



<p>BOARD OF DIRECTORS MEETING MINUTES Thursday September 22, 2022 Per Resolution 2022-12, this meeting was held via Zoom teleconference</p>		
<p><u>Directors Present</u> Chair Cappel Secretary Pagliaro Director Navarro Director Zell</p>	<p><u>Directors Absent</u> Vice Chair Galligan</p>	<p><u>Also Present</u> Counsel Mark Hudak Presenters: April M. Torres, PPS/LMFT</p>
<p>1. <u>CALL TO ORDER & ROLL CALL:</u> Chair Cappel called the meeting to order at 6:35 PM. Roll call attendance was taken. A quorum was present.</p>		
<p>2. <u>PUBLIC COMMENT/NON-AGENDA ITEMS:</u></p> <p>Eddie Flores, Youth & Behavior Health Director informed the board about the passing of Briana Fernandez Diaz, a founding member of the PHCD Youth Advisory Group. Briana passed away from an aggressive form of Leukemia and the PHCD team is deeply saddened for her loss. Briana's many contributions to PHCD will certainly never be forgotten. Briana was a loving daughter, sister, cousin, friend, and advocate. While speaking to the Stanford staff in her last days, she expressed her wish that the allcove youth drop-in center would come to full fruition to serve the community youth and young adults. A moment of silence was held in memory of Briana Fernandez Diaz.</p> <p>Chair Cappel stated he will be writing a letter to Briana's family on behalf of the Board to express condolences for their loss.</p> <p>Stephanie Arevalo Rodriguez read the instructions for public comments.</p> <p>Chair Cappel asked if there were any public comments?</p> <p>Stephanie Arevalo Rodriguez responded that there were no hands raised at the time.</p>		

3. REPORTS FROM CLOSED SESSIONS: AUGUST 1, AUGUST 17, AND SEPTEMBER 22

Chair Cappel: All three sessions concerned negotiations about the PWC. The 9/22 session also discussed a potential legal issue.

4. CONSENT CALENDAR:

Director Zell asked about the withdrawal of \$175,000 for The Lucille Packard Foundation for Children's Health. **CEO Fama** answered that it was the release of an approved grant for the Teen Health Van. There being no further questions,

Motion to approve the Consent Calendar

Motion: By Director Zell; Seconded By Director Pagliaro

Vote: Ayes – Cappel, Pagliaro, Zell, Navarro

Noes - 0

Abstain - 0

Motion Passed: - 4/0/0

5. SPECIAL PRESENTATION: STANFORD TEEN HEALTH VAN:

Chair Cappel introduced **April Torres**, Manager of the Mental Health Services for the San Mateo Union High School district.

April Torres: Opened her remarks adding her condolences for the loss of Ms. Diaz, a young lady she has worked with for many years and thanked the Board for giving Briana the YAG opportunity. She then reviewed the services provided by the Health Van.

- Serves an average of 15 students/day and ~73% of them return to receive more services.
- Services provided include physical exams, vaccines/immunizations, medications (asthma, allergies, etc.), sensitive services, mental health support, substance abuse counseling, nutrition counseling, wellness groups, COVID-19 Testing.
- 13% of the SMUHSD students received van services such as vaccinations, physicals, and immunizations.
- New students into the Bridge Program have tripled in the last two years; 41% received physicals, had never been immunized, and were without adequate healthcare.
- Students served are a major source for spreading the word to their fellow classmates.
- Areas of focus identified to improve student health include:
 - Implementing systems to increase student access to healthcare
 - Providing quality health education
 - Promoting activities to increase parent engagement.

Chair Cappel: How often is the van at various school sites? **Ms. Torres:** Van is typically in SMUHSD once a month and fluctuates between San Mateo, Capuchino, and Hillsdale High Schools – schools with E.L. Programs and the greatest need.

Director Pagliaro: If the Van is in the district once a month, where is it the rest of the month? **Ms. Torres:** Van also goes to Peninsula High School within the SMUHSD which is funded through a Title 9

grant. Peninsula High School is the longest standing school receiving Van services and serves almost 100% of the students. The Van also goes to schools throughout the Bay Area.

Director Navarro: If a student at Aragon High School needed services, how could they utilize the Van?

Ms. Torres: We usually try and schedule an appointment for any student that needed help at the beginning or end of the day so that they don't miss out on instruction time. Also, if there were several students that needed help from a specific school, they would try and provide transportation after receiving parental consent.

Chair Cappel: asked if there were any other comments and thanked **April Torres** for her presentation.

