



A G E N D A

SEQUOIA HEALTHCARE DISTRICT REGULAR BOARD OF DIRECTORS MEETING 4:30 PM, Wednesday, December 6, 2023 Conference Room, 525 Veterans Boulevard Redwood City, CA 94063

This meeting will be held in person at 525 Veteran’s Boulevard in Redwood City with access available via Zoom teleconference. To join the meeting from your cellphone dial [\(669\) 900-9128](tel:6699009128) and enter meeting ID: [837 5452 9528](https://us02web.zoom.us/j/83754529528) or join from a computer to <https://us02web.zoom.us/j/83754529528>. Additional information regarding the meeting can be located at our website: www.seqhd.org

1. Call To Order And Roll Call
2. Public Comment On Non-Agenda Items*
- ACTION 3. Consent Calendar - President Nayfack
 - a. Approve September 28, 2023 Strategic Planning Meeting Minutes
 - b. Approve October 4, 2023 Regular Meeting Minutes
 - c. Approve November 21, 2023 Special Meeting Minutes
 - d. Accept September And October 2023 Financial Statements
- ACTION 4. New Business
 - a. Consider Grant Request From LifeMoves Totaling \$315,625 Over 2 Years For Continued Support Of LVN At Navigation Center - Dr. Greenberg 4:45-5:00
 - ACTION b. Consider Grant Request From BGCP of \$99,375 Per Year For 2 Years For Continued Support Of Full-Time Bilingual Psychotherapist At Forest Club - Ms. Valesquez 5:00-5:15
 - ACTION c. Consider Lease With Ravenswood Family Health Network And Tenant Improvement Allowance And Equipment Purchases Of Up To \$5.5 Million (Plus A Cost Escalation Factor) For The Conversion Of 525 Veterans Boulevard Building To A Dental Clinic To Serve Economically-Challenged District Residents - Ms. Buada and Mr. Jacques 5:15-5:45
 - ACTION d. Consider Approval Of District Social Media Policy - Ms. Garcia 5:45-5:55
 - ACTION e. Director Requests For Future Agenda Items Per Board Policy 8.3 - President Nayfack
5. CEO/Staff Reports:
 - a. CEO And Staff Reports- Kurtzman, Bratton, Garcia, Wasson 5:55-6:15
- ACTION 6. Adjourn to Closed Session:
 - a. Under Government Code Sections 54957 and 54957.6 for the following purposes:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION (54957) Title: Chief Executive Officer of Sequoia Healthcare District. CONFERENCE WITH LABOR NEGOTIATOR (54957.6) Agency Designated Representative: Aaron Nayfack, Board President
Unrepresented Employee: Chief Executive Officer, Sequoia Healthcare District
- ACTION 7. Reconvene to Open Session: Announce Any Reportable Action Taken In Closed Session
- ACTION 8. Adjourn
The Next Regular Meeting Of The Board Of Directors Of Sequoia Healthcare District is Scheduled For 4:30 PM, Wednesday, February 7, 2023, District Conference Room, 525 Veterans Blvd., Redwood City, CA 94063

Aaron Nayfack, MD - Board President

*Public comment will be taken for each agenda item prior to the board’s consideration on that item.

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, 525 Veterans Blvd., Redwood City, CA, during normal business hours. Please telephone 650-421-2155 ext 201 to arrange an appointment.

If you are an individual with a disability and need an accommodation to participate in this meeting, please contact Sequoia Healthcare District at least 48-hours in advance at 650-421-2155 ext 201.

**MINUTES OF BOARD/STAFF STUDY SESSION
 BOARD OF DIRECTORS
 SEQUOIA HEALTHCARE DISTRICT
 September 28, 2023
 Filoli Gardens Meeting Room A, 86 Cañada Road
 Woodside, CA 94062**

DRAFT

<u>Directors Present</u>	<u>Directors Excused</u>	<u>Also Present</u>
Director Fong Director Griffin Director Martinez Director Nayfack Director Shefren		Ms. Kurtzman, CEO Mark Hudak, Attorney Ms. Bratton, Director of Grants and Partnerships Ms. Wasson, Director of School Health Ms. Garcia, Communications & Engagement Officer Ms. Stamper, Board Clerk

1. Call to Order

CEO Kurtzman welcomed all participants and roll call was taken at 9:02AM. Present: Directors Fong, Griffin, Martinez and Shefren. Director Nayfack has a prior commitment and will arrive around 10AM.

2. Public Comment/Non-Agenda Items

President Nayfack asked if there was public comment on non-agenda items. There was no comment.

3a. Board Study Session for Purpose of Strategic Planning 2022-2025

CEO Kurtzman gave an overview and timeline for the day, and reviewed the current budget, assets, and financial commitments. The District anticipates tax revenue and other income sources to provide \$18,300,400 in 2023-24, with a total of \$17,707,501 in committed expenses and \$592,899 in uncommitted funds for Future Impact grants. Director Shefren would like the Schwab “Operating Funds” account to be referred to as “Future Impact Dollars”.

Ravenswood Family Health Center new dental clinic: CEO Kurtzman summarized the *Ravenswood Family Health Center June 2023 Dental Need & Feasibility Study* for San Mateo County which was created by research consultants at Roger Way & Associates. The study contains data on the needs of residents at and below the federal poverty level, their oral health utilization trends, oral health disparities within the SMC population, lack of dental care capacity and recommended next steps for meeting future need that includes the creation and operation of a Ravenswood dental clinic located within Redwood City. Redwood City has the highest percentage of uninsured residents and the greatest need for a clinic. The consultants conducted a preliminary review of the 525 Veterans building and confirmed that it could be built into a 10-12 chair dental clinic. CEO Kurtzman discussed the timeline for starting, staffing and operating a new clinic and presented a preliminary construction estimate with a draft site drawing, the timeline for completion, and the estimated operational budget. Construction expenses are estimated to run around \$4 Million in hard costs, \$250K in soft costs and \$1 Million in equipment costs. The District will post a public notice of intent in local media.

10:05AM Director Nayfack joined the meeting during the Dental Clinic discussion.

Directors requested that CEO Kurtzman seek clarification on the policy for removing residents from the Ravenswood waitlist. Directors would like a site visit of the current Ravenswood clinic

to see operations and staffing. Board members look forward to a more in-depth presentation from Ravenswood at the next Board meeting.

Dental Learning Collaboration Pilot: Director Griffin, CEO Kurtzman and Mr. Hudak have been working with the Health Plan of San Mateo County and the San Mateo Dental Society to create an MOU. The MOU has been revised per county council's requests. We are waiting for their review and approval. The pilot kickoff is scheduled for November 13, 2023.

Building Purchase for District Offices: Ms. Kurtzman requested clarification from the Board regarding building square footage requirements. Director Martinez and Ms. Bratton discussed their site visits to non-profits in the area and the need for office space for those community partners. Directors Nayfack and Martinez will research the feasibility of purchasing a larger building to provide space to partners, how to best to support those partners (buy, lease, give additional funding), a list of requirements for selection to be tenants, and report back to the Board.

District Boundary Expansion: Staff questioned the feasibility of expanding the current District boundaries to include East Palo Alto and the coastal area that includes Half Moon Bay. Mr. Hudak pointed out that all special districts of the tax basis must agree to decrease their share of property tax funds so that SHD could be funded to provide services in those areas.

Review of Community Health Needs Assessment (CHNA): Ms. Bratton presented data pulled from the CHNA report for San Mateo County concerning trends in community needs.

3b. Approval Of Board Position Statement Regarding SUSHD Continued Funding

President Nayfack apologized to the Board and staff of Sequoia Healthcare District for sending a quick, poorly worded email expressing his personal opinion to SUHSD.

Motion: to approve the statement provided in the Board packet.

By: Director Shefren

Seconded by: Director Faro

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

LUNCH BREAK

3a. Board Study Session (continued)

Strategic Goal 2: Innovation:

CWAE Integrated Wellness program: Noah Schectman of Center for Wellness and Achievement in Education (CWAE) gave a presentation regarding an "Integrated Wellness" program. The program would be offered to District residents as 10 weekly workshops to change health behaviors with practical advice, strategies and connections to resources.

Santa Clara County MedAssist program: Ms. Bratton presented an idea for a pilot program based on the Santa Clara County "MedAssist" program that offers financial relief for middleclass

families with prescriptions for diabetes medications, asthma inhalers, and EpiPens. The Santa Clara program currently helps households that have an annual gross income of up to 400% of the Federal Poverty Level.

Strategic Goal 3: Collaboration:

Thrive RISE Disaster Prep COAD: Ms. Bratton presented information regarding a Disaster Prep COAD called “Thrive RISE”, which is a program to prepare non-profit organizations to facilitate resource sharing and effective communication during a disaster. Thrive RISE identifies organizations in the area that have expertise in food security, emergency prep, senior wellness, etc. and trains them to work together in all phases dealing with a disaster. Directors would like case study materials. The County’s Department of Emergency Management is one of the key funders of Thrive Rise.

Workforce Development Research: Ms. Bratton presented information on San Mateo County’s workforce and shortage of health workers, and discussed workforce development opportunities within our community.

- Nova Works is an organization that works with the county to help displaced workers connect to employment.
- San Mateo Community College District operates 3 colleges and trains a total student population of 28,367.
- San Mateo County Adult Schools operates 2 schools that assist adults with health careers
- Sequoia Union High School District has 4 academies with 2-3 additional academies incubating. They include Health Careers, Biotechnology Institute, Graphics and Technology Academy, Green Academy, Computer Academy, Redwood Environmental Academy of Leadership.
- Wender Weis foundation has partnered with Dignity Health Sequoia Hospital to create a program to support the mental health and confidence building of children living in underserved areas.

B R E A K

Healthy School Initiative:

Nursing Collab: Ms. Wasson reviewed the status of the Nursing Collab which recently reviewed COVID and immunization requirements, and is working to address the school nurse shortage.

Youth Mental Health: To address growing student mental health concerns, SUHSD is developing onsite student lounges with services to address student wellness. SUHSD has engaged a consulting firm, SWELL, to collaborate with staff and students to develop each of the 6 wellness spaces. Menlo-Atherton has created an onsite student wellness area called “Peace & Wellness Center” aka PAWS that provides drop-in counseling, a hangout space, resources, and parent/caregiver education.

United For Youth has created 4 age-related workgroups to assess, analyze, and develop new strategies to improve youth mental health.

Director Martinez discussed an 8-week summer program provided by PAL that was instrumental in helping struggling students reconnect with society and entuse students to attend school.

School Wellness Coordinators will review and update their wellness plans and present at the next Wellness meeting.

DRAFT

3. Adjourn

Motion: At 3:41PM adjourn meeting.

By: Director Shefren

Seconded by: Director Martinez

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, October 4, 2023, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin, R.N.
Secretary

**MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
October 4, 2023
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

<u>Directors Present</u>	<u>Directors Excused</u>	<u>Also Present</u>
Director Fong Director Griffin Director Nayfack Director Shefren	Director Martinez	Pamela Kurtzman, CEO Mr. Hudak, Legal Counsel Ms. Stamper, Recorder

1. Call to Order

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

2. Public Comment/Non-Agenda Items

President Nayfack asked if there was any public comment on non-agenda items. There was none.

