



525 Veterans Blvd.
Redwood City, CA 94063

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A G E N D A
SEQUOIA HEALTHCARE DISTRICT
BOARD OF DIRECTORS MEETING
4:30, Wednesday, August 21, 2013
Conference Room
525 Veterans Boulevard, Redwood City, CA 94063

1. Call To Order And Roll Call
2. Public Comment On Non-Agenda Items*
- ACTION 3. Consent Calendar - President Shefren
 - a. Approve June 5, 2013 Regular Meeting Minutes
 - b. Accept May and June 2013 Financial Statements
4. CEO/Staff Reports
 - a. CEO Report - Mr. Michelson
 - b. Healthy Schools - Ms. Kurtzman & Ms. Gabet
 - c. HeartSafe - Mr. Nielsen
5. New Business
 - a. Strategic Planning Update - Mr. Michelson
 - b. Approve Draft Reply to Grand Jury Report - President Shefren
- ACTION 6. Adjourn.

The Next Regular Meeting Of The Board Of Directors Of Sequoia Healthcare District Is Scheduled For 4:30 PM, Wednesday, October 2, 2013, District Conference Room, 525 Veterans Blvd., Redwood City, CA 94063


Jerry Shefren, Board President

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

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.

MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
June 5, 2013
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063

Directors Present

Director Faro
Director Griffin
Director Hickey
Director Kane (via telephone)
Director Shefren

Directors Excused

Also Present

Mr. Michelson, CEO
Mr. Hudak, Legal Counsel
Ms. Johnson, Recorder

1. Call to Order

By: President Shefren
Time: 4:30pm

President Shefren announced that public comment will be heard on each agenda item.

2. Public Comment/Non-Agenda Items

Director Kane reported that ACHD has developed a board assessment tool and Directors will be contacted via email to take the assessment online. Additionally a CEO evaluation is being implemented that can be shared by all districts.

3.a. - 3.c. Consent Calendar

President Shefren asked that item 3.b be removed from the Consent Calendar.

Motion: To approve the remaining items 3.a (April 3, 2013 minutes) and 3.c. (March and April 2013 financial statements).

By: President Shefren Kane

Seconded by: Director Faro

Roll Call Vote: 5-0-0

Motion Passed

President Shefren asked that the date in the last paragraph of April 17, 2013 meeting minutes, be corrected from June 6 to June 5, 2013.

Motion: To approve, as corrected, item 3.b (April 17, 2013 minutes).

By: President Shefren

Seconded by: Director Faro

Roll Call Vote: 5-0-0

Motion Passed

4. CEO & Staff Reports

Mr. Michelson reported that the District has paid \$1 million toward the \$4.3 million commitment for the North Fair Oaks Clinic rebuild with an additional \$3.3 million being paid by December which will be paid from the District's reserves. Invoices are scrutinized to make sure District funds are being spent as agreed.

The HeartSafe program: There are options to either scale back the program and eliminate the program manager's position or review the direction of the program as part of the strategic planning process.

Mr. Michelson, President Shefren and Directors Kane and Faro attended the ACHD Annual Meeting and agreed to host a media training session put on by ACHD on June 26.

Healthy Schools Initiative: Ms. Kurtzman reported that final reports are due to her in June and she will compile a summary to share with the Board. Jennifer Gabet is going to be taking on the PE+ program as manager.

HeartSafe: Mr. Nielsen's report was included in the Board packet for review. Last Saturday another life was saved by a District AED located at a Foster City park.

5.a. Update on Sequoia Community Care Program

A progress report is included in the packet. The formal presentation has been moved to the December board meeting. Mr. Michelson reported that Sequoia Hospital decided not to fill the position of ER case worker budgeted at \$125,000 as outlined in their grant request last year, leaving a final grant payment of \$190,083 to be invoiced in December.

5.b. Update on District Strategic Planning Process

The Strategic Planning Committee, consisting of President Shefren, Director Faro and Mr. Michelson presented future steps for the review and interview phases of the planning process. Those interviewed will consist of grantees, county health system staff, school leadership and local legislators. President Shefren would like to have two strategic planning meetings with Directors prior to Board approval of a plan.

5.c. Accept Findings of VTD Agreed Upon Procedures Report

Mr. Michelson noted that in their third and final review, VTD found District staff to be in compliance with its administrative policies. Mr. Michelson will ask VTD if they feel additional reviews would be beneficial and if so, a suggested frequency and report back to the Board.

Motion: To accept the findings of VTD's Agreed Upon Procedures report.

By: Director Kane

Seconded by: Director Shefren

Roll Call Vote: 5-0-0

Motion Passed

5.d. Consider Adoption of Proposed Budget for Fiscal Year Ending June 30, 2014

Major differences between the 2013-14 and 2012-13 budgets are tax revenue is projected to increase by \$300,000; investment income is decreased \$250,000; EBIDA share decreased \$2.1 million per Sequoia Hospital; no election fees in 2013-14; HeartSafe budget decreased to \$100,000; grant expense for Sequoia Hospital's SHHP program decreased \$630,166; SMART program is being funded by the County; SMMC North Fair Oaks Clinic grant decreased to \$1 million. The District anticipates paying off the total commitment of \$4.3 million to San Mateo Medical Center for the rebuilding of North Fair Oaks Clinic by the end of the fiscal year. Payments on this pledge will come from reserves.

The Board tabled the vote on this item until after consideration of Agenda Item 5.e. After voting on Item 5.e the Board returned to vote on the motion stated below.

Motion: To approve the budget as presented for fiscal year ending June 30, 2014.