6. OLD BUSINESS: ACTION

a. Sutter/MPMC's Solar Project at 1501 Trousdale for Approval per Requirement of Master Agreement and Lease Agreement between PHCD and MPMC:

1. Atelier Ten Glare Study Analysis:

CEO Fama reported Atelier ten was engaged to review the Sutter study by Ameresco per Board direction. The Atelier Ten study results were received yesterday at 5pm. It identified some questions which were forwarded to Ameresco and they immediately responded. However, there was not enough time to connect with Atelier Ten to see if answers satisfied his request. Therefore, next steps are to follow up with both glare analysts and to share exchange of questions with PWC Developers to reaffirm their position that the panels as proposed will not be a problem for the PWC development.

2. Sutter/MPMC Approval Request: Anthony Pacheco, Sutter/MPMC CFO

CEO Fama reported she has been working Anthony Pacheco, MPMC's CFO, to provide him with the questions and concerns the Board expressed over the last several meetings. His written response was included in the distributed meeting materials. Given the first glare issue was not resolved, **Chair Cappel** asked counsel if it would be ok for **Mr. Pacheco** to present his response. **Counsel Hudak** responded it would be a better process for the Board to have all the information and then make one unified decision. **Chair Cappel** said this matter would be moved to the next Board meeting.

Director Pagliaro asked for a response to whether Sutter had considered saving some of the trees without it adversely impacting the project.

b. Resolution 2022-13: Resolution Calling on Sutter Health To Reopen The Mack E. Mickelson Arthritis And Rehabilitation Center Therapy Pool For Community Use At The Mills Health Center:

Counsel Hudak wanted to know if there was any public comment on this matter before the vote.

Stephanie Arevalo Rodriguez stated that Lindsay Raike had a comment.

Lindsay Raike thanked the Board for putting this matter on the agenda and wanted to make a couple of requests if the vote was passed. Lindsay asked if the board would be willing to put out a

press release and if the resolution could be sent to Sutter corporate and their recommended CC list. **Chair Cappel** stated they would take it into consideration.

Director Zell stated that CEO Fama had a comment.

CEO Fama noted Supervisor Canepa's recent statement in a Daily Journal article reported this Board committed to funding all the operating expenses of the Mack E. Mickelson Pool. She offered clarification. The Board directed a full investigating into the costs of repairs, if operating costs were the issue, what other options might be available. However, given MPMC was not open to options, a formal vote of the Board was never taken.

Director Pagliaro stated that the two requests made by Lindsay Raike are appropriate and should be granted by the Board. **Director Zell** stated that as the member who seconded the motion, he consents to the amendment.

Motion to approve Resolution 2022-13

Motion: By Director Pagliaro; Seconded By Director Zell

Vote: Ayes – Cappel, Pagliaro, Zell, Navarro

Noes - 0

Abstain - 0

Motion Passed: -4/0/0

c. Sonrisas Dental Health – Annual Year-End Report Per Funding Agreement:
Tracey Carrillo Fecher, Sonrisas CEO – Deferred to October 27 Board meeting.

d. Strategic Plan 2023-2025 – Revised Timeline and Stakeholder Engagement Process:

CED Wasson reported that PHCD has engaged Mission Met, an organization that will help facilitate the next phase of our strategic planning process which focuses on community engagement, gathering information/ideas, and identifying and planning future goals. Mr. Ryan and Mr. Lamb have extensive backgrounds in strategic planning and have worked with hundreds of organizations around the country. The timetable proposed will begin in October 2022 and be completed by January 2023. The ideal goal is to have this brought before the Board by the end of January. Mission Met key deliverables will be:

- A comprehensive process for engaging stakeholders
- A well-crafted three year rolling strategic plan
- A strong strategic planning culture to sustain the organization.

Director Zell noted that significant decisions will need to be made soon by the Board and the new Director doesn't start until December; therefore, he recommended the timeline get pushed out further. **Chair Cappel** agreed and ask if there were any more questions or concerns.

Director Zell asked what the estimated cost of the Mission Met involvement. **CEO Fama** answered \$16,000 total with no additional charges. **Director Zell** asked how many hours that was for. **Chair Cappel** said fee covers the duration of the project.

