

**MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
June 7, 2023
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

Directors Present

Director Fong via Zoom, not voting
Director Griffin
Director Martinez via Zoom
Director Nayfack
Director Shefren

Directors Excused

Also Present

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

1. Call to Order

President Nayfack called the meeting to order at 4:35PM. Roll call attendance was taken. Two Directors were attending via Zoom. 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 Griffin

Seconded by: Director Shefren

Vote: Ayes - Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain -- Fong

Absent --

Motion Passed: 4-0-1-0

4.a. Presentation Of Draft Audit 2022-23

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

Brian Nash of Richardson and Company, LLP presented a draft of the 2022 Annual Financial report. The report is incomplete at this time as the Pension Plan still needs to be tested. The report will be finalized and presented at the next Board meeting. They did not identify any deficiencies or instances of noncompliance under government accounting standards.

**4.b. Consider Grant Request From Peninsula Volunteers Of Up To \$60,000
For Transportation Program (7/1/2023-6/30/2024)**

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

Kamilah Najieb-Wachob gave a report on Peninsula Volunteers new funding sources for the transportation program. They are now receiving funding from City of Menlo Park, AARP and 2 grants from San Mateo County. Seniors are returning to Adult Centers and the program is seeing an increase in new riders. They are getting requests to expand their services to include trips to supermarkets and pharmacies. They are requesting funding for FY 2023-2024 of \$30,000 for rides and \$30,000 for administrative costs for a total request of \$60,000.

Motion: To approve a grant for Peninsula Volunteers of Up to \$60,000 for the transportation program (7/1/2-23 - 6/30/2024).

By: Director Shefren

Seconded by: Director Nayfack

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

Nos --

Abstain -- Fong

Absent --

Motion Passed: 4-0-1-0

**4.c. Consider Grant Request Of \$200,000 From SMC Health Foundation
For New 3D Mammography Technology**

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

San Mateo County Health Foundation is requesting funding to upgrade their 2 mammography machines from 2D to 3D technology. The estimated cost is \$700,000. Any extra funds raised will be utilized to purchase a mobile mammography van to reach patients at SMMC clinics. The County's funding is limited to funding the daily operations, seismic retrofit, system upgrade to EPIC, and CT and MRI replacement projects. There is no funding in the current budget for upgrading the mammography machines. The Foundation is seeking grant funds from other organizations in addition to the County and Medical Center.

Motion: To approve a grant for SMC Health Foundation for the upgrade to 3D Mammography Technology.

By: Director Griffin

Seconded by: Director Nayfack

Vote: Ayes -- Griffin, Martinez, Nayfack

Nos -- Shefren

Abstain -- Fong

Absent --

Motion Passed: 3-1-1-0

4.d. Report On Healthy Schools Initiative Year-End Outcomes

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

Ms. Wasson spoke about the outcomes and challenges for the Healthy Schools Initiative program during FY22-23 and introduced some school partners who spoke about the programs they have instituted at their Districts as part of their wellness programs. Ilana Yakubovich of San Carlos School District highlighted her District's creation of a new SEL curriculum for a middle schoolers. Patrinia Reed of Redwood City School District highlighted the creation of a Well Being Center for students. Chris Arrington of Menlo Park City School District introduced his dog Duke who is part of a new program called PAWZitivity. PAWZitivity is a therapy dog program that has placed 8 therapy dogs in schools to help students and staff with their mental health.

**4.f. Consider Grant Committee Recommendations
For 2023-2024 Community Grants Totaling \$4,146,000**

Due to a scheduling conflict, item 4f was moved up on the agenda.

Ms. Bratton presented the Community Grants Committee recommendations for grants totaling \$4,146,000. The committee recommended funding 60 grants of which 9 are new grants. Ms. Bratton reviewed the criteria used by committee members to evaluate the requests, discussed

details of some of the new programs to be funded, and thanked the committee members for their diligence.

Motion: To approve all Community Grants recommended for 2023-2024 totaling \$4,146,000, with the exception of the two Redwood City Police Activities League grants and the Whole Health for Youth grant.

By: Director Nayfack

Seconded by: Director Griffin

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

Nos --

Abstain -- Fong

Absent --

Motion Passed: 4-0-1-0

Director Martinez recused himself and left the Zoom during the vote on RWC PAL and Whole Health For Youth.

Motion: To approve the two Redwood City Police Activities League grants and the Whole Health for Youth grant.

By: Director Nayfack

Seconded by: Director Shefren

Vote: Ayes -- Griffin, Nayfack, Shefren

Nos --

Abstain -- Fong

Absent -- Martinez

Motion Passed: 3-0-1-1

Director Martinez rejoined the meeting via Zoom.

Ms. Bratton discussed funding reimbursement grants for PJCC's Pink Power of up to \$18,000 and Pink Ribbon Good of up to \$25,000 which are in addition to the CC Grants that were approved.

Motion: To approve the funding requests for PJCC's Pink Power and Pink Ribbon Good.

By: Director Nayfack

Seconded by: Director Griffin

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

Nos --

Abstain -- Fong

Absent --

Motion Passed: 4-0-1-0

* * * 10-Minute Break * * *

4.g. Consider Faro Food Grant Request Of Up To \$50,000
(Matched By Dignity Health)

Last year Dignity Health Sequoia Hospital and the District each provided \$50,000 in funding to community nonprofits that feed food insecure clients during the holiday season, which typically sees a surge in need. Dignity Health Sequoia Hospital has already approved matching the District \$50,000. Ms. Bratton would like the District to make the food program an annual grant, and name it after retired SHD Director Art Faro, who was the former CEO of Sequoia Hospital. She would like to release the applications early so that organizations have time to plan and implement food purchase and distribution leading up to the holidays.

