of San Mateo, CA	240.73	
		<b>21,980.31</b>	<b>120.00</b>
<b>Health Fitness</b>			
10/11/2022	Boston Private Fee Reversal	16.00	
10/31/2022	Boston Private Fee		16.01
		<b>16.00</b>	<b>16.01</b>
<b>Trousdale Ops</b>			
10/4/2022	Heartland Merchant Account		224.95
10/11/2022	Boston Private Fee Reversal	16.00	
10/31/2022	Boston Private Fee		16.01
		<b>16.00</b>	<b>240.96</b>

Peninsula Health Care District  
Treasurer's Report

October 31, 2022

Preliminary - subject to change

**STATUS OF CURRENT YEAR TAX REVENUES**

Total As Of <u>10/31/22</u>	Estimated FY 22-23 <u>Tax Revenue</u>
<u>\$ 29,139</u>	<u>\$ 7,800,000</u>

**Board Designated Invested Funds**

	Rate Last QTR	Fees Paid Fiscal YTD	Cost Basis		Market Value
			<u>9/30/2022</u>	<u>10/31/2022</u>	<u>10/31/2022</u>
Torrey Pines - 3yr CD (mature 1/31/24)	0.450%		3,141,389	3,141,389	3,141,389
Fiduciary Trust	*	1,433	1,643,088	1,649,434	1,643,971
City National Bank	*	11,617	24,586,764	24,585,902	23,317,032
Local Agency Investment Fund	1.293%		5,756,183	5,775,769	5,775,769
San Mateo County Pool Investment	1.277%		<u>3,538,784</u>	<u>3,550,551</u>	<u>3,550,551</u>
			<u><b>38,666,208</b></u>	<u><b>38,703,045</b></u>	<u><b>37,428,712</b></u>

\* Yield to maturity

**RESOLUTION NO. 2022-16****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 DECEMBER 13- JANUARY 13, 2023 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, executive orders issued by the Governor of California continue to recognize that COVID-related emergency conditions continue to exist; and

WHEREAS, local officials continue to recommend measures to promote social distancing and masking; and

WHEREAS, meeting in person for Board or committee meetings 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 have the authority to 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. In the event that the Board of Directors or another legislative body elects to conduct a meeting in person, the meeting shall allow for participation by members and attendees through remote participation (a "hybrid" meeting).

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 8th day of December 2022, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

**2023 PHCD BOARD AND COMMITTEE MEETINGS**

January						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
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29	30	31				

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26	27	28				

March						
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June						
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July						
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30	31					

August						
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28	29	30	31			

September						
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October						
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31						

November						
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26	27	28	29	30		

December						
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24	25	26	27	28	29	30
31						

- Board Meetings
- Strategic Direction Committee
- Community Health Investment
- Finance Committee
- Sonrisas Board



**B**



**DATE:** December 1, 2022

**TO:** PHCD Board of Directors

**FROM:** Cheryl A. Fama, CEO

**RE:** RIP Medical Debt Forgiveness Program

---

The County Board of Supervisors approved the San Mateo Medical Center's participation in the RIP Medical Debt Forgiveness Program (RIPMD).

As you may recall, the PHCD Board studied and debated the merits of this program and the outcome was approval of up to \$200,000 to relieve qualifying PHCD residents of their medical debt. That figure was estimated based on an initial projection performed by RIPMD more than two years ago analyzing San Mateo County data.

Keith Hearle from Verite Consulting brought this opportunity to PHCD's attention. The District could not take any unilateral action but the hospital systems serving PHCD patients could. Mr. Hearle and I introduced the program to CEO Janet Wagner and Sutter was not interested. We then met with David McGrew, CFO for San Mateo Medical Center (SMMC) and he was very interested but requested a delay before actively pursuing as he was in the middle of installing a new IT financial/billing system for SMMC. The system is in and he brought the proposed contract to the Board of Supervisors on November 15, 2022 and it was approved.

Below are two emails I received about this news and the next steps: one from Mr. McGrew on the approval and one from Mr. Hearle on next steps. I've not heard any further updates as of the time of this writing. ***Please let me know if you have any questions for RIPMD so I can assure getting an answer by next week.*** I've invited Mr. Hearle and Mr. McGrew to attend the Board meeting via zoom if schedules allow.

**From "David McGrew"** <[dmcgrew@smcgov.org](mailto:dmcgrew@smcgov.org)>

**Date 11/15/2022 12:36:45 PM**  
**Subject RIP Medical Debt contract**



Our contract was approved on consent agenda by the Board of Supervisors this morning! Thanks to everyone for the hard work on getting to this point.

We should expect to have a fully executed copy within a week, hopefully sooner.

**From Keith Hearle**

**Date 11/15/2022**

**12:50 PM (EST)**

GREAT NEWS!

Once the contract is signed, RIP Medical Debt will wire funds.

We'll also provide SMMC with a "return file" that lists the accounts that were acquired.

Then, RIPMD will share a schedule for when abolishment letters will be sent to those whose medical debt has been canceled. Those letters provide information about the account(s) that were canceled and also identify who provided

**funding. Cheryl - assuming that will include the Peninsula Health Care District, PHCD will be identified in the letter as the funding source for District residents.**

RIPMD encourages public announcements regarding these transactions. In addition to being wonderful news in general, public announcements help program recipients understand that this program is real and that they should open RIPMD's envelopes and retain copies of the letters (in case any questions arise). We can put you in direct contact with our VP of Communications (Daniel Lempert) to assist with messaging and language. Let me know who might be working on an announcement (and their email address) and Daniel can reach out to them.

It's also important to remove any adverse information from credit reports for those whose medical debts have been acquired by RIPMD. This step is carried out by whatever entity or agency reported the adverse information originally. RIPMD can't do this unilaterally.

Thanks!

**Keith Hearle**

RIP Medical Debt

202-352-7159

<https://ripmedicaldebt.org/hospitals>



**DATE:** December 1, 2022  
**TO:** PHCD Board of Directors  
**FROM:** Vickie Yee, CFO  
**SUBJECT:** **Approval of Draft FY 21-22 Audited Financials**

---

The draft audited financials were presented to the Finance Committee on November 30, 2022.

There were four audit adjustments:

- Pension adjustment - adjusted annually by our auditor
- New lease accounting standard effective FY21-22 – Two adjustments: hospital land lease and 2600 El Camino Real allcove lease
- Payroll accrual for Sonrisas – estimate used was slightly low. Adjustment of \$7K.

The Finance Committee reviewed the financials and recommends Board approval of the FY 21-22 Audited Financials as presented.

Once approved, the Audited Financials will be available on the PHCD website. A hard copy will be provided to anyone requesting through the Public Records Request process.

**ACTION REQUESTED: Approval of FY21-22 Audited Financials**

**Please see attached packet.**

C



DATE: December 1, 2022

TO: PHCD Board of Directors

FROM: Ann Wasson, Director of Community Engagement

SUBJECT: FY '23 GRANT and IMPACT PARTNER RECOMMENDATIONS

---

The Community Health Investment Committee wrapped up its work for the FY 2023 grant cycle after thorough review and discussion of 43 Full Grant Applications. The Committee's recommendations including the recipients, amounts of each grant, and use of the funding is provided for your review prior to the meeting.

At the December 8<sup>th</sup> Board meeting, three actions will be requested:

1. Approval of Ombudsman as an Impact Partner
2. Approval of FY '23 grant recipients and amounts as recommended
3. Approval of requests for FY '24 for San Bruno Park School District Wellness Coordinator (\$75K)

I would like to take this opportunity to express my deepest appreciation to Director Galligan and Director Navarro for their leadership and support over the past two years. I would also like to thank the CHIC members - Nancy Bush, Karen Bettucchi, Mary Lund, John Delaney, Henry Sanchez and Linda Wolin - for their time and dedication to PHCD's mission of ensuring optimal health to District residents.

	ORGANIZATION and PROGRAM	REQUEST	RECOMMENDED AMOUNT	FUND REQUEST OVERVIEW
<b>CHI BUDGET</b>			\$2,000,000	
<b>IMPACT PARTNERSHIPS</b>	Samaritan House Free Clinic of San Mateo	\$350,000	\$305,000	Support to provide residents access to a medical home including basic medical care, a food pharmacy, vaccines, mental health services and dental hygiene.
	Mission Hospice Charitable Care @ Mission Hospice	\$175,000	\$165,000	Support to provide residents charitable hospice services at the Redwood City Hospice House.
	Lucile Packard Stanford Children's Health Teen Van	175,000	\$175,000	Support will provide San Mateo Union High School students without a medical home access medical care, mental health services and nutrition.
	Ombudsman * Long Term Care Ombudsman Program	n/a	\$70,000	Support to maintain Long Term Ombudsman Program and expand program to include Memory & Me and the Friendly Visitor Program.
<b>Subtotal</b>		\$700,000	\$715,000	
<b>GRANTS</b>	Ability Path Adult Day Program	\$50,000	\$50,000	Support to expand Adult Day Program curriculum as well as senior-specific programming to address preventive health topics.
	AnewVista Community Services Building Tech Champions	\$50,000	\$0	Support virtual and in-person classes for seniors on technology skills, wellbeing, physical health, independence.
	Bay Area Community Health Advisory Council Community Mammogram Program	30,000	\$30,000	Funds to maintain Community Mammogram Program by supporting a Community Outreach Professional and presentations at culturally relevant educational workshops and health fairs.
	Boys & Girls Clubs of the Peninsula Mental health and athletics at San Mateo Park	\$25,000	\$15,000	Support physical activity and sports at San Mateo Park Elementary School.
	Breathe California of the Bay Area Call Primrose	\$25,000	\$0	Support for community lung health education programs.
	Food Pantry Program Caminar	\$20,000	\$20,000	Support to maintain grocery pantry program which provides access to free healthy food.
	Medication Assistance Program CASA of San Mateo	\$50,000	\$50,000	Support to maintain medical and behavioral health services for clients, including psycho-education, wellness assessments, linkages to care, and improving protective factors.
	Catholic Charities Adult Day Services San Mateo County CORA	\$30,000	\$20,000	Support to screen and train adult volunteers who monitor and advocate for the mental health needs of children in foster care or juvenile justice system.
	Family Centered Mental Health Program Edgewood Center	\$50,000	\$45,000	Support for virtual and on-site adult day programming for frail seniors and adults with disabilities and/or dementia.
	Edgewood Center's HealthyKin First 5 San Mateo County	\$40,000	\$30,000	Support mental health clinician to provide free, trauma-informed, evidence-based, client-centered, bilingual mental health services.
	Help Me Grow San Mateo County Foster City Village, Inc. WE CARE	\$60,000	\$45,000	Support to maintain trauma-informed, culturally responsive services and referrals to enable Kinship families to provide permanent care to youth and keep them out of the foster care system.
	Fresh Approach VeggieRx for Seniors Friends for Youth Mentoring Services	\$20,000	\$10,000	Support to expand socialization, connectivity and wellness programming for Seniors age 55+ in Foster City.
		\$45,000	\$30,000	Support to provide nutrition classes and visits to farmers markets for food insecure adults 65+ in San Mateo and San Bruno.
		\$25,000	\$20,000	Support to maintain youth-led SEL classes and provide one-on-one adult mentoring for students in the San Mateo/Foster City School District.

