



**Join Zoom Meeting:**  
<https://us02web.zoom.us/j/83396201403>  
**Meeting ID:**  
833 9620 1403  
**One tap mobile:**  
12532158782/  
12678310333

**PUBLIC MEETING OF THE  
BOARD OF DIRECTORS  
6:30 PM, Thursday, February 22, 2024  
PHCD Classroom, 1819 Trousdale, Burlingame, 94010**

## **AGENDA**

### **1. Call to Order and Roll Call**

### **2. Public Comment on Non-Agenda Items**

*At this time, any person in the audience may speak on any items not on the agenda and any other matter within the jurisdiction of the District. Speakers are customarily limited to three minutes. If you cannot attend the meeting, but would like to offer comments, please email your comments to [Voula.theodoropoulos@peninsulahealthcaredistrict.org](mailto:Voula.theodoropoulos@peninsulahealthcaredistrict.org) or visit our website <https://www.peninsulahealthcaredistrict.org/public-comment-form>, and your comments will be read into the record. Public comment will be taken for each agenda item prior to the Board's consideration on that item.*

### **3. Report Out From Closed Session: 2/22/2024: Chairman Cappel**

### **4. Consent Calendar: ACTION**

- |   |                  |
|---|------------------|
| a. Board Meeting Minutes – January 25, 2024     | <b>Pg. 1-7</b>   |
| b. Checking Account Transactions – January 2024 | <b>Pg. 8-10</b>  |
| c. Treasurer's Report – January 2024            | <b>Pg. 11</b>    |
| d. Sonrisas Q2 FY 2023-2024 Report              | <b>Pg. 12-15</b> |

### **5. Old Business:**

- |   |                  |
|---|------------------|
| a. <b>Sutter Quarterly Report:</b> Darian Harris, CEO, Mills Peninsula Medical Center | <b>Pg. 16-19</b> |
| b. <b>Hep B Free Mid-Year Report:</b> Richard So, Executive Director, Hep B Free      | <b>Pg. 20-53</b> |

### **6. New Business:**

- |   |                  |
|---|------------------|
| a. <b>Youth Behavioral Health Program Manager Job Description:</b> Ana M. Pulido, CEO | <b>Pg. 54-57</b> |
|---|------------------|

### **7. Reports:**

#### **a. Board Standing Committees:**

**Community Health Investment** – February 21, 2024  
**Strategic Direction Oversight** – March 6, 2024  
**Finance** – March 12, 2024  
**Board Chair and Director Reports**

**8. Correspondence and Media**

- a. 1/31 CALL Primrose Thank You Letter **Pg. 58**
- b. 1/31 Peninsula Family Service Thank You Letter **Pg. 59**
- c. 1/31 Caminar Thank You Letter **Pg. 60**
- d. 1/31 Second Harvest Thank You Letter **Pg. 61**
- e. 1/31 LifeMoves Thank you Letter **Pg. 62**
- f. 2/9 Ombudsman Thank You Letter **Pg. 63**
- g. 2/9 Star Vista Thank You Letter **Pg. 64**
- h. 2/9 CASA Thank You Letter **Pg. 65**
- i. 2/9 CSDA 2024 Board Elections Timeline **Pg. 66-72**

**9. Adjourn:**

*Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District Office, 1819 Trousdale, Burlingame during normal business hours. Please call 650-697-6900 to arrange an appointment.*

If you are an individual with a disability and need an accommodation to participate in this meeting, please contact Peninsula Health Care District at least 48-hours in advance at 650-697-6900.



<b>BOARD OF DIRECTORS MEETING MINUTES</b> <b>6:30 pm Thursday, January 25, 2024</b> <b>1819 Trousdale Dr. Burlingame, Ca 94010</b> <b>(Classroom)</b>		
<u><b>Directors Present</b></u> Chairman Cappel Vice-Chairman Pagliaro Secretary Zell Director Sanchez	<u><b>Directors Absent</b></u> Director Navarro	<u><b>Also, Present</b></u> Tyler Chamness, Director of Customer Success, Care Solace, Paramita Roy, DDS

**1. Call to Order and Roll Call: Chairman Cappel** called the meeting to order at 6:34 p.m. Roll call attendance was taken. A quorum was present.

**2. Public Comment on Non-Agenda Items: Lindsay Raike** provided the Board with an update on the Mickelson pool's reopening progress. On January 3rd, she had a meeting with Jillian Thomas, the Assistant Administrator of Ancillary Services and Clinical Service Lines at Mills-Peninsula Medical Center. On January 6th, Supervisor Canepa was joined by elected community leaders at a press conference to commemorate the beginning of demolition work of the Mickelson Pool at the Groundbreaking Ceremony. Additionally, Ms. Raike expressed her gratitude to the Board for their assistance in pushing for the reopening of the pool. In particular, Director Zell was recognized for his dedicated efforts with the Ad hoc committee.

**3. Report Out From Closed Session: 1/9/2024, 1/19/2024 & 1/25/2024**

**Chairman Cappel** stated that the Board held discussions reviewing the ongoing negotiations with the PWC developers and the pending settlement of a legal matter at the Trousdale during the closed session meetings on 1/9/2024, 1/19/2024 and 1/25/2024.

**4. Consent Calendar: ACTION**

- a. Board Meeting Minutes – December 7, 2023 & December 14, 2023
- b. Strategic Direction Committee Minutes – November 1, 2023
- c. Checking Account Transactions – November 2023 & December 2023
- d. Treasurer's Report – November 2023& December 2023
- e. Q2 FY 2023-2024 Investment Report
- f. Q2 FY 2023-2024 Unaudited Financials

**Vice-Chairman Pagliaro** asked CFO Yee if there was a plan to replace the Torrey Pines 3yr-CD, as it was due to mature on 1/31/24.

**CFO Yee** replied that Torrey Pines is connected to the COP loans associated with Trousdale construction. The funds are invested at Torrey Pines per the loan agreements. However, she will evaluate the current renewal rates when the CD matures. She believes it will be higher than what the District is currently receiving.

**Chairman Cappel** inquired about the payment made to One Life Counseling in the amount of \$7,825 that appears on page 19.

**CEO Pulido** replied that the District was required to hire a licensed clinician to help draft the allcove™ center manual for Stanford's approval.

**Motion to Approve Consent Calendar as Presented**  
**Motion: By Director Sanchez; Vice-Chairman Pagliaro**  
**Vote: Ayes – Cappel, Pagliaro, Zell, Sanchez**  
**Noes: 0**  
**Abstain: 0**  
**Motion Passed: 4/0/0**

## 5. Old Business:

### a. The Trousdale Emergency Generator for the Refrigerator and Freezer Units

Proposal: Sylvia Chu, Executive Director, The Trousdale

Eskaton's Capital Projects Manager, Rose Miller, and Ralph Barsi reached out to several vendors for bids. The two agencies that responded were Young Electric & Communications and Pinnacle Electrical Co., Inc.

#### **RECOMMENDED ACTION:**

To approve the lower contract bid of **\$29,376.00** from Young Electric & Communications.

**Motion to Approve contract bid of \$29,376.00 from Young Electric & Communications.**  
**Motion: By Director Sanchez; Vice-Chairman Pagliaro**  
**Vote: Ayes – Cappel, Pagliaro, Zell, Sanchez**  
**Noes: 0**  
**Abstain: 0**  
**Motion Passed: 4/0/0**

**b. Care Solace 2023 Yearly Update to the Board of Directors:** Tyler Chamness, Director of Customer Success, Care Solace

#### **Presentation Highlights**

***Time is Valuable***

- It takes time-consuming back and forth communication (60 calls on average) to find help matched to specific needs
- 80% of those who need help don't receive the care they need
- With Care Solace, people connect to resources within 5 days on average

### ***Key Services***

- Care Loop
  - Warm Handoff and Real-Time Tracking
- Care Companions
  - 24/7/365 Multilingual Navigation Support
- Care Match
  - Anonymous Self-Service Search Tool

### ***Peninsula Health Care District Needs***

#### **Gender**

- Female: 52%
- Male: 48%

#### **Ethnicity**

- Hispanic/Latino: 24%
- White/Caucasian: 27%
- Asian/ Pacific Islander: 23%
- Other 12%
- Black/ African American: 3%
- Decline to answer: 1%

#### **Age Group**

Children: 63%  
 Adults: 20%  
 Adolescents: 17%

### ***Peninsula Health Care District 23-24***

#### **Key Performance Indicators (KPIs)**

KPI's Defined:

**Inbound Interactions:** All in-bound phone calls, emails, and video-chats from community members

**Communication Saved:** All outbound calls, emails, and texts by team to coordinate care

**Warm Hand-offs:** Referrals from school staff for help connecting to care

**Family Initiated Cases:** Community members who contacted Care Solace directly for help making an appointment

**Total Appointments Into Care:** Number of Warm Handoffs and Family Initiated Cases who confirmed appointments using Care Solace services.

**Anonymous Searches:** All completed searches through a proprietary link

### ***Recommendations for Continued Success***

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

### ***Q & A with Tyler Chamness***

***What exactly does the 63% of children under "Age Groups" represent?***

This school year, 63% of service requests have been for children ages 3-11.

***How is the cost of implementing this program in a school district structured? Is it a monthly membership fee or a subscription?***

The cost is based on a per-student annual payment model, which amounts to approximately \$2.50 per student.

***Why does Burlingame have a significantly higher number of cases compared to Millbrae and San Bruno despite being similar in size?***

The higher number of cases in Burlingame compared to other areas in the county could be attributed to effective public awareness campaigns and communication about available services. This is supported by the significant number of anonymous searches from Burlingame, indicating that the information is reaching a wider audience.

## **6. New Business:**

### **a. Recommendation to Appoint Paramita Roy, DDS, on the Sonrisas Dental Health**

**Board of Directors:** Lawrence Cappel, Chairman, and Ana M. Pulido, CEO

Back in September 2023, CEO Fecher notified CEO Pulido that one of the five seats on the Sonrisas Board that the Peninsula Health Care District appoints according to section 4.3 of the Sonrisas Dental Health Bylaws would soon be vacated by Sheryl Young.

Chairman Cappel notified the Board of the vacancy, and CEO Pulido requested that Directors submit names for consideration. CEO Fecher was also offered the opportunity to submit names for consideration. From October through November, CEO Pulido screened potential candidates, and a

finalist was selected to be interviewed by Chairman Cappel, followed by a meeting with CEO Fecher. All stakeholders involved in the process unanimously supported Dr. Roy's candidacy.

**RECOMMENDATION:**

**Approve the appointment of Paramita Roy, DDS, to the Sonrisas Dental Health Board of Directors.**

**Motion to Approve the appointment of Paramita Roy to the Sonrisas Dental Health Board of Directors.**

**Motion: By Director Sanchez; Vice-Chairman Pagliaro**

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

**Noes: 0**

**Abstain: 0**

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

**b. CalPERS Staff Discussion:** Ana M. Pulido, CEO and Vickie Yee, CFO

***Staff Feedback***

- The benefits package, particularly the CalPERS offering, played a significant role in their decision to join PHCD
- 5-year vesting at CalPERS encourages staff retention and job satisfaction, as well as provides a pathway to a solid, vested security
- Staff prefers current model in which CalPERS selects a stable mix of investments, and they do not seek the flexibility to personally invest funds in the market
- Staff strongly values a pension plan due to its secure payments throughout retirement
- Alternative 457B plan has a lower maximum contribution and fewer investment options compared to a traditional Non-Profit 403B plan
- There is concern over the level of benefits of the alternative plan offered since the employer contribution would no longer be fixed
- Staff would not choose more pay over losing CalPERS benefits
- In a competitive market, the benefit package is the deciding factor for many

**Chairman Cappel** asked how many employees are currently covered by CalPERS.

**CFO Yee** responded that there are nine employees currently being covered.

**Chairman Cappel** stated that, from his experience, it is costly to exit CalPERS.

**Director Zell** questioned the rationale behind public agencies offering benefits that are not offered in the private sector, particularly when these agencies are facing financial difficulties. Instead of allocating funds toward former employees, the District could utilize these resources to fulfill its mission. Moreover, Director Zell emphasized that any plans for future growth should take into account the financial obligations associated with CalPERS. Allocating a significant portion, ranging from 20% to 30% of the future budget, like other agencies, to support individuals who are no longer employed, could greatly jeopardize the organization's viability.

**Counsel Hudak** believes that the District has the flexibility to modify healthcare benefits for future employees, but retirement benefits are required to be the same for all employees. Counsel Hudak suggested management to follow up with BBK on this matter.

## **7. Reports:**

### **a. Board Standing Committees:**

Strategic Direction Oversight – January 16, 2024

**Chairman Cappel** stated that this meeting was held the previous week and commended SID Rodriguez for a phenomenal job in presenting the plan.

Community Health Investment – February 21, 2024

**Director Sanchez** stated that the next meeting will be held on February 21st.

Finance – March 12, 2024

**CFO Yee** stated that the Finance Committee did not meet in January and that the next meeting will be held on March 12th.

### **Board Chair and Director Reports**

**CEO Pulido** introduced the new allcove™ Clinical Director, Marc Rappaport. Director Rappaport is a licensed marriage and family therapist with over 20 years of experience in mental and behavioral health. He has worked at several organizations, including non-profit health centers, and brings a wealth of experience in working with childhood trauma, psychopathology, PTSD, and individuals struggling with substance abuse. He obtained a B.S. in Psychology from UC Santa Cruz and a Master of Arts in Counseling Psychology from California Institute of Integral Studies in SF.

**Vice-Chairman Pagliaro** stated that he will be in a meeting with the Association of California Special District the following day. He has been appointed to the Legislative Committee.