7. New Business: ACTION

a. Administration requested three approvals to initiate Impact Partnership Program:

1. Approval of template language to be used for Impact Partnership Funding Agreement

Motion to approve proposed Impact Partnership Agreement language

Motion: By Director Zell; Seconded By Director Navarro

Vote: Ayes – Cappel, Pagliaro, Zell, Navarro

Noes - 0

Abstain - 0

Motion Passed: -4/0/0

- 2) **Proposed Organizations to invite to participate in this multi-year, funding program:
Samaritan House, Mission Hospice, Teen Health Van**

**Motion to approve Proposed Organizations: Samaritan House, Mission Hospice,
Teen Health Van**

Motion: By Director Zell; Seconded By Director Navarro

Vote: Ayes – Cappel, Pagliaro, Zell, Navarro

Noes - 0

Abstain - 0

Motion Passed: -4/0/0

- 3) **Proposed funding amounts and terms of agreement as provided in the meeting materials.
And to include an annual inflation clause limited to the lesser of CPI or 5%**

Director Zell asked **CED Wasson** about the inflation clause and wanted more background on this. **CED Wasson** answered because this funding strategy is a three-year process and the associated expenses may remain stable or go up, many organizations are being asked to absorb this expense and because they are non-profits it is becoming very difficult. The reason for the language being used is that CPI is very high at the moment and by capping it, it allows these organizations to move forward and continue to provide these services at a reasonable rate.

Motion to Approve Proposed Funding Amounts and Terms of Agreement

Motion: By Director Zell; Seconded By Director Navarro

Vote: Ayes – Cappel, Pagliaro, Zell, Navarro

Noes - 0

Abstain - 0

Motion Passed: -4/0/0

b. Peninsula Wellness Community Town Hall October 12, CEO Fama:

The date is set, the time will be 6-8pm, and the location will be the Burlingame Recreation center. The agenda will consist of introductory remarks from the District and each of the developers, review of the plans for each part of the project, time for group Q & A, and then break out time to visit informational tables to get detailed answers to any remaining questions.

Director Pagliaro asked about the light dinner that will be served at the meeting and who will be paying for it. **CEO Fama** said she would investigate that.

c. Return to In-Person Board Meetings October 27 & December 8, 2022, at Millbrae City Hall:

Chair Cappel: As requested at the last Board meeting, staff explored locations previously used by PHCD for public Board meetings. **BOM Arevalo Rodriguez** reported Millbrae City Hall is open, hybrid technology still to be confirmed. Burlingame, San Mateo, and Foster City city halls were not allowing in-person meetings. **Counsel Hudak** shared Hillsborough is allowing in-person Council meetings and offers hybrid option. **Chair Cappel** asked for Board feedback.

- **Director Navarro** agreed with in-person with hybrid capacity.
- **Director Zell** agreed and asked that Hillsborough also be checked. He is ready to meet in person and thinks hybrid option is important to extend.

CEO Fama confirmed next steps. First, check with Millbrae to see if their hybrid capacity is functioning satisfactorily and if not, check with Hillsborough.

Director Zell stated that he would be comfortable in any City Hall within the district. He wants to make it clear that the Board will be authorizing a Hybrid meeting. **Director Pagliaro** commented that he did not believe this needed a motion.

Public Comment: **BOM Arevalo Rodriguez** noted a written public comment was received from Lindsay Raike. Ms. Raike expressed she and other disabled individuals would appreciate the hybrid format to facilitate participation.

Motion to Return to in-Person Board Meetings at Millbrae City Hall October 27 & December 8, 2022, if Hybrid technology has a proven history of success:

Motion: By Director Zell; Seconded By Pagliaro

Vote: Ayes – Cappel, Pagliaro, Zell, Navarro

Noes - 0

Abstain – 0

Motion Passed: -4/0/0

8. REPORTS:

a. Board Committees:

Community Health Investment 8/1/22: **CED Wasson** reported PHCD received 50 grant LOI's; ten of organizations are new to PHCD; the Committee meets next on October 1st to review the community grant LOI's.

Strategic Direction Oversight 9/7/22: **Chair Cappel** noted CED Wasson's earlier report on status of Strategic Plan development and engagement of MissionMet to help with next phase. Committee approved and recommended to the Board the Impact Partnership Policy and three organizations to be considered for this program. Ms. Denton presented the list of potential HUB services under consideration and the projected space requirements for those programs. Next meeting will be held November 2nd.

Finance Committee 9/20/2022: **Director Zell** reported that the Committee went over Quarter 4 financials and other matters. The yearend financials being the most important.

b. Board Chair and Director Reports

Director Pagliaro:

- Attended the Annual ACHD at which one of the sessions was on allcove and **Director Zell** and **YMH Director Flores** were presenters. He noted the conference was a worthwhile experience.
- Attended the Samaritan House ribbon cutting at 1740 Marco Polo for their new space provided by PHCD. He met representatives from Samaritan House, three members of the Millbrae city council and Councilmember Beach from Burlingame who suggested a bicycle rack should be available at that building.
- Received no response yet on the Trousdale warranty claim on the Prodema panels on the exterior of The Trousdale and asked **Counsel Hudak** if he could speak on this matter. **Counsel Hudak** reported he submitted a warranty claim and it was returned as undeliverable perhaps because they had changed their office location. After tracking down their current location, communication on the warranty has been sent out through the mail and email. Their lack of responsiveness is concerning. **Director Pagliaro** believes this is an issue that should be resolved by the general contractor.