Healthier Kids Foundation Hearing First		\$30,000	\$25,000	Support to maintain hearing screen and referral program for students in San Bruno Park Elementary Schools.
IEP Collaborative, Inc. Special Education Advice and Counsel Program		\$44,602	\$15,000	Support to maintain legal counsel for students/families eligible for special education services - Individuals with Disabilities Education Act – IEPs & 504s - to access educational supports.
Jewish Family and Children's Services (JFCS) Center for Dementia Care@ JFCS' Seniors at Home		\$30,000	\$25,000	Support to maintain direct services to individuals with dementia and provide in-home respite for family caregivers.
Justice At Last, Inc. Empowerment Through Health and Wellness		\$30,000	\$15,000	Support to provide crisis stabilization and access to mental health services for survivors of human trafficking.
Kara Bereavement Support, Grief Education & Crisis Response		\$25,000	\$15,000	Support to maintain mental health of bereaved community through crisis response to schools, peer-based support groups and grief-related therapy for families and/or individuals.
Latino Commission on Alcohol & Drug Abuse Services San Mateo County - Entre Familia Outpatient Services		\$20,000	\$20,000	Support to maintain virtual counseling and group sessions on relapse prevention and healthy coping skills in San Bruno area.
LifeMoves Behavioral Moves		\$30,000	\$30,000	Support to maintain behavioral health screening and on-site services at First-Step for Families shelter in San Mateo.
North East Medical Center (NEMS) Behavioral Health Integration Program		\$60,000	\$40,000	Support to provide mental health services and resiliency skills to youth.
NCEFT Equine-Assisted Mental Health & Resilience Program		\$20,000	\$20,000	Support behavioral health services, referrals, linkages for the most vulnerable and underserved families in San Mateo County and launch new outreach activities.
Ombudsman Services of San Mateo County, Inc. Long Term Care Ombudsman Program		\$55,000	n/a	Support to maintain Long Term Ombudsman Program and expand program to include Memory & Me and the Friendly Visitor Program.
One Life Counseling Free and Low-Fee Mental Health Counseling		\$50,000	\$50,000	Support to provide access to mental health counseling for low-income youth, families, and individuals within PHCD.
One Step Beyond, Inc. OSBI CA Recreation – Health and Fitness		\$10,000	\$5,000	Support to maintain recreation health and fitness program for adults with intellectual disabilities.
Pathways Home Health & Hospice Pathways Bereavement Program		\$10,000	\$10,000	Support to maintain and existing bereavement services to individuals coping with the loss of a loved one, Inc. screening for depression, isolation, anxiety and other behavioral health
Peninsula Bridge Mental Health Wellness Program		\$35,000	\$25,000	Support to maintain and expand counseling services for students and parents/caregiver workshops.
Peninsula Family Service Older Adult Peer Counseling Program		\$60,000	\$40,000	Support to maintain and expand peer counseling and group support to community member 55+.
Peninsula Family YMCA Community Health Initiative		\$60,000	\$40,000	Support to launch community movement exercise classes in San Mateo and San Bruno as well as maintain Diabetic Prevention Program and HEAL workshops.
Peninsula Jewish Community Center Pink Power and Fit @ the PJCC		\$15,000	\$10,000	Support of on-site, virtual and community-based exercise program for post-operative breast cancer survivors to improve strength and well-being.
Peninsula Volunteers, Inc. Meals on Wheels for San Mateo County		\$60,000	\$50,000	Support to maintain weekly home delivered meals for 30 home-bound seniors.
Rebuilding Together Peninsula Safe at Home		\$45,000	\$20,000	Support to expand home safety/health repairs for low income homeowners, majority are elderly, persons of color and/or people with disabilities who wish to safely age in place.
San Bruno Park School District Wellness Coordinator		\$75,000	\$75,000	Support to maintain a Wellness Coordinator who facilitates mental and preventive health activities and programming for students, staff and families at 5 San Bruno Park School District
San Mateo County Health Foundation Food Boxes for Food Insecure Families		\$21,455	\$20,000	Support to expand food distribution by increasing San Mateo Medical Center's capacity to store perishable food in a walk-in refrigeration unit.
San Mateo Police Activity League - PALS Family Support, Education and Mental Wellness Program		\$30,000	\$30,000	Support to expand mental health curriculum and therapy services at all 3 San Mateo/Foster City High Schools.
Second Harvest of Silicon Valley Alleviate Hunger		\$50,000	\$50,000	Support to provide free-of-cost nutritious food to low-income families and individuals in Burlingame, Foster City, Millbrae, San Bruno and San Mateo.
Star Vista Youth Mental Health & Substance Use Prevention Program		\$60,000	\$40,000	Support to maintain and ensure access to crisis intervention, suicide prevention, and substance abuse prevention/intervention for youth and for community to learn about



	Via Heart Project	\$35,000	\$35,000	Support to conduct 10 CPR/AED training classes and 1 youth heart screening.
	Villages of San Mateo County Healthy Seniors at Home	\$20,000	\$10,000	Support for services such as safe homes, Lyft, medical alert devices for seniors with low income.
	Vista Center for the Blind and Visually Impaired Vision Loss Rehabilitation Program	\$46,284	\$20,000	Maintain and expand staffing for vision loss program.
	WomenSV Survivor Support Program	\$30,000	\$15,000	Support to maintain a mental health services for Survivor Support Program.
<b>Subtotal</b>		\$1,622,341	\$1,160,000	
<b>Sponsorships &amp; Small Grants</b>		\$75,000	\$75,000	
<b>Healthcare Workforce</b>		\$50,000	\$50,000	
<b>Total Expenditures</b>		\$2,397,341	\$2,000,000	

<b>FY '24 REQUEST</b>
*San Bruno Park School District Wellness Coordinator \$75,000

<b>BOARD ACTIONS REQUESTED:</b>
1. Approval of Ombudsman as an Impact Partner
2. Approval of FY '23 grant recipients and amounts as recommended
3. Approval of requests for FY '24

**D**



**BOARD OF DIRECTORS  
CEO REPORT  
NOVEMBER 2022**

**PENINSULA WELLNESS COMMUNITY (PWC)**

- Developers are carrying out the necessary meetings with city staff, PUC, traffic analysts, and environmental studies in preparation for launching the plan through the Burlingame approval process.
- CEO and Consultant Denton continue information gathering through interviews with local experts to be used to refine proposed list of HUB services under consideration, identify potential service partners, and firm up space requirements.
- Next town hall tentatively planned for early 2023.

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

- **Census:** Total number of residents is 110 with a census of 75.8%.
- **Move Ins:** There were two move-ins in November and two move-outs - one due to increased acuity of care needs and one longtime resident who passed away. There is a confirmed move-in for the first week of December.
- **Covid:** Regular testing of all residents and staff has resumed due to a couple of recent residents that had minor symptoms, got tested and was positive. Positive residents get confined to their units and are doing well. Regular testing has picked up more positives than prior months in asymptomatic staff and residents. Fortunately, vaccination rates for staff and residents is nearly 100%.
- **Veteran's Day:** TT hosted another successful and very appreciated Veteran's Day celebration for residents. Burlingame Mayor Ortiz attended and brought certificates of recognition from the city for each resident veteran.
- **One Warm Coat Project:** TT is partnering with Eskaton's Live Well home care program in launching its annual *One Warm Coat* community project. Gently used coats are collected and then distributed to various organizations that assure they get delivered to needy seniors and veterans. ***Please check your closets for a possible donation!***
- **Rent Assistance Fund:** With approval of Administration and the Board's Finance Committee, this PHCD fund will be tapped to help one of TT's residents who has been a resident since spring of 2019. She is over 100 and has experienced declining health resulting in increased care needs that have moved her to the highest level of care and monthly rent. Per policy, Executive Director, Sylvia Chu, confirmed the resident's financial situation, consulted with the family on their capacity to contribute, and presented the request to cover a portion of the rent. Finance Committee approved unanimously.

