

525 Veterans Blvd. Redwood City, CA 94063

650-421-2155 Phone 650-421-2159 Fax

A G E N D A SEQUOIA HEALTHCARE DISTRICT SPECIAL MEETING - BOARD OF DIRECTORS 2:00PM, Wednesday, May 2, 2012 Conference Room, 525 Veterans Boulevard Redwood City, CA 94063

- 1. Call To Order And Roll Call
- 2. Public Comment On Non-Agenda Items*
- 3. New Business

ACTION

- a. Consider Grant Committee Recommendations for 2012-2013 for Funding Caring Community Awards Mr. Michelson
- Discussion on Setting Policies and Procedures Related to Capital Grants - Director Shefren

ACTION

- c. Request to Approve School Health Initiative Budget for 2012-2013 of \$2.9 Million Ms. Kurtzman & Ms. Gabet
- d. Presentation by Ravenswood Family Health Center on Operational Expansion to Include Serving District Residents Served at East Palo Alto Clinic Site Ms. Bauda & Mr. Lones

ACTION

e. Consider Request from Samaritan House to Continue Funding Operations for 2012-2013 Including Additional Support for X-Rays Totaling \$650,000 - Ms. Lopez Ms. Peterson

ACTION

- f. Request by San Mateo Medical Center to Support Operational Needs of South County Clinics at \$2 Million for Fiscal Year 2012-2013 - Dr. Ehrlich
- g. Presentation by Sequoia Hospital Foundation on New Community Based Partnerships Ms. Kemist
- 4. Adjourn. The Next Regular Meeting Of The Board Of Directors Of Sequoia Healthcare District Is Scheduled For 4:30 PM, Wednesday, June 6, 2012, District Conference Room, 525 Veterans Blvd., Redwood City. CA 94063

Kim Griffin

Board President

Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District office, 525 Veterans Blvd., Redwood City, CA, during normal business hours. Please telephone 650-421-2155 to arrange an appointment.

If you are an individual with a disability and need an accommodation to participate in this meeting, please contact Sequoia Healthcare District at least 48-hours in advance at 650-421-2155.

^{*}Public comment will be taken for each agenda item prior to the board's consideration on that item.

The grants committee requests approval of our recommended grants totaling \$1,340,000. The committee recognizes that only \$1,250,000 was budgeted for this line item, however after reviewing more than fifty requests totaling more than \$4 million dollars, it would be difficult to determine how to further reduce by \$90,000.

In summary, we are proposing funding 29 proposals with an average grant of \$47,000 and a range from \$10,000- \$90,000 and cover a wide variety of community services.

We are recommending the following:

Organization	<u>Amount</u>
 Adapt Foundation - substance abuse assistance program AFAR - continue after school fitness/health program for 	\$10,000
special needs children	\$40,000
3. Boys and Girls Club - school fitness/health program for	¢75 000
children 6 years and older 4. CASA - outreach program to recruit/train special advocates	\$75,000
for children in foster care	\$40,000
5. Catholic Charities - senior adult daycare	\$47,000
6. City of San Carlos - senior nutrition/food program	\$13,000
7. CORA - provide services for victims of domestic abuse	\$80,000
8. Edgewood - kinship program for caregivers	\$60,000
9. El Centro - substance abuse assistance for youth	\$50,000
10. El Centro - substance abuse assistance for adults	\$50,000
11. Family and Children's Services - family/individual counseling 12. Friends of VMSC - senior health and fitness program	\$30,000 \$50,000
13. Mental Health Association - nursing services/case management	\$30,000
of mentally ill	\$50,000
14. Mission Hospice - transitions to hospice program	\$25,000
15. Ombudsman Services - advocate for the elderly living in nursing home	•
16. PARCA - wellness program for disabled	\$10,000
17. Peninsula Family Services - senior fitness program	\$50,000
18. Peninsula Volunteers - meals-on-wheels to shut-ins	\$90,000
19. Planned Parenthood Mobile Van - sex education program	\$30,000
20. SAL - continuation of soccer & fitness program	\$25,000
21. Second Harvest Food Bank - provide food for the hungry 22. Service League - women's health program at Hope House	\$100,000 \$25,000
23. Sequoia YMCA - mend childhood obesity project	\$40,000
24. Shelter Network - food/health services for homeless families	\$75,000
25. Society of St. Vincent - help feed the hungry program	\$20,000
26. St. Anthony's Padua - provide daily hot lunch to the hungry	\$90,000
27. St. Francis Center - fitness/nutrition program for youth	\$50,000
28. Star Visa Daybreak Program - counseling program	\$50,000
29. Star Vista Insights Program - healthy education program	\$25,000
Total	\$1,340,000
First payment June 2012	670,000
Second payment January 2013	670,000