By: Director Kane

Seconded by: Director Faro

Roll Call Vote: 4-1-0 with Director Hickey opposed

Motion Passed

President Shefren, noting that investment fees are 50% of investment income directed Mr. Michelson to research other options available for advisory services and report back to the Board.

5.e. Attorney Report on Health Care Benefits For Sitting Board Members

Mr. Hudak reported that in December the Board voted to approve increases to both employees and directors for health insurance premiums based on his legal review as there is a restriction against sitting board members voting themselves new benefits. There is very little published authority on the issue but there is an Attorney General opinion stating that benefits could be increased if they were part of a general increase for everybody, including employees. However, the District's circumstances are somewhat different in that directors and staff don't all participate in one unitary plan so although premiums are going up generally, they are not all going up at the same rate for everyone. He cannot state that the AG's opinion is 100% authority or that a different conclusion could be reached. Therefore he thought it prudent to report this back to the Board.

Motion: Effective July 1, 2013 reset the healthcare benefit for sitting Board members to a maximum of \$1,200 with no 10% payback. For newly elected board members the benefit will be \$1,500 maximum with a mandatory 10% payback to the District.

By: Director Shefren

Seconded by: Director Faro

Roll Call Vote: 5-0-0

Motion Passed

Directors who received additional benefits based on the increase between January-June 2013 will not be required to repay those amounts as the increase was voted on based on the best available information at the time.

At this point, the Board returned to Agenda Item 5.d. for the vote.

5.f. Discussion of Grand Jury Report

President Shefren noted that the overall report is good with limited criticism. There is some confusion in some of the questions raised by the Grand Jury's criticism of the monitoring of Ravenswood Clinic and the nursing programs and those and other discrepancies will be addressed in the District's response which is due September 3. Staff will present a draft response for the Board's review at the August meeting.

6. Adjourn

Motion: At 6:10 adjourn meeting.

By: Director Griffin

Seconded by: Director Faro

Roll Call Vote: 5-0-0

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, August 7, 2013, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kathleen Kane, Secretary

SEQUOIA HEALTHCARE DISTRICT
Balance Sheet

Agenda Item No. 3.b
Board of Directors Meeting
8/21/13

	July	August	September	October	November	December	January	February	March	April	May	June
ASSETS												
Current Assets												
Cash (WF-MMA)	\$ 2,720,647.39	\$ 1,891,314.60	\$ 1,891,858.75	\$ 2,022,298.24	\$ 1,582,664.69	\$ 1,523,054.68	\$ 3,523,705.82	\$ 2,624,450.27	\$ 2,325,082.06	\$ 4,725,931.61	\$ 3,576,956.30	\$ 2,777,705.84
Cash (WF)	78,826.27	390,732.04	103,090.45	458,894.48	46,296.37	3,409,118.82	239,038.48	171,301.85	505,565.57	240,987.03	750,066.12	883,116.50
Cash From Investments	47,210.70	47,210.70	47,210.70	47,210.70	47,210.70	47,210.70	47,210.70	47,210.70	47,210.70	47,210.70	47,210.70	47,210.70
Cash Equivalents	14,891,606.90	14,890,990.90	14,904,568.51	14,904,809.51	14,919,768.51	14,914,627.51	14,928,689.51	14,948,911.51	14,957,488.51	14,972,218.51	14,943,494.51	14,898,318.51
Accounts Receivable	8,915.73	1,320.73	1,320.73	975.43	975.43	975.43	0.00	0.00	0.00	0.00	0.00	24,136.09
Due From Other Governments	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	0.00
Total Current Assets	18,369,542.99	17,843,904.97	17,570,385.14	18,056,524.36	17,219,251.70	20,517,323.14	19,360,980.51	18,414,210.33	18,457,682.84	20,608,683.85	19,940,063.63	18,630,487.64
Property, Plant & Equipment												
Land	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00
Land Improvements	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05
Buildings	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30
Building Improvements	513,129.57	513,129.57	513,129.57	513,129.57	513,129.57	513,129.57	513,129.57	513,129.57	513,129.57	513,129.57	513,129.57	513,129.57
Tenant Improvements	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29
Equipment	60,169.05	60,169.05	60,169.05	60,169.05	60,169.05	60,169.05	60,169.05	60,169.05	60,169.05	60,169.05	60,169.05	60,169.05
Furniture	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91
Accumulated Depreciation	(1,501,152.71)	(1,508,252.46)	(1,515,352.21)	(1,522,451.96)	(1,529,551.71)	(1,536,651.46)	(1,543,751.21)	(1,550,850.96)	(1,557,950.71)	(1,565,050.46)	(1,572,150.21)	(1,579,249.96)
Net Property/Plant/Equipment	847,986.46	840,886.71	833,786.96	826,687.21	819,587.46	812,487.71	805,387.96	798,288.21	791,188.46	784,088.71	776,988.96	769,889.21
Total Assets	19,217,529.45	18,684,791.68	18,404,172.10	18,883,211.57	18,038,839.16	21,329,810.85	20,166,368.47	19,212,498.54	19,248,871.30	21,392,772.56	20,717,052.59	19,400,376.85
LIABILITIES & FUND BALANCE												
Current Liabilities												
Accounts Payable	\$ 12,981.80	\$ 206.70	\$ 206.70	\$ 206.70	\$ 206.70	\$ 206.70	\$ 206.70	\$ 206.70	\$ 206.70	\$ 206.70	\$ 0.00	\$ 16,352.70
Deposit Payable	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00
Grants Payable	1,469,198.35	1,424,891.41	1,295,000.49	670,000.49	670,000.49	670,000.49	0.00	0.00	0.00	0.00	0.00	1,939,692.04
Deferred Revenue	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	622,336.00	0.00
Accrued Payroll	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,467.52
Total Current Liabilities	2,107,681.15	2,050,599.11	1,920,708.19	1,295,708.19	1,295,708.19	1,295,708.19	625,707.70	625,707.70	625,707.70	625,707.70	625,501.00	1,968,677.26
Fund Balances												
Invested in Capital Assets	851,921.00	851,921.00	851,921.00	851,921.00	851,921.00	851,921.00	851,921.00	851,921.00	851,921.00	851,921.00	851,921.00	851,921.00
Fund Balance	17,510,253.99	17,510,253.99	17,510,253.99	17,510,253.99	17,510,253.99	17,510,253.99	17,510,253.99	17,510,253.99	17,510,253.99	17,510,253.99	17,510,253.99	17,510,253.99
Net Surplus/Loss	(1,252,326.69)	(1,727,982.42)	(1,878,711.08)	(774,671.61)	(1,619,044.02)	1,671,927.67	1,178,485.78	224,615.85	260,988.61	2,404,889.87	1,729,376.60	(930,475.40)
Total Fund Balance	17,109,848.30	16,634,192.57	16,483,463.91	17,587,503.38	16,743,130.97	20,034,102.66	19,540,660.77	18,586,790.84	18,623,163.60	20,767,064.86	20,091,551.59	17,431,699.59
Total Liabilities & Fund Balance	19,217,529.45	18,684,791.68	18,404,172.10	18,883,211.57	18,038,839.16	21,329,810.85	20,166,368.47	19,212,498.54	19,248,871.30	21,392,772.56	20,717,052.59	19,400,376.85

