

**MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
August 4, 2021
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

Directors Present

Director Faro
Director Griffin
Director Nayfack
Director Shefren

Directors Excused

Director Martinez

Also Present

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-29-20)

1. Call to Order

President Shefren called the meeting to order at 4:30PM. Roll call attendance was taken. A quorum was present.

2. Public Comment/Non-Agenda Items

President Shefren asked if there was any public comment on non-agenda items. The was none.

3. Consent Calendar

Motion: To approve the minutes.

By: Director Griffin

Seconded by: Director Nayfack

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

Nos --

Abstain --

Absent - Martinez

Motion Passed: 4-0-0-1

Motion: To approve the financial statements.

By: Director Shefren

Seconded by: Director Nayfack

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

Nos --

Abstain --

Absent -- Martinez

Motion Passed: 4-0-0-1

Director Shefren would like financial statements that do not contain the pension fund pass through.

4.a. Consider Contract with Granicus to Record and/or Live-stream Public Board Meetings

President Shefren asked if there was any public comment on this agenda item. The was none.

Dave Marich and Chris Peck of Granicus gave a demonstration of their in-meeting video streaming and post-meeting archiving software platform. Granicus was founded in 1999 as a video streaming company for government agencies. They have 3,000 customers including the US

Senate. Granicus offers an agenda tool that allows detailed searches of all current and archived agendas and attachments.

Motion: To approve a contract with Granicus to Record and/or Live Stream Public Meetings

By: Director Shefren

Seconded by: There was no second

CEO Kurtzman was asked to get additional information and present a recommendation and proposal at the next board meeting.

**4.b. LYFT Program Final Grant Report and Request To Use
Unexpended Funds From 2020-21 Grant**

President Shefren asked if there was any public comment on this agenda item. The was none.

Ms. Najieb Wachob of Peninsula Volunteers (PV) reported that the transportation program had less riders due to the Pandemic, therefore, they did not spend as much as anticipated, and would like to keep using the saved funding for the current fiscal year with the option to come back to the Board for additional funding as needed.

Pre-Pandemic the program provided 1,000 rides a month. Due to Covid-19, total number of rides per month was 500 in January, decreased to an average of 175 rides per month, and is now at 250-300 rides per month. Peninsula Volunteers is in negotiations to partner with AbilityPath, Samaritan House and the City of Menlo Park to provide transportation for their clients. Ms. Najieb-Wachob requested that the transportation program be allowed to use the remaining funds from FY2020-21, approximately \$70,000, for FY2021-22, and believes this will be adequate.

Motion: To approve a grant request for Peninsula Volunteers Transportation program to continue to use the remaining funds saved from last year for FY 21-22.

By: Director Shefren

Seconded by: Director Faro

Vote: Ayes - Faro, Griffin, Nayfack, Shefren

Nos --

Abstain --

Absent -- Martinez

Motion Passed: 4-0

4.c. Report on 2021-22 Caring Community Grants Final Outcomes

President Shefren asked if there was any public comment on this agenda item. The was none.

Ms. Bratton presented an analysis of the final outcomes from the Caring Community FY 2020-21 grants. The Caring Community grants program supported 56 grants totaling \$3 million that served more than 27,000 residents. Even with challenges presented by Covid-19, the majority of grantees earned positive scores from the grants committee. In FY 2020-21, the District awarded additional Covid emergency grant funds of \$764K to 31 of our grantees.

Ms. Bratton reported that she has been working with Versaic to implement an online scoring feature for the next grant cycle, and that she successfully incorporated a feature to upload signed grant agreements directly in the Versaic portal.

**4.d. Consider Motion To Formally Approve Sonrisas Funding
Retroactive To October 2020 Through June of 2022**

President Shefren asked if there was any public comment on this agenda item. The was none.

At the December 2020 board meeting, board members had discussed giving the CEO permission to reimburse Sonrisas up to \$60,000 per quarter. At that time, no formal motion was put forth. CEO Kurtzman requested permission to reimburse Sonrisas up to \$60,000 per quarter retroactively from October 1, 2020 through June 30, 2022.