**SONRISAS DENTAL HEALTH (SDH):**

- **Visits:** First quarter visits were 3,466. On track to hit 14,000. Summer visits are budgeted lower due to staff vacations.
- **Financial performance:** FY '23 Q1 performance better than budget.
  - Revenues over budget \$22K
  - Expenses \$16K under budget
  - Grants/Donations \$41K over budget.
  - Net Income \$78.4K better than budget
- **Funding Sources:**
  - 13%: San Mateo Center dental services revenues
  - 12%: Coastside dental services revenues
  - 28%: Grants/donations
  - 17%: PHCD support

**Community Activities:**

11/07: Meeting with Dave McGrew, CFO, county health

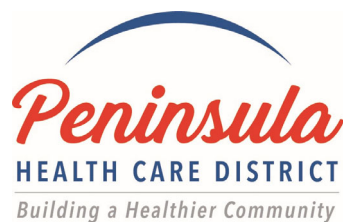
11/10: Meeting with Tighe Hammon, VP Resident Experience, Eskaton

11/15: San Mateo County Oral Health Core Team

11/15: Commission on the Status of Women meeting

11/17: Sonrisas Board meeting

11/28: Meeting with Lisa Mancini, Interim Director, County Behavioral Health & Recovery Services.



**CFO REPORT  
DECEMBER 2022**

**FY 21-22 AUDIT UPDATE:**

The audit wrapped up last month, and we received the first & second drafts of the audited financials. The draft financials were presented to the Finance Committee for review on November 30th. Rick Jackson, CPA from JWT & Associates, LLP, will present to the Board for approval at the December meeting.

**HERITAGE BANK TRANSITION UPDATE:**

The bank transition from Boston Private/Silicon Valley Bank to Heritage Bank is complete. All debit and credit ACH information have been updated with the new accounts. The old accounts at BP/SVB will be closed in early December.

**FINANCE COMMITTEE MEETING – NOVEMBER 30<sup>TH</sup> RECAP:**

- PHCD Health & Fitness Center update – Michelle Marheineke, Fitness Center Director, provided background on the history of the Center and gave an overview of a three-year trend and YTD performance. Ms. Marheineke also shared some goals for the facility and tactics and ideas to achieve them. In March, she will present additional strategies to increase membership to the Committee.
- TT Resident Assistance Fund Request – CEO Fama provided some background on a 101-year-old resident at The Trousdale needing rent assistance. She was one of the first TT residents and now requires the highest level of care increasing her monthly rent beyond the resident and family's ability to support. The Committee reviewed the request and approved rent assistance up to \$5,000/month. This will be taken out of the budgeted amount approved for this use. Management will also check if Eskaton will contribute to the TT Assistance Fund.
- Draft Audited Financials – The draft audited financials were presented to the Committee for review. The audit was completed by a new firm this year, and the format is slightly different. In addition, there were a couple of adjustments, mainly from the new accounting standard on leases. The Committee had a robust discussion and recommended Board approval.
- Q1 Consolidated Financials – The financials were provided in the packet for review. In general, revenue is behind due to being behind on TT occupancy, and investment income is lower than budget mainly from the unrealized loss. However, on the expense side, there is a budget surplus from the delay of allcove and board election funds that were not needed. The Committee had a robust discussion and a few clarifying questions.

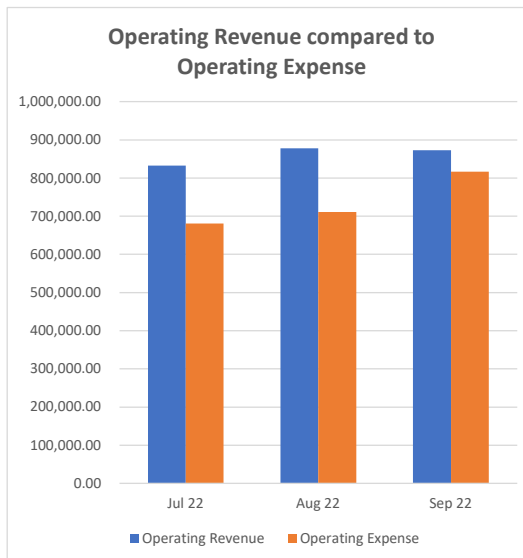
**DIRECT SERVICE PROGRAM DASHBOARD ON PERFORMANCE:**

The attached dashboards summarize FY 22-23 Q1 Performance for The Trousdale, Sonrisas Dental Health, and The Health & Fitness Center.

**The next Finance Committee meeting will be a shared meeting with the Strategic Direction Oversight Committee on January 4<sup>th</sup> @ 5 pm.**

## The Trousdale Assisted Living/Memory Care Community Quarterly Performance Report - Q1 FY 22-23

	YTD Sept 22	YTD Budget	Variance
<b>Income</b>			
Operating Revenue	2,582,530	2,856,464	(273,934)
<b>Expense</b>			
<b>Operating Expense</b>			
Salaries	1,092,261	1,167,498	75,237
Employee Benefits	314,293	338,696	24,403
Supplies	174,346	175,978	1,632
COVID Supplies/Expense	7,885	0	(7,885)
Purchased Services	117,374	121,080	3,706
Ancillary Costs	0	3,000	3,000
Utilities	132,643	137,219	4,576
Insurance & Other	103,303	124,311	21,008
Bad Debt Write Off	0	0	0
Management Fees	102,848	111,859	9,011
<b>Total Expense</b>	<b>2,208,047</b>	<b>2,242,641</b>	<b>34,594</b>
<b>Operating Margin</b>	<b>374,483</b>	<b>613,823</b>	<b>(239,340)</b>
<b>Other Expense</b>			
Depreciation Expense	639,409	642,054	2,645
Interest Expense	411,684	411,684	(0)
<b>Total Other Expense</b>	<b>1,051,093</b>	<b>1,053,738</b>	<b>2,645</b>
<b>Net Income</b>	<b>(676,610)</b>	<b>(439,915)</b>	<b>(236,695)</b>

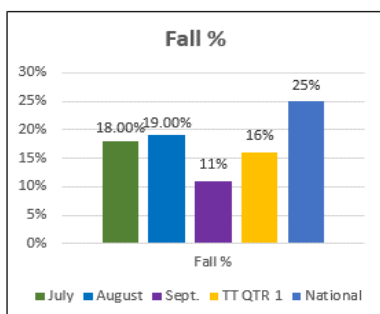
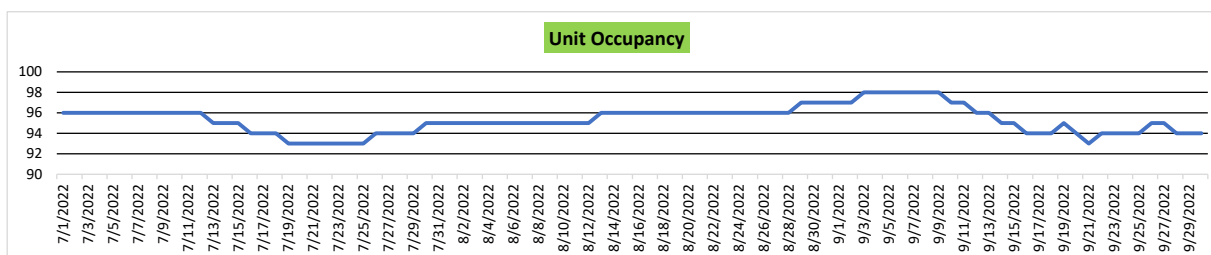


Deposit on Hand		
	#	\$
Beginning Balance - 6/30/22	7	35,000
Reservations Received	9	45,000
Cancellations	(2)	(10,000)
Move-Ins	(7)	(35,000)
<b>Deposits on Hand - 9/30/22</b>	<b>7</b>	<b>35,000</b>

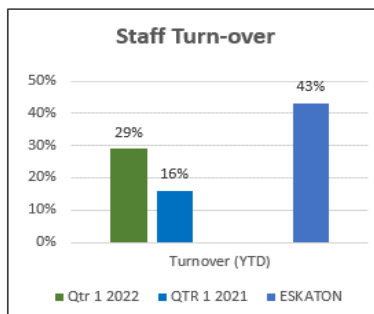
Occupancy at September 30, 2022				
	Units Leased	Units Avail.	Total	Level of Care
AL Care	75	26	101	1.8 Avg.
Memory Care	19	4	23	2.9 Avg.
<b>Total Units</b>	<b>94</b>	<b>30</b>	<b>124</b>	<b>2.0 Avg.</b>
<b>% Percentage</b>	<b>76%</b>	<b>24%</b>	<b>100%</b>	
<b>Total Residents:</b>	<b>110</b>			
<b>Double Occupancy Units:</b>	<b>16</b>			

Inquiries/Tours			
	July	August	September
Inquiries	45	48	41
New Tours	21	33	18
Repeat Tours	8	9	5

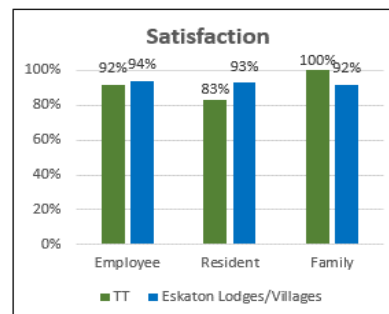
Age of our Residents				
	50-69 yrs	70-79 yrs	80-89 yrs	90+ yrs
	1	12	48	49
	1%	11%	44%	45%



The Trousdale reviews falls & calculates Fall Rate as a % based on # of falls / total residents.



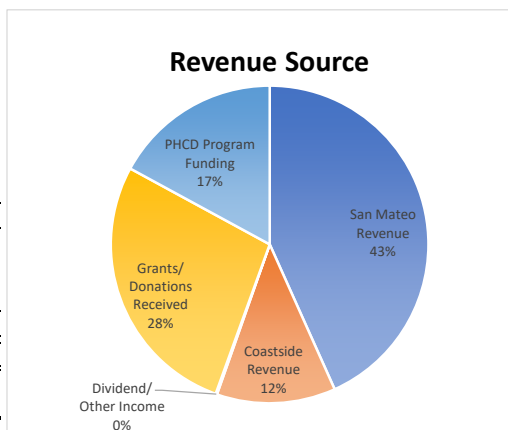
Workforce development is a top focus area for Eskaton and other senior care organizations. Eskaton has a target goal of <20%.