SEQUOIA HEALTHCARE DISTRICT
Income Statements

Agenda Item No.3.b
Board of Directors Meeting
8/21/13

	July	August	September	October	November	December	January	February	March	April	May	June	Year to Date	Budget 12-13
INCOME														
Rental Income	3,291.29	3,424.94	3,422.94	3,423.94	3,423.94	3,423.94	3,417.94	3,422.94	3,422.94	3,422.94	3,422.94	3,422.94	40,943.63	41,076.00
Tax Revenue	4,053.03	3,761.96	3,502.61	0.00	831,079.60	3,502,830.20	181,676.45	392,613.67	427,854.30	2,395,546.34	679,694.87	270,860.49	8,693,473.52	8,600,000.00
Tax Revenue Prop 1A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	622,336.00	622,336.00	-
Investment Income	49,932.00	11,884.00	13,579.00	241.00	14,959.00	(5,141.00)	14,062.00	20,222.00	8,577.00	14,730.00	(28,724.00)	(45,176.00)	69,145.00	400,000.00
RQI-Sequoia Hospital EBIDA	0.00	0.00	0.00	2,114,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,114,000.00	2,100,000.00
Interest Income	1,016.75	669.60	546.98	443.75	372.51	405.64	671.39	749.72	633.74	852.80	1,028.93	756.95	8,148.76	7,600.00
Interest Revenue Prop 1A	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41,497.00	41,497.00	-
Pension Income	0.00	0.00	0.00	0.00	0.00	0.00	2,800,000.00	0.00	0.00	0.00	0.00	0.00	2,800,000.00	2,600,000.00
Total Income	58,293.07	19,740.50	21,051.53	2,118,108.69	849,835.05	3,501,518.78	2,999,827.78	417,008.33	440,487.98	2,414,552.08	655,422.74	893,697.38	14,389,543.91	13,748,676.00
EXPENSES														
Administrative Expenses														
Admin. Expense	245.38	2,052.95	657.45	554.75	437.11	418.50	1,253.01	1,263.33	658.11	770.31	971.02	1,966.39	11,248.31	8,500.00
Admin. Payroll	11,487.66	24,501.77	15,031.58	24,159.18	16,100.41	16,100.41	25,114.57	17,301.51	19,800.51	16,815.74	16,815.74	21,016.32	224,245.40	221,500.00
Board Health Insurance	2,907.04	5,865.78	1,944.49	2,907.04	2,907.04	2,958.74	11,736.75	3,336.75	3,834.57	8,721.35	4,831.89	8,908.13	60,859.57	60,000.00
Employee Health Insurance	2,760.21	4,988.13	985.04	2,475.83	3,128.10	2,477.83	3,239.46	3,553.20	2,879.93	3,228.22	3,194.35	3,615.28	36,525.58	26,000.00
Employee Retirement Benefit	742.27	1,549.16	1,003.18	1,452.73	1,061.60	1,061.60	1,061.60	1,903.40	1,367.74	1,367.74	1,367.74	1,714.32	15,653.08	17,000.00
Investment Fees	0.00	0.00	12,362.50	0.00	0.00	12,407.52	8,867.87	3,750.00	16,045.40	0.00	3,750.00	16,194.31	73,377.60	55,000.00
Office Supplies/Equip Maint	0.00	917.18	154.36	547.79	642.42	161.78	658.73	466.86	414.83	215.77	2,028.41	413.15	6,621.28	7,500.00
Purchase Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00
Accounting fees	0.00	0.00	3,500.00	12,000.00	0.00	8,500.00	0.00	0.00	0.00	0.00	0.00	0.00	24,000.00	27,000.00
Board Expense	0.00	0.00	0.00	0.00	0.00	0.00	78.85	472.12	450.00	650.84	1,901.06	1,793.36	5,346.23	10,000.00
Associations/Membership	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	10,300.00	15,000.00
Communications	0.00	180.78	1,215.63	8,011.99	20,051.44	0.00	0.00	0.00	0.00	69.60	0.00	579.72	30,109.16	25,000.00
Public Relations	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	4,200.00	50,400.00	50,000.00
Web Site/IT	865.00	865.00	865.00	865.00	865.00	865.00	865.00	865.00	10,826.13	865.00	865.00	8,615.53	28,091.66	22,000.00
Pension Plan	0.00	0.00	0.00	0.00	0.00	0.00	2,800,000.00	0.00	0.00	0.00	0.00	0.00	2,800,000.00	2,600,000.00
Insurance/D&O	26,587.04	1,325.06	(12,052.00)	500.00	1,253.69	62.06	0.00	1,000.00	0.00	750.00	0.00	(1,268.00)	18,157.85	21,000.00
Election Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	197,869.25	0.00	0.00	197,869.25	160,000.00
LAFCO fees	0.00	0.00	0.00	0.00	7,509.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,509.00	7,000.00
Legal Fees	0.00	2,226.15	4,495.95	940.50	2,924.50	262.00	2,270.00	3,896.00	2,107.88	1,826.50	2,049.00	3,673.47	26,671.95	25,000.00
Bank Fees	0.00	0.00	0.00	0.00	3.00	0.00	30.00	0.00	0.00	0.00	0.00	3.00	36.00	100.00
Total Admin. Expenses	49,794.60	58,671.96	34,363.18	58,614.81	61,083.31	49,475.44	2,859,375.84	42,008.17	62,585.10	237,350.32	42,274.21	71,424.98	3,627,021.92	3,358,600.00
Property Expenses														
Maintenance	125.00	1,475.00	2,078.10	2,930.82	1,236.07	1,672.00	2,008.00	3,859.37	2,216.20	3,575.84	1,225.00	2,943.10	25,344.50	25,000.00
Utilities	494.60	2,174.58	2,354.69	2,419.67	1,745.80	1,971.71	1,339.23	1,400.65	1,666.76	1,002.86	2,534.80	3,077.88	22,183.23	20,000.00
Property Insurance	1,662.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,662.00	2,000.00
Depreciation	7,099.75	7,099.75	7,099.75	7,099.75	7,099.75	7,099.75	7,099.75	7,099.75	7,099.75	7,099.75	7,099.75	7,099.75	85,197.00	100,000.00
Total Property Expenses	9,381.35	10,749.33	11,532.54	12,450.24	10,081.62	10,743.46	10,446.98	12,359.77	10,982.71	11,678.45	10,859.55	13,120.73	134,386.73	147,000.00