3. Consent Calendar

Motion: to approve the consent calendar.

By: Director Shefren

Seconded by: Director Fong

Vote: Ayes - Fong, Griffin, Nayfack, Shefren

Nos --

Abstain --

Absent -- Martinez

Motion Passed: 4-0-0-1

4.a. Discussion And Presentation by Ravenswood FHC On Potential Clinic

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

The District has identified a need for additional dental services in the Redwood City area for District residents and is exploring converting the building at 525 Veterans Blvd into a dental clinic to be run by Ravenswood Family Health Center. Luisa Bauda of Ravenswood FHC presented an analysis of the dental disparities within our District, Ravenswood current dental capacity and the capacity of other providers in the area, a description of the comprehensive services to be provided, an overview of the construction design, an updated budget estimate of \$5.526 Million, and the estimated operations budget with best- and worst-case scenarios. Ravenswood has no trouble finding dentists to work in their clinic but has a hard time finding and keeping hygienists and dental assistants. They have created their own in-house training program for dental assistants.

Director Shefren requested a review of the construction and operating budgets by a knowledgeable expert to validate budgets are within norms.

Director Shefren would like further discussion with Ravenswood regarding feasibility of splitting profits if best case scenarios create a surplus.

4.b. Update On Year-End Outcomes Of RWC Together/PAL PACE Program

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

Rafael Avendano of RWC Together and Robert “Tito” Alvarez gave an update on the 1st year of the PACE program. The program served 416 youth. Mr. Alvarez collaborated with local young people to create events, internships, classes on life skills and job readiness training, connected youth with employment, and helped them feel empowered and connected to their community. He is creating economic mobility pathways for the youth workforce.

4.c. Presentation and Discussion Of Remaining Board Study Session Items

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

Ms. Bratton presented an ACHD flyer about mental health advocacy and an analysis of how Proposition 63 (the Mental Health Services Act (MHSA)) funding has impacted behavioral health systems in San Mateo county. Ms. Wasson alerted the board to proposed allocation changes for FY 2023-2024 due to SB 369 and it’s anticipated impacts. Ms. Bratton and Ms. Wasson reviewed the SUHSD’s California Health Kids Survey (CHKS) data from FY21-22 and FY22-23 to point out areas of improvement in school climate, health risks and behaviors, and youth resiliency. Ms. Bratton presented information “FACTS”, new legislation regarding educating and preventing student death by fentanyl.

Ms. Garcia presented analytics regarding the last 90 days of activity on our website and social media. She presented a draft social media policy and listed engagement opportunities in the community. Mr. Hudak will create a draft Board member communication policy for the Board Policy and Procedures manual. Board members are encouraged to present at city council and board of supervisor meetings.

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

President Nayfack asked Board members for their requests for future agenda items. There were no requests.

5. CEO/Staff Reports

This year in addition to an English and Spanish Annual report, we have a Mandarin version!

Ms. Bratton will be reviewing six applications for the Art Faro Holiday food grants with Dignity Health.

ACHD’s website has an advocacy area with Bills of Interest.

Director Shefren reminded the board that the CEO’s contract ends December 31, 2023 and the Board needs to have a closed sessions prior to the December board meeting to discuss compensation.

6. Adjourn

Motion: To adjourn the meeting at 7:08PM.

By: Director Griffin

Seconded by: Director Nayfack

All in favor

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District will be scheduled for 4:30 PM, Wednesday, December 6, 2023, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin, R.N.
Secretary

**MINUTES OF SPECIAL MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
November 21, 2023
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

<u>Directors Present</u>	<u>Directors Excused</u>	<u>Also Present</u>
Director Fong (via Zoom) Director Griffin Director Martinez Director Nayfack Director Shefren		Pamela Kurtzman, CEO Mr. Hudak, Legal Counsel Ms. Stamper, Recorder

1. Call to Order

President Nayfack called the meeting to order at 4:02PM. Roll call attendance was taken. A quorum was present.

2. Public Comment/Non-Agenda Items

President Nayfack asked if there was any public comment on non-agenda items. There was none.

3. Adjourn to Closed Session for the Purposes of :

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)
Property: 525 Veterans Blvd., Redwood City
Agency Negotiator: Pamela Kurtzman, CEO, and Mark Hudak, Legal Counsel
Negotiating Parties: Ravenswood
Under negotiation: Terms of lease including tenant improvement allowance, rent, length of term, and services to be provided.
- b. Pursuant to Health and Safety Code Section 32106: Discussion involving trade secrets relative to facilities and services with Pamela Kurtzman, CEO, and Mark Hudak, Legal Counsel.
- c. Under Government Code Sections 54957 and 54957.6 for the following purposes:
PUBLIC EMPLOYEE PERFORMANCE EVALUATION (54957) Title: Chief Executive Officer of Sequoia Healthcare District. CONFERENCE WITH LABOR NEGOTIATOR (54957.6)
Agency Designated Representative: Aaron Nayfack, Board President
Unrepresented Employee: Chief Executive Officer, Sequoia Healthcare District

Motion: to adjourn to closed session.

By: Director Nayfack

Seconded by: Director Shefren

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

4.Reconvene to Open Session:

There was no reportable action taken in closed session.

5. Adjourn

DRAFT

Motion: To adjourn the meeting at 7:33PM.

By: Director Martinez

Seconded by: Director Nayfack

All in favor

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District will be scheduled for 4:30 PM, Wednesday, December 6, 2023, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin, R.N.
Secretary

Sequoia Healthcare District
Balance Sheet - by Month

Accrual Basis

As of October 31, 2023

	Jul 31, 23	Aug 31, 23	Sep 30, 23	Oct 31, 23
ASSETS				
Current Assets				
Checking/Savings				
10150-0 · Cash (WF-MMA)	147.37	0.00	0.00	0.00
10200-0 · Cash (WF)	722,661.61	49,609.80	284,809.03	1,019,623.11
10200-1 · Cash In Schwab	76,167.00	76,167.00	76,167.00	76,167.00
10250-0 · Cash from Investments	314,916.70	314,916.70	314,916.70	314,916.70
10300-5 · Cash Equivalents	10,706,270.00	10,737,010.00	10,692,635.00	10,711,135.00
10350-0 · Schwab Acct#739	30,454,734.00	29,758,627.00	29,271,966.00	27,836,345.00
10430-0 · Pension Money Market Fund	146,787.00	146,787.00	146,787.00	146,787.00
10490 · HFSA funding & deductions				
10490-1 · HSA Savings Fund	5,350.50	8,424.36	8,830.22	9,532.77
10490-2 · HFSA Pretax Deduction	-4,822.82	-5,764.08	-7,175.97	-8,117.23
Total 10490 · HFSA funding & deductions	527.68	2,660.28	1,654.25	1,415.54
Total Checking/Savings	42,422,211.36	41,085,777.78	40,788,934.98	40,106,389.35
Other Current Assets				
10550-0 · Interest Receivable	105,577.00	105,577.00	105,577.00	105,577.00
10550-1 · DH Settlement Rec./Interst	140,577.00	140,577.00	140,577.00	140,577.00
10500-6 · Due from Other Governments	96,281.00	96,281.00	96,281.00	96,281.00
10551-0 · DH Settlement	7,415,067.00	7,415,067.00	7,415,067.00	7,415,067.00
10400-0 · Pension Assets-Vanguard	51,482,973.00	51,482,973.00	51,482,973.00	51,482,973.00
10410-0 · Investment In Insurance Company	3,862,533.00	3,862,533.00	3,862,533.00	3,862,533.00
10500-9 · Pension Contribution Rcvble	23,974,259.00	23,974,259.00	23,974,259.00	23,974,259.00
Total Other Current Assets	87,077,267.00	87,077,267.00	87,077,267.00	87,077,267.00
Total Current Assets	129,499,478.36	128,163,044.78	127,866,201.98	127,183,656.35
Fixed Assets				
12100-6 · Land	138,927.00	138,927.00	138,927.00	138,927.00
12200-6 · Land Improvements	144,158.05	144,158.05	144,158.05	144,158.05
12300-1 · Improvements-Classroom	83,410.44	83,410.44	83,410.44	83,410.44
12300-6 · Buildings	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30
12300-8 · Building Improvements	547,329.57	547,329.57	547,329.57	547,329.57
12300-9 · Tenant Improvements	215,113.29	215,113.29	215,113.29	215,113.29
12400-6 · Equipment	76,222.26	76,222.26	76,222.26	76,222.26
12400-7 · Furniture	28,259.91	28,259.91	28,259.91	28,259.91
12500-6 · Accumulated Depreciation	-2,244,637.66	-2,248,594.31	-2,252,550.96	-2,256,507.61
Total Fixed Assets	238,165.16	234,208.51	230,251.86	226,295.21
Other Assets				
15000-0 · Deferred Outflows - Pensions	3,550,905.00	3,550,905.00	3,550,905.00	3,550,905.00
Total Other Assets	3,550,905.00	3,550,905.00	3,550,905.00	3,550,905.00
TOTAL ASSETS	133,288,548.52	131,948,158.29	131,647,358.84	130,960,856.56
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
20000 · Accounts Payable	239,400.06	-749,105.26	-733,744.93	-750,100.73
Total Accounts Payable	239,400.06	-749,105.26	-733,744.93	-750,100.73
Other Current Liabilities				
20001-0 · Deposit Payable	3,565.00	3,565.00	3,565.00	3,565.00
20100-0 · Grants Payable	-3,335,895.00	-3,335,895.00	-3,335,895.00	-3,335,895.00
20200-0 · HSI Grants Payable	259,566.60	259,566.60	259,566.60	259,566.60
23099-0 · Compensated Absences - Current	39,423.00	39,423.00	39,423.00	39,423.00
Total Other Current Liabilities	-3,033,340.40	-3,033,340.40	-3,033,340.40	-3,033,340.40
Total Current Liabilities	-2,793,940.34	-3,782,445.66	-3,767,085.33	-3,783,441.13
Long Term Liabilities				
23099-1 · Compensated Absences - L/T	22,652.00	22,652.00	22,652.00	22,652.00
22000-1 · Pension Contribution Payable	27,525,164.00	27,525,164.00	27,525,164.00	27,525,164.00
25000-1 · Unavailable Revenue	7,555,644.00	7,555,644.00	7,555,644.00	7,555,644.00
25000-9 · Unavailable Revenue Offset	-7,555,644.00	-7,555,644.00	-7,555,644.00	-7,555,644.00
Total Long Term Liabilities	27,547,816.00	27,547,816.00	27,547,816.00	27,547,816.00
Total Liabilities	24,753,875.66	23,765,370.34	23,780,730.67	23,764,374.87
Equity				
32000 · Retained Earnings	37,680,856.70	37,680,856.70	37,680,856.70	37,680,856.70
39004-1 · Invested in Capital Assets	359,946.00	359,946.00	359,946.00	359,946.00