## **8. Correspondence and Media**

### **a. 12/18 StarVista Thank You Letter**

### **b. 12/18 City of San Bruno Draft Environmental Impact Report for the Tanforan Redevelopment Project**

## **9. Adjourn: 7:29 pm**





<b>SPECIAL BOARD OF DIRECTORS MEETING MINUTES</b> <b>Thursday, January 25, 2024</b> <b>1819 Trousdale Dr. Burlingame, Ca 94010</b> <b>(Classroom)</b>		
<u><b>Directors Present</b></u> Chairman Cappel Vice-Chairman Pagliaro Secretary Zell Director Sanchez	<u><b>Directors Absent</b></u> Director Navarro	<u><b>Also, Present</b></u>

**1. Call to Order and Roll Call:** Chairman Cappel called the meeting to order at 7:31 p.m. Roll call attendance was taken. A quorum was present.

**2. Public Comment on Non-Agenda Items:** No Public comments were offered.

**3. New Business: Action Item**

**A. Consider and Approve an Amendment Extending the Exclusive Negotiating Agreement with the Developers of the Peninsula Wellness Community Project: Lawrence Cappel, Board Chairman**

**Chairman Cappel** stated that this is the agreement that the Board has been discussing during closed session meetings. If approved, it would extend the agreement with the developers for an additional 90 days.

**Motion to approve Amendment Extending the Exclusive Negotiating Agreement with the Developers of the Peninsula Wellness Community Project**

**Motion: By Vice-Chairman Pagliaro; Seconded By Director Zell**

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

**Noes - 0**

**Abstain - 0**

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

**4. Adjourn:** 7:33 pm

**Peninsula Health Care District  
Checking Transactions  
January-24**

<b>Date</b>	<b>Description</b>	<b>Deposit</b>	<b>Withdraw</b>
<b>Admin</b>			
1/2/2024	CalPERS Pension		3,092.33
1/2/2024	SC Property Management		31,121.00
1/4/2024	TREI Capital LLC DBA ABusinessManaqer.com		3,575.00
1/4/2024	Comcast		509.39
1/4/2024	Henry Sanchez		500.00
1/4/2024	Oropeza's Landscaping & Maintenance		450.00
1/4/2024	Vickie Yee		77.24
1/4/2024	City of Burlingame Water Dept		183.23
1/4/2024	Allied Administrators for Delta Dental		1,229.77
1/4/2024	Precision Digital Networks		926.25
1/4/2024	Peninsula Volunteers, Inc		2,560.00
1/4/2024	Streamline		375.00
1/4/2024	Mission Met, LLC		2,250.00
1/4/2024	Iron Mountain		699.93
1/4/2024	Comcast		537.82
1/4/2024	Precision Digital Networks		975.00
1/9/2024	Anna Naufahu	150.00	
1/9/2024	Anna Naufahu	150.00	
1/9/2024	Community Initiatives	600.00	
1/9/2024	RSC Insurance Brokerage Inc.	2,085.27	
1/9/2024	FSA Payment		70.00
1/10/2024	FSA Payment		5.00
1/10/2024	Paychex		397.89
1/10/2024	Fund Transfer from Admin to Leasing		500,000.00
1/11/2024	California Public Employees Retirement		13,997.98
1/11/2024	J & E Pro Cleaning and Handy Services		825.00
1/11/2024	Best Best & Krieger, LLP		192.50
1/11/2024	Alhambra		164.84
1/11/2024	Voler Strategic Advisors Inc.		8,000.00
1/11/2024	Burlingame Chamber of Commerce		1,350.00
1/11/2024	PG&E		535.72
1/11/2024	Bay Alarm		323.34
1/11/2024	KBA Document Solutions, LLC		213.20
1/11/2024	Precision Digital Networks		1,376.00
1/11/2024	PURCOR Pest Solutions		95.00
1/11/2024	Caminar, Inc.		55,000.00
1/11/2024	StarVista		50,000.00
1/11/2024	Peninsula Family YMCA		50,000.00
1/11/2024	Catholic Charities		50,000.00
1/11/2024	CORA - Community Overcoming Relationship Abuse		45,000.00
1/11/2024	Peninsula Family Service		40,000.00
1/11/2024	Vista Center for the Blind and Visually Impaired		38,000.00
1/11/2024	Community Initiatives		35,000.00
1/11/2024	LifeMoves		30,000.00
1/11/2024	Jewish Family & Children's Services		30,000.00
1/11/2024	San Mateo Police Activities League		30,000.00
1/11/2024	The HEAL Project		25,000.00
1/11/2024	KARA		25,000.00
1/11/2024	Peninsula Jewish Community Center		10,000.00
1/11/2024	Foster City Village, Inc.		10,000.00
1/11/2024	Burlingame Park & Recreation Dept		10,000.00
1/11/2024	One Life Counseling Center		60,000.00
1/11/2024	Peninsula Volunteers-Meals on Wheels		55,000.00
1/11/2024	Ability Path		55,000.00
1/11/2024	Call Primrose		20,000.00
1/11/2024	Fresh Approach		25,000.00
1/11/2024	First 5 San Mateo County		60,000.00
1/11/2024	AnewVista Community Services		15,000.00
1/11/2024	Villages of San Mateo County		15,000.00
1/11/2024	Justice At Last, Inc.		20,000.00
1/11/2024	Breathe California of the Bay Area, Golden Gate, and Central		20,000.00
1/11/2024	Peninsula Bridge		30,000.00
1/11/2024	One Life Counseling Center		6,901.25
1/11/2024	Precision Digital Networks		291.00

Date	Description	Deposit	Withdraw
1/12/2024	Paychex		85.00
1/12/2024	FSA Payment		100.00
1/12/2024	Paychex Payroll 01/15/24		30,648.68
1/12/2024	Payroll Taxes 01/15/24		18,818.95
1/12/2024	Workers Compensation Insurance Payroll		175.63
1/16/2024	CalPERS Pension		3,957.77
1/16/2024	Second Harvest of Silicon Valley		50,000.00
1/16/2024	Healthier Kids Foundation		30,000.00
1/16/2024	The Latino Commission		20,000.00
1/16/2024	Boys & Girls Clubs of the Peninsula		35,000.00
1/16/2024	Edgewood Center for Children and Families		35,000.00
1/17/2024	County of San Mateo, CA	8,789.96	
1/18/2024	Cardmember Service		5,484.18
1/19/2024	CASA of San Mateo County		30,000.00
1/19/2024	JWT & Associates, LLP		2,625.00
1/19/2024	Ralls Gruber & Niece LLP		15,700.81
1/19/2024	The Signworks		5,316.92
1/22/2024	Paychex		120.00
1/24/2024	Heritage Bank Monthly Fee		133.85
1/25/2024	Recology		248.58
1/25/2024	Mark D. Hudak		3,375.00
1/25/2024	Dana M Stein		480.00
1/25/2024	Color Print		122.74
1/25/2024	First Citizens Bank & Trust Co		435.68
1/25/2024	Mark D. Hudak		1,035.00
1/26/2024	County of San Mateo, CA	47,131.49	
1/31/2024	Paychex Payroll 01/31/24		35,023.06
1/31/2024	Payroll Taxes 01/31/24		20,962.83
1/31/2024	Workers Compensation Insurance Payroll		198.34
1/31/2024	Interest		
		750.03	
		<b>59,656.75</b>	<b>1,836,848.70</b>
<b>Health Fitness</b>			
1/4/2024	Joan Sanchez		300.00
1/4/2024	City of Burlingame Water Dept		226.13
1/4/2024	City of Burlingame Water Dept		8.00
1/4/2024	KBA Document Solutions, LLC		18.57
1/4/2024	Gym Doctors		342.74
1/4/2024	Streamline		63.00
1/9/2024	Eskaton	826.10	
1/9/2024	Eskaton	3,374.64	
1/10/2024	Mindbody Merchant Processing		316.49
1/11/2024	Mindbody, Inc.		220.50
1/11/2024	J & E Pro Cleaning and Handy Services		1,150.00
1/11/2024	U. S. Bank Equipment Finance		83.71
1/11/2024	Bay Alarm		292.26
1/11/2024	Crothall Laundry Services Inc.		198.38
1/11/2024	PG&E		904.50
1/18/2024	Cardmember Service		886.46
1/25/2024	AT&T		329.50
1/25/2024	Recology		268.28
1/25/2024	Crothall Laundry Services Inc.		198.38
1/31/2024	Interest		
1/31/2024	Health and Fitness January 2024	27.93	
		9,892.00	
		<b>14,120.67</b>	<b>5,806.90</b>
<b>Leasing</b>			
1/4/2024	Bleyle Elevator, Inc		95.00
1/4/2024	Oropeza's Landscaping & Maintenance		1,260.00
1/4/2024	Ralph Barsi		2,000.00
1/4/2024	PG&E		2,628.02
1/4/2024	PG&E		1,843.93
1/4/2024	City of Burlingame Water Dept		1,466.94
1/4/2024	City of Burlingame Water Dept		662.85
1/4/2024	City of Burlingame Water Dept		84.03
1/4/2024	City of Burlingame Water Dept		252.65
1/4/2024	City of Burlingame Water Dept		207.36
1/4/2024	City of Burlingame		12.00
1/4/2024	Cintas Fire Protection		1,423.06

Date	Description	Deposit	Withdraw
1/4/2024	Bay Alarm		292.26
1/9/2024	Houn Young Kim, DDS	2,076.18	
1/9/2024	Patricia Dugoni, CPA	2,400.00	
1/9/2024	Ability Path	6,628.00	
1/9/2024	Burlingame Therapeutic Associates	2,729.90	
1/9/2024	Eugene Kita, DDS	1,609.89	
1/9/2024	Carol Tanzi & Associates	500.00	
1/9/2024	Ross Williams, DDS	2,083.19	
1/9/2024	Preferred Prosthetics Inc.	2,881.57	
1/9/2024	April Lee, DDS	2,719.14	
1/9/2024	One Life Counseling Service	1,430.00	
1/9/2024	Zoya Galant, DDS	2,403.61	
1/9/2024	Bay Area Foot Care	3,224.00	
1/10/2024	Fund Transfer from Admin to Leasing	500,000.00	
1/11/2024	J & E Pro Cleaning and Handy Services		1,918.53
1/11/2024	Bay Alarm		292.26
1/11/2024	Bleyle Elevator, Inc		95.00
1/11/2024	Cintas Fire Protection		1,269.59
1/11/2024	PURCOR Pest Solutions		645.00
1/17/2024	US Bank - COP		1,915,099.90
1/18/2024	Cardmember Service		59.00
1/19/2024	Western Allied Mechanical, Inc.		465.00
1/19/2024	Angelo Cosentino		225.00
1/25/2024	All Temperature Service Air Conditioning		1,430.00
1/25/2024	GM Construction		3,995.00
1/25/2024	Recology		1,728.77
1/25/2024	Recology		819.29
1/25/2024	Recology		1,073.14
1/31/2024	Interest	337.28	
		<b>531,022.76</b>	<b>1,941,343.58</b>
<b>PWC</b>			
1/4/2024	Streamline		42.00
1/11/2024	Perkins Coie LLP		16,237.35
1/25/2024	Mark D. Hudak		270.00
1/31/2024	Interest	18.25	
		<b>18.25</b>	<b>16,549.35</b>
<b>Trousdale</b>			
1/2/2024	Trousdale Tenant Deposit	40,094.65	
1/2/2024	Heartland Merchant Account		428.95
1/4/2024	Eskaton Properties Inc		594,958.64
1/4/2024	Imperial Flooring Solutions		19,739.00
1/8/2024	Trousdale Tenant Deposit	5,000.00	
1/8/2024	Trousdale Tenant Deposit	69,082.45	
1/11/2024	Eskaton Properties Inc		14,711.55
1/12/2024	Trousdale Tenant Deposit	118,187.04	
1/17/2024	Trousdale Tenant Deposit	142,032.28	
1/17/2024	Trousdale Tenant Chargeback		5,183.42
1/17/2024	US Bank - COP		482,026.54
1/19/2024	Trousdale Tenant Deposit	640,114.13	
1/22/2024	Trousdale Tenant Chargeback		7,431.00
1/25/2024	Eskaton Properties Inc		371,000.09
1/25/2024	Trousdale Tenant Deposit	5,000.00	
1/25/2024	Trousdale Tenant Deposit	58,711.11	
1/26/2024	Trousdale Tenant Deposit	21,213.19	
1/30/2024	Trousdale Tenant Deposit	40,549.41	
1/31/2024	Interest	421.96	
		<b>1,140,406.22</b>	<b>1,495,479.19</b>

**STATUS OF CURRENT YEAR TAX REVENUES**

Total As Of <u>1/31/24</u>	Estimated FY 23-24 <u>Tax Revenue</u>
<u>\$ 5,014,780</u>	<u>\$ 8,500,000</u>

**Board Designated Invested Funds**

			<u>Cost Basis</u>		<u>Market Value</u>
	<u>Rate Last QTR</u>	<u>Fees Paid Fiscal YTD</u>	<u>12/31/23</u>	<u>1/31/24</u>	<u>1/31/24</u>
Bridge Bank - 1yr CD (mature 1/31/25)	2.750%		3,159,128	3,162,711	3,162,711
Fiduciary Trust	*	2,963	1,724,323	1,729,767	1,729,861
City National Bank	*	14,230	15,242,035	15,368,674	15,291,252
Local Agency Investment Fund	3.814%		5,944,087	6,003,802	6,003,802
San Mateo County Pool Investment	3.426%		3,644,748	3,676,301	3,676,301
			<u>29,714,321</u>	<u>29,941,256</u>	<u>29,863,927</u>

\* Yield to maturity



**DATE:** January 31, 2024

**TO:** Peninsula Health Care District Board of Directors

**FROM:** Spandan Chakrabarti, Community Resources Director

**RE:** **Sonrisas Dental Health FY 23-24 Second Quarter Report**

Sonrisas Dental Health is pleased to share the results and outcomes with the PHCD board for the first half of FY 2023-24, encompassing the period of July 1 through December 31, 2023.

**CLINICAL AND OUTREACH OUTCOMES IN PHCD SERVICE AREA:**

In this time, Sonrisas has met the following clinical and outreach outcomes in the PHCD service area.