SEQUOIA HEALTHCARE DISTRICT
Income Statements

Agenda Item No.3 b
Board of Directors Meeting
8/21/13

	July	August	September	October	November	December	January	February	March	April	May	June	Year to Date	Budget 12-13
Grant Expenses														
Grant Admin Expenses	0.00	45.97	75.55	190.85	67.51	0.00	88.23	31.65	757.61	65.88	188.78	516.23	2,028.26	11,100.00
Grant Admin Payroll	3,020.47	6,038.42	3,936.68	6,191.03	4,330.00	4,329.95	5,244.01	4,308.64	5,159.15	4,349.82	4,349.82	5,439.10	56,697.09	58,900.00
Children's Health Initiative	350,000.00	0.00	0.00	325,000.00	0.00	0.00	0.00	675,000.00	0.00	0.00	0.00	0.00	1,350,000.00	1,350,000.00
SFSU Nursing Program	500,000.00	0.00	0.00	0.00	500,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00
Samaritan House Grant	153,174.00	0.00	0.00	153,174.00	0.00	0.00	153,174.00	0.00	0.00	0.00	158,830.00	0.00	618,352.00	627,000.00
Other Grants	0.00	2,328.98	3,870.00	1,214.34	0.00	4,808.57	1,500.00	690.00	0.00	1,787.97	4,500.00	1,989.16	22,689.02	20,000.00
Sequoia Hospital Foundation	0.00	0.00	0.00	315,083.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	190,083.00	505,166.00	630,166.00
San Mateo Medical Ctr.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	750,000.00	1,250,000.00	2,000,000.00	2,000,000.00
Ravenswood-Belle Haven Clinic	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00	0.00	0.00	250,000.00	500,000.00	500,000.00
Community Grants Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,340,000.00	1,340,000.00	1,340,000.00
Chronic Disease Management	652.52	1,339.59	2,683.07	244.22	0.00	325.90	236.81	4,440.81	2,497.61	0.00	493.83	1,793.78	14,708.14	20,000.00
SMART Program Grant	0.00	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	0.00	0.00	0.00	0.00	60,000.00	60,000.00
Total Grant Expenses	1,006,846.99	9,752.96	40,565.30	801,097.44	504,397.51	9,464.42	190,243.05	684,471.10	258,414.37	6,203.67	918,362.43	3,039,821.27	7,469,640.51	7,617,166.00
Program Expenses														
HeartSafe Program	15,000.00	1,855.79	8,676.67	2,182.13	64,043.42	(668.41)	324.09	5,253.38	1,074.02	322.64	7,231.64	5,986.37	111,281.74	134,300.00
HeartSafe Payroll	3,198.45	4,830.97	4,264.63	4,264.70	4,264.70	4,264.70	5,977.39	4,687.68	4,911.58	4,388.38	4,388.38	5,503.24	54,944.80	65,700.00
School Health Initiative	218,844.89	394,222.61	62,019.32	125,101.34	39,978.33	126,908.86	412,714.37	611,037.87	54,093.15	189.56	337,302.00	404,575.74	2,786,988.04	2,755,000.00
School Health Payroll	7,553.48	15,312.61	10,358.55	10,358.56	10,358.57	10,358.62	14,187.95	11,060.29	12,054.29	10,517.80	10,517.80	13,117.05	135,755.57	145,000.00
Total Program Expenses	244,596.82	416,221.98	85,319.17	141,906.73	118,645.02	140,863.77	433,203.80	632,039.22	72,133.04	15,418.38	359,439.82	429,182.40	3,088,970.15	3,100,000.00
Total Expenses	1,310,619.76	495,396.23	171,780.19	1,014,069.22	694,207.46	210,547.09	3,493,269.67	1,370,878.26	404,115.22	270,650.82	1,330,936.01	3,553,549.38	14,320,019.31	14,222,766.00
Net Surplus/Loss	(1,252,326.69)	(475,655.73)	(150,728.66)	1,104,039.47	155,627.59	3,290,971.69	(493,441.89)	(953,869.93)	36,372.76	2,143,901.26	(675,513.27)	(2,659,852.00)	69,524.60	(474,090.00)
A one time grant of \$4.3 million approved 2/3/10 for the rebuild of the South County Health Center will be paid from District reserves & is not included in the operating budget														
San Mateo Medical Ctr. Rebuild	0.00	0.00	0.00	0.00	1,000,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000,000.00	0.00