10:37 AM

11/30/23

Accrual Basis

Sequoia Healthcare District
Balance Sheet - by Month

As of October 31, 2023

	<u>Jul 31, 23</u>	<u>Aug 31, 23</u>	<u>Sep 30, 23</u>	<u>Oct 31, 23</u>
39004-3 · Fiduciary Fund Balance	72,994,801.00	72,994,801.00	72,994,801.00	72,994,801.00
Net Income	-2,500,930.84	-2,852,815.75	-3,168,975.53	-3,839,122.01
Total Equity	108,534,672.86	108,182,787.95	107,866,628.17	107,196,481.69
TOTAL LIABILITIES & EQUITY	<u><u>133,288,548.52</u></u>	<u><u>131,948,158.29</u></u>	<u><u>131,647,358.84</u></u>	<u><u>130,960,856.56</u></u>

Sequoia Healthcare District
Profit & Loss - by Month

July through October 2023

	Jul 23	Aug 23	Sep 23	Oct 23	TOTAL
Ordinary Income/Expense					
Income					
40300 · Rental Income	800.00	800.00	800.00	800.00	3,200.00
40400 · Tax Revenue	46,529.33	15,073.67	17,175.46	572,621.76	651,400.22
40500 · Investment Income	120,659.00	134,633.00	-31,036.00	82,879.00	307,135.00
40600 · Interest Income	359.16	130.78	100.98	51.42	642.34
Total Income	<u>168,347.49</u>	<u>150,637.45</u>	<u>-12,959.56</u>	<u>656,352.18</u>	<u>962,377.56</u>
Gross Profit	168,347.49	150,637.45	-12,959.56	656,352.18	962,377.56
Expense					
60100-1 · Admin. Expense	322.14	4,982.04	2,364.74	2,331.88	10,000.80
60101-1 · Administration Payroll	33,185.61	38,159.57	48,645.10	32,383.15	152,373.43
60300-1 · Board Health Insurance	1,210.71	1,210.71	847.50	1,210.71	4,479.63
60300-2 · Employee Health Insurance	13,795.22	10,861.31	10,700.55	8,707.92	44,065.00
60350 · Employee Retirement Benefit	1,856.96	2,375.92	3,590.01	2,393.34	10,216.23
60400-1 · Investment Fees	0.00	0.00	16,355.80	0.00	16,355.80
60500-1 · Office Supplies/Equip Maint	1,495.85	447.01	437.29	747.92	3,128.07
60600-1 · Purchase Services	0.00	0.00	33,000.00	0.00	33,000.00
60610-1 · Accounting fees	0.00	0.00	638.86	1,375.00	2,013.86
60700-1 · Board Expense	0.00	1,150.00	1,820.84	2,215.42	5,186.26
60700-2 · Association/Membership Dues	8,922.00	0.00	0.00	29,051.00	37,973.00
60725-1 · Communications	0.00	21,213.00	18,036.96	0.00	39,249.96
60750-2 · Web Site/IT	3,305.53	7,083.70	3,305.53	3,355.52	17,050.28
60800-1 · Insurance	41,365.00	0.00	0.00	-539.50	40,825.50
60806-1 · LAFCO fees	11,278.00	0.00	0.00	0.00	11,278.00
60810-1 · Legal Fees	0.00	2,565.00	5,265.00	3,915.00	11,745.00
60815-1 · Bank Fees	10.00	78.00	0.00	0.00	88.00
65200-1 · Maintenance	1,690.00	1,670.00	3,062.98	3,840.00	10,262.98
65400-1 · Utilities	2,824.77	1,656.28	3,157.74	2,171.63	9,810.42
65450-1 · Property Insurance	6,196.02	0.00	0.00	0.00	6,196.02
65500-1 · Depreciation Expense	3,956.70	3,956.65	3,956.65	3,956.65	15,826.65
70200-1 · Grant Admin Expenses	0.00	0.00	0.00	488.78	488.78
70201-1 · Grant Admin Payroll	16,656.32	23,053.09	27,863.51	18,622.59	86,195.51
70350-1 · Samaritan House	0.00	0.00	0.00	338,412.25	338,412.25
70400-1 · Other Grants	4,120.00	0.00	0.00	0.00	4,120.00
70550-1 · San Mateo Medical Center-Dental	0.00	160,000.00	0.00	0.00	160,000.00
70560-1 · Ravenswood Family Health Center	0.00	0.00	0.00	500,000.00	500,000.00
70566-1 · Pen Volunteers LYFT program	0.00	3,910.56	4,196.35	4,228.94	12,335.85
70567-1 · BGCP Psychotherapist	46,585.00	0.00	0.00	0.00	46,585.00
70571-1 · Matching Grants wDignity Health	0.00	0.00	0.00	200,000.00	200,000.00
70594-0 · Future Impact Funds	0.00	200,000.00	0.00	0.00	200,000.00
70603-1 · Community Grants	2,061,500.00	0.00	0.00	0.00	2,061,500.00
70705-1 · Sequoia Smart	0.00	18,568.13	0.00	0.00	18,568.13
70706-1 · Sequoia Safe (+HeartSafe)	45,890.00	1,114.84	5,554.90	0.00	52,559.74
70800-1 · School Health Expense	0.00	0.00	0.00	339.31	339.31
70801-1 · School Health Payroll	14,637.50	13,466.55	20,199.84	13,466.56	61,770.45
70802-1 · School Health Grants	348,475.00	-15,000.00	90,200.07	153,824.59	577,499.66
Total Expense	<u>2,669,278.33</u>	<u>502,522.36</u>	<u>303,200.22</u>	<u>1,326,498.66</u>	<u>4,801,499.57</u>
Net Ordinary Income	<u>-2,500,930.84</u>	<u>-351,884.91</u>	<u>-316,159.78</u>	<u>-670,146.48</u>	<u>-3,839,122.01</u>
Net Income	<u>-2,500,930.84</u>	<u>-351,884.91</u>	<u>-316,159.78</u>	<u>-670,146.48</u>	<u>-3,839,122.01</u>

Month to Month Budget
September - October 2023

Agenda Item No. 3d
Board of Directors Meeting
December 6, 2023

	September Budget	September Actual	October Budget	October Actual	4 Month Total Budget	4 Month Total Actual
Income						
Rental Income	800.00	800.00	800.00	800.00	3,200.00	3,200.00
Tax Revenue	0.00	17,175.46	500,000.00	572,621.76	525,000.00	651,400.22
Investment Income	10,000.00	(31,036.00)	5,000.00	82,879.00	30,000.00	307,135.00
Interest Income	70.00	100.98	70.00	51.42	280.00	642.34
2021 Dignity Settlement Agrmt	0.00	0.00	0.00	0.00	0.00	0.00
Pension Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	10,870.00	(12,959.56)	505,870.00	656,352.18	558,480.00	962,377.56
Expenses						
Admin. Expense	6,000.00	2,364.74	3,000.00	2,331.88	15,000.00	10,000.80
Admin. Payroll	52,900.00	48,645.10	35,000.00	32,383.15	159,700.00	152,373.43
Board Health Insurance	1,300.00	847.50	1,300.00	1,210.71	5,200.00	4,479.63
Employee Health Insurance	10,000.00	10,700.55	10,000.00	8,707.92	45,000.00	44,065.00
Employee Retirement Benefit	2,500.00	3,590.01	2,500.00	2,393.34	9,500.00	10,216.23
Investment Fees	0.00	16,355.80	13,000.00	0.00	13,000.00	16,355.80
Office Supplies/Equip Maint	1,000.00	437.29	700.00	747.92	3,700.00	3,128.07
Purchased Services	10,000.00	33,000.00	6,250.00	0.00	36,250.00	33,000.00
Accounting fees	0.00	638.86	21,000.00	1,375.00	21,000.00	2,013.86
Board Expense	3,000.00	1,820.84	1,000.00	2,215.42	8,000.00	5,186.26
Associations/Membership	15,000.00	0.00	9,075.00	29,051.00	38,000.00	37,973.00
Communications	0.00	18,036.96	0.00	0.00	56,500.00	39,249.96
Public Relations	500.00	0.00	0.00	0.00	2,000.00	0.00
Web Site/IT	4,000.00	3,305.53	4,000.00	3,355.52	19,000.00	17,050.28
Pension Plan Expense	0.00	0.00	0.00	0.00	0.00	0.00
Insurance/D&O/Liability/WC	0.00	0.00	0.00	(539.50)	43,000.00	40,825.50
LAFCO fees	0.00	0.00	0.00	0.00	15,450.00	11,278.00
Legal Fees	4,000.00	5,265.00	4,600.00	3,915.00	17,200.00	11,745.00
Bank Fees	0.00	0.00	0.00	0.00	100.00	88.00
Maintenance	2,000.00	3,062.98	3,000.00	3,840.00	9,400.00	10,262.98
Utilities	2,400.00	3,157.74	2,200.00	2,171.63	9,400.00	9,810.42
Property Insurance	0.00	0.00	0.00	0.00	6,000.00	6,196.02
Depreciation	3,874.83	3,956.65	3,874.83	3,956.65	16,001.36	15,826.65
Grant Admin Expenses	200.00	0.00	200.00	488.78	800.00	488.78
Grant Admin Payroll	16,000.00	27,863.51	16,000.00	18,622.59	73,000.00	86,195.51
Samaritan House Grant	0.00	0.00	338,412.25	338,412.25	338,412.25	338,412.25
Other Grants	3,000.00	0.00	3,000.00	0.00	12,000.00	4,120.00
San Mateo Medical Ctr. Dental Cli	0.00	0.00	0.00	0.00	160,000.00	160,000.00
Ravenswood Family Health Ctr	0.00	0.00	0.00	500,000.00	500,000.00	500,000.00
LifeMoves LVN	0.00	0.00	0.00	0.00	0.00	0.00
Pen Volunteers LYFT program	2,500.00	4,196.35	2,500.00	4,228.94	25,000.00	12,335.85
BGCP Psychotherapist	0.00	0.00	0.00	0.00	46,585.00	46,585.00
Sonrisas	0.00	0.00	146,582.50	0.00	146,582.50	0.00
First 5 SMC	0.00	0.00	0.00	0.00	297,850.00	0.00
Matching Grants w/Dignity Health	0.00	0.00	0.00	200,000.00	560,000.00	200,000.00
Future Impact Funds	100,000.00	0.00	100,000.00	0.00	400,000.00	200,000.00
Community Grants Program	0.00	0.00	0.00	0.00	2,073,000.00	2,061,500.00
Sequoia Smart	3,000.00	0.00	3,000.00	0.00	26,000.00	18,568.13
Sequoia Safe (+HeartSafe)	3,000.00	5,554.90	2,000.00	0.00	54,000.00	52,559.74
Sequoia Strong Program	5,000.00	0.00	4,000.00	0.00	18,000.00	0.00
School Health Program	337,815.00	110,399.91	130,777.00	167,630.46	985,246.00	639,609.42
Total Expenses	588,989.83	303,200.22	866,971.58	1,326,498.66	6,264,877.11	4,801,499.57
Net	(578,119.83)	(316,159.78)	(361,101.58)	(670,146.48)	(5,706,397.11)	(3,839,122.01)

FY2023-24 BUDGET NARRATIVE

Heidi Stamper -- Administrative Executive

November 29, 2023

Per Directors request, all over budget line items are listed in **RED** on the Month-to-Month Budget vs. Actuals report. Following is an explanation of over budget items for the fiscal year 2023-24 Month to Month Budget vs. Actuals report included in the packet.