Eskaton has a target goal of achieving a Satisfaction rate ≥90%. Surveyed: 12 Employees, 12 Residents, & 11 Family Responses.

## Sonrisas Dental Health Quarterly Performance Report Q1 Report - FY 22-23

	Jul	Aug	Sep	Total	Budget	Difference
San Mateo Revenue	163,278	223,898	184,183	571,359	590,546	(19,187)
Coastside Revenue	49,769	43,060	66,935	159,764	118,901	40,863
<b>Total Net Revenue</b>	<b>213,047</b>	<b>266,958</b>	<b>251,118</b>	<b>731,123</b>	<b>709,447</b>	<b>21,676</b>
Direct Program Cost	256,183	282,233	277,006	815,422	841,167	25,745
Indirect Program Cost	154,232	155,564	179,014	488,810	478,719	(10,091)
<b>Total Cost</b>	<b>410,415</b>	<b>437,797</b>	<b>456,020</b>	<b>1,304,232</b>	<b>1,319,886</b>	<b>15,654</b>
<b>TOTAL</b>	<b>(197,368)</b>	<b>(170,839)</b>	<b>(204,902)</b>	<b>(573,109)</b>	<b>(610,439)</b>	<b>37,330</b>
Dividend/ Other Income	177	665	704	1,546	552	994
Grants/ Donations Received	72,463	158,009	131,839	362,311	322,247	40,064
PHCD Program Funding	75,000	75,000	75,000	225,000	225,000	-
<b>OTHER INCOME</b>	<b>147,640</b>	<b>233,674</b>	<b>207,543</b>	<b>588,857</b>	<b>547,799</b>	<b>41,058</b>
<b>NET INCOME</b>	<b>(49,728)</b>	<b>62,835</b>	<b>2,641</b>	<b>15,748</b>	<b>(62,640)</b>	<b>78,388</b>
<i>non-cash items adj.</i>						
Depreciation	24,007	24,515	23,982	72,504	81,957	9,454
<b>EST. CASH-FLOW</b>	<b>(25,721)</b>	<b>87,350</b>	<b>26,623</b>	<b>88,252</b>	<b>19,317</b>	<b>87,842</b>



### Grants Awarded Q1

Funder	Awarded	Amount	Period	Support	Dept
Kaiser Foundation	5/31/2022	\$ 25,000	Jun 22 - May 23	ATC	SM/CS
Sobrato Family Foundation	5/28/2021	\$ 63,000	Jun 22 - May 23	ATC (Second half - total \$126k awarded)	SM/CS
City of Half Moon Bay	7/20/2022	\$ 14,000	Jul 22 - Jun 23	ATC	CS
Woodlawn Foundation	8/4/2022	\$ 25,000	Oct 22 - Sep 23	ATC	SM/CS
Sequoia Health Care District	9/30/2022	\$ 83,823	Jul 22 - Sep 22	ATC	SM
City of Burlingame	8/1/2022	\$ 1,760	Jul 22 - Jun 22	ATC	SM
<b>Total</b>		<b>\$ 212,583</b>			

### Grants Awarded in Prior Year - Available in FY 22-23

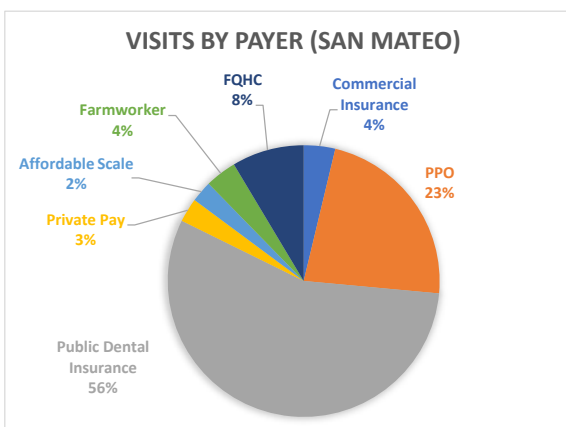
Funder	Awarded	Amount	Period	Support	Dept
Delta Dental Community Fund	9/2/2021	\$ 100,000	Oct 21-Oct 22	\$53000 for outreach, \$47000 for ATC	SM/CS/ OR
San Mateo Children's Health Initiative	9/12/2021	\$ 105,000	Jan 22-Apr 24	Capital; ATC \$85,000 was received	SM
Lucile Packard Children's Hospital	9/17/2021	\$ 40,000	Sep 21 - Aug 22	Pediatric ATC; screenings	SM/CS/ OR
Stanford Health Care	9/29/2021	\$ 61,000	Sep 21 - Aug 22	ATC	SM/CS
Touchpoint Foundation	11/11/2021	\$ 5,000	Nov 21-Oct 22	Senior ATC	SM/CS
San Bruno Community Foundation	12/1/2021	\$ 10,000	Jan 22-Dec 22	Pediatric ATC, Outreach	SM/OR
Dignity Health	12/13/2021	\$ 20,000	Jan 22-Dec 22	Outreach	OR
Sunlight Giving	2/3/2022	\$ 50,000	Mar 22-Feb 23	ATC	SM/CS
Atkinson Foundation	3/22/2022	\$ 7,500	Mar 22- Feb 23	For Senior Program	SM/CS
Mills Peninsula Health	5/10/2022	\$ 20,000	Jan 22-Dec 22	\$10,000 for ATC & \$10,000 for Outreach	SM/CS/ OR
Delta Dental Community Fund	6/20/2022	\$ 100,000	Jan 22-Dec 22	\$59,363 for ATC, \$40637 for Outreach	SM/CS/ OR
<b>Total</b>		<b>\$ 518,500</b>			

### Visits by Center

	Jul	Aug	Sep	Total
San Mateo Visits	789	991	802	2,582
Coastside Visits	242	332	310	884
<b>Total Visits</b>	<b>1,031</b>	<b>1,323</b>	<b>1,112</b>	<b>3,466</b>

### Visits by Payer (San Mateo Center)

	Jul	Aug	Sep	Total
Commercial Insurance	25	47	25	97
PPO	179	218	189	586
Public Dental Insurance	465	548	429	1,442
Private Pay	20	26	28	74
Affordable Scale	22	26	17	65
Farmworker	27	40	29	96
FQHC	51	86	85	222
<b>Total Visits</b>	<b>789</b>	<b>991</b>	<b>802</b>	<b>2,582</b>



### PHCD Funding for Uncompensated Care Public Dental Insurance at San Mateo Center

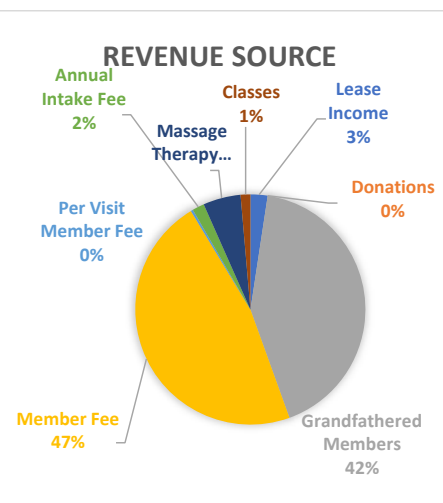
Month	Denti-Cal & Affordable Plan Visits	Uncompensated Cost/Visit	Total Uncompensated Care	YTD Funding from PHCD
July	465	\$207	\$96,357	\$75,000
August	548	\$147	\$80,808	\$75,000
September	429	\$213	\$91,523	\$75,000
<b>Total</b>	<b>1,442</b>		<b>\$268,688</b>	<b>\$225,000</b>

### PHCD Resident Served

Month	Visits
July	401
August	535
September	395
<b>Q1</b>	<b>1,331</b>

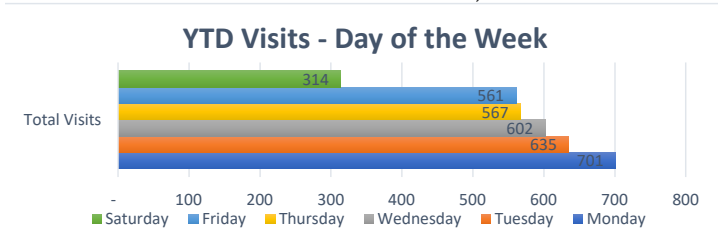
## PHCD Health & Fitness Center Quarterly Performance Report Q1 Report

	July	August	September	Total	YTD Budget	Variance B(W)
<b>Health &amp; Fitness Center Revenue</b>						
Lease Income	265	265	265	796	773	23
Donations				-	-	-
Grandfathered Members	4,560	4,615	4,615	13,790	13,815	(25)
Member Fee	5,060	5,175	5,122	15,356	14,160	1,196
Per Visit Member Fee	45	45	15	105	90	15
Annual Intake Fee	150	150	250	550	300	250
Massage Therapy	390	810	540	1,740	1,860	(120)
Classes	130	185	130	445	225	220
<b>Total Income</b>	<b>10,600</b>	<b>11,245</b>	<b>10,937</b>	<b>32,781</b>	<b>31,223</b>	<b>1,559</b>
Operating Exp	26,223	28,792	25,736	80,751	90,000	9,249
Depreciation	981	981	981	2,942	2,945	3
<b>Total Expense</b>	<b>27,204</b>	<b>29,773</b>	<b>26,717</b>	<b>83,694</b>	<b>92,945</b>	<b>9,252</b>
<b>Net Income</b>	<b>(16,604)</b>	<b>(18,528)</b>	<b>(15,780)</b>	<b>(50,912)</b>	<b>(61,723)</b>	<b>10,811</b>