Agenda Item No. 3. C

Board of Directors Meeting

Date 5-2-19-

Healthy Schools Initiative **Budget Narrative FYE 2013**

The bulk of funding for the Healthy Schools Initiative supports wellness staff within the four partner school districts. In FYE 2013, we propose to decrease the allocation to the school districts by \$128,000. In Redwood City, the \$63,000 decrease represents a shift in funding a PE teacher for the district to the PCC/ PRCS PE Partnership. In San Carlos, the \$50,000 reduction is due to a savings in the cost of supporting nursing and health education services, and in Belmont- Redwood Shores, the reduction of \$40,000 is due to a decrease in the percent FTE of the Wellness Coordinator. Sequoia Union is the only district that we suggest receive an increase of \$25,000 which would allow the Wellness Coordinator to increase her percent FTE to 0.75. We plan to continue our funding of nurses/counselors at 5 additional school districts at \$25,000 each.

This year we had committed \$25,000 to support a planning grant to develop a more efficient and collaborative approach to school garden development, maintenance, and nutrition education. The resulting proposal and detailed budget will be presented separately, but the project's overall costs are expected to be \$175,000. The reduction in school district staffing costs will be re-allocated to support the majority of the proposed garden/nutrition program.

Grants to non-profits will remain consistent with this current funding cycle and only minor adjustments were made to the "Other Expenses" category which includes typical program expenses, costs for data collection and analysis, and RWC 20/20 membership dues.

We respectfully request a \$502,000 increase in funding for the Healthy Schools Initiative to support the PE for Redwood City Schools Partnership. The projected program cost is \$575,000; however, \$63,000 will be re-directed to the program from the RCSD PE staffing cost that was allocated this year, and other small adjustments in the budget will make up the \$10,000 difference.

April 24, 2012 Page 1 of 1



Projected Budget Summary FYE 2013

School Districts	Recommended Allocation FYE 2013	Allocation FYE 2012	Difference	Comments
Redwood City	\$495,000	\$558,000	-\$63,000	PE allowance shifted to PCC/ PRCS PE Partnership
San Carlos	\$400,000	\$450,000	-\$50,000	Nursing Services/ Health Education cost savings
Belmont-Redwood Shores	\$315,000	\$355,000	-\$40,000	Wellness Coordinator % FTE decrease
Sequoia Union	\$290,000	\$265,000	+\$25,000	Wellness Coordinator % FTE increase
Other (nursing/counseling services)				
Menlo Park City	\$25,000	\$25,000	\$0	
Las Lomitas	\$25,000	\$25,000	\$0	
Portola Valley	\$25,000	\$25,000	\$0	
Woodside	\$25,000	\$25,000	\$0	
CLC	\$25,000	\$25,000	\$0	
Total to Schools	\$1,625,000	\$1,753,000	-\$128,000	
Program Management				
School Nutrition Manager (FTE .50)	\$46,500	\$45,000	\$1,500	Represents 3.5% COL Increase
Program Director Salary (FTE .80)	\$73,500	\$71,000	\$2,500	Represents 3.5% COL increase
Total Program Management	\$120,000	\$116,000	\$4,000	
Special Programs				
Nutrition/School Garden Project	\$175,000	\$25,000	\$150,000	2011 was planning grant, 2012 represents program costs
PE for RCSD	\$575,000	\$0	\$575,000	Cost increase for PCC/ PRCS PE Partnership (See RCSD)
Total Special Programs	\$750,000	\$25,000	\$725,000	
Grants to Non-Profits	\$275,000	\$400,000	-\$125,000	\$125,000 applied to adjunct schools counseling/ nursing
Other Expenses		· · · · · · · · · · · · · · · · · · ·		
Promotional materials/suppl.	\$10,000	\$5,000	\$5,000	
Meetings, travel	\$5,000	\$3,000	\$2,000	
RWC 20/20	\$25,000	\$25,000	\$0	
JGC Annual Research	\$65,000	\$63,000	<u> </u>	
Flexible Funds	\$25,000	\$0		
RWC 20/20 Climate Corp Volunteer	\$0	\$8,000		
Total Other	\$130,000	\$104,000	26,000	
Total Estimated Budget FYE 2013	\$2,900,000	2,398,00	502,000	Increase of \$500K will support RCSD PE Program