Account	4 month Budget	Actual Expenses	Variance	Explanation
Employee Retirement Benefit	\$ 9,500	\$ 10,216	\$ (716)	This is the Safe Harbor match contributed by SHD to employee 401K accounts – September had 3 payroll cycles
Investment Fees	\$ 13,000	\$ 16,356	\$(3,356)	Additional funds invested have increased the costs of management fees
Maintenance	\$ 9,400	\$ 10,263	\$ (863)	Repairs to Suite 102 A/C units in September and October
Utilities	\$ 9,400	\$ 9,810	\$ (410)	Price increase for cost of utilities
Property Insurance	\$ 6,000	\$ 6,196	\$ (196)	Price increase
Grant Admin Payroll	\$ 73,000	\$ 86,196	\$ (13,196)	September had 3 payroll cycles



Request to Sequoia Healthcare District for Renewed Funding for LVN at the San Mateo County Navigation Center

INTRODUCTION

LifeMoves is pleased to submit this request to Sequoia Healthcare District (SHCD) for a two-year grant for \$315,625 to support a Licensed Vocational Nurse (LVN) at the San Mateo County Navigation Center in Redwood City, operated by LifeMoves. We are extremely grateful for SHCD's long-time, generous support for our critically needed housing and supportive services for homeless families and individuals throughout SHCD's geographic area.

STATEMENT OF NEED

The emergence of an aging homeless population has created new challenges for LifeMoves to effectively provide housing and supportive services. With this population comes deteriorating health conditions – both for primary and behavioral healthcare needs. UCSF's recent California Statewide Study of People Experiencing Homelessness (https://homelessness.ucsf.edu/sites/default/files/2023-06/CASPEH_Executive_Summary_62023.pdf) found that the median age of individuals experiencing homelessness was 47; that 45% of those individuals described their state of health as only fair or poor; and that significant percentages reported a chronic disease, difficulties with activities of daily living, and/or mobility issues. These challenges are often exacerbated for individuals experiencing chronic homelessness; a recent literature review in the journal *AJPM Focus* (<https://pubmed.ncbi.nlm.nih.gov/37789936/>) found that this population was more likely to experience multiple diagnoses involving physical health, behavioral health, and substance use disorders.

Our experiences with clients at the Navigation Center, and at our other interim housing sites, mirror these findings. LifeMoves has seen a rise in the average age of our clients in recent years, and we expect this trend to continue, as the Baby Boomer generation continues to age. Data from the current fiscal year to date (July through October 2023) indicates the high number of older clients at the Navigation Center and the prevalence of disabilities among our client population.

Navigation Center Clients	Number	Percentage	Percentage in SHCD
Clients aged 45 and over	183	61%	100%
Clients aged 55 and over	123	41%	100%
Clients with one or more disabilities	208	69%	100%
Clients who were chronically homeless at program entry	106	35%	100%

PROPOSED SOLUTION

At LifeMoves, our unique programs are designed to create lasting solutions to homelessness by enabling families and individuals to regain stable housing and self-sufficiency, which in turn helps to break the cycle of homelessness. LifeMoves is always looking for new, innovative ways to help our clients build a more stable future, and with a sizable increase in the number of older and/or medically complex adult clients at our interim housing sites, we are particularly focusing on the most effective methods to address the additional health needs of this population.

In the fall of 2017, SHCD awarded LifeMoves a two-year grant (covering calendar years 2018 and 2019) for an initial pilot program to provide a full-time LVN at the LifeMoves Maple Street Shelter (Maple) in Redwood City. Kelly McGrath, the LVN hired to fill this role, provided tremendous support to the large number of medically fragile clients served at Maple, regularly assisting them with obtaining primary healthcare and with medication management. Based on the success of this program, the initial grant was renewed for two additional two-year periods, covering calendar years 2020-2023. These renewal periods overlapped with the COVID-19 pandemic, and Kelly’s support at Maple was invaluable as she assisted with screening and testing clients; setting up vaccination clinics; and ensuring that clients who were temporarily isolating offsite received regular and continuous medical care.

As the pandemic restrictions eased, LifeMoves began making plans to rebuild and reimagine Maple as the Navigation Center, a new location with expansive on-site services and a capacity of 240 individual units, nearly double the 141-bed capacity at Maple. The Navigation Center officially opened in May 2023, and we are very pleased that Kelly remains available to assist clients at this new location. As of our March 2023 interim report for the current grant period, written before the Navigation Center expansion was complete, Kelly had worked with 275 individual clients and was well on her way to meeting the goal of 500 clients over two years.

LifeMoves respectfully requests two additional years of funding to support this highly successful program, covering the calendar years 2024 and 2025. We expect that the average age of our clients will continue to increase in future years, as will the healthcare needs of this population. The SHCD-funded LVN has proven to be an enormous benefit to both this client population and to the staff at the Navigation Center.

Our proposed goals for the next funding cycle are: (1) for the LVN to serve 250 clients per year, and (2) for continued efforts to be made to locate alternative forms of stable housing for seniors, including subsidized senior care, skilled nursing facilities and “home sharing” options. We expect that the LVN will see more than 250 clients annually, but we are leaving the goal at our existing target of 250 to create a baseline, as 2024 will be the first full calendar year that the Navigation Center will be in operation. In addition, the LVN will be working on expanding relationships within the community to provide medical services at the Navigation Center, as the new facility includes a two-room medical clinic and is well equipped to host other providers. The amount requested anticipates that the LVN’s salary will increase by 3% in the second year of the grant, and includes our increased administrative rate of 14%.

The LVN program at the Navigation Center will continue to be directly supervised by Dr. Brian Greenberg, Vice President of Programs and Services. He is a licensed psychologist with more than 25 years of experience developing and managing behavioral health and housing programs. Prior to his current position, Dr. Greenberg worked for Walden House in San Francisco for 18 years, overseeing research and evaluation, adolescent services, and development. He has published numerous articles in peer-reviewed journals concerning his work with substance abuse treatment research and housing and serves as a clinical consultant for drug treatment programming. He received his undergraduate degree from Ohio State University and his master’s degree and Ph.D. from the California School of Professional Psychology in Berkeley, California.

BUDGET

LifeMoves Budget for Navigation Center LVN Program January 1, 2024 – December 31, 2025	
Year 1 salary	\$97,072
Year 1 fringe (40.5%)	\$39,314
Year 2 salary	\$99,984
Year 2 fringe (40.5%)	\$40,494
Administration / supervision (14%)	\$38,761
Program Total	\$315,625

CONCLUSION

We sincerely thank Sequoia Healthcare District for your consideration of this proposal and for your generous and continued support. With your assistance, LifeMoves continues to create meaningful opportunities for homeless individuals and families in our shared community. If we can provide you with any additional information, please contact Dr. Brian Greenberg, Vice President of Programs and Services, at 650-685-5880 or bgreenberg@lifemoves.org.



Grant Proposal and Final Report to the Sequoia Healthcare District

Boys & Girls Clubs of the Peninsula's Mental Health Program

Summary

Boys & Girls Clubs of the Peninsula ("BGCP") is grateful for Sequoia Healthcare District's partnership in addressing the critical mental health needs of BGCP teen and postsecondary students. For many years, Sequoia Healthcare District's generous grant funding has supported the role of one full-time bilingual psychotherapist, Daniela Velasquez, who provides student services on-site at BGCP's Redwood City High School Clubhouse ("the Forest").

Our mental health program has grown significantly over the past year. Five years ago, Daniela Velasquez was hired through a contract with an outside provider, Acknowledge Alliance, and joined BGCP as our first full-time psychotherapist. Daniela's specialty is in working with adolescents in community settings and training clinicians to work from a relational framework. Part of her background is in developing and facilitating clinical training programs.

Last year, BGCP made the decision to bring mental health services in-house instead of contracting with outside providers and. By integrating clinicians as part of our youth development team, students can more easily build trusting relationships and open up to therapists in a safe space. Daniela stepped up as our Director of Mental Health and has built out a BGCP team of nine certified psychotherapists who provide individual sessions and group therapy for teens and postsecondary students, as well as training for youth development staff.

Over the past two years, BGCP has grown from serving 2800 students in three school districts in FY22, to over 4800 students in FY23 in eight school districts from East Palo Alto to Daly City. Our programs serving Redwood City students include nine school site programs (three K-5th, one K-8th, one 6th-8th, and four 9th-12th) and our Forest teen clubhouse.

BGCP respectfully requests a two-year grant, \$99,375 per year, to support BGCP's Director of Mental Health who manages BGCP's in-house mental health program and provides psychotherapy to students at the Forest High School Center in Redwood City.

Across all BGCP sites and programs, unmet mental health needs are consistently one of the biggest barriers to our students' school and life success. Unfortunately, the mental health needs of our students have only increased since the pandemic. Our partnership with Sequoia Healthcare District ensures Redwood City students have equitable access to interventions that help students overcome barriers to success in school and beyond.

Grant Report - 2022-2023

Students Served and Demographics

During the 2022-2023 school year, a total of 345 high school and post-secondary students in the Redwood City area received our free mental health services. Overall, BGCP therapists provided 1,481 services to students in the Sequoia Health Care District, including 61 group classes/workshops and 1,420 1:1 mental health sessions. Students received an average of more than 10 sessions. Since most of our new therapists were hired and began seeing clients near the end of the school year, we did not serve as many students as expected during the school year.

Many of our students face challenges that put them at risk for negative postsecondary outcomes. In the neighborhoods served by BGCP, 26% of teens are English Language Learners, 50% of students' parents did not graduate from high school and 68% of students are socioeconomically disadvantaged. Most students are Hispanic/Latinx (90%).

Mental Health Services

Our strategy of providing on-site behavioral health care services in a safe and familiar setting not only enables students to ask for and access therapy on their own without fear of stigma, but also addresses financial and transportation barriers. In 2022-2023, our Director of Mental Health began to expand our in-house program by hiring two bilingual psychotherapists to support students in Redwood City. At the Forest Clubhouse, Daniela and two part-time clinicians worked on-site during clubhouse hours (Monday through Friday from 3 p.m. - 8 p.m.), joined in clubhouse activities, ate dinner with students, and had a myriad of opportunities to observe, interact with, and form positive relationships with students. An open-door policy encouraged students to drop in whenever the clinician was not with a client and ensured all students had access to services.

The direct clinical hours that Daniela spends with her clients is only a piece of the work required to ensure that the students are receiving the highest standards of mental health care. The collaborative outreach and interventions that our therapists engage in on behalf of each individual client is a critical component of mental health counseling. This includes, but is not limited to crisis intervention, client consultation, case management, and staff consultation and professional development.

In Summer 2023, under the Director of Mental Health's leadership, BGCP's new staff clinicians and college interns facilitated new group workshops for over 200 youth teens and post-secondary students! We explored various topics, such as healthy relationships, how to be an ally to LGBTQ+ youth, substance use & abuse, suicide prevention, boundaries, and transitions. We are continuing group workshops this school year and expanding to middle school!

To measure impact on students, BGCP no longer relies on the Global Assessment of Functioning Scale (GAF), which is considered outdated and no longer used in the Diagnostic and Statistical Manual of Mental Disorders. Currently, we are using clinician reports and case samples to measure impact and are working on identifying a measure to implement with all clients.

