



BOARD OF DIRECTORS MEETING MINUTES Thursday July 28, 2022 Per Resolution 2022-09, this meeting was held via Zoom teleconference		
<u>Directors Present</u> Chair Cappel Vice -Chair Galligan Secretary Pagliaro Director Navarro Director Zell	<u>Directors Absent</u>	<u>Also Present</u> Counsel Mark Hudak Presenters: Taylor Coutts, Star Vista Anthony Pacheco, MPMC CFO Matt Brausch, Ameresco Tighe Hammam, Eskaton VP
1. CALL TO ORDER & ROLL CALL: Chair Cappel called the meeting to order at 6:32 PM. Roll call attendance was taken. A quorum was present.		
2. PUBLIC COMMENT/NON-AGENDA ITEMS Lindsay Raike thanked the two Board members for attending the pool rally and encouraged the Board write a letter to Sutter Health’s interim CEO James Conforti, highlighting PHCD’s offer to help cover required costs for reopening Sutter’s Mickelson Pool until another facility becomes available.		
3. CONSENT CALENDAR Director Pagliaro: A) Questioned the transfer of funds from Boston Bank to Citi National Bank (CNB). Director Zell , Chair of the Finance Committee, responded. Due to the bank security issues with Boston, the Committee approved transferring funds out and into the District’s CNB portfolio. B) Complimented CEO Fama and staff on the well written, knowledgeable, professional staff reports and suggested marketing some of the graphics in the reports in the San Mateo Daily Journal. C) Asked for information on Rosener House mentioned on page 46. CEO Fama responded: It is Peninsula Volunteers, Inc.’s (PVI) Adult Day Care Center in San Carlos that serves residents of the District. The Board approved special initiative funding to address Senior Service needs created by the sudden closure of Senior Focus. The Rosener House is a recipient of some of that funding to expand capacity and provide scholarships and transportation to help provide access for PHCD residents. D) Asked to consider posting the (988) Suicide Prevention Hotline graphic as an ad in the Burlingame Recreation Center bulletin and other visible platforms. Director Rick Navarro requested the minutes be revised to put his name on the same line with the rest of Directors at the bottom of page 1 to reflect his Aye vote of the June minutes. Motion to Accept Consent Calendar: By Director Zell; Seconded by: Director Galligan Vote by roll call: Ayes – Cappel, Galligan, Pagliaro, Zell, Navarro: Noes – 0 Abstain - 0 Motion Passed: 5/0/0		
4. SPECIAL PRESENTATION: 988 Mental Health Call Line for SMCO, Taylor Coutts, Star Vista Things to Know about the Bill: <ul style="list-style-type: none"> • The 3-digit (988) number has gone live in the United States and will eventually replace the current national suicide prevention hotline For now, both numbers are active with (988) being prioritized. 		

- In Fiscal year 2021, the national suicide prevention lifeline received roughly 3.6 million contacts.
- Most calls to the national suicide and center or new 988 with the area code of (650) will be routed to the Star Vista Crisis Center.

Short term Goals for (988) Hotline: A strengthened and expanded lifeline infrastructure to respond to crisis calls, texts, and chats anytime.

Long term Goals of the (988) Hotline: A robust system that provides crisis care anywhere in the country.

Impact of (988) on Star Vista Crisis Center:

- Since (988) launch, Star Vista call volume increased 30%, up to 30-70 calls per week, many being first time callers.
- Need for more staff: Three counselors have been hired; a volunteer counselor needed; and recruitment continues.
- StarVista’s interventions are the least invasive such as phone de-escalation, agreement to safety, and connecting callers to avenues of support.

Director Cappel asked if the 30 to 70 calls have been inquiries about the (988) hotline? **Ms. Coutts:** Some calls have been for more information, many are first-time callers, also called “validity callers,” who have highly suicidal ideation or substance use/abuse questions.

Director Galligan asked where clients are referred when they need to be hospitalized for substance abuse? **Ms. Coutts:** Clients are referred to facilities based on their insurance, Medi-Cal, Kaiser, private insurance, etc. Other factors are location and facilitating a connection with their local core agency if they need additional resources.