**Clinical:**

<b>Clinic Visits for Patients (PHCD zip codes only)</b>					
	Special Needs	HPSM Visits	Access to Care (HPSM, Affordable Scale, FQHC)	All PHCD Visits	Unique Pts PHCD Residents
July	18	293	370	483	423
August	14	380	460	579	503
September	9	302	369	464	413
October	13	332	415	500	411
November	8	328	386	473	399
December	15	287	359	454	386
<b>YTD Total</b>	<b>77</b>	<b>1,922</b>	<b>2,359</b>	<b>2,953</b>	<b>1,641</b>



### School Screenings:

#### School Screening Cumulative Data (PHCD zip codes only)

		Children at priority schools	Priority children
Children Screened	285	156	129
Schools Served	3 (Belle Air Elementary, Laurel Elementary, Turnbull Preschool)		
Districts Served	2 (SMFCSD, San Bruno Park)		

### Older Adults Dental Screenings:

#### Older Adult Screening Cumulative Data (PHCD service area)

Older Adults Screened	76
Older adult screening locations	3 (Self Help for the Elderly - San Mateo (x2), Self Help for the Elderly – Millbrae, Burlingame Community Center)

**Community Partnerships:** In the first half of FY24, Sonrisas has continued to work with existing community partners and welcomed at least 4 new community partners in PHCD boundaries: Self Help for the Elderly (Millbrae), the Millbrae Public Library, the Burlingame Community Center, and Parent Venture.

### GENERAL UPDATE

Overall, clinicians in San Mateo, Half Moon Bay, and our mobile clinic in La Honda saw a combined 3,846 individuals, accounting for 7,041 patient-visits in the first half of the 2023-24 fiscal year. Of these, 1,641 PHCD residents accounted for 2,953 visits, a 12% visit-volume increase from the year-ago period. In addition, our outreach, education, and screening programs reached 1,757 individuals.

Within the PHCD service area, screenings and educational programs took place at 3 schools and childcare programs covering 2 local school districts and at 3 community locations for older adults (total of 4 older adult screenings).



Along with maintaining and expanding upon an impressive collection of community partners, Sonrisas is proud to contribute to the broader San Mateo county's understanding and appreciation of oral health inequities that affect low-income and other disadvantaged communities. On October 10, Sonrisas Community Engagement Director Bonnie Jue, DDS, and Board Member Henry Sanchez, MD, took part in a community panel discussion during a Dental Equity Seminar at the PHCD offices in Burlingame, CA. The seminar, organized by young leaders from Burlingame High School, also counted Burlingame Mayor Michael Brownrigg and PHCD CEO Ana Paulido among panelists, as well as representatives from health care, housing, and private dental care providers serving families and children in San Mateo county.

This panel presented an open dialogue about barriers to care and the role of private practice, business, civic organizations and governments in developing and implementing solutions.



*Panelists at the Dental Equity Seminar in Burlingame, CA on October 10, 2023*

### **Strategic Plan:**

With the end of Q2, Sonrisas' FY23-25 strategic plan timeline is at its midpoint. There are three focus areas: Sonrisas Culture, Sustainable Growth and Patient and Community Engagement. Some areas of progress in the first quarter include:

- **Culture:**
  - Sonrisas' management team (executive leadership and supervisors) continues to progress in our yearlong leadership coaching and training program to increase the capacity of the team. In





addition to developing people-focused leadership skills, this is helping the management team address and improve cross-teams collaboration and understanding.

- **Sustainable growth:**
  - Over the second quarter, Sonrisas leadership has spent significant time and resources exploring FQ (federally qualified reimbursement rate) pathways for a greater share of Sonrisas patients. Of the four models explored (becoming an FQHC, FQHC-look-alike, FQHC sub-recipient, and FQHC subcontract), expanding our subcontracting relationship appears to be the most practical path in the short-to-medium term to increasing reimbursement rates for Sonrisas patients who are already seen at other FQHCs for medical care. The sub-recipient path, which would allow Sonrisas to set its own rate, is under consideration as a longer-term solution. The FQHC-look-alike route, which can be achieved through partnering with a medical provider, is under consideration as well. The full FQHC option is not viable, as it requires providing medical services to patients.
  - Sonrisas has concluded Q2 with a fully established Development Committee to expand its donor network, increase fundraising revenue, and work with fundraising staff to promote development activities.
  
- **Community engagement:**
  - With the experience of a pilot patient survey that was completed in Q1, Sonrisas is now in the process of improving ongoing survey content, enhancing technological tools and capacity, and broadening access to the survey.

We thank PHCD for its support of Sonrisas and investment in our community. Thank you for your commitment to our common vision!

# MPMC Update

Peninsula Healthcare District Partnership

Darian Harris, MHA  
CEO Mills-Peninsula Medical Center  
February 2024

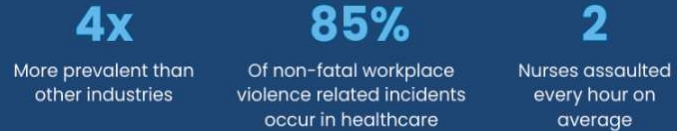


## MPMC Update

### TACKLING WORKPLACE VIOLENCE IN HEALTHCARE

Violence against healthcare workers is a worldwide crisis that threatens healthcare organizations at their core and gravely affects both patient and employee well-being.

#### VIOLENCE IN HEALTHCARE BY THE NUMBERS



Supporting State Policies to Improve Workplace Safety and Access to Care



As one of California's major health systems, we know how important it is to be engaged in policy development at all levels of government. That's why Sutter has a team dedicated to ensuring our voice is heard while policy options are being debated. As we begin 2024, we have identified these four key areas for partnership with state lawmakers to drive change for our patients, employees and communities – workplace safety, access to care, workforce development, and mental health.

**WORKPLACE SAFETY**  
Being able to go to work and feel safe from harm is non-negotiable. However, that isn't the case for far too many healthcare workers today. One study says that healthcare workers are four times more likely to be victimized than workers in private industry. This is unacceptable, and we expect our elected officials to do all they can to fix this. That is why Sutter Health is supporting Assembly Bill 977, which extends the penalties for violence committed against first responders to all healthcare workers providing services in emergency departments.



# Sutter Health Enhanced M/V/V & Refreshed Brand



## MISSION

### Why We Exist

Caring for our patients first  
and our people always

Caring is the reason we exist and why  
we never stop making healthcare better.  
Every patient, every person is important.  
Every team working together. Every time.



**CMS**  
CENTERS FOR MEDICARE & MEDICAID SERVICES  
**5-Star Quality Rating System**

**LEAPFROG HOSPITAL SAFETY GRADE**  
This Hospital's Grade: **A** (SPRING 2023)  
This Hospital's Grade: **A** (FALL 2023)

**BEST HOSPITALS**  
USNews  
Sutter Mills-Peninsula Medical Center

**AMERICA'S BEST IN-STATE HOSPITALS 2024**  
Newsweek  
POWERED BY statistix

**OUTSTANDING PATIENT EXPERIENCE AWARD**  
2023  
healthgrades

**PATIENT SAFETY EXCELLENCE AWARD**  
2023  
healthgrades

**2023 GET WITH THE GUIDELINES GOLD PLUS**  
TARGET: STROKE HONOR ROLL CLINIC  
TARGET: EYE & ORBITAL TUMOR HONOR ROLL  
STROKE

**AMERICA'S 50 Best HOSPITALS™**  
2023  
healthgrades

**ACS NSQIP**  
AMERICAN COLLEGE OF SURGEONS  
NATIONAL SURGICAL  
QUALITY IMPROVEMENT PROGRAM

**2023 Mission: Lifeline™**  
BRONZE PLUS  
STEM RECEIVING

**Thrombectomy-Capable Stroke Center**  
Sutter Health Mills-Peninsula Medical Center

# Looking ahead to 2024



Increasing Access: Planning Efforts



Expanding Workforce Pipelines



Sharing our Legacy of Excellence



Enhance Community Partnerships



Sharing our Legacy of Excellence



## Sharing the Celebration!



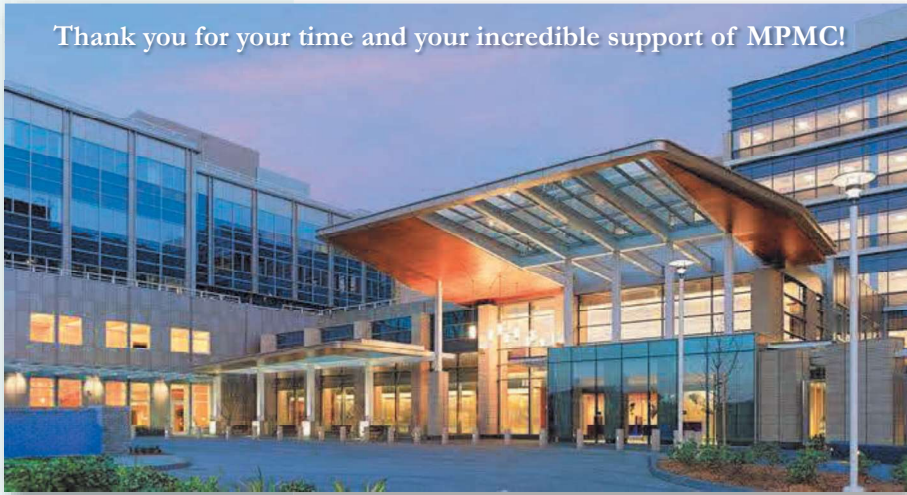
# Exceptional care never stops.



America's 50 Best Hospitals (Top 1%), 2024 | Healthgrades



Thank you for your time and your incredible support of MPMC!



## CY2023 PHCD Grant Report

### 2023 Peninsula Health Care District Hepatitis B Initiative

#### **Executive Summary:**

In 2023 SF Hep B Free partnered with the Peninsula Health Care District on an initiative to improve awareness and knowledge around hepatitis B and the liver cancer it causes. The ultimate goal was to improve community awareness and increase screening, vaccination and treatment to decrease the harm hepatitis B and liver cancer cause. The intervention methodology included an innovative multi pronged approach using a targeted media campaign with digital advertising, and ethnic media, an in-person door to door business education campaign, vaccination promotion and physician education, as well as pre and post surveys to gauge knowledge improvements and potential action steps of participants. This multi pronged approach was used to engage the community on the issue in as many forms as possible at the same time to improve general saturation of the message.

Results of the initiative indicate overall success in reaching the community with education especially to target populations which are likely to most benefit from the information. While many goals were exceeded, others based on achieving certain screening numbers and vaccination numbers were less successful and indicate a need to adjust screening and vaccination strategies to the challenges of community based interventions. Many lessons were learned which can be applied to renewed interventions to improve engagement, efficiency and explore potentially more fruitful interventions.

**Table of Contents**

<b>Original Goals vs Initiative Achievements and Analysis</b>	<b>3</b>
<b>Summary of Education and Screening Events</b>	<b>9</b>
<b>Conclusions and Next Steps</b>	<b>10</b>
<b>Original Pre and Post Survey Detailed Results</b>	<b>11</b>
<b>Business Education Post Survey Detailed Results</b>	<b>16</b>
<b>Campaign Photos</b>	<b>17</b>

## Original Goal:

Develop a comprehensive multi pronged strategy to increase awareness and screening, through education for hepatitis B, aiming to ultimately reduce the incidence of liver diseases caused by hepatitis B

Original Prongs:

### 1. Targeted Media Campaign:

- a. Targeted digital advertising campaign using:
  - i. Social mirroring - ads that look like social media posts but appear on other websites based on behavior (ethnicity, language, and location)
  - ii. Mobile conquering - ads reaching consumers on their mobile devices based on location and behavior targeting (e.g. “China mobile subscribers”, “oriental goods”, “pharmacy”, “Chinese food products”, and “Asian grocery stores”)
  - iii. Display ads - ads using location, and ethnicity that are displayed on websites
- b. Results:
  - i. Overall in Bay Area:
    1. **1,950,000** impressions with **~7,000** clicks - **0.35%** engagement (**5X** national average of 0.07)
  - ii. Within PHCD:

City	Number of Impressions
San Mateo	216,280
Burlingame/Hillsborough	154,823
San Bruno	132,149
Millbrae	71,109
Foster City	3,824
<b>Total</b>	<b>578,185</b>

- c. Other Media Efforts:
  - Research has shown that using targeted ethnic media outlets for health interventions can better reach those targeted audiences over mainstream English media. E.g. SF Hep B historical surveys indicated that Chinese audiences tend to get significant information from Chinese radio

Date of Event	Description	Number Educated (mostly Bay Area residents)
2/21/23	Live Mandarin Singtao radio show	~10,000 - 100,000+
4/4/23	Radio Bula Duavata interview (Pacific Islander radio show)	~8,500



4/14/23	KTSF Interview (Biggest Chinese TV station in Bay Area)	-10,000+
10/13/23	Live Cantonese Singtao radio show	~10,000 - 100,000+
11/7/23	Singtao newspaper article	~ 2,000 - 15,000+
	<b>Total</b>	<b>~115,000</b>

## d. Original Goal vs Achieved:

Objective	Original Goal	Achieved	% of Goal
Indirectly Educate	200,000-300,000	~600,000	~240%

## i. Details:

1. Likely a minimum of **600,000** PHCD indirectly educated via targeted digital advertising, ethnic Chinese radio programming, Chinese newspaper and Pacific Islander radio.
2. Dramatic increase in SF Hep B Free website landing page to direct users to get screened
  - a. Increase from 5 - 10 users a day to **50-200** users a day during the 3 month campaign
  - b. **8,200** new users during the campaign vs 2,000 during the same time the year prior

## e. Analysis:

- i. Very successful in achieving impressions and increased exposure for hepatitis B and the liver cancer it causes. Very likely caused an increased number of residents to be educated, screened and/or speak to their family, friends, and/or healthcare providers about hepatitis B

2. **Business Initiative** – campaign to focus on Asian-centric businesses in Northern San Mateo County and improve awareness, screening, vaccination and linkage to care around hepatitis B. Project to start in Millbrae.