Student Testimonials – Redwood City

Student testimonials highlight the significant impact of BGCP counseling services and the ways in which counseling has provided students with critical support. A selection of responses is included below:

Woodside, Junior, Female:

“The peer-to-peer support groups are important to the clubhouse because it’s an accessible resource for students who are fighting battles alone. It helps me and other students feel more comfortable to reach out for help. The groups have impacted me because I’ve learned that you don’t have to do a lot to make a big change, small things like listening can make a big impact on someone else, and it has made a big impact on me.”

Summit, Freshman Boys Group Member:

“The group has gotten me closer with my friends. Low key, it’s helped me express myself better, I’ve noticed I’m not swearing as much, and it’s helped me feel more free and less stressed out. I like the environment, the office is a calm and relaxing space for me to feel less stressed, and the therapist always has snacks for us.”

Sequoia, Sophomore Boy in the Queer Group:

“The Queer Group has been helpful because it gives me a space to express my emotions fully. I can’t express myself outside to other people. This group gives me a safe space to be myself.”

Newcomer Student, Sequoia HS, Junior (translated from Spanish):

“For me, the therapy group is important because it is one of the few places where I can be myself and where I feel safe during the meetings. I learned that when you have the support and attention from your peers you feel better about yourself. For me, the therapy group is about support, friendship, and above all respect.”

BGCP Grant Proposal - 2023-2024, 2024-2025

BGCP's innovative model of providing free, on-site mental health care services in a safe and familiar setting enables students to ask for and access therapy on their own without fear of stigma, and also addresses prevalent financial, insurance and transportation barriers. What sets BGCP apart is our commitment to transformative care, not just symptom reduction. Complex trauma cannot be solved in a short period. Continuity of care, where students can see the same therapist for many years, is crucial. Students develop a bond and sense of safety with their therapist, who helps them manage the complexities of past and outgoing trauma as they are developing socially, emotionally, and physically. We promote inclusion and equity by leveling out the economic playing field and providing long term if needed.

Over the past four years, Daniela has built a strong mental health program that is an integral part of BGCP's Redwood City Clubhouse. In FY24, Clubhouse students will have access to mental health services from Daniela, two part-time clinicians, and a teen mental health intern who runs student groups and focused on reducing the stigma around mental health. By integrating mental health into our existing clubhouse spaces, clinicians work closely with program staff to identify struggling students and follow through with early intervention and prevention. For example, clinicians collaborate with program staff to identify enrichment opportunities, such as music, sports or photography, that spark a student's interest and helps them build skills and confidence

As our mental health program grows, we are excited to be able to expand mental health supports to BGCP students in the Sequoia Healthcare District who may not come to the Clubhouse. Given the rise in stress, anxiety and depression during difficult periods of transition, our current work focuses primarily on high school and BGCP postsecondary students. Our program and mental health team work together to prepare students for the transition out of middle school and out of high school, and support postsecondary students throughout challenging times and as they enter the workforce.

In FY24, two BGCP therapists are supporting Redwood City high school students participating in BGCP's Future Grads college access programs on-campus at Sequoia High School, Woodside High School and Menlo-Atherton High School. We also have two clinicians work with our post-secondary students. They specialize in insight-oriented psychotherapy with young adults which is most effective for our post-secondary students as they are navigating the challenges of imposter syndrome, culture shock, and the transition from being a teenager to becoming adult. We also have a clinician who specializes in working with Spanish speaking students with a focus on our undocumented students.

BGCP recently hired a dedicated middle school therapist with a background in drama therapy who is extending our services to middle school students, including BGCP students at Hoover, Kennedy, Garfield, and McKinley schools in Redwood City. She works with large groups of students with a focus on prevention, early intervention and preparing students emotionally for the transition to high school.

In addition to working with students, Daniela plays a critical role in supporting BGCP staff. On a weekly basis, BGCP staff encounter student situations that require advice and services that are beyond the staff's level of expertise. Having a mental health expert on site helps staff navigate difficult situations while staying within the scope of their roles. While helping to connect the family to services to help them navigate the situation. Our families face issues in their personal lives that often overwhelm our staff and require more a specialized skill set to address. By providing consultations and training, Daniela helps BGCP staff gain the skills and tools needed to prevent and manage crises and be more trauma-informed and responsive.

Project Goals

Goal: Expand our reach to middle school and deepen our impact for all BGCP students.

Target Outcome: 550 students receive ongoing therapeutic groups, an increase of 522 students over FY23 (target includes BGCP middle school students across all sites)

Goal: Ensure we have the trained, committed, and engaged staff to meet students' needs

Target Outcome: 90% of program staff feel equipped to respond to the emotional needs of our BGCP members.

Overall, more than 5200 K-post-secondary students in BGCP programming will benefit from indirect mental health support. BGCP youth development staff engage directly with students three or four hours a day, every day. They have more capacity and a different way to provide our students with a transformative, healing relationship with an adult.

Under Daniela's leadership, our clinicians provide consultations and on-going professional development to equip our staff with the tools they need to support our students. All BGCP staff are trained to engage in youth development from a relational framework, which is trauma-responsive and inclusive to various student needs. Staff learn to differentiate between social-emotional needs and mental health needs and identify when students needed to be referred for mental health services. Our goal is to ensure 100% of staff understand the differences social-emotional and mental health needs and feel better prepared to de-escalate and trigger a mental health crisis. We want all of the staff that work with students to have the awareness and capacity to respond to students in need.

Goal: Measure Long-term Impact

One of the long-term impacts of working from a community mental health model is that the students get the sense of belonging they seek. Because we are a community center, clients and students who have aged out of our services know they can still reach out to get help. We help our post-secondary student find someone in their community that can provide help, use telehealth for crisis intervention, and support students through the transition from high school to college/career. BGCP is working on ways to measure and understand the long-term impacts.

In past years, Sequoia Healthcare District has generously supported 75% of Daniela’s salary, BGCP supported 25% and our outside contractor, Acknowledge Alliance, incurred the costs of program evaluation and administration. BGCP’s grant request for \$99,375 in each of FY24 and FY25 similarly reflects 75% of the Director of Mental Health’s salary.

Expenses FY24

Item	Total Salary	SHD cost share per year	BGCP cost share per year	Narrative
Director of Mental Health (Bi-lingual Psychotherapist, Clinical Supervision and Administrative Oversight)	\$132,500	\$99,375	\$33,125	Salary does not include benefits/payroll taxes.
Total Project Expenses	\$132,500/per year (\$265,000 over two years)	\$99,375.	\$33,125	Total over two years does not include projected FY25 salary increase

Conclusion

We are grateful for our partnership with Sequoia Healthcare District. With your continued support in 2023-2024 and 2024-2025, more students in our community will have opportunities to receive the mental health services needed to succeed in school and build bright futures.

Sequoia Healthcare District Dental Clinic

Presentation to SHD Board December 6, 2023



History of the Request




- SHD identified expanding dental services to residents of SHD as high priority
- Received advice in 2022 that 525 Veterans Blvd Office could be converted to dental
- Sought a partnership with Ravenswood Family Dentistry to implement creation of a dental clinic
- Ravenswood embarked on an analysis of Need, Construction & Operational Costs

Need Assessment Findings



- Using Zipcodes as proxy for SHD boundaries
- 39,532 SHD residents at or below 200% FPL = target population
- 40% or 17,748 lived in 94063 N.Fair Oaks, east Redwood City
- HPSM data – only 27.9% or 5,776 Medi-Cal members from 94063-94061 had annual dental visit in 2022
- 8,793 adults in the SHD enrolled in ACE – no dental coverage except for urgent dental care

Dental Disparities in SHD

- 
- ACE members – no coverage for preventive
 - Only 21.1% pregnant HPSM members visited a dentist in 2022
 - Seniors in 94063, 12.7% lost all their teeth, compared to 6.1% countywide
 - 2017-2019 –SMC Latinx using ED for Dental
– 426.3/100,000 versus 158.9/100,000 SMC
 - Homeless persons at RFHN, 60% required urgent dental care for untreated conditions
 - Adults with diabetes, 18.2% of RFHN patients, high risk for gum disease, tooth loss

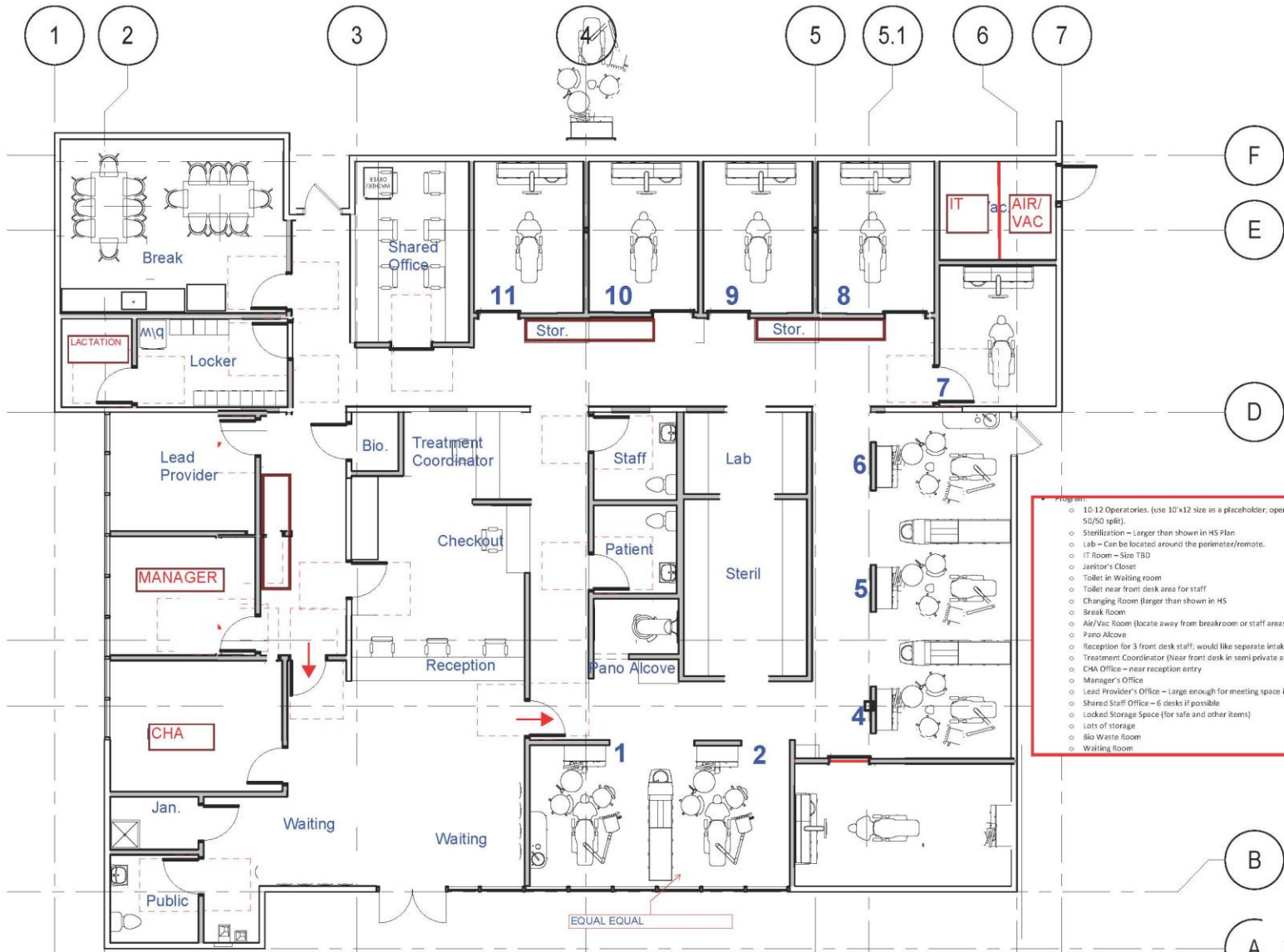
District Dental Capacity



- 1,290 dental pts from SHD made 3,203 visits to Ravenswood Family Dentistry (RFD)
- San Mateo Medical Center dental clinics have a waiting list
- SMMC sends pediatric patients to RFD
- Sonrisas & Gardner Dental at capacity
- Only 5 private practices in the SHD accept Medi-Cal
- RFD is at capacity with a waiting list
- RFHN has over 24,000 active medical patients and only 7 FTE Dentists -