Income and Expense Summary for 2012-14

Area	2012	2013	2014 budget
Rent	\$39k	\$41k	\$43k
Tax	\$8.3m	\$8.7m	\$8.9m
Invest.	\$241k	\$69k	\$150k
EBIDA	\$2.2m	\$2.1m	\$0
Other		\$650k	
S-Total	\$10.7m	\$11.6m	\$9.1m
Pens.	\$2.5m	\$2.8m	\$2.8m
Total	\$13.2m	\$14.4m	\$11.9m

Admin.	\$576k	\$827k	\$639k
Build.	\$138k	\$134k	\$132k
Grants /p.	\$10.6m	\$10.5m	\$8.8m
S-total	\$11.3m	\$11.5m	\$9.6m
Pens.	\$2.5m	\$2.8m	\$2.8m
Total	\$13.8m	\$14.3m	\$12.4m

CEO Report: August 2013 – Lee Michelson

1. **ACHD Media Training:** We hosted a media training presented by ACHD and Edelman Public Relations in June. I attended the session along with Jerry Shefren, Don Shoecraft and representatives from Peninsula Healthcare District and El Camino Healthcare District. The session was informative and emphasized the importance of a well planned positive and proactive communications program. One of the key messages was that Districts should be clear about their mission and that all activities should support the successful carrying out of that mission.
2. **Childhood Obesity Conference:** Pamela Kurtzman and I attended a childhood obesity conference in Long Beach in June. This well-attended conference brings together health leaders from many sectors who are addressing this important health and social issue. It appears that the trend is to now intervene as young as possible and to foster healthy choices at the pre-k level.
3. **Pension meeting:** I recently attended the quarterly meeting of the pre-1997 hospital pension meeting. Also in attendance were the other two committee members: Glenna Vaskelis and Gratia Barton from Sequoia Hospital. Slight adjustments were made to the investment strategy. We anticipate again making a \$2.8 million payment to cover pension liabilities and the hospital will reimburse us for this expense.
4. **Special District Meeting:** We hosted the local special district meeting in August. The next meeting is scheduled for October.
5. **Redwood City 2020:** Newly hired Executive Director will lead a half day planning retreat on August 14 with members of the Cabinet and Coordinating Council which includes Jerry Shefren and Katie Kane.
6. **SMMC Clinic:** The newly remodeled South County Clinic is on schedule to open in November. We have now paid \$3 million against our \$4.3 million dollar pledge of support. Board members and staff will be invited to the grand opening.
7. **Live Well Workshop:** The next scheduled workshop begins in September at the Peninsula Jewish Community Center in Foster City. We anticipate 16 participants. It will be co-led by Nancy Evans and Michele Jariya.
8. **CHI/ Healthy Kids:** Pamela Kurtzman and I attended the recent planning meeting for Healthy Kids. Efforts are being made to transfer about 700 currently enrolled children into the expanded Medi-Cal program. This will reduce the number of participants to about 4,000 children. We will continue to monitor enrollment and possibly suggest a reduction in support for fiscal year 2014-15 if the numbers support an adjustment.
9. **Nursing Orientation:** Pamela Kurtzman and I recently attended the SFSU new student nursing event. There are 40 new students enrolled in cohort ten. More than 100 students applied for admission. The orientation was held at Sequoia Hospital.
10. **Meals On Wheels Event:** Peninsula Volunteers will be hosting a dine-out event on October 15 to benefit Meals On Wheels. Dozens of local restaurants will be participating with a percentage of sales benefitting the program.



Activity Summary for June - July 2013

Highlights- Pamela

- The MOU's for FYE 2014 are now in place for each school district and with our PE+ partners. The MOU's incorporate our most successful approaches and promising practices of the past three years. The agreement reflects discussions with Superintendents to assure SHD resources are used to in the most purposeful, economical, and impactful way.
 - HSI priorities for 2013-14 were established with include 1) Partnerships; 2) Communications (including website); 3) Grants Development and; 4) Program development and evaluation of PE+.
- Lee conducted my annual employee performance evaluation on August 5th. At that time I provided him with my work plan for June-December 2013. This year I will place emphasis on professional staff development, particularly in the area of business development and management.
- On May 31st, HSI collaborated with the Redwood City Education Foundation (RCEF) and Coca Cola (Dasani Water) on a "Drink Water First for Thirst" event held at McKinley Middle School. Supervisor Warren Slocum emceed the event along with McKinley school Principal Ray Dawley. There were several local political and education leaders and media in attendance at the event.
- I began meeting with Wellness Coordinators this summer to define their objectives the year and develop their work plans and timelines.