## a. Results:

- i. Visited **60** downtown mostly Asian-centric businesses
  1. Educated **~45** employees
  2. Left education and vaccination materials in small display case for staff and customers in **16** businesses
  3. Put up flyers in **27** businesses
  4. **11** businesses signed business pledges

## b. Original Goal vs Achieved:

Objective	Original Goal	Achieved	% of Goal
Minimum Screened	200	39	20%
Minimum Directly Educated	300	~500	167%
Minimum Education Materials Distributed	500	~600	120%

Minimum Pre and Post Surveys Completed	300	~80	27%
--	-----	-----	-----

- c. Analysis:
- i. The business initiative component of the campaign gave us the opportunity to engage with the target community and interact with a population (store owners and employees) that may be less likely to be familiar with hepatitis B and the liver cancer it causes. We educated many store employees and some owners. As we suspected, many were not familiar with hepatitis B and its dangers. We traversed downtown Millbrae and approached every business that we felt served a majority of Asian customers. We were able to leave education materials for customers and staff in the form of 20 education brochures (English or Chinese), 20 “take this card to your doctor” cards and 20 “visit the pharmacy” cards in each establishment. Additionally, 11 businesses committed to, and signed our business pledge to educate their employees and share hepatitis B information. While we exceeded our direct education goals and education materials handed out goals, we were unable to achieve our screening and pre/post survey goals. We did encourage all those we educated to take the “take this card to your doctor” card to their doctor as a simple and easy way to get tested.
- d. Lessons Learned/Improvements Going Forward:
- i. While we believe going business to business was an important and novel way to reach a hard to reach target population, the time and effort needed to visit businesses, perform a quick education, and persuade businesses to engage with our campaign, made the work immensely time consuming and difficult. In many cases, businesses were closed, too busy to interact with, or the business owner was not available despite returning to the businesses on multiple occasions. While some businesses were very positive and supportive, others were confused, not interested, or overtly negative. Despite these setbacks, we believe it was a worthy effort to educate the local community in this novel grassroots method. Combining the effort with public education sessions and other media efforts likely did increase the awareness of hepatitis B in the community.
  - ii. If we were to repeat the effort, I would suggest using a much larger multilingual education team, trying to gain buy-in from local business leaders beforehand, and utilizing local business leaders as a mouthpiece. We would also focus on building deeper relationships with bigger businesses such as large restaurants, and groups of Asian workers in real estate, insurance, and construction etc.
  - iii. Achieving ambitious screening goals has always been difficult because there is no method to measure the number of residents who see or hear our educational material and visit their own health care provider to get screened. Thus, we believe that in addition to the 39 screenings we performed directly in the district, that we likely caused at least another **50** residents to talk to their doctor about screening. Additionally, we realized

that  
the  
ability  
to  
carry  
out  
pre  
and  
post

Survey Responses	
After learning about hepatitis B today, I plan to do the following:	
RESPONSE	#
Get tested to know my hepatitis B status	29
Get vaccinated	21
Encourage my family or partner to get tested	36
Talk to my doctor about hepatitis B	24
Other	5
None of the above	17

surveys was difficult given the required time and attention needed by business owners and employees.

- iv. Given time limitations and practicality, we switched to only collecting short post-surveys.
1. These 103 surveys suggested that many participants would take action. Details of these results are below. Please note, respondents were allowed to pick multiple actions.

Thus, ~30-35% of participants said they would get tested and encourage their family or partners to be tested. ~20-25% indicated that they would get vaccinated and talk to their doctor about hepatitis B. This likely had an increased effect in encouraging taking action against hepatitis B.

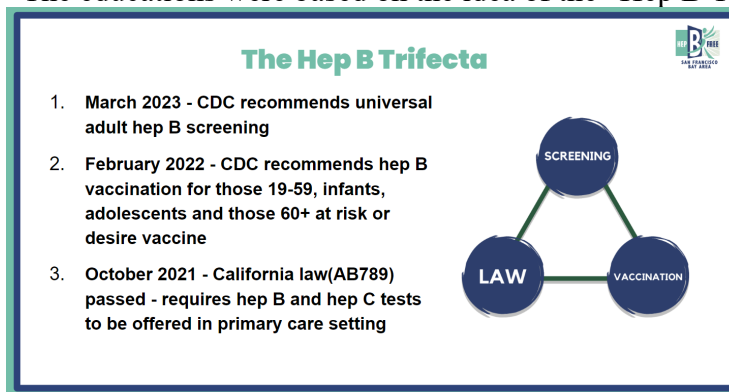
2. Furthermore, we used the longer original pre and post surveys during some dedicated Chinese restaurant employee educations (working directly with a restaurant manager or owner to gather its employees and provide a 30 minute, interactive Powerpoint and video presentation) and other community educations where we could more reliably implement a pre and post survey and better ensure our education was absorbed.
3. **Vaccination** – Campaign to ensure residents know that hepatitis B vaccination is available at retail pharmacies with no copay (if insured)
  - a. Results:
    - i. Created pharmacy-based leave behind postcard handed out at all education events encouraging residents to visit their local pharmacy to get vaccinated for hepatitis B
    - ii. Worked closely with Dynavax (a company producing the 2 dose hepatitis B vaccine) to promote hepatitis B vaccination campaigns at retail pharmacies and health system pharmacies in the Bay Area

1. Dynavax had several meetings with local retail pharmacy leadership letting them know of our campaign and promoting hepatitis B vaccination
- b. Original Goal vs Achieved:

Objective	Original Goal	Achieved	% of Goal
Minimum Vaccinated	100	Unable to Record Data	Not Available

- i. Details:
    1. While we were unable to record specific vaccination data, our business post surveys showed that 45 of the 103 participants would get vaccinated (21) or talk to their doctors (24) about hepatitis B respectively.
  - c. Analysis:
    - i. Tracking vaccination even through our QR code system did not function as hoped as no QR codes were scanned by residents and no pharmacy-based cards were collected and submitted to us from retail pharmacies. Still we believe pushing the goal of increased vaccination was important to ensure vaccination remained an important goal in the project.
  - d. Lessons Learned/Improvements Going Forward:
    - i. Dynavax had indicated that this method of tracking local vaccinations could work but in retrospect, it was unlikely. We must ensure we are realistic with what can be achieved with community partners. Given our resources it is unlikely we would be able to accurately track vaccination caused by our work. However we still think it is important to promote but would not dedicate discreet funding to trying to track this.
4. **Physician Education** – Campaign to educate major medical systems and area physician groups on new hepatitis B guidelines on AB789 (the law that passed), vaccination and screening
- a. Results:
    - i. Attempted to reach out to local health systems for opportunities to do physician education via Continuing medical Education (CME) or informal discussions
    - ii. Developed relationships with local health care providers to better understand current standards of care around hepatitis B screening and hepatitis B vaccination
      1. Built relationships with Stanford Primary Care, San Mateo Medical Center, Kaiser Permanente Redwood City, Philippine Medical Society, North East Medical Services, and Sutter to discuss their hepatitis B screening and vaccination and better understand what each system needs to implement improved standards
    - iii. Published AB789 and new hepatitis B CDC screening guidelines in 2 medical society newsletters reaching hundreds of physicians ([San Mateo Medical Association article](#), ApolloMed)

1. The educations were based on the idea of the “Hep B Trifecta”



b. Original Goal vs Achieved:

Objective	Original Goal	Achieved	% of Goal
Directly Educate Physicians	70	35	50.00%

i. Details:

1. Directly educated physicians who likely serve many residents of the district (Kaiser Redwood City physicians and the Philippine Medical Society)

c. Analysis:

- i. Educating physicians through formal CME has become increasingly difficult as the majority of physicians have now turned to online videos to fulfill their CME credits. Despite reaching out to 3 major health systems in the district, San Mateo Medical Center, Kaiser Permanente - Redwood City and Mills Peninsula, we were only able to perform a physician education for Kaiser Redwood City virtually.
- ii. However, by working with local physician leaders we discovered and were able to pivot to publish important new hepatitis B guidelines in newsletters. We discovered a new way to educate many physicians at possibly a much greater scale than individual in-person education sessions

d. Lessons Learned/Improvements Going Forward:

- i. Continue to look for wider publications to publish important hepatitis B information.
- ii. Look into promoting existing updated, high quality provider education materials
- iii. Continue working with major local health systems to improve standards of care in EMRs for hepatitis B.
- iv. Explore working with local health systems to better offer community education and/or present patient lived experience stories.

**Summary of General Education in the District:**

- ~500 directly educated
- 600,000+ indirectly educated
- 39 directly screened
- Communities engaged:
  - General Asian population
  - High risk Asian immigrants
  - Local business leaders
  - Local elected officials
  - Restaurants workers
  - Rotary
  - Lions
  - Pacific Islander community
  - Japanese community
  - Chinese community (Cantonese and Mandarin)
  - Millbrae, San Mateo, Foster City, Daly City

**Education/Screening Events in the District in 2023:**

<b>Date of Event</b>	<b>Description</b>	<b>Number Educated</b>	<b>Numbers Screened</b>
3/14/23	Foster City community center education dinner (Foster City)	23	5
3/21/23	Lions Club Leo presentation (Millbrae residents)	34	-
4/4/23	Radio Bula Duavata interview (Pacific Islander)	~8,500	-
4/5/23	Kaiser Permanente Redwood City physician education (Physicians)	15	-
4/12/23	Millbrae Rotary presentation	10	-
4/14/23	KTSF Interview (biggest Chinese TV station in Bay Area)	10,000+	-
6/8/23	Pacific Islander Wellness gathering (Pacific Islander)	14	-
6/17/23	Philippine Medical Society education (Filipino physicians)	20	-
8/15/23	Yan Peninsula Restaurant (Chinese)	20	-
9/3/23	Millbrae Arts and Wine Festival (District residents)	65	-
9/23/23	Millbrae Mid Autumn Moon Festival day 1(District residents)	20	4
9/23/23	San Mateo Self Help for the Elderly walk (Chinese)	12	-
9/24/23	Millbrae Mid Autumn Moon Festival day 2 (District residents)	98	9
10/1/23	Millbrae Japanese Culture Festival (Japanese and District residents)	77	8
10/12/23	World Financial Group employee session (Asian financial educators)	45	

11/8/23	Foster City Senior Health Fair (City residents)	20	13
	<b>Total: 16 events</b>	<b>473</b>	<b>39</b>

**Expenses:**

- PSA Media Campaign - \$55K - Executed and paid by PHCD
- Business Initiatives - \$73,700 - Executed and paid by PHCD
- Vaccine Program - \$11K - Incomplete and unpaid by PHCD
- Physician education \$11K - Incomplete and unpaid by PHCD

**Conclusion and Next Steps:**

The 2023 PHCD Hepatitis B Initiative was an overall success, directly educating about 500 residents and indirectly educating hundreds of thousands of residents, likely resulting in at least 80+ screenings. Data from 103 business post surveys indicated that a majority of participants would take some sort of hepatitis B action, either getting tested, getting vaccinated, encouraging family and partners to get tested, talking to a doctor about hepatitis B or another action (115 responses). Data from the various restaurant and other dedicated community educations showed significant learning as well as indicated areas we may need to be clearer. We reached a very hard to reach population and diversified that education across many of the different district communities including Chinese, Filipino and Pacific Islander among others. While we were unable to reach some particular goals around screening, vaccination, and physician education, we were able to adapt and find new effective ways to achieve some of those goals and can apply lessons learned moving forward. Understanding the efficiency and effectiveness of the methods we used is critical to developing better programs and we are confident that by applying these lessons learned we can achieve much more in 2024.

**2024 Proposed Components:**

- Community Education:
  - Direct:
    - Education for specific service industries, such as restaurant, financial services, construction, real estate firms
    - Additional community events
    - Collaboration with existing Asian-focused community and public health groups i.e San Mateo County's Health Equity Initiatives
  - Indirect
    - Targeted media campaign
    - Continued work with local ethnic media
    - Scheduled release of media campaigns and local ethnic media to direct community education activities for greater impact.
- Physicians Education
  - Focus on sharing online hepatitis B CME and physician newsletters
- Other:
  - Increased investment in staff dedication to this project

### **Original Pre and Post Survey Detailed Results:**

A total of 4 education sessions were completed serving the district using pre and post surveys intended to gauge learning.

Sessions:

- 1 Chinese banquet restaurant - Yan Peninsula
- 1 Financial services education and mixer event - World Financial Group
- 1 Pacific Islander event
- 1 Foster City event

<b>Pre and Post Surveys</b>	
<b>Pre</b>	<b>81</b>
<b>Post</b>	<b>61</b>
<b>Total</b>	<b>142</b>

Ethnic Breakdown by Birth and Age:

<b>Ethnic Breakdown</b>	<b>#</b>
<b>China</b>	<b>54</b>
<b>Philippines</b>	<b>6</b>
<b>USA</b>	<b>9</b>
<b>Samoa</b>	<b>4</b>
<b>Fiji</b>	<b>4</b>
<b>Tonga</b>	<b>2</b>
<b>Vietnam</b>	<b>2</b>
<b>United Kingdom</b>	<b>1</b>
<b>Hong Kong</b>	<b>1</b>
<b>Other Pacific Island</b>	<b>1</b>
<b>Other</b>	<b>3</b>
<b>No Response</b>	<b>4</b>
<b>Total</b>	<b>91</b>

<b>Age</b>	<b>#</b>
<b>18-25</b>	<b>6</b>
<b>26-35</b>	<b>7</b>
<b>36-45</b>	<b>8</b>
<b>46-55</b>	<b>29</b>
<b>56-65</b>	<b>23</b>
<b>66+</b>	<b>15</b>
<b>No Responses</b>	<b>3</b>
<b>Total</b>	<b>91</b>

**Analysis:**



The majority of those educated fall in the high risk target population as well as at risk countries of birth:

- Immigrants age 30-65: ~60
- China, Philippines, Pacific Islands

### **Response Highlights:**

#### **Yan Peninsula Restaurant Session:**

- Overall the results indicate the need to be clearer with the education and ensuring participants understand survey questions that include answers with multiple options such as “B and C” as well as answers that indicate “none of the above” or “all of the above” - especially with monolingual Chinese participants
- **Only about 40% of participants indicated that they had been tested and vaccinated**
- Restaurant workers almost exclusively born in China
  
- Pre Survey:
  - Avg: 36% correct
  - Vast majority got most of the questions wrong in the pre survey
  - Most indicated that they did not know that those who looks and feel perfectly healthy could be infected with hepatitis B
  - Most participants incorrectly answered the questions regarding:
    - 1 out of 12 Asian immigrants having chronic hepatitis B
    - Most common method of transmission - mother to child
    - An effective treatment for hepatitis B
    - The steps an infected person should take after diagnosis, including seeing a doctor for regular check ups and making sure the family and sexual partners are tested
      - Of note, 4 participants indicated that no action was needed when there are no symptoms.
  