Floor Plan

5/18/23



- 10-12 Operatories. (use 10'x12 size as a placeholder; open versus enclosed TBD; maybe 5:30:30 split).
- Sterilization – Larger than shown in HS Plan
- Lab – Can be located around the perimeter/remote.
- IT Room – Size TBD
- Janitor's Closet
- Toilet in Waiting room
- Toilet near front desk area for staff
- Changing Room (larger than shown in HS)
- Break Room
- Air/Vac Room (locate away from breakroom or staff areas)
- Pano Alcove
- Reception for 3 front desk staff; would like separate intake and exit areas
- Treatment Coordinator (Near front desk in semi private area)
- CHA Office – near reception entry
- Manager's Office
- Lead Provider's Office – Large enough for meeting space in it.
- Shared Staff Office – 6 desks if possible
- Locked Storage Space (for safe and other items)
- Lots of storage
- Bio Waste Room
- Waiting Room

SHD DENTAL CLINIC OPTION 2

Services



- Comprehensive Dentistry
 - Preventive, Restorative, Crowns, Bridges, Root Canals
 - All Ages from 6 months of age
 - Pediatric and General Dentistry
 - Special Needs Children and Adults Care
 - Wheelchair Access
 - Oral Surgery under General Anesthesia
 - Other specialties available in East Palo Alto


Construction Design



Title 24 Healthcare Facilities – OSHPD 3

- Requires HVAC exchanges > 10 per hour
- 100% HVAC replaced
- New HVAC units on roof of former carport
- Interior walls substantially removed for new use – modifications of shear walls & possible foundation modifications
- Existing slab trenched for dental utilities
- 100% water replaced for OSHPD 3 code
- Electrical distribution replace for new layout & OSHPD 3 code

Construction Budget Estimate*


- 
- Hard Costs - \$3,554,333
 - Materials, Labor, General Conditions, Fees, Insurances, Contingency
 - Soft Costs - \$251,400
 - Architect, Permits, Fees, Insurances, Contingency
 - Owner Vendors \$192,987
 - Security, Fire, Data Cabling, Sound Masking, Phone System
 - Furniture, Fixtures, Equipment \$1,528,172
 - Dental Equipment, Small Instruments, Sensors, Office Furniture, Computers, Copiers, Misc.

Grand Total: \$5,526,892 *today's PV, Annual Escalation 4-5%

Footnotes:

- Bidding to be done **AFTER** Construction Permit has been issued to reduce unknown factors, minimize contingencies, allowances & change orders. Estimated Bidding timeframe – Late Spring 2024
- Seeking a minimum of 3 Bids, Lowest Cost Qualified Bidder, Guaranteed Maximum Price

Construction Market Considerations

- 
- Budget is Preliminary based on simple set of construction assumptions
 - Final cost after Bidding can be greater or lesser
 - Guaranteed Maximum Price at contract signing w/ General Contractor reduces risk of cost overruns
 - Supply & Labor Market conditions can be unpredictable, volatile
 - After Bidding, opportunity to revisit total budget

SHD Construction Budget Oversight



- Approval of Monthly Invoices
- SHD Project Manager to Review Completion Percentages & Sign off
- RFHN Architect to sign off on Completion Percentages
- RFHN to carry insurance responsibility for construction budget
- Performance Bond, Completion Bond, Builder's Risk, Liability Insurance

Reinvestment of Budget Surpluses



- Equipment building system capital reserves
- Oral surgeries in ambulatory surgery centers
- Virtual Dental Home services to school children in the district
- Maintain 60 days minimum operating cash
- Cover outreach expenses to inform district residents
- Cover unfunded Federal, State & Local mandated staff wage & benefit increases
- Invest staff competency assessments & training

Operations Budget Estimate

Optimistic– 3 Years

Year 1:	Salaries & Benefits	\$1,558,650
	Operational Expenses	\$1,559,769
	Total Expenses	\$3,118,419
	Revenues	\$2,969,860
	R/E	(\$ 148,560)

3.5 FTE dentist/hygienist

Patients 2,725

Visits 7,700

***includes 28% overhead – actual ratio for RFD**

****Rent paid to SHD @ \$2.50/sf annual 3%**

Operations Budget Estimate

Optimistic – 3 Years

Year 2: Salaries & Benefits \$2,050,325

Operational Expenses \$1,826,339

Total Expenses \$3,876,664

Revenues \$4,461,106

R/E \$ 584,442

6.0 FTEs dentists, hygienist, residents

Patients 4,600

Visits 11,200

***includes 28% overhead – actual ratio for RFD**

Operations Budget Estimate

Optimistic– 3 Years

Year 3: Salaries & Benefits \$2,218,266

Operational Expenses \$1,922,325

Total Expenses \$4,140,591

Revenues \$4,682,521

R/E \$ 541,930

6.0 FTEs dentists, hygienist, residents

Patients 4,600

Visits 11,200

***includes 28% overhead – actual ratio for RFD**

Operations Budget Estimate

Conservative – 3 Years

Year 1: Salaries & Benefits \$1,174,200

Operational Expenses \$1,342,761

Total Expenses \$2,516,961

Revenues \$2,421,442

R/E <\$ 95,519>

2.0 FTEs dentists

Patients 2,354

Visits 6,690

***includes 28% overhead – actual ratio for RFD**

Operations Budget Estimate

Conservative – 3 Years

Year 2: Salaries & Benefits \$1,626,288

Operational Expenses \$1,584,987

Total Expenses \$3,211,275

Revenues \$3,322,270

R/E \$ 110,994

3.5 FTEs dentists, hygienist

Patients 2,725

Visits 8,800

*** Includes overhead 28% – actual ratio for RFD**

Operations Budget Estimate

Conservative – 3 Years

Year 3:	Salaries & Benefits	\$2,127,266
	Operational Expenses	\$1,851,663
	Total Expenses	\$3,978,929
	Revenues	\$4,358,205
	R/E	\$ 379,276
	6.0 FTEs dentists, hygienist, residents	
	Patients 4,600	
	Visits 11,200	


***includes 28% overhead – actual ratio for RFD**

Letter of Intent



- RFHN cannot turn patients away if not residents of the SHD
- RFHN must adhere to HRSA Compliance Manual for FQHCs for policies and procedures
- Sliding Fee Scale up to 200% of FPL
- UCR fees over 200% of FPL, or hardship
- Payment plans, prepay all dental lab fees
- Patients on Sliding Fee Scale if uninsured or if billed, 6 months, no collection
- RFHN can provide reporting on utilization, operations per agreement with SHD

Other Potential Capital Funding

- 
- In conversation with HPSM to cover cost of equipment in 2 operatories
 - Grant Cycle coming for Special Needs Dentistry from State of California

Quality & Infection Control Management



Instrument Sterilization

1. Clean & Dirty sides separated by an aisle
2. Dirty instruments wiped w/ disinfectant
3. Wiped instruments washed in disinfectant machines based on size & type, Hydrim, Statum, Kavo
4. Clean but not yet Sterile instruments wrapped & packaged on Clean side
5. Autoclaved to sterilize – disinfect exterior after loading
6. Sterile instrument packages, dated stored on Clean side
7. Instant Spore Testing weekly – takes 10 min for results, 3M Attest – Log maintained
8. Gloves changed between cleaning on dirty side and packaging for sterilization and handling sterile instrument packages

Water System Management



Assuring Clean Water for Treatment

1. Flush 2 min at start of day – all chairs
2. Flush 20 min between each patient
3. Water Test monthly all chairs – aim is colony counts <100 CFUs
4. Shock Lines w/ Citrisil every 3 months
5. Change Sterisil straw yearly

Staff Infection Control Training



First 4 weeks Onboarding All Assistants

- Rise Introduction to Dentistry, Clean & Dirty
- Rise Modules on Sterilization
- Rise Module on Infection Control & OSHA
- Rise Module on Donning & Doffing PPE
- Rise Modules have tests and certifications
- Annually All Dental Staff take full 1 Day OSHA Infection Control course for Dentistry – receive continuing education units

SOCIAL MEDIA POLICY - Final Draft

Agenda Item No. 4d
Board of Directors Meeting
December 6, 2023



FOR YOUR HEALTH

TABLE OF CONTENTS

1. STATEMENT AND SCOPE
2. TACTICAL GUIDELINES FOR EMPLOYEES
3. ENGAGEMENT GUIDELINES
4. CONSEQUENCE OF BREACH
5. ANNUAL REVIEW

Last revision: November 2023

STATEMENT AND SCOPE

As an employee and representative of Sequoia Healthcare District, you are expected to demonstrate best practices and appropriate etiquette on social media, including but not limited to the following:

- Communication staff will aim to post at a minimum of once per week (2-3 times preferred)
- Use professional language
- Disable commenting before each post
- Do not delete existing comments (only exception are spam account comments)
- Be respectful to all
- No hate speech
- Do not share confidential company info

Community Inquiries

Depending on the time sensitivity of the inquiry, allow for no more than 48 hours to provide a respectful and thoughtful response. Avoid any interaction with spam messages. If the inquiry includes any form of hate speech, you must first draft a response in compliance with special district laws for CEO approval.

Questionable Content

Any misinformation, news leaks, confidential information, or other questionable content regarding the District on social media should be immediately addressed with a response plan. Once a solution has been identified, you must report the questionable content to the CEO. If needed, legal counsel may be contacted.

Plan to respond within 24 hrs. directly on the District's social media channels. All responses must be fact-based and maintain a professional tone. Whenever possible, report/flag questionable content on social media to request for its immediate removal.

Board Communication Role

Any reference, association or use of the District name by a board member must first be approved by the District CEO prior to any communication release. All general communication regarding the District is strictly reserved for District staff. Therefore, board members are to refrain from speaking on behalf of the Sequoia Healthcare District without pre-approved messaging from the District.

NOTE: The only exception to these recommendations applies when the messaging clearly states it is a board member's personal opinion(s) and not that of the collective board and/or District.

TACTICAL GUIDELINES FOR EMPLOYEES

When do I need approval to post a message on social media?

Regular posts will be the sole responsibility of the Communications staff as determined by the guidelines in the social media roles and responsibilities. In circumstances regarding questionable content please refer to the Statement and Scope section above.

