MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
June 1, 2011
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063

Directors Present	Directors Excused	Also Present
Director Faro Director Griffin Director Hickey Director Kane Director Shefren		Mr. Michelson, CEO Mr. Hudak, Legal Counsel Ms. Johnson, Recorder

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1. Call to Order

By: President Griffin
Time: 4:30pm

2. Public Comment/Non-Agenda Items

Mr. Martin Fox asked that the April 6th minutes be removed from the consent calendar. Mr. Hudak noted that such a request from a member of the audience is allowed and the minutes were so removed.

Director Hickey, citing a recent communication from Mr. Michelson that the district had received the AFP Philanthropy Award, stated that awards to the District for philanthropy should not be accepted by the Board as they are inappropriate.

President Griffin congratulated Director Kane as the new chair of ACHD.

President Griffin informed directors that she will be setting a date for a special meeting to discuss a personnel matter in a closed session.

3.a. - 3.b. Consent Calendar

Motion: To approve the remaining items (March and April financial statements) on the Consent Calendar.
By: Director Kane
Seconded by: Director Shefren
Vote: 5-0
Motion Passed

With respect to the April 6 minutes, Mr. Fox presented a written statement outlining what he felt were procedural violations on part of the Board. Mr. Hudak, speaking on behalf of the chair, responded that the meeting had been conducted appropriately and no Board actions were in violation of the Brown Act.

Motion: To approve the April 6th minutes as presented.
By: Director Faro
Seconded by: Director Shefren
Vote: 5-0
Motion Passed

4. CEO/Staff Reports

Mr. Michelson's report provided a work plan for the next fiscal year on program/grant services, fiscal management, communications, community involvement, staff development and board relations.

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Healthy Schools Initiative: In addition to Ms. Kurtzman written report, a presentation will be made later in the meeting.

HeartSafe: Mr. Nielsen's report outlined recent activities and AED placements.

5.a. Nursing Program Status Report

Presenting the nursing baccalaureate update for San Francisco State University were Donald Taylor, Dean of the College of Health and Human Services; Lynette Landry, PhD, Director-Elect of the School of Nursing; Vice President for Advancement Robert Nava; College of Health and Human Services Director of Development Mark Kelleher and two graduates, Suzanne Awad and Jeffrey Meinhold. Representing the San Francisco State-Cañada College partnership was Dr. Harvey "Skip" Davis.

Dr. Landry reported that the program has graduated 272 nurses in the past four years for a 92 percent pass rate and has met or exceeded all its benchmark goals. One hundred forty-three, nearly 53 percent, of graduates live and work in San Mateo County. Dr. Davis reported that the program "is working out better than we imagined," acknowledging nurses Jeffrey Meinhold and Suzanne Awad, in the board meeting audience. Mr. Meinhold obtained his degree last year and is now a school nurse in the Belmont-Redwood Shores School District — a position that the healthcare district's other program, Healthy Schools, funded. Ms. Awad is a RN in Sequoia Hospital's cardiac unit. Both thanked the Board for supporting the nursing program.

5.b. School Health Initiative Presentation

Ms. Kurtzman reported that last year the District committed a minimum of $4.5 million over 3 years to the Healthy Schools Initiative (HSI) to help school districts hire school nurses, wellness directors, physical education teachers and other staff to improve the health of more than 23,000 public school students.

Ms. Kurtzman introduced Jan Christensen, Superintendent of the Redwood City School District; Emerita Orta-Camelleri, Superintendent of the Belmont-Redwood Shores School District and Craig Baker, Superintendent of the San Carlos School District and Anne Campbell, San Mateo County Superintendent of Public Instruction.