Proposal for School Gardens and Nutrition Education

Executive Summary

It is the position of Sequoia Healthcare District's Healthy Schools Initiative that healthy children learn better. Research shows that children and adolescents who are well-nourished, physically active, and provided with hands-on learning opportunities such as garden-based education improve academic achievement, are sick less often, and develop lifestyles that support long-term health. Building and sustaining gardens on school campuses transform schoolyards into interactive, hands-on laboratories and are a first step in providing **positive**, **experiential nutrition education** for students. By creating a healthy school environment, school gardens achieve the mission and nutrition goals of the Healthy Schools Initiative.

To maximize efficiency and efficacy, the Healthy Schools Initiative seeks to bring together three currently-funded organizations with substantial school garden and nutrition expertise into a new collaborative effort titled, "1, 2, 3 – Let's GROW!" that will align with the San Mateo County Health System and Food System Alliance's Garden Recognition Program. This partnership proposes a comprehensive, systematic, three-pronged approach to garden-based education that will improve the sustainability and utilization of school gardens; improve knowledge, attitudes, and behaviors regarding healthy food consumption; and create a school culture that supports access to healthy food, gardens, and nutrition education. Based on provider assets, each organization will be primarily responsible for one of the three prongs.

Organizations	Three Prongs	Objectives
Hidden Villa	Coordination	Develop an innovative, new instrument to assess the status of each school garden and create an individualized plan for improvement. This will be called a "GROW Note." An experienced garden educator will complete GROW Notes with 30 schools within SHCD and assist 20 schools, representing 10,000 children, in improving at least one aspect of the garden and nutrition program. Manage the Hands in the Soil website. Provide additional garden staff expertise to schools and garden science kits.
U.C. Cooperative Extension	Training	Integrate nutrition into science programs. Develop the model teaching garden at Redwood High School. Train 50 teachers/parents to extend garden and nutrition information to 1500 students in SHCD.
Collective Roots	Education	Provide in-depth garden-based nutrition education to 200 students and 50 parents through popular CA Dept. of Public Health-approved programs. Pilot parent engagement strategy at schools. Provide additional coordination and training to 2 schools with 1215 students.