- Post Survey:
  - Scores did improve but marginally
  - Avg: 44% correct
  - A majority incorrectly answered the 1 in 12 question again, likely indicating an unclear understanding of the 1 in 12 fact
    - Most indicated that 1 in 12 Asians would develop liver cancer or liver disease instead of “are infected with hepatitis B”
  - Significant improvement in understanding that a healthy looking and feeling person could have hepatitis B as well as the most common method of transmission
  - Interesting decrease in correct answers for understanding how the disease is transmitted. This may have been due to a poor understanding of the survey answer “none of the above”

- Interesting decrease in correct answers for whether there is an effective treatment for hepatitis B. This may be due to confusion over the word “treatment” vs “cure”
- Interesting decrease in correct answers for what a person infected with hepatitis B should do. Given the provided answers, this may be more confusion over picking an answer that represents 2 answers (i.e. B and C).

### **World Financial Group Employee Session:**

- Overall the results indicate that there was significant learning and that we may need to better express the need that family members and sexual partners should be tested.
- 46% indicated they had been tested and 2/3rds indicated they had been vaccinated
- Half of participants born in China
- Were likely more highly educated than other participants
  
- Pre Survey:
  - Avg: 57% correct
  - More than 81% of participants correctly answered 3 of 6 pre-survey questions:
    - That a person with hep B could look and feel perfectly healthy
    - The most common method of transmission was mother to child
    - That there is an effective treatment
  - 2/3rds incorrectly answered the question regarding 1 out of 12 Asian immigrants having chronic hepatitis B, instead answering either that “1 out of 12 had liver cancer or liver disease”, or “don’t know they have hepatitis B”
  - 81% incorrectly answered how a person can be infected with hepatitis B with most indicating that the disease could be passed genetically or by sharing food or drink
  - 3/4th of participants incorrectly identified the steps an infected person should take after diagnosis including seeing a doctor for regular check ups and making sure the family and sexual partners are tested
    - Most indicated only seeing a doctor for regular checkups
  
- Post Survey:
  - Scores did improve significantly
  - Avg: 71% correct
  - All participants scored much better with more participants being correct for every question
  - There seemed to be some confusion over whether the disease could be passed genetically with 1/3rd of participants still picking that answer
  - Less than half of participants correctly answered what a person infected with hepatitis B should do. 1/3rd of participants indicated only that a person should see a doctor for checkups. This may again indicate that there may be more confusion over picking an answer that represents 2 answers (i.e. B and C).

### **Pacific Islander Session:**

- Overall the results indicate significant learning. Interestingly, the Pacific Islander group seemed to be informed about the “no symptoms” component of hepatitis B as well as the most common transmission method, and what an infected person should do before being educated by SF Hep B Free. Perhaps it is more known in their community or in public health messaging to that group. Additionally, it could have been self selection for this group of Pacific Islanders who attended this education session held at a Pacific Islander nonprofit. Post survey results again showed that we need to be clear that hepatitis B is not passed genetically.
- 53% indicated they had been tested and only 20% indicated they had been vaccinated
- All participants were Pacific Islander
- Pre Survey:
  - Avg: 57% correct
  - More than 85% correctly answered 3 pre-survey questions:
    - That a person with hep B could look and feel perfectly healthy (100%)
    - The most common method of transmission was mother to child
    - That there is an effective treatment
  - All participants incorrectly answered the question regarding 1 out of 12 Asian immigrants having chronic hepatitis B, with 86% believing that instead answering 1 out of 12 had liver cancer or liver disease
  - 73% incorrectly answered how a person can be infected with hepatitis B.
    - 60% indicated that the disease could be passed genetically
  - 60% of participants incorrectly identified the steps an infected person should take after diagnosis including seeing a doctor for regular check ups and making sure the family and sexual partners are tested
    - Most indicated only seeing a doctor for regular checkups
- Post Survey:
  - Scores did improve significantly but the number of post surveys completed dropped from 15 pre-surveys to 7 post surveys
    - Unclear why
  - Avg: 74% correct
  - All participants scored much better with more correct for every question
  - There seemed to be some confusion over whether the disease could be passed genetically with 4 out of the 7 participants still picking that answer

### **Foster City Dinner Session (slightly different survey):**

- Overall the results indicate that there is still confusion over genetically passing hepatitis B. Additionally, we hypothesized some confusion over the wording of one question on the most common form of transmission and our use of “All the above” which is why we

changed this wording for subsequent surveys (Foster City event was the first one with surveys)

- 53% indicated they had been tested and only 20% indicated they had been vaccinated
- 8 of 9 participants born in China
- Most participants likely middle income or higher
  
- Pre Survey - Only:
  - Only 2 completed thus difficult to draw conclusions
  - Both participants incorrectly answered 2 questions
    - The most common method of transmission incorrectly included mother to child, contact with infected blood and unprotected sex
    - That there is a cure. Both participants said “true”.
  
- Post Survey:
  - 9 completed surveys
  - Avg: 86% correct
  - 5 of 9 participants incorrectly answered the how a person can contract hepatitis B with 4 indicating it was possible through genetics
  - 3 participants continued to believe that the most common methods of transmission included mother to child, contact with infected blood and unprotected sex

### Business Education Post Survey Detailed Results:

Country of Birth	
Country	#
Philippines	6
USA	42
Japan	2
Vietnam	5
Hong Kong	10
United Kingdom	1
China	20
Cambodia	2
Nepal	2
Taiwan	4
Malaysia	1
No Response	4
Africa	1
Guatemala	1
Mexico	1
Indonesia	1
<b>SUM</b>	<b>103</b>

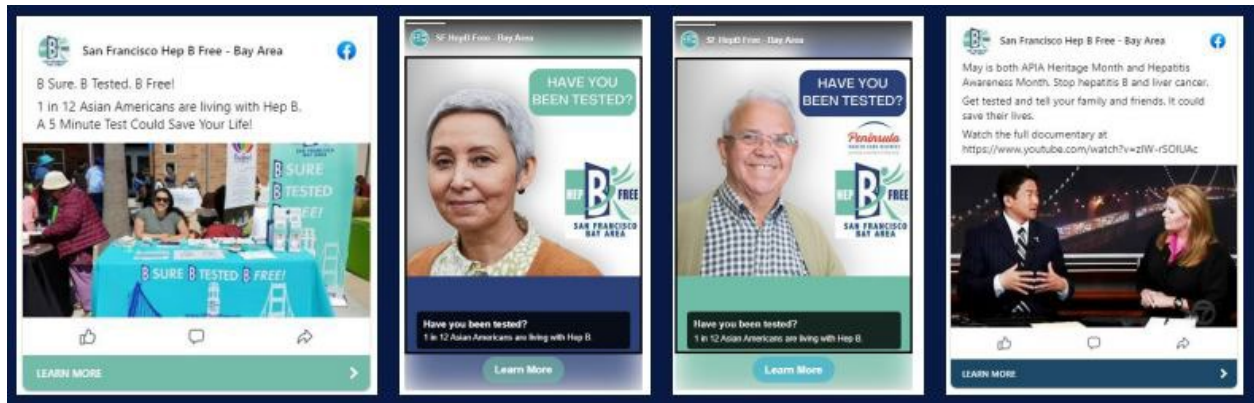
Survey Responses	
After learning about hepatitis B today, I plan to do the following:	
RESPONSE	#
Get tested to know my hepatitis B status	29
Get vaccinated	21
Encourage my family or partner to get tested	36
Talk to my doctor about hepatitis B	24
Other	5
None of the above	17

"Other" Responses
<i>Get involved</i>
<i>Promote to library patrons</i>
<i>Boost awareness</i>
<i>Help others about knowing hep B and how to care for it</i>
<i>Talk to daughter who is a doctor</i>

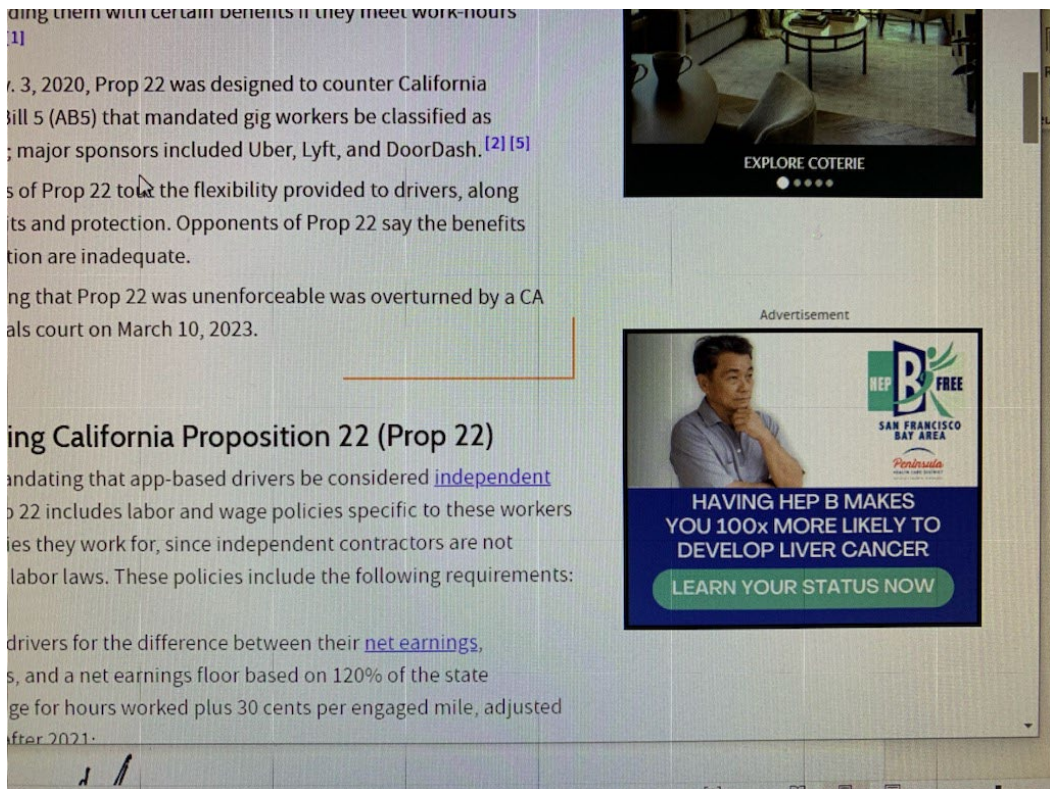
Ages	
Age Group	#
18-25	2
26-35	16
36-45	21
46-55	18
56-65	26

66+	20
SUM	103

**Campaign in Photos:  
Digital ads:**



**Ad seen in real time by community member while he surfed the web:**



**Door to door business education:**



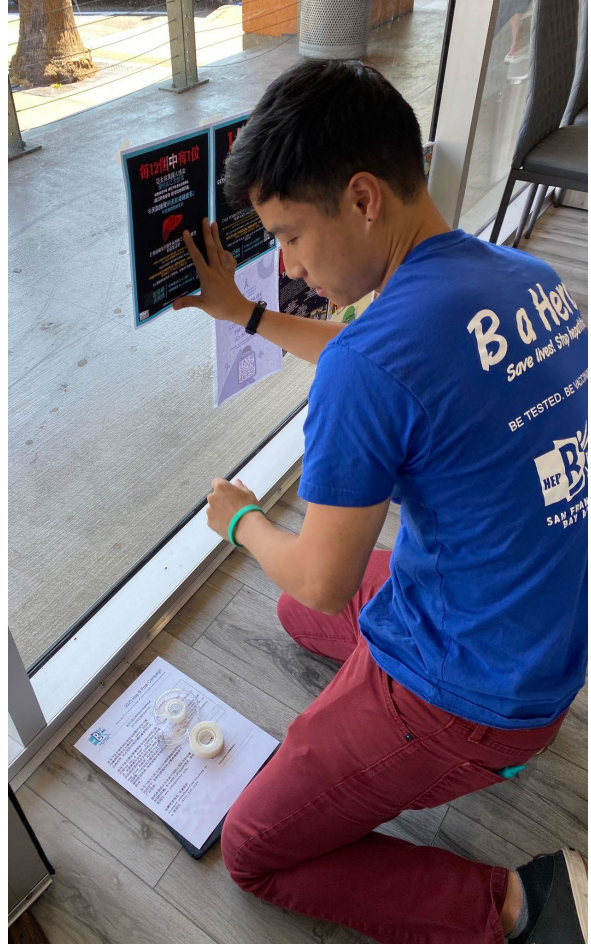
Leave behind packet included a tri fold education brochure, the green “Take this Card to Your Doctor Card” which was in English and Chinese and could be given to a health care provider indicating a desire to be tested for hepatitis B and C and be vaccinated for hepatitis B (card shown on the right). The other card in both English and Chinese detailed that residents could get vaccinated at a local retail pharmacy (card shown on the left).