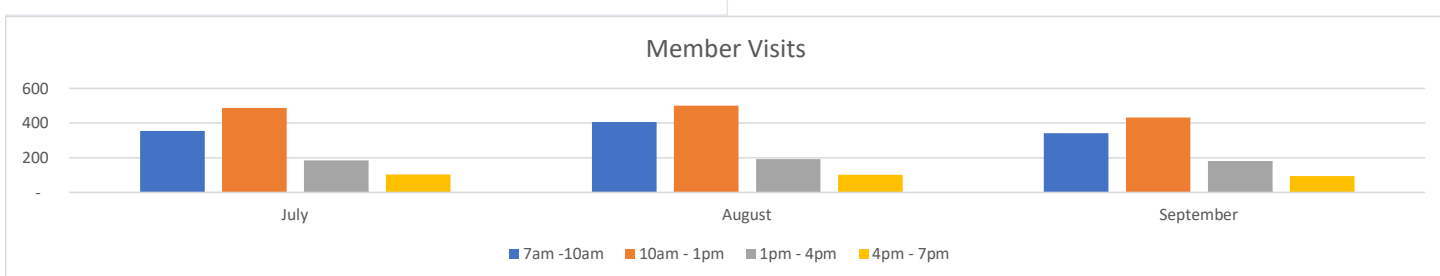


Member Visits YTD - Day of the Week			
	# of Days	Total Visits	Average/Day
Monday	13	701	54
Tuesday	13	635	49
Wednesday	13	602	46
Thursday	13	567	44
Friday	14	561	40
Saturday	13	314	24
<b>Total</b>	<b>79</b>	<b>3,380</b>	<b>43</b>

Membership Information	# Members	Budget	Variance B(W)
Existing Members - Senior @ \$55	82	77	5
Existing Members - Non Sen @ \$65	8	6	2
New Member @ \$80	82	61	21
Per Visit Members @ \$15	7	6	1
Massages @ avg. \$60/visit	31	31	0



Member Visits YTD					
Month	7am -10am	10am - 1pm	1pm - 4pm	4pm - 7pm	Total
July	355	488	185	103	1,131
August	407	500	192	101	1,200
September	342	432	181	94	1,049
<b>Total</b>	<b>1,104</b>	<b>1,420</b>	<b>558</b>	<b>298</b>	<b>3,380</b>



Classes Offered										
Month	Seniors in Motion-Free		Yoga-Paid		Balance Fitness		Tune-up Circuit		Total	
	# Classes	Attendees	# Classes	Attendees	# Classes	Attendees	# Classes	Attendees	# Classes	Attendees
July	16	119	4	26	6	61	4	20	30	226
August	14	126	5	37	8	75	4	24	31	262
September	18	127	4	26	6	58	4	20	32	231
<b>Total</b>	<b>48</b>	<b>372</b>	<b>13</b>	<b>89</b>	<b>20</b>	<b>194</b>	<b>12</b>	<b>64</b>	<b>93</b>	<b>719</b>





BOARD of DIRECTORS  
Community Engagement Director  
November 2022 Report

### COVID Campaign 2022-2023

The Peninsula Health Care District's COVID Campaign aims to:

- Increase the number of residents who have completed the primary COVID-19 vaccination series and are up-to-date on their boosters.
- Decrease community spread by promoting COVID safety measures - mask-up, test and stay home if positive, and cross-ventilate indoor spaces.

### Outcomes

**1. A community vaccination clinic was held at St. James AME Zion Church in San Mateo on Saturday, November 19<sup>th</sup> from 12:00-4:00 pm.** The flyer is attached.

PHCD contracted with Safeway to provide a pharmacist and nurse to administer COVID boosters and flu shots. Our goal was to match the total of 50 shots administered during our previous clinic. Instead, we administered 87 shots (57 COVID boosters and 30 Flu shots) while also meeting our goal of increasing boosters for the Black, Latinx, and Pacific Islander communities.

- a) The planning team attributes our success to expanding media channels and locations to promote the clinic.
  - PHCD e-blasted and published the flyer in our newsletter. Voler circulated a media advisory. Flyers were distributed in English, Spanish, Tongan and Samoan. Umoja Health and St. James published the flyer in their news sources and circulated it to partners.
  - Umoja's outreach team canvassed neighborhoods identified as under-vaccinated, speaking with residents and posting flyers in local stores, nail salons, and barber shops.
- b) The clinic was designed as a community event open to all.

- A talk-to-a-medical-professional session was offered during the first hour. Dr. Kala of UCSF and Pharmacist Kamini Subramaniam of the SMC COVID-19 response Unit answered questions about the vaccines/boosters and other winter-related concerns.
  - San Mateo Police read to the kids when they finally took a break from the bouncy house. Chief Ed Barberini, Sergeant Unga and several cadets were present throughout the day.
  - San Mateo Fire personnel came by and played with the kids.
- c) Lunch, turkeys, Safeway cards and COVID-19 at-home tests were made available.
- PHCD provided Safeway cards to the first 50 individuals receiving a COVID-19 booster.
  - Vaccinate ALL 58, an effort of Governor Newsom's Office of Community Partnership & Strategic Engagement, provided a food truck that served the most delicious pizza.

**2. Two additional community vaccination clinics are in development:**

- San Bruno Park School District Health Center (adjacent to Belle Air School) is scheduled for Tuesday, December 13<sup>th</sup> from 3:00-6:00 pm.
- St. James AME Zion Church is scheduled for Martin Luther King Jr. Day, Saturday January 14<sup>th</sup> from 12:00-4:00 pm.

**3. A Town Hall webinar *Effects of Long COVID* was held Thursday, October 27<sup>th</sup> from 5:00-7:00 pm.** Co-sponsored by PHCD. A recording is available here: <https://youtu.be/NYl4MbFs7og>

### Community Grants Program

The Community Health Investment Committee met on November 21<sup>st</sup> and discussed 43 grant applications. CHIC has recommended 40 organizations for Grant funding support and 1 organization (Ombudsman) for consideration as an Impact Partner. CHIC's recommendations are provided in the Board packet.

### Strategic Plan Update

PHCD is actively working with Mission Met to conduct the engagement phase of the strategic planning process.

- Paul and Eric presented to the Strategic Directions Oversight Committee at its meeting on November 2<sup>nd</sup> and laid out the planning stages which will continue through April, 2023.
- As part of Mission Met's assessment stage, Board members, administration, and stakeholders have received an invitation to meet with either Paul or Eric regarding PHCD's future and share perceptions of opportunities we should be considering.
- In addition, Mission Met will review and analyze 20+ documents about PHCD's programs and services, strategic plans, financials, bylaws, marketing plan, and other historical materials.
- The Board/staff retreat will be held in March, 2023.

JOIN OUR

**Community**

**Gathering**

**11/19/22**

12:00 – 1:00PM

Educators and First Responders

1:00 – 4:00PM

All Community Members

**St. James AME Zion Church**  
**825 Monte Diablo Ave,**  
**San Mateo**

"Enter by side street level door"

**\*COVID-19**

Updated bivalent booster for 5 years and older

**\* FLU SHOTS**

Regular & senior dose for 3 years and older

**FIRST 50 ATTENDEES**

To receive the COVID booster will receive a \$25 Safeway gift card and a free turkey.

**DO YOU HAVE QUESTIONS OR CONCERNS ABOUT THE COVID VACCINATIONS, BOOSTERS AND FLU SHOTS?**

Join us at St. James from 12:00 - 1:00 PM for a question & answer session with medical professionals. Once your questions are answered, head downstairs for your vaccination! Attend this session for a chance to win a \$50 gift card.



**BAY AREA**  
Community Health  
Advisory Council



**Peninsula**  
HEALTH CARE DISTRICT  
Building a healthier community



**Questions: Peninsula Health Care  
District: 650-697-6900**

Guardians/parents: please bring printed out consent form to the clinic.



**WALK UPS WELCOME**

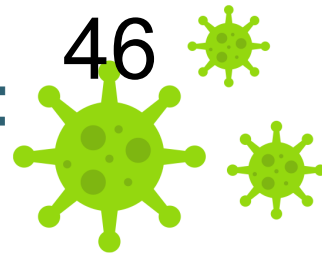
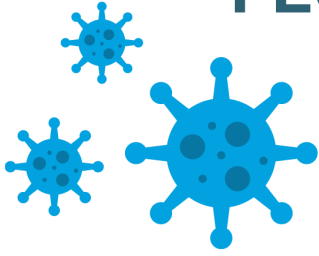
or register for an appointment at  
[www.mhealthsystem.com/STJames](http://www.mhealthsystem.com/STJames)







# San Bruno Park School District FLU and COVID-19 Booster Vaccination Clinic



## Let's Stay Healthy!

\*COVID-19 – new omicron booster for 5 years and older

\*Flu shots – regular & senior dose for 3 years and older

**WHEN:** Tuesday, December 13, 2022

**TIME:** 3:00 – 6:00 pm

**LOCATION:** San Bruno Park School District Health Center  
450 3rd Avenue San Bruno, Ca 94066



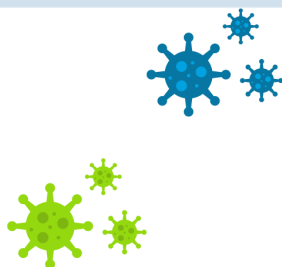
**\* First 50 attendees to receive the COVID booster will receive a \$25 Safeway gift card**

Walk Ups Welcome...