Projected Project Budget Fiscal 2012-2013 Organization: Healthy Schools Initiative Year: 2012-2013 Department: Garden and Nutrition Project - 1-2-3-Let's Grow! Submitted by: J. Gabet **Annual Operating Allotment:** 173.000.00 | \$ Collective Roots **Expense Category** Budget Explanation Personnel (Salary & Benefits) **Executive Director** \$40/hr 6.020 Director of Programs \$28/hr \$ 7.720 Director of Nutrition and Garden Education \$28/hr \$ 7.720 Garden Educator \$20/hr \$ 6.775 Bookkeeper \$24/hr 1.800 \$ Salaries Subtotal 30.035 \$ Supplies Garden Materials raised beds (\$200/bed), soil, plants, tools, etc. 3.400 \$ Program Materials 4,000 food, curriculum, cooking tools, etc. \$ \$ 7,400 Supplies Subtotal 37,435 Subtotal \$ Operating Expenses/Overhead @ 15% 5,615 Total Program Costs Collective Roots \$ 43,050 Hidden Villa **Budget Expense Category** Explanation Personnel (Salary & Benefits) Garden Coordinator 60,000 1.0 FTE \$ Garden Expert Support 4 hours/week expertise support \$ 4.290 Salaries Subtotal \$ 64,290 \$ 1.500 Travel Supplies Garden Materials 1.000 tools, plants, etc. \$ Lending Library Supplies curriculum, books, etc. \$ 200 Garden Kit Supplies additional 4 sets, making 6 total available \$ 4.000 \$ 5,200 Supplies Subtotal Misc Expenses Website Maintenance www.handsinthesoil.org \$ 1,200 Subtotal 72,190 \$ Operating Expenses/Overhead @ 15% 10,829 Total Program Costs-Hidden Villa \$ 83.019 UC Cooperative Extension **Budget Expense Category** Explanation Personnel (Salary & Benefits) UC Master Gardener Coordinator 0.20 FTE \$ 13,432 UC Nutrition Educator (PR II) 0.20 FTE \$ 13,432 UC Academic Advisor 0.05 FTE \$ 4,404 UC Financial Manager 0.05 FTE 3,518 \$ Salaries Subtotal \$ 34,786 Travel \$ 1,500 Supplies Garden Materials garden tools, plants, etc. 1.000 Training Supplies 2,000 folders, refreshments, curriculum, incentives, \$ Cooking and Nutrition Supplies cooking equipment, cooking implements, food, \$ 1,500 4,500 Supplies Subtotal \$ Subtotal 40,786 \$ UC Indirect @ 15% Operating Expenses/Overhead 6,118 Total Program Costs: UCCE \$ 46,904 **Total Proposed Budget** 172,973

Projected Project Budget Fiscal 2012-2013

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Organization:	Healthy Schools Initiative	Year:	2012-2013
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Department:	Garden and Nutrition Project - 1-2-3-Let's Grow!	Submitted by:	J. Gabet

Annual Operating Allotment: \$ 173,000.00

Collective Roots Budget Justification:

Education emphasis, with additional garden development, coordination, and training at two schools.

Staff and supplies for delivery of garden-based nutrition education programs including tasting , cooking, and nutrition programs for students and parents.

Staff and supplies for garden development.

Hidden Villa Budget Justification:

Coordination emphasis.

Full-time staff person to administer GROW Notes, market website, manage lending library including garden kits, and assist schools in obtaining appropriate resources.

Staff time allocated to provide garden expertise based on website requests and GROW Notes.

UCCE Budget Justification:

Training emphasis.

Staff and supplies for development of SHCD Model Teaching Garden at Redwood High School.

Staff and supplies for garden and nutrition extender training programs and curriculum adaptation.

Presentation by Ravenswood Family Health Center will be provided under separate cover.

Agenda	ltem No	3. 1	<u> </u>
Boa	rd of Direct	tors M	eeting
Date	5-2-	12	-



Samaritan House Free Clinic of Redwood City

Presentation to the Sequoia Healthcare District **Board of Directors** May 2, 2012



Surging Overview

- · Why we're here
- · Who we are
- · Whom we serve
- · What we did
- · How we did it
- · What's next



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Why We're Here

Mission

To provide high quality healthcare without charge to residents within the Sequoia Healthcare District who cannot qualify for medical insurance and who do not have the ability to pay for medical care



Why We're Here

- Improve the health of the most vulnerable residents in the community
- · Decrease utilization of local and county emergency medical services
- Included in the Sequoia Hospital Community Benefit Plan



Who We Are



Who We Ar

<u> 2011</u>

Medical Staff 0.5 FTE

Clinic Staff 3.5 FTE

Dental staff 1.25 FTE

Volunteers 22 physicians 3 referral specialists 5 FNP, I PA 2 pharmacists 6 dentists