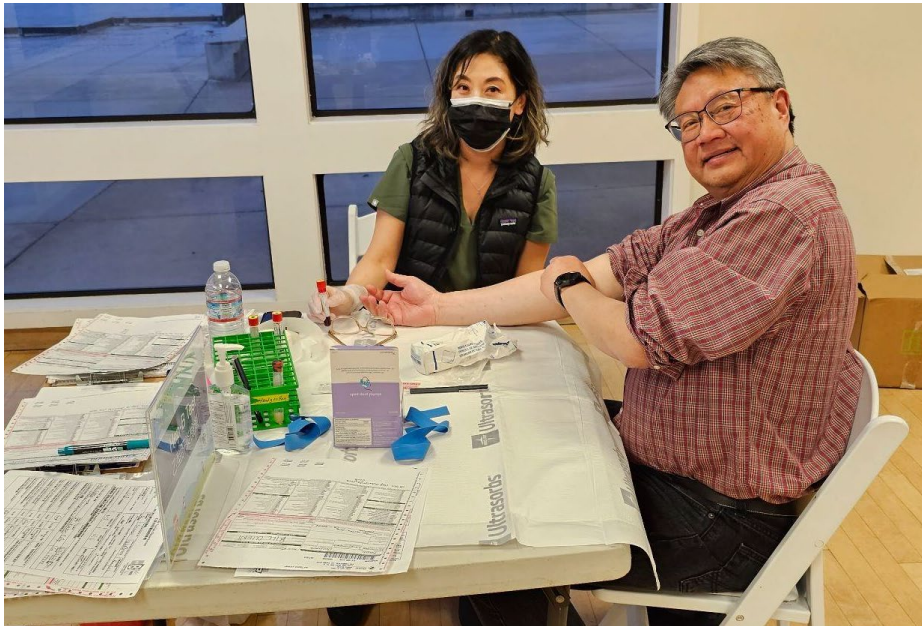






**Education flyers put up in store window:  
Community education and screening:**





**Millbrae Leos meeting:**



Restaurant kick off event and education:



KTSF TV interview:



Cantonese radio interview:




SAN FRANCISCO HEP B FREE - BAY AREA

# PHCD Hepatitis B Initiative Final Report

.....

**Richard So**, MPH, MPA, Executive Director  
**Lenna Malieitulu**, Program Associate



## Goal

Develop a comprehensive multi pronged strategy to increase awareness and screening, through education for hepatitis B, aiming to ultimately reduce the incidence of liver diseases caused by hepatitis B

- Targeted Media Campaign
- Business Initiative
- Vaccination Campaign
- Physician Education

## Summary

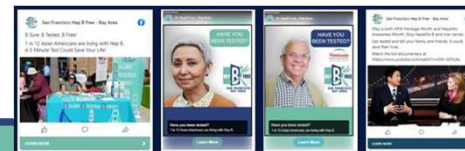
- Overall success in educating the community
- Overall success in improving hepatitis B knowledge
- Successfully reached many local businesses
- Faced difficulty in tracking screening and vaccination
- Faced difficulty in education physicians in person



## Goal 1: Community Education

### Targeted Media Campaign:

- **Piloted targeted digital advertising campaign**
  - Social mirroring - ads that look like social media posts but appear on other websites based on behavior (ethnicity, language, and location)
  - Mobile conquering - ads reaching consumers on their mobile devices based on location and behavior targeting (e.g. "China mobile subscribers", "oriental goods", "pharmacy", "Chinese food products", and "Asian grocery stores")
  - Display ads - ads using location, and ethnicity that are displayed on websites



## Goal 1: Community Education



### Targeted Media Campaign:

- **Result:**
  - Overall in Bay Area:
    - 1,950,000 impressions with ~7,000 clicks - 0.35% engagement (5X national average of 0.07)

City	Number of Impressions
San Mateo	216,280
Burlingame/Hillsborough	154,823
San Bruno	132,149
Millbrae	71,109
Foster City	3,824
<b>Total</b>	<b>578,185</b>



## Goal 1: Community Education



### Other Media Efforts - Ethnic media including Chinese and Pacific Islander radio, TV and newspaper:

- **Result:**

Date of Event	Description	Number Educated (mostly Bay Area residents)
2/21/23	Live Mandarin Singtao radio show	~10,000 - 100,000+
4/4/23	Radio Bula Duavata interview (Pacific Islander radio show)	~8,500
4/14/23	KTSF Interview (Biggest Chinese TV station in Bay Area)	~10,000+
10/13/23	Live Cantonese Singtao radio show	~10,000 - 100,000+
11/7/23	Singtao newspaper article	~ 2,000 - 15,000+
	<b>Total</b>	<b>~115,000</b>



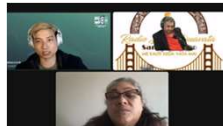
## Goal 1: Community Education



### Final Results:

Objective	Original Goal	Achieved	% of Goal
Indirectly Educate	200,000-300,000	~600,000	~240%

- Likely a minimum of **600,000 PHCD residents educated**
- Dramatic increase in SF Hep B Free website landing page to direct users to get screened
  - Increase from 5 - 10 users a day to **50-200** users a day during the 3 month campaign
  - **8,200** new users during the campaign vs 2,000 during the same time the year prior



## Goal 2: Business Initiative



**Campaign to focus on Asian-centric businesses in Northern San Mateo County and improve awareness, screening, vaccination and linkage to care around hepatitis B. Project to start in Millbrae.**

### Result:

- Visited **60** downtown mostly Asian-centric businesses (almost every business)
  - Educated **~45** employees
  - Left education and vaccination materials in small display case for staff and customers in **16** businesses
  - Put up flyers in **27** businesses
  - **11** businesses signed business pledges



## Goal 2: Business Initiative



• **Result:**

Objective	Original Goal	Achieved	% of Goal
Minimum Screened	200	39	20%
Minimum Directly Educated	300	~500	167%
Minimum Education Materials Distributed	500	~600	120%
Minimum Pre and Post Surveys Completed	300	~80	27%

- Major success in education but difficulty in hosting screenings
- Face to face education with pre and post surveys during business hours became unfeasible



## Goal 2: Business Initiative



• **Result:**

- Revised short post survey results

Survey Responses	
After learning about hepatitis B today, I plan to do the following:	
RESPONSE	#
Get tested to know my hepatitis B status	29
Get vaccinated	21
Encourage my family or partner to get tested	36
Talk to my doctor about hepatitis B	24
Other	5
None of the above	17

- Significant indication of taking action after education

Hepatitis B Post-Survey  
Get it. Know it. Stop it from the start.

1. After learning about hepatitis B today, I plan to do the following:

Get tested to know my hepatitis B status  
 Get vaccinated  
 Encourage my family or partner to get tested  
 Talk to my doctor about hepatitis B  
 Other, please specify \_\_\_\_\_  
 None of the above

2. What is your age? (Please circle one)

A. 18-25    B. 26-35  
 C. 36-45    D. 46-55  
 E. 56-65    F. 66+

3. What is your country of birth? (Please circle one or type in your answer)

A. USA    B. China    C. Taiwan  
 D. Hong Kong    E. Vietnam  
 F. Other: \_\_\_\_\_

Thank you for your time!

Business Name: \_\_\_\_\_  
 Date: \_\_\_\_\_

### Goal 3: Vaccination



- **Campaign to ensure residents know that hepatitis B vaccination is available at retail pharmacies with no copay (if insured)**

- Created pharmacy-based leave behind postcard handed out at all education events encouraging residents to visit their local pharmacy to get vaccinated for hepatitis B

- **Result:**

- Unable to record data
- Stressed the need to be vaccinated in all educations
- Business post surveys showed 45/103 participants would get vaccinated (21) or talk to their doctors (24) about hepatitis B



### Goal 4: Physician Education



- **Campaign to educate major medical systems and area physician groups on new hepatitis B guidelines on AB789 (the law that passed), vaccination and screening**

- **Result:**

- Reached out to local health systems for physician education via Continuing Medical Education (CME) or informal discussions
  - Unable to get traction - likely due to switch to online recorded edu
- Developed relationships with local health care providers
  - Stanford Primary Care, San Mateo Medical Center, Kaiser Permanente - Redwood City, Philippine Medical Society, North East Medical Services, and Sutter to discuss hepatitis B screening and vaccination and better understand what each system needs to implement improved standards



## Goal 4: Physician Education

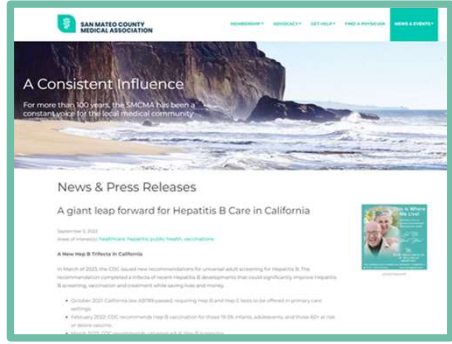
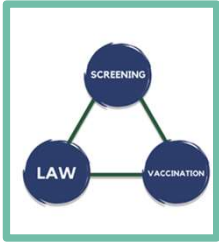
**Campaign to educate major medical systems and area physician groups on new hepatitis B guidelines on AB789 (the law that passed), vaccination and screening**

• **Result:**

Objective	Original Goal	Achieved	% of Goal
Directly Educate Physicians	70	35	50.00%

- Details:
  - Directly educated physicians who likely serve many residents of the district (Kaiser Redwood City physicians and the Philippine Medical Society)
- Pivot:
  - Published AB789 and new hepatitis B CDC screening guidelines in 2 medical society newsletters reaching hundreds of physicians (San Mateo Medical Association & ApolloMed)
  - The educations were based on the idea of the "Hep B Trifecta"
  - May actually be more efficient and impactful**

## Goal 4: Physician Education

## Summary of Education and Screening



Date of Event	Description	Number Educated	Numbers Screened
3/14/23	Foster City community center education dinner (Foster City)	23	5
3/21/23	Lions Club Leo presentation (Millbrae residents)	34	-
4/4/23	Radio Bula Duavata interview (Pacific Islander)	~8,000	-
4/5/23	Kaiser Permanente Redwood City physician education (Physicians)	15	-
4/12/23	Millbrae Rotary presentation	10	-
4/14/23	KTSF Interview (biggest Chinese TV station in Bay Area)	10,000+	-
6/8/23	Pacific Islander Wellness gathering (Pacific Islander)	14	-
6/17/23	Philippine Medical Society education (Filipino physicians)	20	-
8/15/23	Yan Peninsula Restaurant (Chinese)	20	-
9/3/23	Millbrae Arts and Wine Festival (District residents)	65	-
9/23/23	Millbrae Mid Autumn Moon Festival day 1 (District residents)	20	4
9/23/23	San Mateo Self Help for the Elderly walk (Chinese)	12	-
9/24/23	Millbrae Mid Autumn Moon Festival day 2 (District residents)	98	9
10/1/23	Millbrae Japanese Culture Festival (Japanese and District residents)	77	8
10/12/23	World Financial Group employee session (Asian financial educators)	45	-
11/8/23	Foster City Senior Health Fair (City residents)	20	13
<b>Total: 16 events</b>		<b>473</b>	<b>39</b>

### Summary of General Education in the District:

- ~500 directly educated
- 600,000+ indirectly educated
- 39 directly screened
- Communities engaged:
  - General Asian population
  - High risk Asian immigrants
  - Local business leaders
  - Local elected officials
  - Restaurants workers
  - Rotary
  - Lions
  - Pacific Islander community
  - Japanese community
  - Chinese community (Cantonese and Mandarin)
  - Millbrae, San Mateo, Foster City, Daly City

## Conclusion and Next Steps



- **Success at education and awareness**
  - In-person
  - Ethnic media
  - Targeted digital marketing
  - Hit high risk, hard to reach population - Filipino and Pacific Islander
- **New Proposal:**
  - Community Education:
    - Direct:
      - Education and screening for specific service industries, e.g restaurant, financial services, construction, real estate
      - Additional community events
      - Collaboration with existing community and pub health groups i.e SM County's Health Equity Initiatives
    - Indirect
      - Targeted media campaign
      - Continued work with local ethnic media
      - Better time activities to amplify
    - Physicians Education
      - Focus on sharing online hepatitis B CME and physician newsletters



### Images from the Campaign



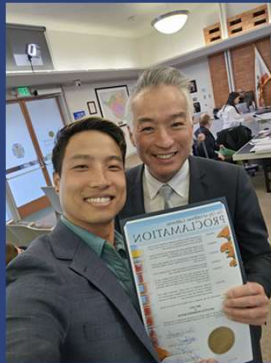
### Images from the Campaign



Images from the Campaign



Images from the Campaign





## Youth Behavioral Health Program Manager Job Description

### **BACKGROUND:**

This position is responsible for developing, launching and administering all related Peninsula Health Care District (PHCD) programs and services focused on the mental health and behavioral health wellness needs of the children, youth, and young adults in our geographic service area. This position will serve as PHCD's representative on countywide boards, commissions and committees that relate to youth mental health, and will ensure the programs and services under their management will be consistent with the District's vision, strategic plan, and community health initiatives. This position will also work to ensure that the youth voice is at the forefront of ongoing service delivery for the District's youth-focused mental health programs by overseeing the recruitment, onboarding, and ongoing support of Youth Advisory Group (YAG) members and activities, including community projects, outreach presentations, and events.

This is an exempt position that reports directly to the CEO and will be expected to provide regular and adhoc reports to the Board of Directors and Board Committees.

### **RESPONSIBILITIES INCLUDE:**

1. Overseeing the development, implementation and maintenance of the District's youth mental and behavioral program goals, objectives, policies, and procedures to ensure District and program goals are achieved.
2. Managing youth mental health and behavioral health care program activities, including prioritizing, planning, coordinating, monitoring, and participating in the agency-wide program meetings regarding program development, evaluation, and ongoing activities.
3. Supporting the allcove™ *San Mateo* Clinical Director in:
  - Drafting policies and procedures to operate the Youth Drop-In Center.
  - Coordinating the recruitment, selection, and training of personnel; motivating and evaluating assigned personnel; monitoring performance to ensure safe work practices and quality of care standards; ensure compliance with applicable regulations, policies, and procedures.
  - Overseeing contractors and consultants, ensuring they meet contractual obligations and data/reporting requirements.
  - Supervising and directing the non-clinical workflow of the Peer Specialists as it



relates to managing day-to-day tasks, scheduling, and ensuring overall operational efficiency.