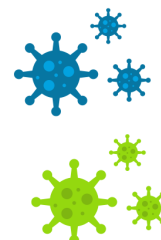
Pre-registration preferred – [www.mhealthsystem.com/BelleAir](http://www.mhealthsystem.com/BelleAir)

Guardians/parents: please bring printed out consent form to the clinic and vaccination card.

Questions: Peninsula Health Care District @ 650.697.6900



**BAY AREA**  
Community Health  
Advisory Council





**DATE:** December 8, 2022  
**TO:** PHCD Board of Directors  
**FROM:** Eddie Flores, Director Youth Behavioral Health Programs  
**RE:** Director's November Monthly Report

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## **allcove™ San Mateo Updates**

### **Facilities Update: 2600 El Camino Real, San Mateo:**

Staff and management have continued to make great progress working with Ralph Barsi and Architect Robert Gooyer from RCG Architects moving along the remodeling of the 2600 El Camino Real space.

As previously reported last month, we submitted initial plan check documents to the City of San Mateo for preliminary review of the tenant improvement work to be completed at the 2600 site. This month we received back comments from the city's consultant. We are happy to report that there do not appear to be any comments received that would affect the cost of the project. All are process oriented superficial questions which will not affect the timeline of the tenant improvements.

Staff also issued a request for proposal for bids for general contractor to complete the tenant improvement work at 2600 El Camino Real. The announcement was also distributed via a public communication process being published both in our local San Mateo County Daily Journal newspaper and in a Trades Journal for a period of two consecutive weeks.

The deadline to submit proposals was November 29<sup>th</sup>, 2022, but after further consultation with our facility consultants and to oblige to the request from several potential bidder applicants, staff decided to extend the submission deadline by two weeks to December 13<sup>th</sup>, 2022. Staff felt that this would allow applicants to provide realistic financial estimates that closely resembled the cost of the work to be completed and not to have bids that were only ballpark estimates. In addition to the holiday week delay that ensued, this will give applicants enough time to respond also to the RFP addendum that will be issued which will include information received from the plan check comments received from the City of San Mateo planning department. We are still on track, and we will be bringing the received bids as well as the recommended lowest bid selection and proposal before the Board for approval at the January 2023 meeting.

We will keep the board abreast of any new updates and when we have released the public bidding and any updates on that regard.

### **Stanford Center for Youth Mental Health & Wellbeing – Central allcove Team:**

In addition, 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 this past week, along with staff from the State MHSOAC. We have also begun discussions of a statewide allcove conference to be held in the Spring of 2023. The location will likely be in the Bay Area, and we are part of the planning



committee along with other representatives from the other state commission grantess in planning a conference for an estimated 200 ppl in attendance. We will keep the board updated as details and dates and an agenda is finalized. We hope that the timing of the conference will also provide an opportunity to highlight and promote our allcove San Mateo soft opening in late Spring 2023.

**Service providers/ partnering agency(s) to deliver allcove™ services:**

As approved by the PHCD Board at the November 15<sup>th</sup>, 2022, meeting, staff have begun to work with our contract consultant to execute a service provider agreement with Caminar as well as a memorandum of understanding (MOU) of service terms. The agreement will be a comprehensive legal document to be reviewed and approved by both PHCD Board of Directors and Caminar. This Service Agreement Contract will delineate the Service Providers within allcove™ San Mateo and will cover all the legalities related to the MHSAOC grant compliance, insurance requirements, HIPPA compliance and additional criteria related to service delivery. We are currently working on this document to include the review of Scope of Work component for each individual service stream that will be provided based on their RFQ submission about the programs to be delivered within allcove™ San Mateo. We are projecting to have this reviewed by both legal teams prior to end of year and have it ready for Board consideration at our January 2023 Board meeting. The Board will be informed should any issues arise of concern or if there is a change in the projected timeline.

**MHSA Innovative Projects Funding Opportunity**

PHCD staff will be co-presenting with Dr. Steve Adelsheim from the Stanford Center for Youth Mental Health and Wellbeing to the San Mateo County MHSA Steering Committee on Thursday, December 8<sup>th</sup>. This will be a 10min overview of the allcove™ model, services stream and it will be an opportunity to present to the members of the committee to consider a MHSA staff request to put this project forward for a multi-county health collaborative funding opportunity. We are excited to have been able to present and position PHCD and allcove San Mateo for further long-term financial sustainability consideration via a collaborative model. We will be reporting back the next steps in this process with a goal of being approved for specified funding for the new fiscal year, starting on July 1, 2023.

**Informational Sessions with community stakeholders/partners**

PHCD staff has begun a series of informational virtual sessions with multiple stakeholders over the course of this month and will continue into early next year to educate about allcove. The goal of these meetings is to inform various key constituencies and stakeholders about the allcove™ service model, update them on opening timeline and describe opportunities to partner, funding and/or join our community consortium. Some of the groups we have or will be meeting with in the upcoming weeks include San Mateo PRIDE Center; San Mateo Outlet (Adolescent Counseling Services); San Mateo Supervisor Dave Pine (D-1); CORA; and San Mateo Supervisor-elect Noelia Corzo (D-2).





**DATE:** December 8<sup>th</sup>, 2022  
**TO:** PHCD Board of Directors  
**FROM:** Jackie Almes, Youth Outreach Specialist  
**RE:** Monthly Report – December 2022.

### **allcove™ San Mateo – Youth Advisory Group**

This past month the YAG and I have continued our work on our projects. We have completed both our Photography Wall as well as our Community Wall projects. The Photography Wall now includes both past cohorts and our most recent cohort members. Some of the quotes remain from our previous cohort's choices as well as some new quotes that our current members chose. There are a few very minor details we are adjusting but the quotes and the photos will remain as is. The YAG is very excited to see the posters in our future allcove center. We have also decided that the Photography Wall will be included in the moment of pause. This is the first thing that youth will see when they walk into an allcove center, it's designed to acknowledge the moment of vulnerability youth feel when first walking into a center.

On November 7<sup>th</sup> we had our most recent YAG meeting. This meeting was fully virtual as the power was out at the PHCD office. During the meeting we talked about community involvement activities including both the allcove quarterly networking meeting and also the Sandhill Foundation Panel. I also presented to the YAG on all things mental health. During the summer while I was participating in Star-Vista's HAP-Y program they provided us with a presentation and script. This is what I presented to the YAG. It went over some mental health disorders as well as ways to reach out to friends and family you think are struggling. It talks about the signs of mental health and how to identify when someone needs help. I also brought up resources for people to write down such as hotlines and where to receive services. We then went on to talk about our photography wall and what needed to be changed to finalize the wall. We then concluded the meeting by talking about taking a break during the month of December to give them some time to celebrate the Holidays as well as focus on school and college applications. During December we plan to have a holiday outing instead of a regular YAG meeting. We have recently decided that we will be doing dinner and white elephant with those who can attend.

Also, this past month the furniture subcommittee met twice to finish choosing the fabrics for the furniture for our future allcove center. We met in person on November 21<sup>st</sup> and via zoom on November 28<sup>th</sup>. These meetings consisted of going through each room and going through all the pieces within the space. We made sure that the fabrics would go well with each other and made sure that it would present well to youth walking into a center. We focused on not having an overwhelming amount of color as well as makes sure the colors we did choose went together well. We also revisited a few choices that we had made at KBM Hogue's showroom. When we were going through the look book the YAG members pointed out that the stadium seating colors we chose were very bland and didn't go well together. They then decided to go in a different direction to make sure the seating matched the other pieces that will be held within the cove. It was a long process, but the YAG is very happy with their choices. Our next step is to meet with KBM and go through our choices so we can begin ordering the furniture for 2600.

On November 15<sup>th</sup> the Central allcove Team held their quarterly networking meeting. We were asked to present on community engagement and partnerships. I put together a PowerPoint along with Eddie's edits for our presentation. Since the youth are asked to come to these quarterly meetings, we thought it would be a good idea to have youth present alongside us. Christine was happy to be apart of the presentation. I met her with prior to the meeting to go through the PowerPoint and give her some notes and tips on what to talk about. During the presentation she talked about all the engagement we do on the YAG including



things like the photography wall, events, panels, the furniture project and more. Eddie was unable to stay for the entire meeting, so I finished presenting alongside Christine and then we had Q&A. The other grantees had many questions about how we go about engagement and partnerships. They asked about what we have learned and best practices. It was a great opportunity to present to other allcove centers.

On November 17<sup>th</sup> the Sandhill Foundation held a Wellness Partner Community Gathering. I was asked to be apart of the panel as well as two of our youth from our YAG. I reached out to the YAG to see if anyone would be interested, and two youth reached out to learn more. Unfortunately, the week of the event I was under the weather and unable to attend the event and be apart of the panel. Our two youth were able to continue on the panel and from what I heard about the event they were amazing panelists. I helped them prepare by coordinating with the Sandhill Foundation to arrange a preparation meeting. One of our youths was able to attend while the other couldn't make the time selected. I then met with them following the meeting to catch them up on everything we went through. Stanford also was kind enough to help me by stepping in and taking my place within the panel.

This month we have also continued our work with the CAT team and other allcove centers on the allcove conference that will be held in the Spring. I meet with them twice a month, once in a meeting with all the youth and the other with only partners and other grantees. Our main focus in this past month's meetings has been narrowing down a theme for the conference. So far, a popular one is a moment of pause but we still have yet to fully decided on a theme. Another focus of the meeting has been formatting a schedule for the conference. They plan to have it from Friday – Saturday and there's a lot that everyone wants to cover in the conference which has packed the schedule. A lot of the feedback from the youth has been that it's a bit overwhelming so the schedule is being adjusted. I will continue to have two monthly meetings for the allcove conference until it is fully planned.