23 core office



Who We Are

Medical and Dental Services

Medical Dermatology Neurology Nutrition Podiatry Pulmonology Endocrinology Diabetes Gynecology Ophthalmology Optometry Orthopedics

Dental Oral Health Care and Education Operative Dentistry Endodontics Periodontics
Oral Surgery
Fixed and Removable Prosthadontics Pedodontics – Project Smile



Who We Are

Community Clinical Partners





who We Are

- · Community clinical partners
 - o Sequoia Hospital

 - San Mateo Medical Center and Clinics
 Stanford University & Hospital and Clinics
 - o Menlo Medical Clinic
 - o Live Well with Diabetes collaborative
 - o Operation Access
 - o Menlo Park Presbyterian Church
 - o San Mateo County Dental Society
 - o Mid-Peninsula Dental Society
 - o Peninsula Hygiene Association
 - o Prevent Blindness Northern California



Whom We Serve

- · Sequoia Healthcare District
 - o Redwood City
 - o Menio Park
 - o San Carlos
 - o Woodside
 - o Portola Valley

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Whom We Serve

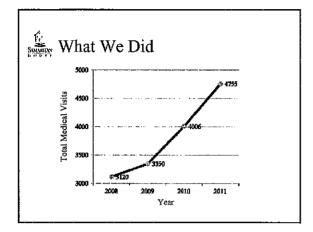
- Income Demographics
- o Median household income in Redwood City is \$76,000/year*
- o Average median household income of a Samaritan House client is about \$19,000/year
- o Typical employment: gardeners, housecleaners, street vendors, janitors, restaurant workers.
- * 2009 inflation adjusted dollars



What We Did

Calendar Year 2011

- · Medical visits: 4,755
- Dental visits: 1,026
- · Examples of conditions treated
 - Diabetes, Hypertension, Hyperlipidemia
 Breast/cervical cancer screening
 Dental caries, Impactions, Infections
- · Clinic's cost per clinic visit
 - o \$125, including medications





What We Did

Breast Care Program

- · Breast Care Providers
- · Breast Care Navigator
 - o Breast Care Education and Outreach
 - o Tracking progress to completion
 - o Clinical Breast Exam
 - o Mammogram
 - o Biopsy
 - o Surgery



How We Did It

- Financial support
 - o Sequoia Healthcare District
 - 6 Founding sponsor and ongoing funder
 - o Other sources
- Medication and specialty care
 - o Community Providers
- o Patient Assistance Programs

- · Ancillary Services
 - o Sequoia Hospital
 - o Laboratory o Radiology
 - o Pathology
 - o Special studies
- Volunteers
 - o 2,449 physician-
 - volunteer hours o 6,009 other-volunteer
- hours



Case Example: Laura

- · 63-year-old female

- Lost job, works as pet sitter
 3 days before went to Urgent Care
 Could not afford prescription, labs



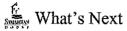
Case Example: Laura

- · BP 190/119
- · Weakness in right leg
- · Seen by neurologist
- · CT revealed old stroke, ischemia
- · Started on lifestyle changes and medication for BP, stroke prevention.



Case Example: Laura

- BP 118/78
- · Balance and strengthening exercises
- · Health maintenance
 - · Breast care, Pap smear
 - · Colon cancer screen
 - Vaccination



- · California Advanced Imaging Medical Associates
 - Cap pro bono radiology readings Impact on Breast Care Program



RWC Free Medical and Dental Clinic FY13

2011-2012 Current Funding

\$612,696

2012-2013 Request funding for additional

radiology expenses

\$35,000

Total Request for 2012-2013

\$647,696



Thank You!

Agenda Item No. 3, 5.