Motion: To approve reimbursing Sonrisas Dental Health for uncompensated oral health services provided to District residents for the period of October 1, 2020 through June 30, 2022.

By: Director Shefren

Seconded by: Director Griffin

Director Faro requested an amendment to the motion to include “up to \$60,000 per quarter” Directors Shefren and Griffin accepted the amendment.

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

Nos --

Abstain --

Absent -- Martinez

Motion Passed: 4-0-0-1

4.e. Approve Changes To 2021-22 Budget Related To San Mateo Medical Center

President Shefren asked if there was any public comment on this agenda item. The was none.

A clerical error was noted on the June 2021 approved FY 2021-22 budget. Under Future Impact Funds, San Mateo Medical Center (SMMC) Dental Clinic was listed as \$78,000 for the fiscal year. SMMC Dental Clinic’s approved grant agreement is \$320,000 over two years which will be \$160,000 for FY 2021-22.

Motion: To approve the change to the FY2021-22 budget, updating the SMMC Dental Clinic line item under Future Impact Funds from \$78,000 to \$160,000.

By: Director Faro

Seconded by: Director Nayfack

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

Nos --

Abstain --

Absent -- Martinez

Motion Passed: 4-0-0-1

4.f. Appoint Ad-hoc Personnel Committee

President Shefren asked if there was any public comment on this agenda item. The was none.

President Shefren noted that agenda item 4f should say “Permanent” not “Ad-Hoc”. He would like the District to establish a permanent Human Resource committee since the District is small and does not have an HR department. The committee would review the CEO, help the CEO deal with HR issues such as health insurance and the employee manual, and provide an avenue for staff members to contact specific board members that would be charged to look into and review HR issues. The committee would be available to the CEO and staff members, and meet as needed. Director Shefren will develop a mission statement and process, and would appoint members after the creation of the committee.

Motion: To approve the appointment of a Human Resources standing committee of the Board.

By: Director Faro

Seconded by: Director Nayfack

Vote: Ayes -- Faro, Griffin, Nayfack, Shefren
Nos --
Abstain --
Absent -- Martinez

Motion Passed: 4-0-0-1

4.g. Appoint Ad-hoc Strategic Planning Committee

President Shefren created an ad-hoc Strategic Planning Committee and appointed Directors Griffin and Nayfack.

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

President Shefren asked if any Director had an agenda item request. There was none.

5. CEO/Staff Reports

We are partnering with Supervisor Carol Groom, to assist with the San Mateo County Disaster Prep Day on September 18th. Charlene Margot will be hosting 2 Town Halls to help publicize the event. The August 31st Town Hall will cover disaster preparedness with speakers Sandra Firpo, Emergency Services Specialist for the San Mateo Consolidated Fire Department CERT program, and Barbara Wood, Red Cross Disaster Responder. The second Town hall will be on September 14th and will cover Wildfire Prevention.

Ms. Garcia is preparing the annual report which will showcase a timeline celebrating Sequoia Healthcare District's 75 years of caring for the community. In addition, she is managing website and social media communication. She is expanding SHD communication efforts through the creation of new webpages and collaborative content.

Ms. Bratton is working with the Redwood City History Museum to sponsor a health fair and museum exhibit celebrating our 75th anniversary. She has tentatively reserved the courthouse square on April 23rd and April 31st as possible dates for the health fair.

6. Adjourn to Closed Session

Adjourn to Closed Session For the Purpose Of:

CONFERENCE WITH LEGAL COUNCIL- EXISTING LITIGATION (Subdivision (a) of Section 54956.9) Name of Case - Sequoia Healthcare District v. Common Spirit Health, Dignity Health, et al., JAMS Ref. No. 1100108469 - One case - Mr. Hudak

7. Reconvene to Open Session

Reconvene to Open Session. There was no reportable action taken in closed session.

8. Adjourn

Motion: To the adjourn meeting at 6:50 PM.

By: Director Griffin

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, October 6, 2021, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Aaron Nayfack, M.D.
Secretary