### **PHCD**

On October 28<sup>th</sup> the State Commission took a trip here from Sacramento. They came to visit both allcove Palo Alto and our future site of allcove San Mateo. We brought chairs and tables to have snacks and coffee for everyone as well as printed out floorplans to help them picture the space once T.I. is done. It was a great opportunity for us to talk about the work we are doing to progress with our allcove center as well as an opportunity for them to ask any questions they may have. I was also able to have two youth be there to represent the YAG. The youth talked about the need for allcove centers within the community. The two YAG members were amazing and had great answers to every question asked towards them.

This past month Eddie and I met with an organization called Outlet. They focus on serving the LGBTQIA+ community with mental health services. It was a great opportunity to talk more about allcove as well as learn about the work that Outlet is doing within the community. In the future they will be a great connection for our allcove center as a referral pathway for youth who need to continue care after visiting allcove.

### **Outside trainings/partnerships**

I have continued my work with the BHRS youth committee by assisting with their Youth Action Board. We are currently recruiting for the new cohort and looking to change the vision of the Board. We are planning on having them attend the youth committee meetings instead of having their own meetings. This is so its more collaborative and they are more involved in the work the youth committee is doing.

This month I also met with Shriley for the CAT team. She currently oversees the South San Mateo County YAG. They are currently in search for a lead agency for a southern county allcove. We brainstormed on ideas of how our two YAG's can collaborate in the future and have plans to do so sometime in January/February.

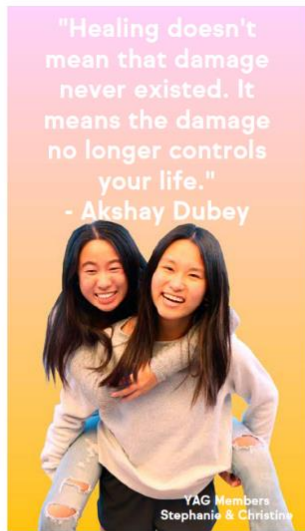
Figure 1: Photography and Quote Wall



"You are more precious to this world than you'll ever know" - Lili Reinhart



"Your now is not your forever" - John Green



"We don't heal in isolation, but in community." - S. Kelley Harrell

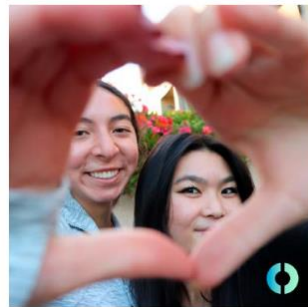


Figure 2: YAG at Sandhill Foundation Panel





## Peninsula Health Care District Health & Fitness Center

### CENTER DIRECTOR REPORT DECEMBER 2022

- **Fitness Center Operations**
  - Total members currently enrolled: 178
  - Massage therapy is attracting more clients; Q1 FY '23 we had 31 massages and in the first 2 months of Q2 FY '23, we have already had 39 massages
  
- **Marketing/Outreach**
  - Direct mailer postcard mailed 11.11.22 to local residents aged 70+ (3,104 Burlingame residents, 766 Hillsborough residents, 2712 Millbrae residents)
    - Response from mailer has been notable—we have received close to 30 calls/walk-ins/tours as well as new massage therapy clients
  
- **Fitness Center Director Finance Committee Presentation: 11.30.22**
  - See attached PPT presentation

Peninsula Health Care District  
Health & Fitness Center

## Finance Committee Report

November 30, 2022

## Fitness Center Background

- ▶ February 2018: MPMC announced plan to close program
- ▶ MPMC clients organized campaign to save Fitness Center
- ▶ Center program in line with PHCD's strategic goals
- ▶ July 2018: PHCD took over operations of the Center

## Business Plan

- ▶ Fitness Center operations finalized
- ▶ Marketing plan designed
- ▶ Budget established

## Budget Performance

▶ FY 2020	▶ FY 2021
▶ 220 members	▶ Center reopened October 2021, then closed again 4 more months
▶ COVID closure for 3.5 months	▶ 60 members returned for October opening
▶ Outreach and at-home opportunities	▶ Change in Net Assets: \$203,661 (\$16,339 better than budget)
▶ Change in Net assets: \$193,584 (\$4267 better than budget)	

## Budget Performance

- FY 2022**
  - Center operations resumed
  - 150+ members at year end
  - Massage therapy launched
  - Change in Net Assets: **\$200,488** (\$31,512 better than budget)
- FY 2023**
  - Q1: 175 members
  - Marketing & outreach plan
  - Increase memberships
  - Bring massage to The Trosdale
  - Promotion for under utilized hours

## Goals and Tactics for FY '23

- Increase membership and utilization within current hours to reduce subsidy**
  - Reach out to neighborhood businesses to see if they would want to offer gym membership to their employees
- Pursue additional revenue generating programs**
  - Extend massage to The Trosdale and promote beyond members at the Center
  - Reinvestigate if the empty exam rooms could be used as a timeshare office for 'visiting' podiatrist, chiropractor, etc.

## Cultivate & promote member satisfaction

### We've Missed You!

It's been a while since we've had the pleasure of having you here at the Fitness Center. We know the past couple of years have been a whirlwind and we would love to invite you back.

Restarting an exercise routine can be daunting, but our friendly staff is ready to assist you in the process.

Your physical and mental well-being is our priority!

We continue to offer many classes as well as the option to exercise independently. In the last year we added Massage Therapy, which has been a welcome addition. Whatever your health goals may be, we would love to help you get back on track.

Please take a look at our website to see our current offerings and more Center information. Call us today with any questions or to make an appointment to restart your membership.

**Special Offer...**  
For a limited time, we will waive the \$50 orientation fee for all former members who rejoin. Offer expires 9/30/22 and applies towards individuals who were members from July 2019 on.

1875 Trosdale Drive, Burlingame, CA 94010 | 650-448-1472 | phcdfitness.org  
 Peninsula Health Care District Health & Fitness Center | Hours: M-F, 8AM-6:30PM | Saturdays, 8AM-1PM | Holiday Hours Vary

## Members using gym featured in promo materials



"I like the fitness center because the staff and members are friendly, and I know it will help me live longer" - PHCD Member (photo on site)

We welcome all to join our Health & Fitness Center. We offer a variety of classes that support everyone's health and wellness goals, with equipment that provides options for different exercise routines.

- \*Balance Fitness
- \*Gentle Flow Stretches/Yoga
- \*Seniors in Motion
- \*Tune-up Circuit

To schedule a complimentary tour and free visitor pass, contact our Fitness Center Director, Michelle Marzinek at (650) 448-1472.

PHCD Newsletter

## Regular Promotion through social media




Peninsula Health Care District July 27 @  
We launched our new PHCD Health & Fitness Center website! Check out the latest updates and features:  
Get to know our Team members  
Learn how to become a member and the benefits of joining our Center... See more

peninsulahealth.org  
New and improved website

Peninsula Health Care District August 19 @  
Our team at the PHCD Health & Fitness Center places you at the center of your health and fitness goals by providing customized care and attention. Get to know our team who can support you in your Health and wellness journey!  
\*We offer a variety of classes for everyone from balance fitness, circuit training, to gentle stretches and yoga. We also have special classes for \*Gym facilities and wellness programs located in Burlingame and open to all 18 years and... See more

Peninsula Health Care District Health & Fitness Center  
MEET OUR TEAM  
To learn more: phcdfitness.org

## Stay visible via periodic ads in SM Daily Journal



Peninsula Health Care District Health & Fitness Center  
Celebrating 4 years!

Call us today for more information or stop by for a tour!

1875 Trosdale Drive, Burlingame, CA 94010  
650-448-1472 / phcdfitness.org

## Special Connections

### Member Spotlight:

"Over a year after a double lung transplant, I am breathing well, building muscles, and becoming stronger than I ever have been working out three to four days a week. An antigen destroyed my lungs, and now I am re-gaining my life. Thank you, Peninsula Health Care District Health & Fitness Center."

-Lynn Markwell

Peninsula Health Care District Health & Fitness Center

## Increase referral base to PT & MD offices

### Facility Brochure

Come for fitness ... stay for friends

More than just a fitness center, you'll find a welcoming environment, camaraderie and easily accessible machines.

You don't have to be a member to try us out. Ask about our Day Passes.

"Coming to the Center has helped me increase my muscle strength and my overall balance. Thank you!" Tim

Peninsula Health Care District Health & Fitness Center

JOIN NOW!

Peninsula Health Care District Health & Fitness Center  
1875 Trosdale Dr Burlingame, CA 94010 (Corner of Marco Polo & Trosdale)  
650-448-1472  
phcdfitness.org

Hours  
Mon - Fri: 8:00 am - 6:30 pm  
Sat: 8:00 am - 1:00 pm  
Closed Sundays  
Call for holiday hours

Peninsula HEALTH CARE DISTRICT  
Building a Better Community

Focused on Your Well-Being and Healthy Aging

## Direct Mailer Postcard

Peninsula Health Care District  
Health & Fitness Center

Be Active,  
Be Healthy,  
Be Happy

Peninsula Health Care District  
Health & Fitness Center

More than just a fitness center, you'll find a welcoming and clean environment, caring staff, camaraderie, and easily accessible machines.

- NuSteps, treadmills, recumbent bikes, ellipticals
- Strength training machines and more!
- Balance Fitness, Seniors in Motion, Yoga and Circuit Training classes
- Massage Therapy services available (Center membership not required to utilize this service)

**STOP BY FOR A TOUR TODAY AND RECEIVE A FREE GIFT!**

3875 Trousdale Drive, Burlingame  
on the corner of Trousdale & Marina Blvd  
650-448-1472 / phcdfitness.org  
Hours: Monday - Friday 8AM to 6:30PM  
Saturdays 8AM to 1PM

*Coming to the fitness center has helped me increase my muscle strength and overall balance!*

Presence at community health fairs with exercise themed giveaway

**Peninsula**  
HEALTH CARE DISTRICT  
*Building a Healthier Community*

SINCE 1947, PHCD HAS PROMOTED GOOD HEALTH BY PREVENTION PROGRAMS TO STAY HEALTHY, EDUCATION TO EMPOWER RESIDENTS TO MAKE HEALTHY CHOICES AND PARTNERSHIPS TO REMOVE BARRIERS TO HEALTH SERVICES.