Board of Directors Meeting

Date 5 - 2 - 12

Sequoia Healthcare District and San Mateo County: Partners in Improving Community Health

> Susan Ehrlich, MD, MPP San Mateo Medical Center

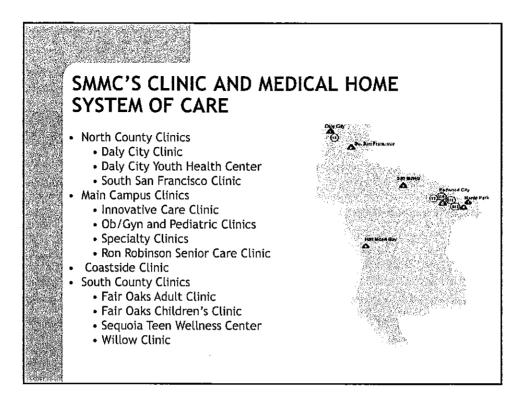
THANK YOU FOR YOUR SUPPORT!

- \$1.6 million in fiscal year 07-08
- \$1.6 million in fiscal year 08-09
- \$2 million in fiscal year 09-10
- \$2 million in fiscal year 10-11
- \$2 million in fiscal year 11-12
- \$4.3 million to support our new South County Health Center
- Total: \$13.5 million in the past 5 years

SMMC REQUEST

- \$2 million for fiscal year 2012-13
- Funds a portion of the costs of care to uninsured residents of Sequoia Healthcare District

SMMC'S INTEGRATED DELIVERY SYSTEM **Ambulatory Care** Primary Care Clinics / Pediatrics / Senior Care / Medical/Surgical Specialties / Innovative Care Clinic Medical / Surgical Emergency Room / Operating Room / Intensive Care Unit / Infusion / **Acute Care** Short Stay Unit / Inpatient Care **Psychiatric Acute Care** Emergency and Inpatient Care Recovery and Rehabilitation Long-Term Care **Ancillary Services** Laboratory / Pharmacy / Radiology/Rehabilitation Keller Center for Family Violence Intervention Ron Robinson Senior Care Center



SHCD'S INVESTMENT AT WORK: SMMC'S CARE TO DISTRICT RESIDENTS

- In calendar year 2011, SMMC:
 - Provided care to 20,319 District residents
 - 4,451 on ACE program seen by SMMC
 - \$4,700 PMPY, or \$21.3 million
 - Total County cost: \$10.7 million
- The District's investment of \$2 million enables about 830 of these uninsured adults to receive care each year.
- Costs do not include uninsured not in the ACE program, or uninsured not served by SMMC.

WHAT YOUR INVESTMENT FUNDS: TRANSFORMING PRIMARY CARE INTO A MEDICAL HOME

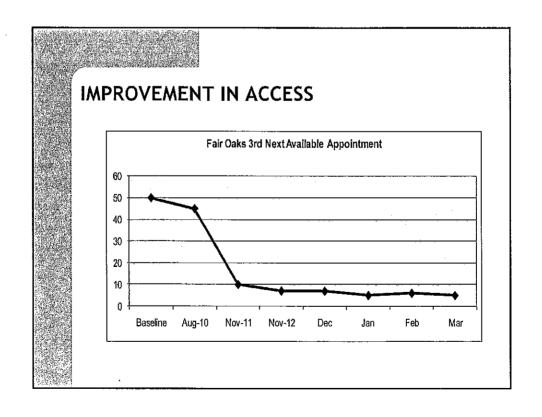
- Team-based Health Care
- Reduced Cycle Times and Waiting Times
- A Dramatically Reduced No-show Rate
- Electronic Health Record
- Results-based Patient Population Management

COMMUNITY PARTNERSHIPS AT FAIR OAKS

- Chronic Disease Management in partnership with El Concilio of San Mateo County / Nuestro Canto de Salud Diabetes Clinic
- Stanford University Medical Center's Vivamos Activos weight management program for Fair Oaks patients

SUCCESSES AND CONTINUING EFFORTS

- Reduction of the wait list to improve access
- Cycle times under 60 minutes for higher patient satisfaction
- More patients empanelled in a medical home
- Monitor and reduce non-urgent ED visits
- Improve clinical outcomes for diabetes patients
- Improve panel management for chronic disease