5. OLD BUSINESS

5A. Sutter/MPMC’s Solar Project at 1501 Trousdale for Approval per Master Lease Agreement: Matt Brausch, Ameresco

Mr. Brausch noted his Solar Glare Analysis presentation was requested by this Board to measure the amount of glare produced by Sutter’s proposed solar project and how it will impact PHCD’s planned senior housing development, the neighbors living up Trousdale, or the FAA regulations required for the helicopter paths.

Presentation highlights:

- 1) Proposed solar panels are coated with Anti-Reflective Coating (ARC). The coating creates a rough texture surface on the modules which scatters and traps light, improves the solar modules efficiency, and reduces reflective light.
- 2) The study considered the possible future effects the solar project would have on the planned development south of the parking lot.
- 3) Outcomes of the analysis:
 - Study used an Industry Standard glare tool developed for FAA and compared existing conditions with new conditions after solar installation.
 - Analysis concluded the maximum estimated glare produced by the planned project would

be equivalent to looking at a 40W light bulb 22 feet away, a vehicle headlight 57 feet away, an LED parking lot fixture 119 feet away, and a typical 30ft. streetlight 180 feet away.

- No new glare created.

Conclusion: Solar is likely to create less glare upon the PWC development than is currently produced by existing lighting and uncovered high reflective vehicles. The amount of glare produced will be less significant than the glare one would experience in their day-to-day life.

Director comments/questions/concerns

- Are PWC Developers aware of the study? **YES**, Any notable concerns? **NO**
- Thoughts of adding additional levels to parking lot at Trousdale and El Camino? **NO**, there are sufficient spaces now and no immediate plans to expand campus. However, Sutter CEO search is in process and plans could change under new leadership.
- How many trees will need to be removed to accommodate panels? **Some** but exact number not known now; project team has worked with an arborist to make sure future work complies with city requirements
- Has City approved?
- Is installation permanent or removable? Panels are considered a removable asset.
- Glare study concerns

Director Comments:

Director Zell said he did not see any issues with the project or with Master Agreement terms.

Director Galligan expressed concerns with the project, believes a Sutter requested analysis would say what Sutter wanted, and remains concerned about the many unknowns to make a decision.

Director Pagliaro: shared his personal glare experience with his neighbor's installation and reported he contacted the city and shared the MPMC study with them and they had no concerns. Regarding compliance with the Master Agreement, he requested Mr. Pacheco's statement about the installation being a removable asset along with Sutter Health taking all responsibility for any legal issues that may arise in the future be written into the contract Sutter needs to provide PHCD to get approval of the project

Director Galligan stated the panels are not pleasant to look at and would diminish the value of PHCD's PWC planned development.

Director Zell summarized the request is allowable under the Master Lease, commercially reasonable based on the glare study, and he does not anticipate any lawsuits. If one does arise, a cross complaint could be filed against Sutter, therefore,

Director Zell moved approval the project as presented.

Chair Cappel requested a third-party review of the report before taking action.

Director Zell stated having heard no second, he motioned to table this agenda item until the next Board meeting and requested a closed session with Counsel Hudak to review the rights and obligations under the lease and discuss Chair Cappel's idea of an objective third party review.

Chair Cappel agreed to move the agenda item until the next Board meeting and get some of the last questions/concerns answered.

Counsel Hudak clarified his understanding that the Board has not refused to approve this business item. If it had been refused, then a written response to Sutter would be required with reasons why the item was refused which would then enter a dispute resolution.

Director Zell moved and Director Navarro seconded to approve the project if Sutter executes an indemnity agreement in favor of the District to both defend and pay damages associated with any future Solar glare related litigation. Also, Sutter would

confirm in writing that at the end of the lease term, these panels would be considered a removable asset.

Director Pagliaro commented on the new motion and thanked Director Zell for adopting two new points but felt it would be best to have a third-party consultant give their objective feedback and therefore would not vote in favor of it at this time. **Director Zell** agreed to have a professional review study, therefore **withdrew his second motion**, and would proceed as Chair Cappel suggested.

No action taken at this time.

6. NEW BUSINESS

6A. Eskaton Salary Range Schedule and Proposed Adjustments for Employees

Tighe Hammam, Eskaton VP of Resident Experience, explained the original salary ranges set for The Trousdale were 25% higher than for Eskaton's Sacramento communities. Subsequently, Director Chu was able to fill positions at a lower range and did so. Over the past three years, there has been an annual increase in the minimum wage throughout the state making a significant number of The Trousdale team currently below the minimum of the current wage scale. Mr. Hammam recommended bringing all Trousdale employees up to the minimum of their wage scale and giving an additional 25 cents/hour for each year of service. These adjustments would have an annual impact for The Trousdale of \$96,876.

