

MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
June 6, 2012
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 Hickey Director Kane Director Shefren | | Mr. Michelson, CEO Mr. Willig, Legal Counsel Ms. Johnson, Recorder |

1. Call to Order

By: President Griffin
Time: 4:30pm

2. Public Comment/Non-Agenda Items

Keith Cosbey of Choicelunch thanked the Board for their support of the Healthy Schools Initiative and stated he would like to participate in the program.

Jennifer Gabet thanked the Board for their support of the 1-2-3 Grow garden project which is part of the Healthy Schools program. She introduced Karen Chmielewski of Hidden Villa, Khris Jensen of Collective Roots and Marilyn Johns of UC Co-Op Extension.

President Griffin announced that she, Directors Kane and Faro and staff members Michelson, Kurtzman and Gabet attended the recent ACHD Annual Meeting. It was very informative and Ms. Kurtzman and Ms. Gabet gave an excellent presentation on the District's Healthy Schools program at ACHD's request.

3.a. - 3.c. Consent Calendar

Motion: To approve the Consent Calendar.
By: Director Kane
Seconded by: Director Griffin
Vote: 5-0
Motion Passed

4. CEO & Staff Reports

In addition to the report in the packet, Mr. Michelson provided the Board with a community health overview of health indicators provided by Sustainable San Mateo County.

Healthy Schools Initiative: Ms. Kurtzman reported that HSI recently granted a total of \$275,000 to 13 organizations and the new Healthy Schools website is due to launch on June 30.

In addition to Ms. Kurtzman's written report, a presentation will be made later in the meeting.

HeartSafe: Mr. Nielsen's report was included in the Board packet for review.

5.a Resolution 12-1 Adopting Provisions For Healthcare District General Election

Mr. Willig noted that this is standard information to be provided to the county's Election Department.

Motion: To adopt Resolution 12-1 setting forth provisions for 2012 District's General Election

By: Director Kane

Seconded by: Director Griffin

Director Hickey asked that the motion be amended to allow the District pay for candidate's statements. The maker of the motion, Director Kane, was not in favor of such an amendment and her motion stood.

Roll Call Vote: 5-0-0

Motion Passed

5.b Consider Grant to Ravenswood Family Health Center for \$500,000 for Three Years

Ms. Luisa Bauda presented a summary of the presentation made to the Board in May. The current cost for RFHC to provide comprehensive health care to District residents is \$1.8 million of which \$1.1 million is to uninsured District Residents. RFHC's grant request represents only 45% of the total cost of care for uninsured District residents. The proposed grant will allow the number of District residents who receive medical services to increase from 2,400 to at least 3,000 patients over three years and integrate a full time bilingual staff pharmacist to the clinic.

Motion: To approve a grant of \$500,000 to the Ravenswood Family Health Center for three years 2012/13 to 2014/15.

By: Director Shefren

Seconded by: Director Faro

Vote: 4-1 with Director Hickey opposed

Motion Passed

5.c Healthy Schools Gardner Center Update

Ms. Kurtzman introduced Lisa Westrich from the John Gardner Center at Stanford University. Ms. Westrich reported that the Center is in year two of a three year study partnering with the Healthcare District and four local school districts to study the Healthy Schools Initiative which seeks to improve the coordination and accessibility of health and wellness programs provided to students. During the first year of the study, JGC worked with the District to develop a logic model and needs assessment. The next step is a qualitative data analysis and interim findings will be reported in fall 2012.

5.d Consider New Board Policy Regarding Capital Projects

Director Shefren reported that he and Director Faro worked on the proposed capital projects policy. The District's main focus has been to grant funds to nonprofits to provide health-related services to District residents and not for capital improvements which could introduce an element of risk if the grantee were not able to fulfill their financial obligations. The proposed guideline is meant to inform grantees as to the current Board's point of view regarding capital grants.

Motion: To adopt the proposed guideline for large capital grants in excess of \$100,000.

By: Director Shefren

Seconded by: Director Hickey

After discussion, Director Shefren agreed to amend the motion so that the policy will apply only to capital grants in excess of \$250,000.

Motion: To adopt the proposed guideline for large capital grants in excess of \$250,000.

By: Director Shefren

Seconded by: Director Hickey

Vote: 5-0

Motion Passed

5.e Consider Proposal to Provide Additional Accounting Services

In the absence of a CFO or finance committee, Mr. Michelson said this proposal from Vavrinek, Trine and Day is to provide additional accounting audit services on a quarterly basis to insure proper internal controls are in place.

Motion: To accept the proposal from Vavrinek, Trine, Day to provide additional accounting services for one year with the stipulation that agreement could be cancelled with appropriate notice.

By: Director Shefren

Seconded by: Director Faro

Vote: 5-0

Motion Passed

**5.f. Consider Grant Request from Sequoia Hospital Foundation for
New Community Based Partnership**

JoAnn Kemist introduced Sherie Hickman, Chief Operating Officer of Sequoia Hospital. Ms. Hickman described the purpose of the Sequoia Community Continuing Care Program (SCCCP) that will assist physicians, community organizations, hospital staff, residents and their families to coordinate efforts through a range of services and programs from early identification to post acute care services. Program objectives include expanding outreach coordination; improving patient referral process; developing electronic connectivity between the program and referral sources; and developing a sustainable, cost effective program that is replicable.

Motion: To approve a grant not to exceed \$261,500 for the Sequoia Hospital Homecoming Program and a grant not to exceed \$368,666 for the Sequoia Community Continuing Care Program. The District will have two representatives on the program design committee. The grant period is July to December 2012.

By: Director Faro

Seconded by: Director Kane.

Vote: 4-1 with Director Hickey opposed

Motion Passed

5.g. Consider Adoption of Proposed Budget for Fiscal Year Ending June 30, 2013

Mr. Michelson reviewed the revenue and expense projections and major differences in the proposed versus current budget. Director Hickey questioned ongoing expense of the HeartSafe Program. Ms. Kurtzman explained that although there are fewer AED installations now, maintenance of the units has increased. Mr. Michelson will review the AED agreements to insure that if an organization is fiscally able to pay for maintenance of the units that they do so.

Motion: To approve the budget for fiscal year ending June 30, 2013.

By: Director Faro

Seconded by: Director Kane.

Vote: 4-1 with Director Hickey opposed

Motion Passed

Ms. Johnson noted for the record that the Board approved the following additions to the draft budget: \$10,000 for additional accounting services, \$500,000 for Ravenswood-BelleHaven clinic and \$630,166 for a 6 month grant to Sequoia Hospital Foundation resulting in a projected net loss of approximately \$379,000.

The Board noted that reserves would be drawn on as necessary to find this loss.

5.h Ratification of 2011-12 Grant to Pathways

Director Shefren reported that his wife is employed with Pathways and last year when the grant request from Pathways was presented to the Grants Committee, he recused himself from that discussion and vote. However, a month later when Community Grants (including the grant to Pathways) came before the Board he voted for approval and realizes now, that he should not have done so. He apologized for any inconvenience caused to the Board and left the room so the matter of ratification could be openly discussed.

Motion: To ratify the 2011-2012 grant to Pathways.

By: Director Faro

Seconded by: Director Griffin

Vote: 3-1 with Director Hickey opposed and Director Shefren absent from the room for the vote.

Motion Passed

Director Shefren returned to the room and was informed of the vote.

6. Adjourn

Motion: At 6:45 adjourn meeting.

By: Director Griffin

Seconded by: Director Faro

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 1, 2012, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,



Kathleen Kane, Secretary