

**MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
April 1, 2026
San Mateo County Dental Society
939 Laurel Street, Suite C
San Carlos, CA 94070**

Directors Present

Director Fong
Director Foust
Director Lock
Director Martinez

Directors Excused

Also Present

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

1. Call to Order and Roll Call

Vice-President Fong called the meeting to order at 12:00PM. Roll call attendance was taken. Director Martinez will be delayed in attending the meeting. A quorum was present.

2. Public Comment/Non-Agenda Items

Vice-President Fong 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 Foust

Seconded by: Director Lock

Discussion to remove item b from consent calendar motion

Motion Amended: to approve consent calendar items a, c and d

By: Director Foust

Seconded by: Director Lock

Vote: Ayes - Fong, Foust, Lock

Nos --

Abstain --

Absent -- Martinez

Motion Passed: 3-0-0-1

Motion: to approve consent calendar item b - February 11 minutes

By: Director Foust

Seconded by: Director Lock

Vote: Ayes - Foust, Lock

Nos --

Abstain -- Fong

Absent -- Martinez

Motion Passed: 2-0-1-1

4. CEO/Staff Reports

CEO Kurtzman reported 1016 Laurel bids are due April 8 by 2:00pm. SHD has had more interest and site visits from prospective contractors. On May 6th the committee will present the Board with a recommendation for a construction firm. The temporary office site is still available to house District during construction.

Tuesday, April 7, 2026, at 10:00AM at the downtown Redwood City Fire Station, the County of San Mateo is hosting a VLF Press conference to raise awareness and support to solve the VLF funding shortfall impacting San Mateo County. San Mateo County is being shorted more than \$100 million annually due to a broken state funding formula. This rally highlights the urgent need to fix the formula and safeguard critical services such as public safety, health care, and housing programs.

Ms. Bratton reported that for the past two months she and Mr. Mar have been building the new Fluxx grants portal. The portal is live. They have received 24 draft applications to date. Applications are due by April 15th. The Grants Committee will review the application for 3 weeks and make recommendations prior to the June board meeting. In June Ms. Bratton will implement the Grantelligence feature that helps with data collation and reporting.

Ms. Bratton has met with hired consultant Jim Lianides, a retired school superintendent, to interview school superintendents and create a funding model for Healthy Schools Initiative grants.

Ms. Bratton is currently interviewing grants committee applications to fill 2 vacant positions.

Ms. Garcia reported that the Invitation to Bid documents are on the website and she filed a press release for the Ravenswood Redwood City Dental Clinic opening.

CFO Mar reported that the District is on track with disbursing grants and receiving tax revenues. The remaining grant obligations for FY26 of \$10.5M will be spent towards the end of the fiscal year. We are overbudget by \$631K as a result of an additional \$865K in revenues being offset by approximately \$1.5M in expenses that include the addition of collaboration grants, facilities depreciation, professional contracted fees and increased banking fees.

5.a. Accept Resignation Of Board Member And Determine Whether To Fill Vacancy By Election Or Appointment

Vice-President Fong tabled the discussion until later in the meeting.

5b. Presentation On Pension Plan Actuarial Report

Drew Ballard of Foster & Foster presented the hospital pension plan actuarial valuation based on data from January 1, 2026 for contributions for 2026 and 2027. There are a total of 806 total participants. 2024 had a 20.0% net return and 2025 a 10.4% net return, both of which caused the funded percentage to increase to 88% by January 1, 2026. This created the need for a decrease in actuarial valuation contributions from \$3.6M in 2024 and 2025 to \$2,373,948 in 2026 and 2027.

Motion: to approve the actuarial report

By: Director Foust

Seconded by: Director Lock

Vote: Ayes - Fong, Foust, Lock

Nos --

Abstain --

Absent -- Martinez

Motion Passed: 3-0-0-1

5d. HSI Year In Review and Presentation Of FY 2026-27 School Health Draft Budget

Vice-President Fong asked if there was public comment on this agenda item. There was none.