Chair Cappel said he had no issue with increasing wages of the Trousdale employees to further reflect a livable wage and suggested there may be a bigger issue in retaining employees that should be explored further.

Motion to approve proposed Salary Ranges and Adjustments for Eskaton employees at The Trousdale.

Motion: By Chair Cappel; Seconded By Director Zell

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

Noes - 0

Abstain - 0

Motion Passed: -5/0/0

6B. Community Grants Program Proposed Revisions, Ann Wasson, Community Engagement

Director presenter:

Ms. Wasson noted the informational materials sent out in the meeting packet and highlighted the proposed revisions presented for Board consideration and approval.

- 1) Committee charge: Increase to 7 members at large, 2 Directors.
- 2) Grant Policy/procedure: Increase cap from \$50K to \$60 and enforce.
 - a. FY '23 Priority Funding areas: Prevention, Health Literacy , Physical Activity, Counseling , 'wise & well' approaches to promoting healthy living and reducing illness and chronic disease.
 - b. Consider 2-year grants for returning grantees with successful track record.
 - c. Improve alignment of schedule for receiving Grantee final reports with grant cycle.

- d. Letters of Intent will be screened by management to reduce Committee workload.
- 3) Create "Impact Partnership" category separate from grants and special initiatives.

Director Galligan, Chair of the Board's Community Health Investment Committee, stated the grants process needed work. Her Committee agreed with the Impact Partnership recommendation. Organizations with a proven track record of major impact on community health should be in a different pool with a different set of requirements from the community grants program.

To Director Navarro's question if the impact partners would include Sonrisas Dental Health, **Ms. Wasson** said as a component organization of PHCD, probably not. Samaritan house and Mission Hospice are examples of impact organizations that have received funding for many years due to their unique programs and numbers served.

To Director Pagliaro's question about which category is limited to \$60,000, **Ms. Wasson** replied, those that pursue funding through the community grants process E.g., LOI, full proposal, interviews and/or site visits, and include a wide variety of organizations that present programs that are consistent with the priority health areas identified each year and approved by the Board. Examples are StarVista, Meals on Wheels, Ombudsmen, LifeMoves, etc.

Chair Cappel and Director Zell agreed with the proposed changes.

CEO Fama noted the plan is for Management to bring Impact Partnership proposals to the Strategic Direction Oversight Committee for review and input before bringing to the Board for approval. She also emphasized the proposals up for approval will not change the approved FY '23 budget. Approval will authorize budgeted funds to be moved from the "community grants" budget line to a new "Impact Partners" budget line, both under Community Health Investments. **Director Zell** thanked CEO Fama for the clarification and expressed no concerns.

Motion to approve Community Health Investment Committee Charge

Motion: By Director Zell; Seconded By Director Galligan

Vote: Ayes – Cappel, Galligan, Pagliaro, Zell, Navarro Noes – 0, Abstain - 0

Motion Passed: -5/0/0

Motion to approve Priority Funding Areas for FY'23 Grants Cycle

Motion: By Director Zell; Seconded By Chair Cappel

Vote: Ayes – Cappel, Galligan, Pagliaro, Zell, Navarro; Noes – 0; Abstain - 0

Motion Passed: -5/0/0

Motion to approve Community Grants Program Revisions

Motion: By Director Zell; Seconded By Director Galligan

Vote: Ayes – Cappel, Galligan, Pagliaro, Zell, Navarro Noes – 0; Abstain - 0

Motion Passed: -5/0/0

6C. Parent Venture Community Education Contract FY '23

Ms. Wasson reviewed the accomplishments of Parent Venture has done over FY 2022: 80 webinars open to residents throughout the county; >2,000 District residents registered. Each webinar conducts a satisfaction survey and > 85% of surveyed participants consistently give topics,

speakers, and Q&A *satisfied to very satisfied* ratings. **Ms. Wasson** requested renewal of the Parent Venture contract for the new FY and school year at \$30K.

Motion to Renew Parent Venture Contract

Motion: By Director Zell; Seconded By Chair Cappel

Vote: Ayes – Cappel, Galligan, Pagliaro, Zell, Navarro; Noes – 0; Abstain - 0

Motion Passed: -5/0/0

[**Counsel Hudak** noted a fourth motion was missed on the last business item.]