HSI Grants 2012- I received all final reports for our 2012-13 granting cycle. A summary of the reports is attached for your review.

HSI Grants 2013- Grant agreements have been signed and returned by grantees and checks for the 1st half of their grants were mailed in July.

Other Meetings, Committees, and Events:

- Attended Children's Health Coalition meeting, Get Healthy Advisory Committee, PPLC meeting of the Family Engagement Committee, Toastmasters
- Planning a Back to School event with our school health teams (Coordinators, counselors, nurses, etc.) for September 19 from 4-6 pm. An email invitation for the Board will follow. Keep your eye out for it!



Highlights- Jennifer Gabet

Each individual school will contribute \$5,000 to the PE+ program to cover lunch and recess support. The program will expand to Roy Cloud Elementary this year. This was made possible by a contribution of \$43,000 from their PTA.

Program Development:

- Rebranded "Nutrition Nuggets" to "Nutrition Huddle"
- Currently editing curriculum. Added health component and linkages to cafeteria promotions

- Professional Development Training scheduled for August 21th
- Developing evaluation plan for program
- High School PE and Nutrition
 - Developed activities for implementation of nutrition lesson within 9th grade PE classes.
 - Professional Development training planned for August 15
- San Carlos PE and Nutrition
 - Nutrition Huddle lessons to be integrated during 2013-14
 - Training scheduled for August 22
- San Carlos Middle School Health class
 - Drafted 3 nutrition lesson topics to meet health standards
 - Collaborated with Dietitian from Peninsula Healthcare District to create a Rethink Your Drink assembly
- Assisted Get Healthy San Mateo County in development of training materials for Golden Apple Awards for afterschool programs

Other Meetings, Committees, and Events:

- Participated in County Nutrition Action Plan with San Mateo County Health Department Nutrition Services and other nutrition partners. Worked on development of nutrition partner inventory of programs in San Mateo County.
- Attended Physical Activity Forum, a one-day physical activity training/seminar.

Highlights from our School District Partners:

Wellness Coordinators from our school district partners have been off for most of the summer. As each gets geared up for the fall, we have been working on developing their action plans and timelines for the year. **San Carlos** will focus on incorporating health education this year into their science curriculum and plan parent education events to promote drug and alcohol prevention, tolerance, and social emotional resilience and acceptance. **Sequoia Union** will introduce a “Quite Time”, a meditation program to help center and redirect students’ focus at Green Street and Redwood High Schools. **Redwood City** will focus efforts on encouraging water consumption and reduce sugar sweetened beverages and improve mechanisms for supporting social-emotional health of their students. **Belmont-Redwood Shores** will prioritize health education (resiliency training and citizenship), physical education, and staff wellness.

Healthy Schools Initiative Final Report Summary- 2012-13

<i>Organization Name, Amount Funded, and Summary of Program/Services</i>	<i>Primary Goals met Aug-Dec 2012</i>	<i>Primary Goal(s) for Jan-June 2013</i>	<i>Actual Outcomes June 2013</i>
<p>Adolescent Counseling Services On Campus Counseling (OCC) Program Provides on campus bilingual individual, family and group mental health therapy.</p> <ul style="list-style-type: none"> ▪ Grant Amount: 17,500 ▪ Schools Served: La Entrada, Woodside High, Redwood ▪ Number Clients served Aug-Dec 2012: 732 ▪ Grades served: 9-12 ▪ Program on Track? Yes ▪ Recommend 2nd half of funding? Yes 	<p>As of January 16, 2013, the OCC program served 732 clients and family members at La Entrada Middle School, Redwood High, and Woodside High. A total of 509 therapy sessions were provided, 107 support groups, and 377 education and outreach services. The total number of units provided = 1,405, which exceeds their original plan. They originally proposed to continue services at M.A., but instead provided services at Woodside in partnership with the CAT program. We re-directed \$12,500 from ACS to Star-Vista to serve Menlo-Atherton after grant was approved because M.A. wanted to switch to Star-Vista services. ACS is now serving Woodside, but plans to serve Woodside was not in the original proposal. They report a \$12,500 deficit due to this change.</p>	<p>ACS is serving more students than they originally proposed. The number of students and the number of sessions typically pick up in the Spring after the winter break. They are partnering with the CAT program at Woodside, which is not part of this funding. As a result, their biggest goal for this period is to aggressively fundraise to serve the Woodside population.</p>	<p>From July 1, 2012 through June 30, 2013, the OCC Program served 400 La Entrada and Redwood clients and family members with depression screenings, support groups and education outreach. A total of 1,047 therapy sessions. This number is basically consistent with their original proposal as this report does not include their service at Woodside since we are not funding that portion this year.</p> <p>Financial: The majority of funding for this program came from City of Menlo Park, Menlo-Atherton High School, Redwood High School, La Entrada Middle School and Foundations. SHD only 8% of budget.</p>
<p>Cleo Eulau Center Collaborative Counseling and Transition Programs</p> <p>These programs provide confidential group and individual therapy to troubled youth who are attending Sequoia Community Day School as a result of being on probation or expelled from their local high schools. The resiliency training program being provided at Ralston trains teachers on how to support the social and emotional health of their students.</p> <ul style="list-style-type: none"> ▪ Grant Amount: \$35,000 ▪ Schools Served: All SUHSD schools, Ralston ▪ Number Students served Aug-Dec 2012: 612 ▪ Grades served: 6-12 ▪ Program on Track? Yes ▪ Recommend 2nd half of funding? Yes 	<p>CEC's Collaborative Counseling Program (CCP), as a whole, counseled 80 students ages 14-18 at Sequoia Community Day School. Additionally, 40 students in the Transition Program are being served at Sequoia, Woodside, M.A., and Carmel High, for a total of 120 students. The program also includes a parent support component and parent meeting to educate and empower parents to be advocates for their kids. The goal is to boost the success rate of students returning to public school. Activities of the CCP include 12 hours of weekly supervision of interns and weekly 90-minute trainings for all interns from the Wright Institute of Psychology and other graduate schools of psychology and social work.</p>	<p>They feel they are progressing well toward their goal to counsel 160 students per week to reduce recidivism rate, and to train interns this year. Feedback from education, probation, and mental health staff has been very positive and the attendance and welfare director at SUHSD is so impressed that he would like to bring in the CCP to provide the counseling at Green Street Academy in EPA.</p>	<p>The Transition program expanded to Community Day School so clinicians were able to easily transition students from their expulsion contracts back into their new comprehensive school site throughout the year. The Transition Program therapists will continue their work through the summer school session then return in the fall allowing students to continue to get support next year. This was the first year the resiliency program implemented at Ralston, but by the end of the year, the consultant has gained trust with the principal, counselor, teachers, and parents through lectures for teachers and parents, as well as personal contacts.</p> <p>Financial: Majority of funding is from other sources, including in-kind services. SHD only 5% of total budget.</p>