What kind of information am I allowed to post related to my work on social media?

Reposting content shared on the main District social media pages is acceptable and encouraged. However, we ask that you refrain from posting District related content directly on your personal social channels.

Should I include my company info in my social media bio? Or should I keep my company accounts and my personal accounts separate?

Company accounts and personal accounts are to remain separate for liability purposes. Do not share passwords or login information with third parties without prior approval.

What should I do on social media during a PR crisis?

During a PR crisis, you must discuss any communication that is to be released with the CEO and District legal counsel. Maintain a respectful tone in all communication and remember to follow special district laws.

How do I comply with copyright law on social media?

Make sure to read the terms and conditions that are updated frequently across each platform.

ENGAGEMENT GUIDELINES

Sequoia Healthcare District currently has 5 active social accounts:

- Facebook
- Instagram
- LinkedIn
- YouTube
- Nextdoor

Our target audiences across these platforms include both District residents and community partners.

Facebook & Instagram

Facebook and Instagram are both highly visual platforms that serve as a great method of communication to reach a broader audience (both partners and community members). Tone of voice is conversational. Posts may vary across these channels given their casual format. The following list contains examples of the type of content you may choose to include:

- Share upcoming District and partner events
- Share updates on work or progress
 - (i.e. grants deadlines, HSI news, board meeting actions, etc.)
- Thank partners – tagging them individually
- Share resources and important health information
- Show behind the scenes and other exclusive content
- Recognize federal holidays

LinkedIn

LinkedIn is primarily a business and professional networking platform. Our main audience includes community partners as well as local professionals in San Mateo County. Tone of voice is professional. Posts should focus on health and wellness. The following list contains examples of the type of content you may choose to include:

- Re-post all relevant health information from verified sources
- Share trusted health articles on sleep, nutrition, vaccines, etc.
- Share local community updates
- Share CEO Messages to the Community
- Communicate board actions

YouTube

YouTube is a video sharing platform. It is a great way to share entertaining, educational District content with the community. Tone of voice is both engaging and professional. Video time lengths may range from 1-2 minutes for quick health tips, 5-10 minutes for “get to know us” videos, to 1-2 hrs. for town halls and other events. The following list contains examples of the type of content you may choose to include:

- Health tips
- Get to know us
 - (i.e. who we are, who are our partners, what is a healthcare district, etc.)
- Town Hall Recordings
- Webinar Recordings
- Disaster Prep Presentations

Nextdoor

Nextdoor is a hyperlocal social network that provides a great opportunity to share timely District information with our residents. Tone of voice is neighborly with neutral undertones. Posts should be primarily time sensitive and community focused. The following list contains examples of the type of content you may choose to include:

- Share upcoming events (town halls, webinars, etc.)
- Inform about upcoming board meetings
- Share local resources
- Share District updates
- Highlight our partnerships and work in the community

CONSEQUENCE OF BREACH

Failure to comply with the social media policy will result in disciplinary action. Refer to the employee handbook for more information.

ANNUAL REVIEW

This policy will be reviewed once per year. All employees will be provided with access to a copy.

Sequoia Healthcare District

CEO Report October 2023

Pamela Kurtzman

BUSINESS AND FINANCIAL UPDATE:

Financial Summary

- **Total income:** Our total tax income and rent received exceeded \$654k by October's end. At this point, our interest and investment income total \$307k, which is a significant increase over the \$49k we earned last year.
- **Tax income:**
 - At October's end, we received \$651k in tax revenue. We usually anticipate about \$525k for this time of the year. In November we received another \$836k. We anticipate receiving approximately \$6.5M in December.
- **Investment income:**
 - In early July we made the board-approved transfer of \$10M into our Schwab account to maximize earnings on our revenue. Our new strategy is to run lean on our Wells Fargo account with the bulk of our funds in Schwab until we need it. As such, we pulled funds from Schwab to pay expenses and anticipate sending funds back to Schwab in the next 3 months as we acquire additional tax revenue.
 - We've seen considerable improvement in our investment yield over the past few quarters and the \$307k yield is much better than this time last year.
- **Interest Income:**
 - We've earned \$642 in interest at the end of October. Our total budget for the year is \$800.
- **Expenses:**
 - **Expenses** through October total just under \$4.8M and include \$2.1M for the first Community Grants payments, \$640k for HSI, and \$1.6M for major funding initiatives. We are over our 4-month budget on a few line items that are shown in red on the enclosed month-month financials and explained in Heidi's enclosed narrative.

Finance Committee Update:

Finance committee met in October and November

- Tax Revenue Estimate: The county tax revenue estimate for FY2024, calculates our anticipated revenues to be \$17.3M this fiscal year.
- QuickBooks: Heidi has been working closely with Robert Merritt, the governmental CPA, to include the changes requested by Richardson. One of

the changes is to classify all transactions by class. Unfortunately, our current desktop software cannot produce a balance sheet by class report. The She will be working with the Intuit consultant to upgrade to the accountants' version of desktop QB so the reports will be in the format requested by the auditors.

- Employee Health Benefits: Increase in CalPers premiums as of January 1st: CalPers health insurance plans are increasing their monthly premiums as of January 1st by 7 -13%. The increase will result in as much as a \$380/month increase for some employees on top of what they are already reimbursing the District. I will work with the Finance committee Directors to explore options.
- Dignity Joint Funds for Collaborative Projects: Mark and I will meet with Dignity/Sequoia reps Nov 30th to discuss both the pension fund and the District Settlement funds. Our goal is to clarify a clear methodology for making and managing payments to the District. After the meeting, Mark will create a formal agreement that provides clear guidance on how funds shall be managed, invested, accessed, tracked and reported.
- Dignity non-joint funds: We are expecting the \$510k of settlement funds to be in our account in the next 2 weeks.
- Heidi created a spreadsheet that details all FY23-24 grants. We are on track to fund \$13.6M in community investments. This does not include our anticipated investment in community dental with Ravenswood. The Dignity joint funds are also included, which at this time total \$510,000.

Pension Program:

- The Retirement Plan Office (RPO) has announced that they will be retiring in June 2024, after 26 years administering the plan. There is now some urgency to find new administrators because the current plan admins estimate a 6-month onboarding of the new admins. The Pension Committee will interview candidates and select the best option from a defined set of criteria. The committee is considering an agreement with Trucker Huss, a legal firm, to manage an RFP process for finding new plan administrators. Trucker Huss fees are considered a plan expense and Mark does not believe we need board approval of the new administrators.
- The transfer agreement does not clearly delineate the roles and responsibilities of each entity for management and oversight of the pension program over the life of the obligation. Mark and I will meet with Dignity reps November 30th to discuss and formalize the plan's governance structure through an MOU that Mark will develop.

- The Pension fund transfer in the anticipated amount of \$2.2M is expected to be completed by December 30th
- I received the Gatsby draft report from Doug Pryor last week which needs to be reviewed, validated and finalized. Doug or I will present it at our February public meeting.

Oral Health Learning Collaborative (LC):

- We signed the MOU with HPSM with an effective date of Nov 7th. We held our first in person planning and operations session of the collaborative on Nov 13th. Dentist recruitment has begun, and we are on track to begin coordinating patient screenings after the new year.

OTHER UPDATES AND ACTIVITIES

- **ACHD:**
 - We welcomed Jenny to the Education Committee at our last meeting in October and Director Fong who joined the Advocacy Committee.
 - Join me on December 4th for ACHD's annual in-depth legislative discussion presented by Sarah Bridge and Tish Rylander from Strategies 360. These legislative experts will help districts navigate new laws with particular impacts on healthcare districts that take effect on January 1, 2024. Link here: <https://members.achd.org/education-calendar/details/webinar-series-new-laws-in-2024-987035>
 - In case you missed it, here's a link to the last webinar, "Current Economic Trends and their Effects on the Economy" <https://www.achd.org/previous-webinar-recordings>
 - Help ACHD advocate on important legislation. Please visit ACHD's Call to Action webpage here <https://www.achd.org/take-action/> for more information on bills and template letters or reach out to Jenny who participates in the advocacy committee.
 - My next meeting of the ACHD Board of Directors is Dec. 7th.
- **Michelson Pool Update-** Warm Water Wellness has succeeded! A big thanks to Director Griffin who was recognized as a key contributor to this big achievement (see attached letter).
- **Redwood City Together-** Attended Executive committee meeting Nov 11. RWC Together develops and implements many important initiatives that align with our goals and impact our residents, particularly their efforts to uplift, protect, and increase opportunities for our most underprivileged, and amazing members

of our community, such as the youth we heard from at our October Board meeting who participate in the P.A.C.E program.

- Member of the **County Shared Prosperity Coordination Council** (*formerly Covid Recovery Council*) The goal of this committee is to develop an equity-focused and data-driven action plan that will advance economic mobility across San Mateo County. This project utilizes the Urban Institute's [Upward Mobility from Poverty Framework](#) as an organizing framework. My participation will help ensure that the District is informed and aligned with these larger efforts to collaborate and leverage our resources.
- **Luisa Bauda Retirement Party**- I hope you will join me on December 8th in celebrating her long career in healthcare at the Santa Clara Convention Center from 5-10p. Register here if you haven't already- [RSVP here](#).
- District Staff and Board **holiday social** December 13th- Hope you can make it! Jenny has sent you the invite.



RECEIVED
11/5/23
H.

Executive Staff

October, 2023

Lindsay Raike
CEO and President

In June 2023, we were delighted when Sutter Health announced plans to reopen the Mickelson therapy pool in early summer 2024. Repairs will begin in November 2023.

Romy Bauer
Chief Financial Officer

Michael Schrader
Vice President

This victory was made possible through the determined efforts of our Board, with the support of congress members; state, county and local office holders; health care districts; medical professionals; and many other advocates.

Jane Stahl
Secretary

Brian Zywiciel
Treasurer

Board of Directors

The attached report summarizes the results of our work to date and includes a copy of Sutter Health's official announcement.

Pam Heman

Steven B. Stahl

We continue to collaborate with all our allies to ensure that Sutter Health fully honors its commitment to the community. Please visit our website at warmwaterwellness.org to stay current on our progress and for other ways that you can help.