Motion to approve Community Grants Program Policy, Guidelines, and Eligibility

Motion: By Director Zell; Seconded By Director Navarro

Vote: Ayes – Cappel, Galligan, Pagliaro, Zell, Navarro; Noes – 0; Abstain - 0

Motion Passed: -5/0/0

6D. Proposal to Cancel August 25th Regular Board Meeting: Chair Cappel

Chair Cappel noted there were no pressing issues identified for August, the Board has historically had one summer meeting cancelled, and therefore proposed cancelling the August 25th Board Meeting. **Counsel Hudak** stated if the meeting is cancelled certain notification procedures are required to the public. Notice of Regular Board Meeting ad in Daily Journal and website at a minimum.

There being no further discussion,

Motion to Cancel August 25th regular Board Meeting

Motion By: Director Zell; Seconded By: Director Pagliaro

Vote: Ayes – Cappel, Galligan, Pagliaro, Zell, Navarro; Noes – 0; Abstain - 0

Motion Passed 5/0/0

7. Board Reports

7A. Board Committees:

Strategic Direction Oversight 7/6: At the request of the Chair, **CEO Fama** reported the primary focus was the take-aways from interviews completed to help identify priority programs to be considered for the Peninsula Wellness Community HUB project.

Finance 7/12: Director Zell reported the discussion at the last Finance Committee focused on the Strategic Finance Policy and proposed new auditor. Both were approved under Consent.

7B. Board Chair and Directors

Director Galligan: Next Community Health Investment Committee meeting is August 1st.

Director Pagliaro reported on both the Trousdale marketing meeting and the Trousdale construction issues and reported he met with Counsel Hudak and General Contractor's counsel to discuss continued construction issues. He also noted that he participated in the Sutter Mickelson Pool demonstration and stated he thinks it appropriate to discuss PWC Developers.

Director Galligan added that it is important to address the District's concerns with Sutter about the pool closure. **Director Zell** commented that if there is a legal issue regarding the Mickelson pool, he

would like to discuss in closed session.

Chair Cappel reported on the press conference was held at the District office emphasizing the need for Covid-19 vaccinations and the effects of long-covid. There were many media groups present, the other speakers were impressive, the event was shown on many TV stations, and he was pleased with the outcome.

7C. Management and Staff Reports

CEO Fama called attention to The Trousdale Quality Dashboard included in her CEO report, page 42. The Trousdale's average quarterly Staff turnover rate for FY '22 was 16.5%, below Eskaton's target of <20%. All other Eskaton facilities had a 12-month average of 44%.

Eddie Flores, Youth & Behavior Health Director, highlighted a few items from his staff report.

1. E-blast announcement for Request for Proposals went out this afternoon for service providers for PHCD's allcove™ youth drop-in center.
2. A Proposers Information Conference will be held on the morning of August 11th jointly with Stanford allcove™ team; purpose is to inform and encourage interested providers to submit a response. The selection process is scheduled to be completed by late Fall.
3. The tenant improvement construction Competitive Bidding Process for the allcove facility will also be launched soon. Two timelines were included in his Director's report: service providers and construction firm. Both indicate that the youth drop-in center is likely to open late March early April 2023.

Stephanie Arevalo Rodriguez, Business Operations Manager, reported the new District and Health & Fitness center websites were launched as well as the new RFP allcove™ informational page. She then introduced Voula Theodoropoulos, the District's new office assistant who joined team 7/11/22.

Voula Theodoropoulos introduced herself and thanked the Board for the opportunity to work with the team and for them.

Michelle Marheineke highlighted the various infographics in her staff report.

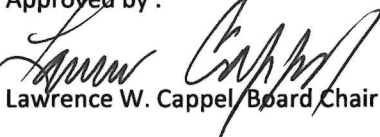
Director Pagliaro commented on the graphics and asked for staff to advertise in the Daily Journal.

Ann Wasson reported the strategic plan process is moving along and on track.

9. ADJOURN: **Chair Cappel** adjourned the meeting at 8:32 pm.

Respectfully Submitted by, Voula Theodoropoulos, Office Assistant

Approved by :


Lawrence W. Cappel, Board Chair

Approved by the Board
on September 22, 2022