<p>Consulting at Parent Ed Series</p> <p>The Parent Ed Series offers the SUHSD community with opportunities to learn from leading experts in the fields of academics, physical, social and emotional wellness to increase student success.</p> <ul style="list-style-type: none"> Grant Amount: \$15,000 Schools Served: Menlo-Atherton, Woodside, Sequoia, Carmont Number Parents served Aug-Dec 2012: Grades served: parents represent 9-12 graders Program on Track? Recommend 2nd half of funding? 	<p>Now in its 7th year, they report having a highly successful first semester with over 3,400 registered attendees for four (4) fall events. The majority of attendees are from within the Sequoia Union High School District and include parents from Menlo-Atherton High School, M-A partner schools (Hillview Middle School and La Entrada Middle School, as well as the Menlo Park City School District and Las Lomitas District elementary schools). SUHSD teachers, counselors, administrators, and community members.</p>	<p>CSM Consulting at Parent Ed Series</p> <p>The Parent Ed Series offers the SUHSD community with opportunities to learn from leading experts in the fields of academics, physical, social and emotional wellness to increase student success.</p> <ul style="list-style-type: none"> Grant Amount: \$15,000 Schools Served: Menlo-Atherton, Woodside, Sequoia, Carmont Number Parents served Aug-Dec 2012: Grades served: parents represent 9-12 graders Program on Track? Recommend 2nd half of funding? 	<p>Over the course of the year, 14 Parent Education events occurred at 3 school sites: 1) Menlo-Atherton- 6 Parent Ed Series events (3 in Fall Semester, 3 in Spring Semester), Sequoia- 4 Parent Ed Series events (2 in Fall Semester, 2 in Spring Semester), and Woodside 4 Parent Ed Series (2 in Fall Semester, 2 in Spring Semester). The program served approximately 2,100 students at M.A. along with 150 faculty/staff at Menlo-Atherton. At Woodside, an estimated 1850 students and 130 faculty/staff benefitted from the program. and</p> <p>Financial: The majority of funding comes from Foundations and private donors. SHD funds 20% of program.</p>
<p>Dreamer Hall of Fame (aka Young Dreamer Network) Champions Not Bullies Project</p> <p>A teen-driven initiative aimed at reducing bullying within local schools and improving school climate</p> <ul style="list-style-type: none"> Grant Amount: \$7,500 Schools Served: All RWUSD, San Carlos, Belmont middle schools, Grades served: 7-8 Program on Track? No Recommend 2nd half of funding? 	<p>Funding was provided to help Young Dreamer Network expand their Champions Not Bullies whereas teens from Redwood City create a campaign to decrease the rate of bullying in local schools. There have been challenges to the teens' time and interest in pursuing this effort. Funds from the first grant check have not been all expended and they do not anticipate utilizing additional funds.</p>	<p>Program did not continue through the year and funding ceased before 2nd check issued.</p>	<p>Program discontinued</p>
<p>Footsteps After School Healthy Active Play Environments (HAPE).</p> <p>Program provides training and curriculum development for afterschool staff:</p> <ul style="list-style-type: none"> Grant Amount: \$8,600 After School Programs/Schools Served: Boys and Girls Club, Hoover, Fair Oaks, Belle Haven, Willow Oaks Number Students served Aug-Dec 2012: Grades served: pre-K-8 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>Funding helps support the HAPE training and curriculum Director, Adrian Padilla to implement daily, fun, inclusive, and non-competitive physical activities in the afterschool environment. So far this semester, they have worked with After School Programs at Boys and Girls Club, Hoover, Fair Oaks, Belle Haven, and Willow Oaks.</p> <p>HAPE is on track in meeting their proposed goals.</p>	<p>On-site demonstrations have been successful and more are scheduled for January- March in San Carlos, Redwood City, and Menlo Park.</p>	<p>HAPE utilizes physical activities as an effective mean in combining health, wellness, and fun. Through the year, HAPE compiled an extensive network, and its membership list includes providers from San Mateo County as a means to share ideas and best practices. The HAPE program served about 1000 students within Belmont Redwood Shores School District, San Carlos, Redwood City, and Ravenswood (Belle Haven and Willow Oaks). It also serves out-of-school programs throughout San Mateo County, including on-site programs at schools, private non-profit or for-profit organizations that are on or off site, and family care providers.</p> <p>Financial: SHCD funds nearly half of the program's overall costs (SMC Get Healthy is other funder).</p>

