

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

Directors Present

Director Fong
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 4:32PM. 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. CEO Kurtzman introduced and welcomed Ann Wasson, our new Director of School Health, who will be starting April 10, 2023.

3. Consent Calendar

Motion: to approve the consent calendar.

By: Director Shefren

Seconded by: Director Griffin

CEO Kurtzman noted that the minutes need to be corrected as Peter Shih is from San Mateo County Health. Directors Shefren and Griffin accepted a change to motion.

Amended: to approve the February 1, 2023 minutes with the correction of Peter Shih from San Mateo County Health.

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

**4.a. Consider Grant Request From Ravenswood Family Health Center
For \$1,000,000 Each Year For Two Years (July 2023-June 2025)**

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

Gralyn Jacques introduced himself as the new CEO of Ravenswood Family Health Network. Their current grant for \$1M per year for 2 years is ending June 2023. Ravenswood would like to request a new 2-year grant covering FY23-24 and FY24-25 for \$1M each year to fund continuity of service in medical, dental and behavioral health services.

Motion: To approve a grant for Ravenswood Family Health Center for \$1,000,000 each year for two years.

By: Director Shefren

Seconded by: Director Fong

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

**4.b. Consider Grant Request From Sonrisas Dental Health
For \$586,330 In FY24 And \$617,710 In FY25, (Total = \$1,204,040)**

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

Tracey Fetcher, CEO of Sonrisas Dental Health discussed their impact on the dental needs in the community. They will be adding a Saturday dentist and hygienist exclusively for Denti-cal patients, are proposing to expand targeted school screenings and expanding services in the community. Ms. Fetcher requested funding for FY23-24 and FY24-25 to support clinic operations, oral health education and screenings, and senior dental programs.

Motion: To approve a two-year grant for Sonrisas Dental Health of up to \$586,330 for FY24 and \$617,710 for FY25.

By: Director Shefren

Seconded by: Director Griffin

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

Sonrisas will be hosting an event at Dominico Winery, May 9, 2023 from 6pm to 8pm.

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

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

San Mateo Medical Center North Fair Oaks Dental Clinic is experiencing larger numbers of patients requiring services. Due to the demand being greater than current capacity, their waitlist for dental services is growing. They have noted an increase in the number of pregnant clients and are experiencing staffing shortages. Direction Shefren and Nayfack recommended advocating with the San Mateo Board of Supervisors for an increase in funding so the District is not covering another county agencies funding gap.

Motion: To approve a two-year grant of \$160,000 each year to SMMC NFO Dental Clinic for oral health services to District residents.

By: Director Shefren

Seconded by: Director Griffin

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

**4.d. Consider Grant Request From San Mateo County Health
For \$450,000 To Be Dispersed Over A Five-Year Period
To Support A Dental Clinic At New Navigation Center**

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

The Navigation Center will contain many services for clients within their location. They would like to offer dental services which will be on-demand and meet the needs of their clients without long wait times. They are requesting \$450K over 5 years to support the dental clinic that will be housed in the navigation center. CEO Kurtzman suggested funding could come from the settlement combined funds with Dignity Health.

Motion: To approve a grant of up to \$450,000 over 5 years to the SMC Health Navigation Center to oral health services to District residents.

By: Director Shefren

Seconded by: Director Fong

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

4.e. Presentation Of District Proposed FY 2023-24 Draft Budget

CEO Kurtzman presented the first draft of the proposed FY2023-2024 budget.

**4.f. Discussion Regarding Replacement Of Outdated AED Units
Previously Placed In Schools And Community Settings**

The Board discussed the growing need to fund replacement of expired AED units in the community. Many units will be exceeding their warranty and need to be replaced over the next 3 years. Board members discussed ideas regarding providing AED's to schools and 50/50 cost sharing. Board members would like an approximate number of units that will need to be replaced over the next 3 years, the costs and the CEO's recommendation.

**4.g. Approve Amendment to Policy 14.5 Of The Board Policies And Procedures
To Allow Payment Or Reimbursement
Of Candidate Statement Of Qualifications By District**

Director Shefren discussed the process and cost of filing candidate statements and believes that the costs could be a barrier to candidacy.

New wording for Policy 14.5 as stated in the Board packet:

“The cost of each candidate’s Statement of Qualifications for publication in the Sample Ballot & Official Voter Information Pamphlet or equivalent shall be paid directly by the District to the County Elections Office or reimbursement to the candidates. This policy shall be effective as of the 2024 general election.”

Motion: To approve 14.5 as stated in the packet to amend Policy 14.5 of the Board Policies and Procedures to allow payment or reimbursement of Candidate Statement of Qualifications by the District.

By: Director Shefren

Seconded by: Director Nayfack

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

**4.h. Consider Creation Of An Ad-Hoc Finance Committee
And Appointment Of Committee Members By Board President**

President Nayfack discussed the need for a finance sub-committee of the Board that would review the District finances, fund transfers, work with the CEO on the budget, and make recommendations to the Board. The committee will define their specific purpose and report it to the board.

Motion: To create an ad-hoc finance committee of the Board.

By: Director Nayfack

Seconded by: Director Griffin

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

Nos --

Abstain --

Absent --

Motion Passed: 5-0

President Nayfack appointed Directors Shefen and Fong to the Finance Committee.

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

President Nayfack asked Board members for their requests for future agenda items. There was none.

5. CEO/Staff Reports

The audit is nearing completion and should be presented at the June Meeting.

We are migrating management of the hospital pension plan from Dignity Health to Sequoia Healthcare District. Heidi is working with Dignity Health on the transition.

We are working with a new software program "Asana" to help us track progress on the Strategic Plan.

ACHD will hold its annual conference in Lake Tahoe September 14-15, 2023.

Advocacy worked to get an agreement to get the Michelson Pool reopened. The pool will reopen after repairs are completed, with the financial assistance of Sequoia Healthcare District, Peninsula Healthcare District and the County.

Ms. Bratton reports that she has two new grant committee members, and she will be sending out completed grant applications for scoring the week of April 10th.

Care Solace has submitted reports on 7 school districts.

San Mateo County Office of Education reports that the Narcan distribution program has 100% participation in all 8 school districts.

The Joint Holiday food grants with Dignity health was a success. All providers appreciated the extra funding during the holidays and recipients were very appreciative of the fresh foods and eggs.

6. Adjourn

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

By: Director Shefren

Seconded by: Director Nayfack

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 7, 2023, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin, R.N.
Secretary