Ms. Wasson introduced Dr. John Baker the retiring superintendent of the Redwood City School District and Dr. Christian Rubalcaba the incoming superintendent. Dr. Baker discussed how impactful SHD grant funds have been in supporting the Redwood City School District for the past decade. He show cased several key programs funded by the healthcare district including: a health educator who works with 5th through 8th grade students on health education topics including health ed and LGBTQ+ issues, and nursing services in the district, which now includes four RNs, two LVNs, and student nurses from local colleges, who provide comprehensive care including managing chronic conditions, administering vaccines, and conducting home visits. Dr. Baker also praised the PE Plus program, which provides physical education time for kindergarten through 6th grade students, and acknowledged the contributions of the Director of Health and Wellness. He highlighted how the funding helped the school district expand counseling services during COVID-19 and now maintains clinicians at each school site, with additional support from external providers like One Life to address waitlists. The presentation also covered the district's implementation of restorative justice practices and professional development for staff in social-emotional learning.

Ms. Wasson presented a brief update on the Healthy Schools program, highlighting progress on goals and key findings from the landscape assessment. She noted that four out of six goals had been reached, with the remaining two in progress, including work on a logic model and data collection. Her proposed budget shows a net decrease due to reclassification of certain items, with no actual funding being removed.

B R E A K

5c. Presentation Of District Proposed FY 2026-27 Draft Budget

Vice-President Fong asked if there was public comment on this agenda item. There was none.

Director Martinez joined the meeting at the start of this presentation.

CFO Mar presented the 2026-27 Draft District Budget, explaining that it was developed using a "bottoms up" approach to align with the strategic plan, follow GAAP standards, and the net income/loss targets a \$5 million loss, with revenue projected at \$22.8 million, grant expenses at \$24 million, and operating expenses at \$3.8 million, which includes increased costs for community engagement, elections, and depreciation. Mr. Mar noted that \$5 million from reserves would be allocated for community investments, and capital expenditure amounts remain uncertain pending further project scope definition for 1016 Laurel improvements. The discussion concluded with clarification about pension obligations.

5.a. Accept Resignation Of Board Member And Determine Whether To Fill Vacancy By Election Or Appointment

President Martinez reported that Director Shefren tendered his resignation on March 4, 2026. Directors discussed 2 options for filling the board vacancy: to call a special election or to appoint a replacement within 60 days. Directors Foust and Martinez volunteered to be on an ad hoc committee to interview candidates.

Motion: to accept the resignation of Director Shefren from the SHD board, appoint a member to the board following the District Vacancy policy, and to appoint Directors Foust and Martinez to an ad hoc committee to interview prospective replacement board member candidates and make a recommendation.

By: Director Fong

Seconded by: Director Lock

Vote: Ayes - Fong, Foust, Lock, Martinez

Nos --
Abstain --
Absent --

Motion Passed: 4-0

The board vacancy will be advertised and posted in accordance with the District Vacancy policy.

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

Director Foust stated that the Board met in closed session to discuss CEO Kurtzman's performance review and calendar year 2026 Goals and Objectives. Directors Foust and Martinez, met with CEO Kurtzman and Donna Vallencourt of RPLG, to discuss a COLA adjustment for this year, and a mid-year review May 31st and August 31st for consideration of additional possible compensation and/or benefits.

Motion: to approve the eighth amendment to the employment contract for the District Chief Executive Officer

By: Director Foust

Seconded by: Director Lock

Vote: Ayes - Fong, Foust, Lock, Martinez

Nos --

Abstain --

Absent --

Motion Passed: 4-0

5e. Director Requests for Future Agenda Items per Board Policy 8.3

President Martinez asked Directors for any requests for future agenda items.

Directors would like CEO Kurtzman to meet with Mr. Hudak and continue reviewing and updating the board policies and procedures to be brought back to the board on May 6th, which will include reviewing and updating the policy regarding foundations, board stipends and board health insurance.

Director Foust requested a study session on the VLF. Directors agreed to reserve additional time at the May 6th board meeting (from 12PM-4PM) so the meeting can include a 1 hour study session, the regular board meeting and a closed session.

6. Adjourn

Motion: To adjourn the meeting at 2:23PM.

By: Director Lock

Seconded by: Director Foust

All in favor

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 12:00 PM, Wednesday, May 6, 2026, at the San Mateo County Dental Society, 939 Laurel Street, Suite C, San Carlos, CA.

Respectfully Submitted,

Cama Lock, Secretary