Also updating the board on first-year progress of HSI, were Dr. Lesley Martin, Director of Wellness for the San Carlos School District; Maureen Campbell, Vice-principal at Woodside High School; Kimberlee Stanley, director of Woodside's Counseling and Advocacy for Teens (CAT) program; Cherie Ho, Director of Wellness for the Belmont-Redwood City School District and Principal at Redwood Shores Elementary School; Thea Runyan, Health and Wellness Specialist for the Belmont-Redwood Shores School District; Mindy Shelton, Health Educator for the Belmont-Redwood Shores School District; Jennifer Gabet, Nutrition Education Program Manager for UC Cooperative Extension; Sebastian Castrechini, Policy Analyst for the John W. Gardner Center at Stanford University and school nurses Meinhold, Janette Lal and Ruth Brown.

Ms. Kurtzman emphasized that activities of the program follow the Department of Public Health's Coordinated School Health Model with the goal of filling in the gaps in health and wellness programs in the public schools. In addition to school nurses and wellness teams, other services funded by HSI include AED and CPR training, counselors and outreach specialists focusing on mental health programs and conflict resolution. Additionally, schools are now reaching out to other community organizations such as Second Harvest Food Bank to coordinate home and school nutrition programs.

Policy Analyst Sebastian Castrechini of the Gardner Center at Stanford said tracking the program, evaluating outcomes and following student progress ultimately will refine the model and help inform the Sequoia Healthcare District board as it makes future funding decisions.

Ms. Kurtzman and audience members thanked the Board for making this program possible.

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5.c. Consider Grants Committee Recommendation of Three Additional Grants Totaling $135,000

Mr. Michelson reported that upon receipt and review of additional program information, the Grants Committee is recommending: $60,000 grant to Catholic Charities for an adult day care center in San Carlos; $35,000 to Redwood City PAL for Taft after-school health/wellness program; $40,000 to Boys & Girls Club to extend after-school program to additional children on Taft waiting list.

Motion: To approve the three grants as recommended.
By: Director Faro
Seconded by: Director Kane
Vote: 4-1 Director Hickey opposed
Motion Passed

5.d. Consider Proposed Budget for Fiscal Year 2011/2012

Mr. Michelson reviewed budget assumptions: $10.4 million in program and community funding is increased from $10.1 million in the previous year. Administrative expenses, at less than five percent of total budget, are down slightly over last year at $585,000. Revenue from property taxes is projected at $7.95 million.

Healthy Schools Initiative total expenses are budgeted at $2.3 million which includes $400,000 in school based grants previously covered under the Community Grants Program, Redwood City 2020 membership, and the addition of a new, part-time employee to assist with the development of nutrition programs.

HeartSafe budget has been decreased from $250,000 to $200,000.

Motion: To approve the proposed budget for FY2011-2012.
By: Director Griffin
Seconded by: Director Faro
Vote: 4-1 with Director Hickey opposed
Motion Passed

Adjourn to Closed Session

Motion: At 6:35 PM adjourn to Closed Session.
By: Director Kane
Seconded by: Director Faro
Vote: 5-0
Motion Passed

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Reconvene to Open Session

6. Adjourn

Motion: At 7:05 PM adjourn meeting.
By: Director Kane
Seconded by: Director Griffin
Vote: 5-0
Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, August 3, 2011, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kathleen Kane
Secretary

MINUTES OF SPECIAL MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
June 28, 2011
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063

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Directors Present	Directors Absent	Also Present
Director Faro Director Griffin Director Hickey Director Shefren	Director Kane	Mr. Hudak, Legal Counsel Ms. Johnson, Recorder

1. Call to Order

By: President Griffin
Time: 4:45pm

2. Public Comment/Non-Agenda Items

There was no public comment.

3. Adjourn to Closed Session

Motion: At 4:45PM adjourn to Closed Session.
By: Director Shefren
Seconded by: Director Faro
Vote: 4-0
Motion Passed

4. Reconvene to Open Session

5. Adjourn

Motion: At 5:30 PM adjourn meeting.
By: Director Faro
Seconded by: Director Shefren
Vote: 4-0
Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, August 3, 2011, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kathleen Kane
Secretary