

**MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
February 1, 2023
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

Directors Present

Director Fong
Director Griffin
Director Martinez
Director Nayfack
Director Shefren

Directors Excused

Also Present

Pamela Kurtzman, CEO
Mr. Hudak, Legal Counsel
Ms. Stamper, Recorder

1. Call to Order

President Shefren called the meeting to order at 4:30PM. Roll call attendance was taken. A quorum was present.

2. Public Comment/Non-Agenda Items

President Shefren asked if there was any public comment on non-agenda items. Lindsay Raike of Warm Water Wellness (WWW) announced the formation of a committee, composed of 2 representatives from Peninsula Healthcare District, 2 representatives from Sequoia Healthcare District, and 1 representative from the YMCA, to work with WWW to reopen the Michelson Pool.

3. Consent Calendar

Motion: to approve the consent calendar.

By: Director Nayfack

Seconded by: Director Griffin

Director Shefren requested an amendment to the motion to approve the minutes separately from the financials.

Amended: Amendment to motion to approve 3a and 3b separately from 3c, accepted by Nayfack and Griffin

Vote: Ayes - Fong, Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain --

Absent --

Motion Passed: 5-0

Motion: To accept November and December 2022 financial statements.

By: Director Shefren

Seconded by: Director Nayfack

Vote: Ayes - Fong, Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain --

Absent --

Motion Passed: 5-0

**4.a. Pursuant To Policies 4.5 And 6.6 Nominate And Appoint
Slate Of Board Officers For Two-Year Terms**

President Shefren asked if there was public comment on this agenda item. There was none.

Motion: To appoint the following slate of board officers for two year terms: President- Director Nayfack, Vice President - Director Martinez, Secretary - Director Griffin.

By: Director Shefren

Seconded by: Director Fong

Vote: Ayes - Fong, Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain --

Absent --

Motion Passed: 5-0

4.b. State Of The District

President Nayfack asked if there was public comment on this agenda item. There was none.

Ms. Kurtzman gave the State of the District report. The District has made significant progress toward the goals and key objectives outlined in the strategic plan and has been successful financially, programmatically, and administratively. The CEO retains strong financial oversight of District finances, expenses are kept minimal and tax revenue has been steadily increasing. Our programs are running efficiently, producing impactful outcomes, and creating more visibility in the community. We have a committed and talented staff to carry out our key objectives and a unified board to provide oversight and set direction. The District continues to play a significant and vital partnership with our schools and community partners.

**4.c. Consider Grant Request From First 5 SMC For Up To \$595,700 Each Year
For Two Years (Total= \$1,191,400; July 2023- June 2025)**

President Nayfack asked if there was public comment on this agenda item. There was none.

President Nayfack recused himself and left the room.

Emily Roberts of First 5 San Mateo County gave a brief presentation on current program results for the Healthy Beginnings initiatives. The Integrated Systems for Children with Special Needs initiative is in the process of integrating layers of systems with many partners for children with special needs. The Early Childhood Mental Health Systems initiative is addressing the impacts of trauma on children and families by supporting children- and family-serving agencies to adopt trauma-informed practices called TRISI. Ms. Roberts requested funding to continue the First 5 program development from July 2023 through June 2025.

Motion: To approve a two-year grant of up to \$595,700 each year covering from July 2023 through June 2025 to First 5 San Mateo County for program development.

By: Director Shefren

Seconded by: Director Fong

Vote: Ayes - Fong, Griffin, Martinez, Shefren

Nos --

Abstain -- Nayfack

Absent --

Motion Passed: 4-0-1-0

President Nayfack rejoined the meeting.

4.d. Presentation On SMC Navigation Center Proposed Dental Clinic

President Nayfack asked if there was public comment on this agenda item. There was none.

Mr. Peter Shih of San Mateo County Health, and Dr. Elise Chavez of the University of the Pacific's Arthur A. Dugoni School of Dentistry, gave a presentation regarding the launch of a 3-year pilot dental clinic within the San Mateo County Navigation Center in Redwood City to address the oral health needs of homeless clients and inmates from the nearby SMC jail. The new dental program will be a collaboration between the dental school, which will run the clinic and provide a clinic director and dental students, and the navigation center, which will provide the facilities and patients. The dental clinic has requested a \$125,000 grant from Health Plan of San Mateo and is working with Kaiser and Stanford on additional grant funding. Mr. Shih and Dr. Chavez believe the addition of dental services at the Navigation center will be very significant and would like to return at a later meeting to request funding from Sequoia Healthcare District.

4.e. Discuss Whether To Change District Policy To Pay For Candidate Statements In The Voter Guide

President Nayfack asked if there was public comment on this agenda item. There was none.

Director Shefren brought to the attention of the Board that Board candidates pay \$1,200 or more for their candidate statements. This could be a barrier for future prospective candidates running for office and discourage participation. Director Shefren would like board members to consider the idea of the District covering the costs of candidate statements. The Board requested that Mr. Hudak gather data on other special districts' policies and costs. Director Shefren would like this topic included on the next agenda.

4.f. Approve Amendment To Employment Contract Of District Chief Executive Officer

President Nayfack asked if there was public comment on this agenda item. There was none.

At the December 15, 2022 Board meeting, Directors made a motion to approve a salary increase of \$18,150 for the Sequoia Healthcare District CEO effective January 1, 2023. This calculation was based on an incorrect salary of \$275,000, rather than the correct salary of \$275,500. The \$500 difference calculates to \$18,183 for a new annual salary of \$293,683.

Motion: To approve the amendment of the annual salary increase from \$18,150 to \$18,183, for a new annual salary of \$293,683. Everything else in the contract remains the same.

By: Director Griffin

Seconded by: Director Fong

Vote: Ayes - Fong, Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain --

Absent --

Motion Passed: 5-0

4.g. Director Requests for Future Agenda Items per Board Policy 8.3

Director Shefren requests the formation of finance sub-committee of the Board that would work with the CEO and make recommendations.

Director Fong would like an agenda item regarding placing AED's on soccer fields.

Director Griffin would like Warm Water Wellness to be included on a future agenda.

Director Nayfack would like information regarding what elementary and middle schools are doing regarding fentanyl and Narcan training.

5. CEO/Staff Reports

CEO Kurtzman is looking into migrating management of the hospital pension plan from Dignity Health to Sequoia Healthcare District.

In April, Doug Pryor of Bartel Associates LLC will give an update on the hospital pension plan valuation.

Ms. Bratton is scoring midyear reports. Grantees have been averaging 26 out of 30 points. Second grant checks will be sent out by the end of the week.

Ms. Bratton is on the ACHD Advocacy Committee which currently has no stance on bill AB40 regarding emergency medical services.

Ms. Garcia helped with the January grants info sessions that were well attended. She created a grants timeline PDF that can be found on the District website. Ms. Garcia included a link to the timeline in our newsletter along with information regarding the SHD Townhall, heart health information and partner highlights.

We are partnering with Redwood City Police Activities League to sponsor a Health Fair taking place July 29th on the Redwood City Square.

6. Adjourn

Motion: To adjourn the meeting at 7:02PM.

By: Director Shefren

Seconded by: Director Griffin

All in favor

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, April 5, 2023, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin, R.N.
Secretary