Motion: To approve the Art Faro Food Grant request for \$50,000 to feed food insecure clients during the holiday season.

By: Director Griffin

Seconded by: Director Nayfack

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

Nos --

Abstain -- Fong

Absent --

Motion Passed: 4-0-1-0

4.e. Consider Approval Of School Health Budget For 2023-2024 For Up To \$4,922,515

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

Ms. Wasson presented the Healthy Schools Initiative budget for FY2023-24. This year's goals include continued investment in leadership and training for Wellness Coordinators and School Nurses, a review of the WCCC Model and wellness policies, collaboration with the SMC office of Education, SMC Health and SMC Behavioral Health to align with state educational requirements, prioritizing Tier One and Tier Two supports with an equity lens as well as delving into new pilots and offerings. Youth mental health continues to be a top priority, in addition to school staff and family health and wellness. Additional details may be found in the board packet materials.

Motion: To approve the FY2023-24 School Health Budget For Up To \$4,922,515.

By: Director Shefren

Seconded by: Director Nayfack

Vote: Ayes - Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain -- Fong

Absent --

Motion Passed: 4-0-1-0

**4.h. Consider Funding Request Of Up To \$410,000
For Oral Health Access Learning Collaborative Pilot Program**

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

The District and Health Plan of San Mateo County would like to launch a pilot learning collaborative that would bring public, private and professional entities in SMC together to learn how best to accelerate access to high quality care for adult and pediatric patients that are currently waitlisted at Ravenswood, Sonrisas, Samaritan House Clinic RWC, and SMMC Dental Clinic at North Fair Oaks. The San Mateo County Dental Society will contract with HPSM to recruit the dentists. The Health Plan will reimburse the dentists and the District will provide an incentive payment upon care completion. An additional \$410,000 will be matched using the funds from the Dignity shared investment funds for a total of \$920,000 toward this effort.

Motion: To approve a grant of up to \$410,000 to fund the Oral Health Access Learning Collaborative Pilot program.

By: Director Shefren

Seconded by: Director Nayfack

Vote: Ayes - Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain -- Fong

Absent --

Motion Passed: 4-0-1-0

4.i. Consider Adoption Of District Proposed Budget FY2023-2024

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

CEO Kurtzman presented and briefly discussed the draft budget for FY 2023-2024.

Motion: To adopt the proposed FY2023-2024 Budget.

By: Director Shefren

Seconded by: Director Nayfack

Vote: Ayes - Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain -- Fong

Absent --

Motion Passed: 4-0-1-0

4.j. Approve Resolution 23-01 Authorizing Periodic Transfer Of Checking Account Funds To Schwab Investment Accounts With Finance Committee Oversight

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

CEO Kurtzman and Director Shefren discussed the need for the committee to make fund transfers to optimize earning interest and meeting expenditure needs.

Motion: To approve Resolution 23-10 authorizing the periodic transfer of checking account funds to the Schwab Investment Accounts with Finance Committee oversight.

By: Director Griffin

Seconded by: Director Nayfack

Vote: Ayes - Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain -- Fong

Absent --

Motion Passed: 4-0-1-0

4.k. Discussion Regarding Non-Profit Service Partners Needing Office Space

Director Martinez discussed site visits that he attended to local non-profits and the growing need for office space for non-profit service partners in our area. As the District is in the process of looking for new office space, he would like the Board to consider purchasing a larger office space/building so that the District may offer discounted rental space to non-profit partners. Director Martinez will provide more information about the non-profits that are seeking space to determine the types of services they provide, average number of District residents served annually, size of space needed, parking requirements, and the selection process for equitable opportunity to this space.

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

President Nayfack asked Board members for their requests for future agenda items.

Director Griffin would like to know how/if the District should respond to the trafficking of immigrants shipped from other states to California.

CEO Kurtzman would like to explore expanding district boundaries into the Half Moon Bay and East Menlo Park areas. She would like to discuss the topic at the retreat and discuss practicalities.

5. CEO/Staff Reports

The pension plan is dramatically down from 90% funded to 55% funded due to the market downturn.

We have contracted with a governmental accounting CPA to support the Administrative Executive.

ACHD opened registration for the Annual Meeting taking place September 13-15 in Olympic Valley. Wednesday will be Governance Day.

Mark Hudak will be developing a draft LOA for entering an agreement with Ravenswood to convert our building at 525 Veterans into a dental clinic that serves economically-disadvantaged community members. Ms. Kurtzman will be reviewing the structure of what a lease would look like, tenant improvement allowance, dental equipment, terms, options, etc. She expects this to be an agenda item at a future Board meeting.

Ms. Kurtzman provided a report from Ms. Bratton on the success of the San Carlos Adult Community Center pilot to fund 3 exercise classes. Our contribution resulted in a 30% increase in attendance, encouraged participation in fitness, and engaged seniors to socialize.

ACHD is watching 3 bills that impact health, safety and wellness: AB4, AB33 and AB583.

Ms. Garcia is planning for the Health and Harmony Festival on Courthouse Square with PAL on July 29th. She will be tabling at the SMC Fair tomorrow.

Our newly-designed website is up and running.

Luz will be working with Board members to schedule presentations to City Councils during their meeting times.

Directors Nayfack and Shefren commented that they have a scheduling conflict with attending the next board meeting on August 2nd. Board members confirmed that they can attend the following Wednesday.

6. Adjourn

Motion: To adjourn the meeting at 9:10PM.

By: Director Griffin

Seconded by: Director Shefren

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, August 9, 2023, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin, R.N.
Secretary