c. Management & Staff Reports

CEO Fama:

- Thanked both **Director Zell** and **Director Pagliaro** for making the trip to the ACHD annual meeting and supporting the allcove presentation. Feedback from the Association team and other attendees has been very positive. She thanked **Eddie Flores** and **Jackie Almes** for the work they put into the different presentations they regularly make on allcove.
- Thanked **Director Pagliaro** for attending the ribbon cutting and expressed how pleased Samaritan House is with this new space and how it brings them closer to addressing the needs of the community.
- Announced Sheri Peifer will be taking over the CEO reins when Todd Murch retires in 2024.
- Announced Sutter Health has a new CEO coming in December. He comes from Ochsner Health based in Louisiana and is the first CEO to come from outside the organization.

Business Operations Manager Arevalo Rodriguez:

- She has been investigating and taking steps to ensure there are no more issues with logging into Board Zoom and Webinar meetings. Care will be taken to make sure system is working smoothly when in-person with Hybrid meetings start.
- She has been an active part of disseminating the direct mailers, flyers, and eblasts for the town hall meeting. A second round will be sent as we get closer to date of the town hall. She thanked CEO Fama for the opportunity to work with the PWC Project team.

Health & Fitness Center Manager Marheineke:

- Attended a professional development conference the previous week in Los Angeles put on by Mind Body, the software used at the Fitness Center. Topics covered included: client retention, creative ways of increasing business, leadership strategies and software expansion.
- Center memberships are increasing. Signed up 5 new members this week.
- Marketing:

- The advertisement placed in the Daily Journal did not increase walk-ins or calls but did help boost the morale of the members as they enjoyed seeing themselves holding up the number four in celebration of the center's four-year anniversary. Word of mouth is still the primary way people are hearing about the program.
- She will have a table at the Senior Resource Fair at the Burlingame Recreation Center tomorrow. The fair is expecting 150-200 seniors to attend. She will be providing brochures, massage therapy flyers and some giveaways to engage as many attendees as possible.

Director Zell commented that the Finance Committee was discussing the Center and how they viewed it as an important part of the wellness community. It is of keen interest to the Finance Committee to have a clear picture of the success and opportunities regarding increasing the membership as everyone moves forward from the pandemic. **Director Zell** asked **Center Manager Marheineke** to attend a future Finance Committee meeting.

Youth & Behavioral Health Services Director Eddie Flores:

- Thanked everyone for their support with the allcove youth teen drop-in center and specifically thanked **Director Zell** and **Director Pagliaro** for joining him at the ACHD conference. It was rewarding to see so many people support this work and to present with the Beach Cities Healthcare District and the State Mental Health Commission.
- Provided an update on the status of the allcove clinical provider partner selection process. Previous Friday was the deadline to submit RFP's. Two complete and promising application packets were received and are in line with PHCD's vision on the allcove model. Components such as mental health, physical health, peer to peer and family support as well as education and employment are all integral aspects of the delivery and success of the allcove youth drop-in center and the core mission.

Youth Outreach Specialist, Jackie Almes reported she took the YAG members to the showroom for the furniture project and they picked out some pieces for the allcove center and began choosing some of the fabrics. Other updates and details are included in her report.

CFO Yee:

- Reported last month she and CEO met with the new auditor and have officially started the audit for fiscal year 2021-2022. The next two months will involve the work on the audit with the plan to present the audit draft to the Board at its December 8th meeting.
- Reported the transition from Boston Private to Heritage Bank should be completed shortly. All other updates will be provided in the CFO written report.

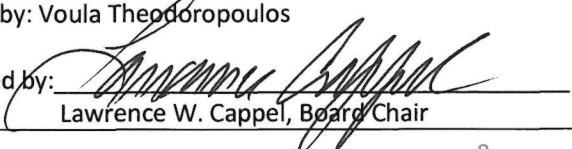
9. CORRESPONDENCE AND MEDIA:

Chair Cappel encouraged everyone to review the correspondence and media section in their Board Packet and asked if anyone had any questions. Hearing none,

10. Adjourn: Chair Cappel adjourned the meeting at 8:04 in honor of Briana Fernandez Diaz.

Written by: Voula Theodoropoulos

Approved by:


Lawrence W. Cappel, Board Chair

Approved by the
Board on 10/27/2022