Astrid Varteressian

With appreciation,
The Board and Officers of Warm Water Wellness

Warm Water Wellness Inc is a
501(c)(3) non-profit organization
that promotes aquatic therapy
resources for seniors and
disabled individuals of all ages.
Tax ID 87-4048687

Additional thanks to the following elected leaders who went above and beyond in numerous ways, including writing letters to Sutter Health, speaking at our rally, spending hours on the phone and in Zoom meetings with Warm Water Wellness Board members, and applying pressure behind the scenes:

Congressman Kevin Mullin
State Senator Josh Becker
State Senator Scott Wiener
Assemblymember Marc Berman
Assemblymember Diane Papan
Assemblymember Phil Ting
San Mateo County Supervisor David Canepa
& Staff
San Mateo County Supervisor Noelia Corzo
& Staff
San Mateo County Supervisor Ray Mueller
San Mateo County Former Supervisor
Carole Groom
San Mateo County Central Labor Council
Executive Secretary-Treasurer Julie Lind
Belmont Former Mayor Charles Stone
Burlingame Vice-Mayor Donna Colson
Burlingame Former Mayor Ann O'Brien
Keighran
Half Moon Bay Councilmember/Formal Mayor
Robert Brownstone
Hillsborough Councilmember/Formal Mayor
Alvin Royse
Millbrae Mayor Ann Schneider

Millbrae Councilmember/Formal Mayor
Gina Papan
Redwood City Mayor Jeff Gee
San Bruno Mayor Rico Medina
San Carlos Councilmember/Formal Mayor
Sara McDowell
San Carlos Former Councilmember Laura
Parmer-Lohan
San Mateo Mayor Amourence Lee
San Mateo Deputy Mayor Lisa Diaz Nash
San Mateo Former Mayor Eric Rodriguez
Peninsula Health Care District Chair
Lawrence Cappel
Peninsula Health Care District Director
Frank Pagliaro
Peninsula Health Care District Director
Dennis Zell
Peninsula Health Care District Former Director
Helen Galligan
Sequoia Healthcare District Director
Kimberly Griffin
City of San Mateo Senior Citizens Commissioner
Ellen Wang

Jenny Bratton Staff Report December 6, 2023

Activity Summary

I. Communications

- Coordinated Caring Community grants committee recruitment ads
- Coordinated 2024-25 Grants information session ads
- Coordinated with Luz on updating grants information to website

III. Community/Versaic

- Art Faro Food grant checks went out in mid-October to the following 5 awardees:
 - Karat School Project
 - Ecumenical Hunger Project
 - Upward Scholars
 - LifeMoves
 - Friends of the Veterans Memorial Center

An attached copy of joint Sequoia Hospital and SHD press-release details the grant recipients and their awards.

- Started DocuSign implementation across all grant agreements on Versaic
- Started conversion of mini-grant application into EIC grants and building out this platform to also contain grant agreements. EIC stands for “Equity, Innovation, Collaboration.” This grant will capture what is currently labeled or formerly known as “Future Impact Funds.” Will start branding around EIC at the start of the new year.
- Recruitment of 2024-26 grant committee period October-December; will follow with training mid-December once the committee membership is finalized
- Mid-year reports are due this month for 1-year grantees; after receipt, they will be sent out to the 2023-25 grants committee for scoring at the end of this month.

IV. ACHD

- Attended three committee meetings in October: Education, Advocacy, and Governance Committee
- The ad-co Behavioral Health committee met to discuss Prop 1. And recommends ACHD support for it. Background: Governor Newsom signed Senate Bill 326 (Eggman), modernizing the Mental Health Services Act, and Assembly Bill 531 (Irwin), a \$6.38 Billion bond to build new behavioral health housing and treatment settings across the state. Californians will vote on this package, collectively known as Proposition 1, on the March 2024 ballot.
- The ACHD member survey results showed that behavioral health, workforce and community health are the three hot topics and priorities.



FOR IMMEDIATE RELEASE

Allison Hendrickson

Allison.Hendrickson@dignityhealth.org

(417) 437-4076

Dignity Health Sequoia Hospital and Sequoia Healthcare District Fund \$100,000 in Holiday Food Grants to Fill Critical Food Security Need

Redwood City, Calif. (November 15, 2023) – [Dignity Health Sequoia Hospital](#) and the [Sequoia Healthcare District](#) have announced \$100,000 in funding for vulnerable populations on the Peninsula facing ongoing food insecurity. The Holiday Food Grant Program, a collaboration between the two Redwood City based organizations, supports the following five organizations in their efforts to provide food and meals to those most in need:

- [Ecumenical Hunger Program](#)
 - During the holidays, in addition to EHP’s normal food programs, EHP provides low-income people with Holiday Food Boxes at Thanksgiving and Christmas. EHP will be offering food service 5 days a week plus select weekends during November and December. Local delivery service will be available for those who cannot pick up their food boxes. Between November 2022 and February 2023, EHP provided a total of 12,050 Holiday and Emergency food boxes to 9,905 unduplicated individuals.
- [Friends of the Veterans Memorial Senior Center](#)
 - From November 2023 to February 2024, the Veterans Memorial Senior Center (VMSC) under the guidance of the Friends of the VMSC (FVMSC) and in cooperation with Redwood City, will provide nutritious meals to seniors in the community. Five days a week, the VMSC prepares lunches for seniors to dine in at the Center.
- [Karat School Project](#)
 - The project’s Holiday Food and Winter Supplies program will provide families living in RVs and other transient situations with holiday meals for Thanksgiving, Christmas, and New Year, plus additional food and household supplies to cover the winter months. To ensure that holiday meals are culturally appropriate and dignifying, the project provides families with gift cards from nearby stores that offer pre-made family meal options to be ordered and picked up.
- [LifeMoves](#)
 - LifeMoves provides meals, or food used to prepare meals, at no cost to clients at all of the interim housing sites. The span between November and February at these sites encompasses some of the most meal-centric holidays of the year, but also a timeframe when we experience a significant drop in meal providers on site. These Art Faro Food Funds will provide a festive holiday meal to approximately 350 clients residing at interim housing sites in Redwood City and Menlo Park neighborhoods. The remainder of the funds will be devoted to purchasing fresh fruit and produce during these months to clients living at the Navigation Center.
- [Upward Scholars](#)



- Food insecurity is a huge issue throughout the Bay Area, and Upward Scholars' students are among those affected. Upward Scholars distributes grocery gift cards in amounts ranging from \$25 to \$75 monthly based on student needs. Distribution occurs throughout the year. They also encourage students to make informed decisions about nutritious food options that can help fight health concerns in our community, such as Type II diabetes, high blood pressure, cardiovascular disease, stress, poor emotional health, certain cancers, and poor nutritional status.

“Sequoia Healthcare District is thrilled that this food grant partnership with Dignity Health Sequoia Hospital has flourished and evolved over the past three years,” said Jenny Bratton Director of Partnerships and Development, Sequoia Healthcare District. “Thanks to this committed partnership, what began as a temporary solution to address food insecurity and isolation during the pandemic has now become a signature grant program-- the Art Faro Food Grants. We are proud of the past and future impact of the non-profit food programs they fund and anticipate that close to 10,000 of our Sequoia Healthcare residents will be the collective beneficiaries of nutritious food and meals this holiday season.”

Nationwide, more than 44 million Americans are facing ongoing food insecurity—as well as a host of detrimental health consequences that accompany it—according to Feeding America. Collective, community-wide action, such as the Holiday Food Grant Program, helps drive measurable improvements to wellness and quality of life for underserved populations and builds awareness of the growing need for support to address this urgent public health crisis.

“We are so grateful for our partnership with these organizations to propel the community's efforts to address food insecurity,” said Bill Graham, Sequoia Hospital President and CEO. “At Sequoia Hospital, we believe that addressing food insecurity is not just a social responsibility, it’s an investment in the vitality of our cities and by nourishing those in need, we can cultivate a healthier community for the neighbors and families facing food insecurity.”

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About Sequoia Hospital

Dignity Health Sequoia Hospital is an accredited, not-for-profit community hospital providing innovative and exceptional health care for generations of Bay Area residents. Sequoia’s Heart and Vascular Institute is a nationally known pioneer in advanced cardiac care. Sequoia has received national recognition from Healthgrades for superior patient safety and was named as one of America’s top 100 hospitals for cardiac care. Our Total Joint Replacement program is a designated Blue Distinction Center for Knee and Hip Replacement. Our Birth Center is consistently ranked as a favorite among Peninsula families. We are also known for our comprehensive emergency care and leading-edge tomosynthesis 3-D mammogram technology. Our state-of-the-art inpatient pavilion combines the most advanced medical and surgical services with a unique healing environment, including private, spacious rooms and inviting garden areas. To support programs at Dignity Health Sequoia Hospital, visit the Sequoia Hospital Foundation. To learn more about Sequoia Hospital, please visit dignityhealth.org/sequoia.

Join our community:

- facebook.com/SequoiaHospital
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- youtube.com/SequoiaHospital
- About Sequoia Health District

About Sequoia Health District

Sequoia Healthcare District (SHD) was formed in 1946 and was the first healthcare district in California. The District is committed to improving residents’ health by enhancing access to care and promoting wellness through responsible stewardship of taxpayer dollars. The District includes Atherton, Belmont, Menlo Park, Portola Valley, Redwood City, San Carlos, Woodside, and parts of Foster City.



Staff Report
Director of School Health
October-November 2023 Report

Ann Evanilla-Wasson, MS
Healthy Schools Initiative Update

HSI Wellness Team

- HSI Wellness Team reconvened in September to kick-off the 2023-24 school year. We're gathering on a monthly basis and meetings are structured as working sessions to review, discuss and map out the foundational constructs of this initiative. To maximize our time together and the cross-learning potential, each Wellness Lead is completing pre-assignments specific to their district's implementation of WSCC and MTSS models, District Wellness Advisory Councils, and co-branding.
- Holding one-on-one sessions with each Wellness Lead to further develop HSI programming in each school district.
- Participating in Sequoia Union High School District's Strategic Planning process as a member of the Alignment Team.
- Advising on San Carlos School District's Middle School's service-learning effort as a Tier One strategy.
- Sequoia Union High School District's first wellness space, PAWS, is holding a Community Open House on Wednesday, November 29 from 5pm - 7pm, at M-A in room B-22.

Partner Collaborations

- Actively participating on the United for Youth: Blueprint for School and Transition-Age Youth Well-Being Steering Committee and the High School Age work group.
- Organizing 2nd in-service training sessions for PE+ coaches on youth mental health and compassionate, proactive solutions to use on the playground. Training presenters will be Kate Browne, early childhood education professor at Skyline College and Bruce Smith, head swim coach @ PASA Menlo Park.
- Held a very successful community education webinar - **Brain Trauma, concussion, and CTE: What Should Families Know?** ... featuring Samantha Bureau, PhD, Director of International Programs, Concussion Legacy Foundation and hosted by Charlene Margot & Bev Hartman of The Parent Venture. A comment posted in Next Door: "Thanks for posting this Charlene! I suffered multiple concussions in 2018 and my life has changed. But doctors and insurance companies don't seem to get it. I just got fully evaluated by the Center For Neuroskills in Emeryville and they found so much wrong with my brain, my eyes etc. which explains all the symptoms that I have been reporting for 5.5 years! I'll be online this evening."

Chaptered Bills Related to our Healthy Schools Initiative

SB 525 – Chapter 890 – Healthcare Employees - Added to CA Labor Code

- HSI funds behavioral health interns in the schools via our nonprofit partners. The new labor code sets forth a minimum wage schedule, which will impact some of our nonprofit providers.

AB 1722 – Chapter 53: Pupil Health: Credentialed Nurses, Registered Nurses, and Licensed Vocational Nurses

- This legislation allows school districts to employ LVNs that are supervised by a Certified School Nurse who is employed by the same school district or a different school district. In line with this legislation, SUHSD has requested a reallocation in funding for nursing support FY'2024-25.

SB 326 – Chaptered 790: The Behavioral Health Services Act

- Following progress of this ballot initiative as it may impact behavioral health services in the schools. Bill revises and recasts the Mental Health Services Act (MHSA) as the Behavioral Health Services Act (BHSA) if voters approve amendments to the MHSA at the March 5, 2024 statewide primary election.