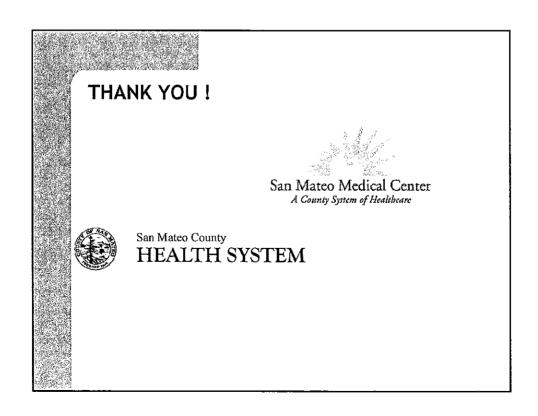
SHCD AND THE COUNTY'S ROLE IN CREATING A MORE SUSTAINABLE HEALTH CARE SYSTEM

- The South County Health Center Project
- The Affordable Care Act...Planning for 2014
- Progress in partnering with ALL the major health providers in a Community Health Network for the Underserved
 - PAMF shares the uninsured patient load
 - Sequoia Hospital provides a choice for women on Medi-Cal
 - LPCH commitment for S. County Health Center

OPPORTUNITIES AHEAD WITH STRENGTHENED PARTNERSHIP

- The District's vision is our vision:
- " improve the quality of life for District residents by enhancing access to health care services and by supporting and encouraging programs and activities designed to achieve health, wellness, and disease prevention."

PATIENT STORY



Agenda Item No. 3. 6

Board of Directors Meeting

Date 5-2-12

Sequoia Community Continuing Care Program
May 2, 2012

Program Overview

The Sequoia Hospital Foundation is requesting an "incubator funding" partnership with the Sequoia Healthcare District in support of the development of a comprehensive Community Continuing Care Program.

Building upon the success of the current Sequoia Hospital Homecoming Project (SHHP), the proposed development of the Sequoia Community Continuing Care Program (SCCCP) has been visioned as a way to further address the increasingly evolving face of healthcare and its current and anticipated impacts on our area's "at risk" residents. The SCCCP program will enhance access to compassionate, quality healthcare and affiliated services designed to achieve health, wellness, and disease prevention.

During the past three years, SHHP services were targeted to include only patients discharged from Sequoia Hospital. SCCCP will expand this focus initially to include patients of Sequoia's Emergency Department and community physician referrals, and eventually to include referrals from clinics and community organizations. This change in scope builds upon existing strengths while transitioning the program from being Sequoia Hospital-specific to a more inclusive community-wide model.

Residents of southern San Mateo County, and specifically the Sequoia Healthcare District, currently enjoy a diverse offering of programs and organizations providing much needed quality services to promote health and healing. These offerings lack, however, a cohesive networked structure that would allow for the provision of optimal care for our residents over their continuum of health needs. Improved coordination, electronic connectivity and enhanced services are essential if we are to effectively manage a community-based health and wellness initiative.

SCCCP will be built on a foundation of five key areas: early identification of "at risk" area residents; community outreach; a centralized point of program entry; shared electronic health management and program linkages; and coordination with new and existing wellness and disease management programs.

The SCCCP program is an ambitious effort on behalf of our community. Its successful implementation will only come as the result of a planned multi-phase process. Phase one will see SHHP transition to SCCCP and will include the expansion of those served to include patients from Sequoia Hospital's Emergency Department as well as those referred from community physicians. This initial phase will also serve as a six-month planning period, during which a steering committee of key stakeholders will develop the scope, structure and plan for the future of the program. Phase two will witness the full implementation of the SCCCP program as defined by the steering committee. Phase three will be an ongoing evaluation of the program to measure successes and opportunities for growth and refinement.

Together with the Sequoia Healthcare District and our community-based partners, we can better the lives of our residents by focusing on and unifying our health literacy and prevention, early identification and disease management and supportive community services. Pending healthcare reform and an evolving healthcare landscape dictate that now is the time to look for precisely this type of innovative, collaborative solution and as healthcare providers we share a common belief that this is the ethical and right way to care for our community.