

**MINUTES OF SPECIAL MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
May 5, 2021
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

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

Due to new regulations regarding Covid-19, this meeting was held via Zoom teleconference (per Executive Order N-25-20)

1. Call to Order

President Shefren called the meeting to order at 4:32PM. Roll call attendance was taken.

2. Public Comment/Non-Agenda Items

President Shefren asked if there was any public comment on non-agenda items. CEO Kurtzman introduced Luz Garcia, the new Sequoia Strong Program Manager.

3.a. Update From Samaritan House On Final Grant Outcomes

Samaritan House provides safety net services in the North Fair Oaks area which include dental, medical, mental health, food and rent assistance, and worker resources for residents. Dr. Jason Wong and Mr. Bart Charlow of Samaritan House reported that Covid-19 has significantly impacted their operations. Limiting in-person visits did impact capacity overall but the number of patients served kept relatively steady. They created new partnerships with Peninsula Special Interest Lions Club which helped distribute PPE and run their mass flu vaccination clinics and covid vaccination clinics; GROW San Mateo which grows organic produce and herbs for their clients; Peninsula Food Runners who have been providing home delivery to shut-ins; Gurnick Academy of Medical Arts of Samuel Merritt University for providing nurses and helping with the food clinics; and the Cabrillo College Dental Hygiene program for providing hygienists.

They are looking forward to fully reopening to in-person, routine care as community conditions permit, transitioning to Electronic Health records, and expanding mental health capacity with internships. They will be returning at the June Board meeting to request funds to continue serving the community.

3.b. Update From Ravenswood Health Clinic On Final Grant Outcomes

Ravenswood Health Clinic provides safety net services which include medical, dental, optometry, behavioral health counseling, pharmacy, imaging, lab, immunization, health education, specialty referrals, and case management. This year Ravenswood switched to the Epic health records system which is the industry standard and is very helpful for continuity of care. They lost \$1.2M in revenue due to reduced routine services as a result of Covid but switched to Telehealth phone and Zoom visits. Telehealth visits accounted for 50% of their spring services, however, they are now down to 30% which is mostly for behavioral health. Dental was cut back to urgent only for first quarter as aerosolized procedures had to be changed to include updated infection control processes. Dental services are now at 65% of pre-covid levels. Imaging was closed due to shelter

in place and they are in the process of catching up on mammogram services. Optical has not reopened since shelter in place, however, they are doing optometry services. To date they have lost a grand total of \$4.2M due to the pandemic. They will be returning at the June Board meeting to request funds to continue serving the community. Director Shefren requested that they present their financials at that time.

**3.c. Consider Grant Request From SMMC NFO Dental Clinic
For \$320,000 Over Two Years**

The San Mateo Medical Center Dental Department presented a proposal to reduce the San Mateo County waitlist for comprehensive care dental by opening additional clinics at FOHC with services on evenings and weekends. The current grant has reduced the waitlist from 2,000 to under 1,600 clients as of February 2021. They are requesting \$320,000 for the next two years to reduce the dental waitlist further.

Motion: To approve the grant request of \$320,000 for SMMC NFO Dental Clinic to be paid over two years.

By: Director Faro

Seconded by: Director Griffin

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

3.d. Presentation Of Pension Plan Actuarial Report For FY2020-21

Mr. Pryor gave an update on the valuations that are completed on a bi-annual basis. Noting that the last full valuation was January 1, 2020 that provided a recommended contribution of \$3M per year for two years with a 10-year amortization of the unfunded liability. It has not been the policy to update the valuations during the two-year period. However, due to the exceptional return on investment during 2020 of 25% which was well in excess of the anticipated return of 6%, we updated our valuation results to change the contribution for 2020 to \$1.5M with another \$1.5M scheduled for 2021 to be paid later this year. The pension plan is currently over 75% funded. The plan is in better shape than it has ever been in 20 years. Next valuation will be January 1, 2022.

3.e. Presentation On 2020-21 School Health Outcomes

Dr. Li reviewed the 2020-21 HSI budget as well as the goals and progress for the year. The HSI grants summary was provided with 78% of funds dedicated for social emotional supports, which is in line with our priorities. Covid adaptations and future challenges were reviewed as well as next steps for 2021-22. Four healthy schools team members shared their challenges and accomplishments over the past year.

Director Griffin left the Zoom meeting during the presentation.

**3.f. Consider Additional Grant Funding Of \$122,545 To Sequoia Hospital
For Expanded Vaccine Clinics Partnership**

Last month the board funded \$30K to support an initiative with Sequoia Hospital and specific nonprofit partners to provide 8 vaccine clinics in the North Fair Oaks area. In the meantime, the county has asked Sequoia Hospital to take over their vaccine clinic which provides 1000 vaccinations per week at the North Fair Oaks Clinic. This would be a partnership with the hospital providing the staffing and coordination, the county providing the vaccine, the city of Redwood

City would do incident command and traffic flow and the district providing connections to community partners and funding 70% of the costs. We expect to vaccinate 8000 people.

Motion: To approve additional grant funding of \$122,545.47 to Sequoia Hospital for the expanding Vaccine Clinics Partnership.

By: Director Faro

Seconded by: Director Nayfack

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

Nos --

Abstain --

Absent -- Griffin

Motion Passed: 4-0-0-1

3.g. Presentation Of District Proposed FY 2021-22 Budget

Ms. Kurtzman presented the Sequoia Healthcare District FY2021-2022 draft budget. Ms. Kurtzman anticipates approximately \$14M in tax revenue based on a trend over the last few years, a decrease in rental income, a decrease in investment income and \$1.5 million in pension pass-through income. Significant increases under expenses to legal fees, an increase of \$600,000 to \$3.6M for Community Grants and an increase of \$309,051 to \$4,770,355 for the School Health program.

Director Martinez left the Zoom meeting at the end of the presentation.

3.h. Discussion Of Feasibility Of Building Purchase To Host Samaritan House Free Clinic

President Shefren appointed an ad hoc committee of Directors Martinez and Shefren to work with CEO Kurtzman on feasibility and research regarding purchasing a building near the current Samaritan House to house the Samaritan House clinic in addition to other local non-profits.

3.i. Approve Temporary Transfer Of \$5M Of Future Program Investment Dollars From District Checking Account To District Reserve Account

Motion: To approve the transfer of \$5M of future program investment dollars to District reserve account.

By: Director Faro

Seconded by: Director Shefren

Vote: Ayes -- Faro, Nayfack, Shefren

Nos --

Abstain --

Absent - Griffin, Martinez

Motion Passed: 3-0-0-2

3.j. Director Requests for Future Agenda Items per Board Policy 8.3

President Shefren asked if any Director had an agenda item request. Director Shefren would like a discussion of whether Board members would like fewer but longer meetings, or more, shorter meetings.

4. Adjourn

Motion: To the adjourn meeting at 7:35 PM.

By: Director Faro

Seconded by: Director Shefren

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, June 2, 2021, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Aaron Nayfack, M.D.
Secretary

DRAFT