

**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**

<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 Fong

**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.

**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