- Drafting grants, reports, contracts, budget, presentations, etc.
  - Coordinating the allcove™ San Mateo Community Consortium meetings and activities.
4. Managing allcove™ San Mateo Operations, to include, but not limited to:
    - Marketing, Outreach, Facilities, IT, Purchasing, Invoicing, Scheduling, Event Planning, etc.
  5. Coordinating program activities with community partners, including but not limited to: San Mateo County Behavioral Health and Recovery Services, San Mateo County Office of Education, San Mateo Union High School District, and K-8 school districts within the PHCD geographic service area; and community service providers such as Mills- Peninsula Medical Center, StarVista, Care Solace, One Life Counseling Center, Edgewood Center for Children and Families, etc.
  6. Establishing and maintaining effective working relationships with agency staff and health care professionals at all levels, other health agencies/providers, and the public.
  7. Participate in committees, workgroups, coalitions, and activities within the community (e.g. schools, youth forums, community events, and interagency networks) to promote PHCD's youth-focused mental health programs such as allcove™ *San Mateo* services and to promote mental health literacy.
  8. Maintain regular communication with schools, organizations, community-based organizations, mental and health providers, and other entities who may refer clients to PHCD youth-focused mental health programs, including allcove™ San Mateo.
  9. Recruit Youth Advisory Group (YAG) members on a yearly basis for allcove™ San Mateo and the District.
  10. Plan and facilitate multiple monthly meetings with up to 15 youth ages 16-25 years(weekdays, evenings and some weekends).
  11. Facilitate and support advisory group members' input into the District's youth-focused mental health programs, including allcove™ San Mateo.
  12. Develop and implement training, resources, and communication channels.
  13. Support the delivery of education and training initiatives for young people involved in youth participation.
  14. Ensure youth participation initiatives and strategies are consistent with the allcove™ model and implementation plan.
  15. Monitor how the District's allcove™ San Mateo project is recognized in the community.
  16. Provide strategic advice to the CEO and allcove™ San Mateo Clinical Director



- relating to youth participation issues, strategy, and initiatives.
17. Mentor youth advisors and develop projects that provide opportunities for community engagement and skills development.
  18. Contribute to and implement innovative initiatives based on best practices addressing the needs of young people in relation to mental health issues.
  19. Support other youth engagement activities as they relate to the District's mental health projects. (e.g. a districtwide YAG).
  20. Support the CEO with various mental health and behavioral health projects, as assigned.

#### **REQUIREMENTS:**

A minimum of a Bachelor's degree, Masters preferred, and two or more years of relevant direct experience.

#### **KNOWLEDGE, SKILLS, AND ABILITY**

- Education and experience working with adolescents and young adults in a mental health or behavioral health related field.
- Group facilitation skills and ability to show tact, compassion, and intentionality.
- Strong community engagement skills, including sensitivity to working with diverse groups.
- Proven track record in building and maintaining effective working relationships with a range of stakeholders such as young people, family members, parents, schools, and health professionals from other agencies.
- The ability to plan, implement, deliver, and evaluate community awareness projects and mental health literacy programs.
- Strong written and verbal communication skills, and ability to be concise and persuasive.
- Experience in social media as an outreach tool, including engagement, building content, profiling key features, calendaring of posts, and increasing overall exposure.
- Medium/Advanced computer skills, including experience with Microsoft Office Suite, MS Teams, Google Suite, Zoom, and an ability to learn new databases.
- Strong creativity, out-of-the-box thinking, and overall analysis and problem-solving skills.
- Exceptional customer service skills and attention to detail and follow-up.
- Comfortable with various platforms and computer software.
- Ability to learn and uphold compliance with legal, financial, and District policies and external regulations.

**COMPENSATION & BENEFITS:**

This is a full-time, non-exempt position. The salary range is \$70,000-\$100,000. In addition, Peninsula Health Care District benefits include: CalPers Pension, CalPers Health, Delta Dental Plan, VSP Vision Plan and Life Insurance as well as 10 paid holidays during the year. Accrued PTO- (eligible for up to 13 days in the first year of employment).



RECEIVED

JAN 31 2024

BY: \_\_\_\_\_

Peninsula Health Care District  
1819 Trousdale Dr  
Burlingame, CA 94010-4509

**CALL Primrose**  
Board Members

Cherie Hammer,  
President

Patti Black

Mary Evans

Madalyn Friedman

Mark Lucchesi

Nancy Miller

George Wailes

Linda White

Larry Wright Jr.

Terri Boesch,  
Executive Director

Dear Friends,

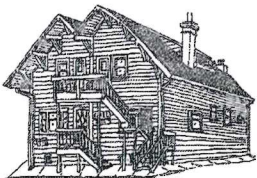
Thank you for your generous funding in the amount of \$20,000.00 on January 18, 2024 to CALL Primrose. We are so very appreciative of your support, which enables us to continue our mission to assist those in need within our community.

Thank you for helping us to care for those in need.

Most Gratefully,

  
Terri C Boesch  
Executive Director  
(650) 342-2235

*We are so grateful!  
Thank you!*



Tax ID# 47-2131340

**OFFICERS**

Sheila Canzian  
Chair

Ron Lynch  
Past Chair

Lisa Kearns  
Vice Chair

Euree Kim  
Secretary

Maria Teresa Sanchez Palma  
Treasurer

**GOVERNING BOARD**

Suzanne Boutin  
Michael Cabot  
Andrea Casas  
Elenoa Fuka  
Perla Garcia  
Debbie Harrison  
Elizabeth Jenson  
Philip A. McLeod  
Angela Rohde  
Monique Spyke  
Ruth Wisnom

**HONORARY LIFE BOARD**

Jeff Adams  
Steve Anderson  
John de Russy  
Jill Flynn  
Todd Foster  
William "Bill" Hetts  
Patricia "Pat" Martel  
Kenneth E. Olivier  
Betsy Pace  
Al Royle  
Judy Swanson  
Robert "Bob" Spence  
Kirk Syme  
G. Bradley "Brad" Tuthill  
Ruth Wisnom

**ADVISORY COUNCIL**

Bob Binn  
Inger Bischofberger  
Luke Cirkovic  
Kurt de Grosz  
Denise de Ville  
Frank Espina  
Bob Falkenberg  
Pamela "Pandy" Garvic  
Sharon Hartley  
Linda Jansen  
Diane Kounalakis  
Douglas "Doug" Magowan  
Dave Mariani  
Anthony McCusker  
Kristen Sandifer  
Elizabeth "Betty" Stern  
Dayna Sumiyoshi  
Alejandro Vilchez  
Bob Webster  
Carol Whitfield  
Sibylle Whittam  
Justin Wooley  
Golnar Yazdi  
Ruben Zamora

**AUXILIARY PRESIDENTS**

Julie Johnson Davis  
Nancy Ryde  
Foothill

Leslie Ragsdale  
Hillsborough

Bebe Pierce  
Red-Car-Bel

**CHIEF EXECUTIVE OFFICER**

Heather Cleary



**Peninsula  
Family Service**  
Opening Doors, Changing Lives

RECEIVED

JAN 31 2024

BY: \_\_\_\_\_

January 24, 2024

Ana Pulido, CEO  
Peninsula Health Care District  
1819 Trousdale Drive  
Burlingame, CA 94010

Dear Ana,

On behalf of Peninsula Family Service (PFS), I thank you and the Peninsula Health Care District for your grant of \$40,000 in support of our Peer Counseling Program and the commitment of Peninsula Health Care District also to a second year grant of \$40,000. The support of the Peninsula Health Care District makes possible our work to improve the lives of our most vulnerable neighbors.

Amidst the challenges of recent years, PFS provides the response and renewal that ensures our program participants are able to thrive. Our transformative programs support individuals, families, and older adults at every stage of their lives. Priority areas include Early Learning, Financial Empowerment, Older Adult Services, and Employment Programs.

This grant supports our Peer Counseling program in providing the older adults in our community the companionship and resources they need to navigate transitions and life changes that come with aging. By connecting participants to individualized and group support with our Peer Counselors, we ensure that participants have the tools and resources they need to improve their health and well-being, as well as share in a caring and connected community.

Thank you, for your long-time partnership and investment in our work. If you are interested in hearing more about our efforts, please contact Barbara Lamb Hall, Grants Manager, at [blambhall@pfsso.org](mailto:blambhall@pfsso.org).

Together, we are *Opening Doors, Changing Lives.*

Heather Cleary  
Chief Executive Officer

*Please note that no goods or services were provided in exchange for this grant received on 1/18/2024.*



RECEIVED

JAN 31 2024

BY: \_\_\_\_\_

60

**Board of Directors**

- Barbara Patterson, *Chair*
- Rod Sockolov, *Vice Chair*
- Michael Chinn, *Treasurer*
- Frank Vento, *Secretary*
- Gio Granato, PhD
- Belinda Hanson
- Daniel Kwak
- Linda Leao
- Tze Pin Tai
- Carmen Román, PhD
- Kalimah Salahuddin
- Inessa Shishmanyman
- Jo-Ann Byrne Sockolov
- Joanne Wu Jennings

**Lifetime Board Council**

- Suzan Getchell-Wallace
- Carole Middleton
- Betsy Pace
- Ted Robinson
- Carol Whitfield

**Advisory Board**

- Donna Barulich
- Lisa Conover
- Barbara Glynn
- Olana Khan
- Dennis Pantano
- Steve Porter
- Ted Stinson
- Margaret Taylor
- Richard Wood

**Staff Leadership**

- Mark Cloutier, MPP, MPH  
*Chief Executive Officer and Corporate Officer*
- Mary Dunbar, CFRE  
*Chief Development Officer*
- Audrey Klein, PhD, MBA  
*Chief Clinical Officer*
- Mark Ritchie, MD  
*Chief Medical Officer*
- Sherita Nzali, MBA, MS  
*Chief People and Equity Officer*
- Melek Totah, MBA  
*Chief Financial Officer*

**Resilience.**

**Wellness.**

**Independence.**

411 Borel Ave, Suite  
101 San Mateo, CA  
94402  
650.513.1509  
development@caminar.org

Caminar is a 501(c)3 organization.  
Tax ID #94-1639389

[www.caminar.org](http://www.caminar.org)

January 24, 2024

Fátima M. Rodriguez, DrPH, MPH  
Peninsula Health Care District  
1819 Trousdale Drive  
Burlingame, CA 94010

Dear Fátima,

Thank you for giving the gift of wellness and resilience with your grant of \$55,000 towards Caminar’s Medication Assistance Program.

Your contribution helps us deliver high-quality education, prevention, treatment, and recovery services to individuals with complex mental health, substance use, and co-occurring needs. Treating just one person has a powerful ripple effect on the community and even the world, and your support means so much to those who receive the treatment and care they need and deserve. Theresa, a Caminar client for 35 years, shares:

"I'm in a good place, and it's all because of Caminar."

Thank you for your generosity, compassion, and for being a part of the ripples of change.

With appreciation and gratitude,

Mark Cloutier  
Chief Executive Officer

January 29, 2024



Curtner Center  
750 Curtner Avenue  
San Jose, CA 95125  
408-266-8866

Cypress Center  
4001 North First Street  
San Jose, CA 95134  
408-266-8866

Bing Center  
1051 Bing Street  
San Carlos, CA 94070  
650-610-0800

Brennan Center  
528 Brennan Street  
San Jose, CA 95131  
408-266-8866

shfb.org

Fátima M. Rodríguez, DrPH, MPH  
Strategic Initiatives Director,  
Peninsula Health Care District  
1819 Trousdale Dr  
Burlingame, CA 94010-4509

Dear Fatima,

Second Harvest of Silicon Valley is very grateful for your recent generous grant. Your support helps provide nutritious groceries to approximately **500,000** clients every month.

Your commitment to our mission is the reason we are able to provide food to anyone who needs it, even when inflation and supply chain issues are making it challenging to continue our work.

With everything happening in our country and world right now, it can be easy to forget that many people in our local communities are struggling to put food on the table — even in Silicon Valley, one of the wealthiest corners of the world.

We recently spoke with a mother who was picking up food from a free grocery distribution at her son's elementary school. She told us her family used to be regular donors to Second Harvest, but her husband lost his job during the pandemic and they've not yet been able to financially recover.

*She shared: 'We thought the pandemic would end, and things would start getting better. My husband got a new job, and that part is okay, but then the food prices went up. The milk and eggs and all that. We appreciate how much you do and the fact that it's local.'*

Because of your grant, our neighbors can count on us when the unexpected happens. Without you, we couldn't serve the 500,000 people who turn to Second Harvest for help each month. Thank you.

Thank you very much for your generosity and support for a hunger-free and healthy Silicon Valley!

With gratitude,

Leslie Bacho  
Chief Executive Officer  
Second Harvest of Silicon Valley

#### Donation Summary

Donor: Peninsula Health Care District

Date: January 25, 2024

Amount: \$50,000.00

Description: Year 1 of 2-Year (CY24-25) Grant - To alleviate hunger by providing nutritious foods to low-income residents of San Mateo, Foster City, Millbrae, San Bruno, and Burlingame.

We are pleased to confirm that you received no goods or services for your contribution and that your gift is tax-deductible to the full extent of the law. If you donated stock, please consult with your tax advisor to determine the value and your specific tax-deductibility. Second Harvest of Silicon Valley is a 501(c)3 corporation; our federal identification number is 94-2614101. Please keep this letter for your tax records.

## Board of Directors

January 25, 2024

Melissa Selcher  
CHAIR

Patrick Heron  
VICE CHAIR

Greg Eckert  
TREASURER

Pamela Weiss  
SECRETARY

Pastor Paul Bains

Sheriff Christina Corpus

Scott Goree

Ahmed Khatib

Lauren Koenig

May Topper

Lori Castillo Martinez

Danielle Fontaine

Laura Green

Ajwang Rading

Carrie O. Plietz

David Gehre  
Peninsula Health Care District  
1819 Trousdale Drive  
Burlingame, CA 94010-4525

Dear David,

Thank you for Peninsula Health Care District's generous donation this holiday season. Together, we are helping 7,000 community members in their journey out of homelessness.