INTERESTED IN JOINING OUR FITNESS CENTER AND LEARNING MORE ABOUT HOW TO ACHIEVE YOUR HEALTH GOALS? VISIT [PHCD.FITNESS.ORG](http://PHCD.FITNESS.ORG) FOR MORE INFORMATION.

FOR MORE INFORMATION ABOUT PHCD, PLEASE VISIT [PENINSULAHEALTHCAREDISTRICT.ORG](http://PENINSULAHEALTHCAREDISTRICT.ORG).

### RESISTANCE BAND EXERCISES

**ARM CURL**

Hold band in hand, other end securely under foot, elbow to ribcage, band arm towards shoulder. Keep wrist rigid.

**CHEST PRESS**

Wrap band around middle of back under armpits, hands start by side of chest, press forward. Do not lock elbows.

**LEG PRESS**

Hold band in hands, other end securely under foot, elbow to ribcage, band arm towards shoulder. Keep wrist rigid.

**SEATED ROW**

Loop band under sit/bottom leg, arms straight, palms facing each other, pull hands towards ribs, keep elbows down.

\*CONSULT YOUR PHYSICIAN BEFORE YOU START AN EXERCISE PROGRAM.

**E**



October 24, 2022

Mr. James Conforti  
Interim President and CEO  
Sutter Health  
2200 River Plaza Drive  
Sacramento, CA 95833

Re: Mack E. Mickelson Arthritis and Rehabilitation Center Therapy Pool

Dear Mr. Conforti,

On September 13, 2022 the Belmont City Council adopted resolution 2022-081 in support of the reopening of the Mack E. Mickelson Arthritis and Rehabilitation Center Therapy Pool for community use. The City Councilmembers sympathize with those community members who relied upon the pool before its closing in March 2020. Lack of access has led previous users to suffer diminished physical, emotional, and mental health. Closing the Mickelson pool removed an essential healthcare resource for San Mateo County residents.

The Mickelson Therapy Pool is the only facility of its kind in San Mateo County. Residents who suffer from health issues including permanent disabilities, debilitating injuries, autoimmune disorders, and mobility impairments, among others, used the Mickelson pool to rehabilitate those health issues and mitigate their physical decline. Sadly, there are no comparable warm water, ADA-accessible, therapy pools on the Peninsula able to adequately accommodate these residents.

The pool was entirely financed by community donations more than 25 years ago. Ongoing community support for reopening the pool is evidenced by the more than 4,800 patients, caregivers, and community members signing a petition to reopen the pool. City and County governments across the Peninsula, along with local civic leaders, state legislators and various organizations, also support its reopening and encourage Sutter Health to reverse its decision to permanently close this important facility.



The Belmont Council encourages Sutter Health to reverse its decision to close the Mickelson Therapy Pool and to engage with the Peninsula Health Care District, the Sequoia Healthcare District, and the County of San Mateo who have expressed willingness to assist with the cost of restoring and operating the Mickelson Pool for the benefit of their residents.

Sincerely,



City Manager

Enclosure

cc: Belmont Council  
Sutter Health Board of Directors  
Grace Davis, Vice President and Chief Public Affairs Officer/Chief of Staff, Sutter Health  
Janet Wagner, CEO, Sutter Health Mills-Peninsula Medical Center  
Melissa White, Director, Government Affairs, Sutter Health Bay Area  
Rob Bonta, Esq., California Attorney General  
Peninsula Health Care District Board of Directors  
Joseph W. Cotchett, Esq.  
Lindsay Raike, CEO, Warm Water Wellness

**RESOLUTION NO. 2022 – 2022-081****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT IN SUPPORT OF SUTTER HEALTH TO REOPEN THE MACK E. MICKELSON ARTHRITIS AND REHABILITATION CENTER THERAPY POOL FOR COMMUNITY USE AT THE MILLS HEALTH CENTER IN SAN MATEO, WITH THE SAME OPEN ACCESS HOURS THAT WERE IN PLACE PRIOR TO JANUARY 2020**

WHEREAS, the Mack E. Mickelson Arthritis and Rehabilitation Center Therapy Pool is an Americans With Disabilities Act-accessible warm water therapy pool operated by Sutter Health and located at the Mills Health Center, in San Mateo, California; and; and,

WHEREAS, the Mickelson Therapy Pool was constructed over 25 year ago using charitable contributions from residents of San Mateo County to serve as a centerpiece of an arthritis center created by Mills Peninsula; and,

WHEREAS, the Mickelson Therapy Pool has been used for over 25 years by thousands of residents of San Mateo County who suffer from a broad range of health issues, including permanent disabilities, debilitating injuries, autoimmune disorders, and mobility impairments, to rehabilitate those health issues and mitigate physical decline; and,

WHEREAS, Mickelson Therapy Pool has historically provided both preventative and interventionist therapies to residents of San Mateo County suffering from health issues; and,

WHEREAS, there is also an apparent and growing need for the services provided by the Mickelson Therapy Pool, due to San Mateo County's rapidly increasing number of elderly residents who are highly likely to suffer from health issues requiring a warm water therapy pool; and,

WHEREAS, Mickelson Therapy Pool is the only pool of its kind in San Mateo County, and there are no comparable warm water therapy pools that can adequately accommodate the residents of San Mateo County who previously relied upon Mickelson Therapy Pool and who are now suffering from acute and chronic physical pain and mental anguish without it; and,

WHEREAS, in spite of the critical need for the facility, in June 2021, Sutter Health announced that it would permanently close the Mickelson Therapy Pool to independent use by patrons and closing Mickelson removes a valuable healthcare resource for people to assist them in daily activities; and,

WHEREAS, over 4,300 patients, caregivers, and community members have signed a petition to reopen the Mickelson Therapy Pool in order to increase the health, independence, and dignity of residents who rely upon it; and

WHEREAS, the Belmont City Council value and celebrate a strong commitment to diversity, inclusion, safety, equality and dignity for all individuals in Belmont; and

WHEREAS, the therapy pool is an invaluable resource for chronic pain management and rehabilitation for seniors, disabled individuals, patients recovering from surgeries, children

with special needs, and pregnant women.

NOW, THEREFORE, the City Council of the City of Belmont resolves as follows:

SECTION 1. that promptly reopening the Mack E. Mickelson Arthritis and Rehabilitation Center Therapy Pool for community use with the same open access hours that it had prior to January of 2020 would preserve and improve the health of residents in San Mateo County who have historically relied upon it or who could benefit from warm water therapy to maintain their health, independence, and dignity and the City Council calls upon Sutter Health to reopen the Mickelson Therapy Pool and to maintain the same open access hours that were in place prior to January 2020.

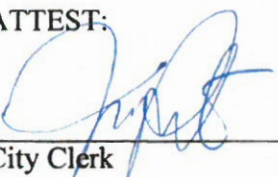
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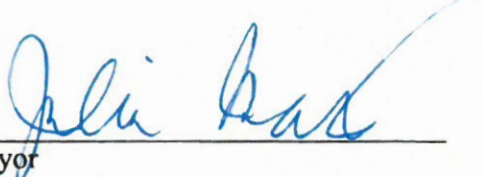
ADOPTED September 13, 2022 by the City of Belmont City Council by the following vote:

Ayes: Lieberman, Stone, Hurt, Mates

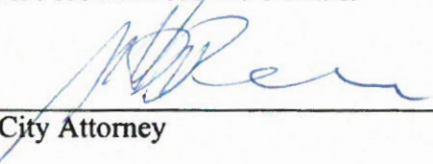
Absent: McCune

ATTEST:

  
\_\_\_\_\_  
City Clerk

  
\_\_\_\_\_  
Mayor

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney



# Dear Sutter Health,

Our community deserves to be treated with dignity and respect. By closing the Mack E. Mickelson therapy pool at Mills Health Center in San Mateo over two years ago, you have condemned the most vulnerable of us to unnecessary suffering.

The mayors and city councils of Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Pacifica, San Bruno, San Carlos, San Mateo and South San Francisco, and the San Mateo County Board of Supervisors urge you to honor your commitment as a not-for-profit to serve the people of San Mateo County.

The Mickelson therapy pool is an invaluable medical resource that was financed entirely by donations from the community.

What about the needs of disabled adults and children, stroke survivors, post-operative and acute care patients, and pregnant women who now have to travel outside the county for the unique healing benefits of warm water therapy? **Your indifference is a disgrace. Please commit to reopening the pool immediately.**

Please engage with the **San Mateo County Board of Supervisors**, the **Peninsula Health Care District** and the **Sequoia Healthcare District** who have all expressed willingness to assist with the cost of restoring and operating the Mickelson pool.

*Warm Water Wellness*



The Mickelson therapy pool which has served thousands now sits empty.



July 24, 2022 rally demanding Sutter Health reopen the therapy pool

Join us along with our supporters including:



**Josh Becker**  
State Senator



**Kevin Mullin**  
Congressman Elect



**Marc Berman** State  
Assemblymember



**David Canepa**  
Supervisor, San Mateo  
County



**JOIN US AND THE 5,000 PEOPLE WHO HAVE SIGNED OUR PETITION AT**  
<https://change.org/save-the-mickelson-pool>

**LEARN MORE AT**  
**WARMWATERWELLNESS.ORG**

Warm Water Wellness Inc is a non-profit 501(c)(3); EIN 87-4048687