In 2023, with your support, we provided safe and dignified living spaces, nutritious food, therapy, childcare, and employment and housing search assistance for our unhoused neighbors in Santa Clara and San Mateo counties.

The LifeMoves model works. Over the last three years, 84% of all LifeMoves clients placed in permanent housing remained housed after receiving our customized, supportive services. People like Cristina, a teacher and mother of three boys shared, "If we were on the street, in our car, or trying to stay at different places each night, I don't know what would happen. But, from our home at LifeMoves, I can get my family back into a safe and permanent home and we can start to heal."

The need for interim housing and supportive services remains high, and the homelessness situation is complex, but LifeMoves continues to grow to meet the need of getting people off the streets quickly, effectively, and with dignity. One-third of our clients experienced homelessness for the first time. One in four clients were over the age of 55. And one in five residents were children.

With your partnership, we are expanding to serve more clients. Your gift will enable us to:

- Support up to 720 people annually at the San Mateo County Navigation Center
- Open a new site in San Jose next summer, with an additional 200 units for individuals and couples
- Continue plans for a new site in Palo Alto, opening in early 2025 with 88 units for singles, couples and families

Thank you again for your donation. Together, we can ensure that this is not only a moment, but a movement of hope and action.

With gratitude,



Aubrey Merriman, Chief Executive Officer

**P.S. Does your employer offer matching donations?** Visit [www.lifemoves.org/employee-match](http://www.lifemoves.org/employee-match) to submit your matching gift request and maximize your impact.

**Gift amount:** \$30,000

**Gift date:** January 24, 2024

**Gift purpose:** Behavioral Health Program

## CEO

Aubrey Merriman

*LifeMoves is recognized as a tax-exempt non-profit organization as defined in Internal Revenue Code section 501(c)(3); Tax ID#: 77-0160469. This letter confirms receipt of your donation and that no benefit was bestowed upon this donor in exchange for this contribution...other than the joy of making sure that everyone in our community has a place to call home*





**OMBUDSMAN**  
ADVOCATES FOR QUALITY OF LIFE IN RESIDENTIAL CARE

RECEIVED

FEB 9 0 2024

BY: \_\_\_\_\_

January 31, 2024

Ms. Ana Pulido, MPA  
CEO  
Peninsula Health Care District  
1819 Trousdale Drive  
Burlingame, CA 94010-4509

Dear Peninsula Health Care District,

Thank you for your generous support over the past year. It is because of donors like you that we are able to assist those in need. Below is a list of your 2023 contributions to our organization.

Date	Gift Amount	GL Code	Type of Gift	Reference#
3/10/2023	\$70,000.00	2022-2023 Grant	Check	

**Total: \$70,000.00**

We truly appreciate your continued support. Thank you for believing in our mission to help improve the quality of life and quality of care of the residents of licensed care facilities in San Mateo County.

Sincerely,

Elyse Brummer  
Executive Director

**TAX DEDUCTIBILITY**

Ombudsman Services of San Mateo County is a 501(c)3 corporation and your donation is tax-deductible within the guidelines of U.S. law. Our federal tax ID number is 94-3397402. Please keep this letter for your tax records.



RECEIVED

FEB 09 2024

BY: \_\_\_\_\_

January 19, 2024

Board of DirectorsAlina Lloyd  
*Chair*Peninsula Health Care District  
1819 Trousdale Dr  
Burlingame, CA 94010Eric Wollman  
*Vice Chair*

Dear Peninsula Health Care Administrative,

Alison Proctor  
*Treasurer*

We are very grateful for your partnership with StarVista to shape the futures of many of the most vulnerable members of our community. Your trust and support allow us to continue to offer unparalleled prevention, early intervention, education, and counseling resources and services to more than 41,000 people throughout San Mateo County every year. It is only through the kindness and generosity of valued partners like you that our dedicated staff is able to provide the resources, guidance, and inspiration needed to create opportunities for a healthier, stronger, and more hopeful life.

Jeneé Littrell  
*Secretary*Nancy Minnig  
*Assistant Secretary*

Ed Barberini

Stephan Marshall

Ken Pessa

Fred Shen

Steven Shray

Your gift of \$50,000.00, received on January 18, 2024, will help us respond to critical needs across our youth mental health prevention programs, including Insights and the Crisis Intervention and Suicide Prevention Center. Together, we can build a stronger, healthier San Mateo County for generations to come.

Douglas Stewart

Jennifer Taylor-

Mendoza, PhD

If you would like to speak to us, or have questions about the agency, I invite you to visit our website at [www.star-vista.org](http://www.star-vista.org), or contact Lea Berhane, Chief Development, Marketing & Technology Officer, at (650) 591-9623, ext.142.

Marilyn Thomas,  
PhD

Thank you for helping us to strengthen our community!

Howard Yang

Sincerely,

Erick Young

Sara Larios Mitchell, PhD, MACP  
Chief Executive Officer

StarVista is a 501(c)(3) nonprofit organization. Our tax identification number is 94-3094966.



February 1, 2024

Peninsula Health Care District  
Fatima Rodriguez  
1819 Trousdale Drive  
Burlingame, CA 94010-4509

FEB 09 2024  
BY: \_\_\_\_\_

**Board of Directors**  
David Mendell, President  
Smita Jain, President Elect  
Lana Kreidie, Secretary  
Dennis McBride, Treasurer

Christopher Battles  
Jorge Escobar  
Mina Fisher, MD  
Robyn Reiss  
Rich Shavelson  
Peter Steiner  
Cristal Waldrop  
Candice Williams  
Nkia Richardson

**Honorary Civic Leadership Committee**  
Commissioner Patricia Bresee  
Congresswoman Anna Eshoo  
Judge Leonard Edwards (Ret)  
Supervisor Don Horsley  
Dave Pelzer, *Author*  
Congresswoman Jackie Speier  
Steve Westly  
State Controller (Former)

65  
Thank you again, Fatima & the whole PHCD team! I loved attending the awards ceremony a few weeks ago & feel so honored CASA can partner w/ you to build a stronger, healthier community! - Leila

Dear Fatima,

Thank you so much for your recent gift to CASA of San Mateo County. On behalf of our staff, Board of Directors, and the youth we serve, I would like to express our deep gratitude for your donation. Your support makes it possible for us to recruit and train dedicated community volunteers to advocate for children and youth during some of the most difficult moments of their lives.

In a system where professionals balance large caseloads and competing interests, CASA volunteers work with a single young person at a time and are solely focused on identifying their youth's needs and advocating for their best interests. CASAs speak up for their youth's rights in the courtroom, ensure they receive necessary resources and services, monitor their physical and mental health, introduce their youth to new activities, and fill the role of a consistent, trusted mentor.

Monica, a former CASA youth, describes her relationship with her CASA this way:

*"A lot of friendships and relationships crash down but, honestly, this is the most stable relationship I've ever had – the most I can count on, the best relationship I've ever been in. ... A lot of foster kids like me –everyone says you're not going to make it...but having a CASA makes you feel better about yourself and keeps you going."*

CASA volunteers provide youth like Monica with a voice, encouraging them to identify their strengths, dream big, and work toward hope and healing. Thank you again for your donation and for making a difference for young people in the child welfare and juvenile justice systems.

Sincerely,

Leila Watkins  
Director of Development

Nkia Richardson  
Executive Director

*Donation received on January 19, 2024 in the amount of \$30,000.00  
Our federal tax identification number is 04-3849393. This organization is a 501(c)(3) tax exempt organization, IRS Section 170(b)(2)(iii) for both federal and state tax purposes.*

Sobrato Center for Nonprofits – Redwood Shores • 330 Twin Dolphin Drive • Suite 139 • Redwood City, CA 94065  
650.517.5840 T • 650.517.5841 F • [www.CASAofSanMateo.org](http://www.CASAofSanMateo.org)

Because Every Child Needs Someone Who Cares



**Agenda Item:** 4 - Establish 2024 Board Elections Timeline  
**Item Type:** Discussion/Action  
**Submitted By:** Amber Phelen, Management Analyst  
**Presented By:** Neil McCormick, Chief Executive Officer  
**Strategic Plan Reference:** 1. Association Governance;  
7. Management/Administration

---

**BACKGROUND:**

The nomination process for the 2024 CSDA Board of Directors, Seat A election is quickly approaching. CSDA Bylaws direct that the Election & Bylaws Committee shall set the timeline for elections each year. Below is a staff recommended timeline for the nomination and election process that complies with the noticing periods outlined in the CSDA bylaws. The timeline works backwards from the CSDA Annual Conference start date which is September 9, 2024 this year.

- February 5**                    **Nomination applications mailed and emailed out**  
125 days to election start on June 9; bylaws requirement = at least 120 days.
- April 10**                    **Nomination application deadline**  
61 days to election start; bylaws requirement = at least 60 days prior to election.
- April 20**                    **Nomination application deadline – Coastal Network**  
Per CSDA Bylaws, the deadline shall be extended by 10 days in a Network where there is no incumbent re-running.
- June 10**                    **Electronic ballot voting begins – current Regular Members**
- July 26**                    **Deadline to receive electronic ballots - current Regular Members**  
45 days until conference; bylaws requirement = at least 45 days.
- July 29 or 30**              **Count ballots and inform candidates of win/loss**

**FISCAL IMPACT:**  
None at this time.

**STAFF RECOMMENDATION:**

Staff recommends a motion to approve the 2024 CSDA Board of Directors, Seat A regular election timeline as presented.



**California Special  
Districts Association**

*Districts Stronger Together*

**Agenda Item:** 5 – Review & Approve 2024 Election Materials

**Item Type:** Discussion/Action

**Submitted By:** Amber Phelen, Management Analyst

**Presented By:** Neil McCormick, Chief Executive Officer

**Strategic Plan Reference:** 1. Association Governance;  
7. Management/Administration

---

**BACKGROUND:**

Attached is a draft of the nomination letter, form, and candidate information sheet which would be sent out to CSDA voting members in good standing for all six Networks as part of the 2024 CSDA Board of Directors, Seat A election.

Additionally, the background information that will be mailed with the ballots is included. A current list of Board Members and their terms are also attached. Seat A Board Members are up for re-election.

**FISCAL IMPACT:**

The annual CSDA Board election process is a 2024 budgeted item.

**STAFF RECOMMENDATION:**

Staff recommends a motion to approve the 2024 CSDA Board of Directors, Seat A election nomination letter, nomination form, candidate information sheet, and ballot letter to be sent to all voting Regular CSDA Members in good standing.



**California Special  
Districts Association**

*Districts Stronger Together*

**DATE:** February 5, 2024

**TO:** CSDA Voting Member Presidents and General Managers

**FROM:** CSDA Elections and Bylaws Committee

**SUBJECT:** **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS  
SEAT A**

---

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2025 - 2027 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.  
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, professional development, and other resources for members. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

**Commitment and Expectations:**

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.  
*(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).*
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.  
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.  
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

**Nomination Procedures:** Any Regular Member district in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is April 10, 2024. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814  
 Fax: 916.442.7889  
 E-mail: [amberp@csda.net](mailto:amberp@csda.net)

**Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.**

CSDA will begin electronic voting on June 10, 2024. All votes must be received through the system no later than 5:00 p.m. July 26, 2024. The successful candidates will be notified no later than July 30, 2024. All selected Board Members will be introduced at the Annual Conference in Indian Wells, CA in September 2024.

#### **Expiring Terms**

(See enclosed map for Network breakdown)

<b>Northern Network</b>	Seat A – Greg Orsini, Director, McKinleyville Community Services District*
<b>Sierra Network</b>	Seat A – Noelle Mattock, El Dorado Hills Community Services District*
<b>Bay Area Network</b>	Seat A – Chad Davisson, General Manager, Ironhouse Sanitary District*
<b>Central Network</b>	Seat A – Patrick Ostly, General Manager, North of River Sanitary District*
<b>Coastal Network</b>	Seat A – Elaine Magner, Director, Pleasant Valley Recreation & Park District*
<b>Southern Network</b>	Seat A – Jo MacKenzie, Director, Vista Irrigation District*

(\* = Incumbent is running for re-election)

**CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely.** *Electronic Ballots will be emailed to the main contact in your district June 10, 2024.* All votes must be received through the system no later than 5:00 p.m. July 26, 2024.

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail [amberp@csda.net](mailto:amberp@csda.net) by **April 10, 2024** in order to ensure that you will receive a paper ballot on time.*

**CSDA will mail paper ballots on June 10, 2024 per district request only.**

If you have any questions, please contact Amber Phelen at [amberp@csda.net](mailto:amberp@csda.net).



**California Special  
Districts Association**  
*Districts Stronger Together*

## 2024 BOARD OF DIRECTORS NOMINATION FORM

**Name of Candidate:** \_\_\_\_\_

**District:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

\_\_\_\_\_

**Network:** \_\_\_\_\_ (see map)

**Telephone:** \_\_\_\_\_  
(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

**Fax:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Nominated by (optional):** \_\_\_\_\_

**Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:**

CSDA  
Attn: Amber Phelen  
1112 I Street, Suite 200  
Sacramento, CA 95814  
(877) 924-2732

amberp@csda.net

***DEADLINE FOR RECEIVING NOMINATIONS:***

**April 10, 2024 at 5:00 p.m.**





California Special Districts Association  
*Districts Stronger Together*

### 2024 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: \_\_\_\_\_

District/Company: \_\_\_\_\_

Title: \_\_\_\_\_

Elected/Appointed/Staff: \_\_\_\_\_

Length of Service with District: \_\_\_\_\_

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

\_\_\_\_\_  
\_\_\_\_\_

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

\_\_\_\_\_  
\_\_\_\_\_

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

\_\_\_\_\_  
\_\_\_\_\_

4. List civic organization involvement:

\_\_\_\_\_  
\_\_\_\_\_

**\*\*Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



California Special Districts Association

# DISTRICT NETWORKS