<p>Mary Meta Lazarus Child Development Center- Healthy Eats Active Feet Program- Funding</p> <p>Helps to ensure children of low income families enrolled in the program have access to healthy meals and physical activity during the day and a planned nutrition education curriculum.</p> <ul style="list-style-type: none"> Grant Amount: \$9,500 Schools Served: College of San Mateo Number Students (parents and staff) served Aug-Dec 2012: 199 Grades served: Pre- K Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>Last year staff developed and implemented a wide variety of curriculum activities on health and nutrition. In the classrooms, children were served 3 meals per day which included an array of fresh, nutritious foods. To date this grant cycle 3458 breakfasts have been served, 3984 lunches, and 2740 afternoon snacks. There have been 21 weekly curriculum activities implemented, 103 daily fitness exercises, and 4 monthly staff trainings. As a result, families have given testimony to the change in their child's eating patterns at home. They have also recognized the increase in their children's learning and conceptual development in the areas of health and nutrition.</p>	<p>The majority of families enrolled in the Mary Meta Lazarus Child Development Center are low-income and parents are not often able to provide their children with nutritional foods. Families commonly run out of resources during the month and find themselves cutting portions in order to make food stretch or they end-up skipping meals, especially breakfast.</p> <p>They will continue to provide 3 nutritious meals per day, including fresh fruits and vegetables, whole grains and low fat dairy products; planned curriculum activities in the areas of health and nutrition; and increase proficiency in their children's gross motor skills.</p>	<p>65 children, 11 staff, and 99 parents directly benefited from the Healthy Eats, Active Feet program. Their goals were to provide children with access to 3 nutritious meals per day that include a variety of fresh fruits, fresh vegetables, whole grains and low fat dairy products; have children participate in planned, daily physical activities as part of the classroom curriculum and demonstrate increased proficiency in gross motor skills. A total of 4,440 Breakfasts, 7,097 lunches and 3,819 PM snacks were served, 190 fitness classes, and 9 teacher trainings conducted over 38 weeks.</p> <p>Financial: SHD funds about 20% of the project. Supplying meals is the greatest cost. Their costs exceeded proposed budget, but they secured alternate funding through the college District.</p>
<p>Redwood City 2020 Safe Routes to School Initiative</p> <p>The overall goal of SRTS is to build capacity at both the school district level and school site to develop champions so over time, walking or biking to school will become a normalized activity.</p> <ul style="list-style-type: none"> Grant Amount: \$10,000 Schools Served: Adelante, Fair Oaks, Garfield, Hawes, Hoover, John Gill, Kennedy Middle School, Roy Cloud, Taft. Number Students staff/parent served Aug-Dec 2012: about 10,000 Grades served: Pre K-8 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>Specific services provided by the program include: organizing "walking school bus" programs, providing education activities for students and families, facilitating a SRTS Task Force (including all major stakeholders in the community), offering encouragement and incentives for parents and students, gathering and analyzing data identifying walking/cycling to school barriers and writing grants address these physical barriers. They estimate that the program directly served 6,307 students, 254 school to staff, and 3,153 parents. In addition, 152 parents are actively involved in the program who volunteer time and attend meetings.</p>	<p>The program is intended to benefit all 9,000+ students (16 schools) attending the Redwood City School District. The current SRTS program serves 9 schools with an approximate population of 4,800 students. This Spring they will continue to reach out to the remaining schools in the RCSD to engage their participation.</p>	<p>During the last half of the school year, additional schools became involved with the program. The City engaged in a professional firm to do walking audits at 6 schools, funding was received from the County Office of Education SRTS pass through funding and there is increased knowledge of the program's benefits among the District administration, as well as with the parent community and greater community. Additionally, the number of children (and parents, in some cases) that attended educational programs regarding safety related to walking and cycling. Next year the emphasis will be on providing education, encouragement, evaluation and implementing the results of the walk audits.</p>
<p>Redwood High School Teen Parent Program (TAPP) Program</p> <p>Program provides nutrition education support for pregnant and parent teens. Funding is used to expand the Healthy Cooking Series.</p> <ul style="list-style-type: none"> Grant Amount: \$6,500 Schools Served: Redwood High Number Students served Aug-Dec 2012: 15 Grades served: 9-12 Program on Track? Yes Recommend 2nd half of funding? 	<p>Fifteen students have received 34 hours of instruction each, equalling \$10 units of service provided this semester. The students now understand the importance of diet to overall health for both themselves and their children. They have become knowledgeable in food preparation, kitchen safety, nutritious foods, and preparing healthy meals for themselves and their young children and report that they have made changes in their cooking and eating.</p>	<p>Enrollment in the class was down this semester due a required course being given at the same time as the cooking class. This next session, they will offer the class at a time most students can attend. They would also like to offer the class to students who are not parents as many have expressed interest in joining the class.</p>	<p>The program directly provided 52 teen parents with the opportunity to learn about healthy eating, food safety, and meal preparation. Since the classes are over a 9-week period and is held daily, it has a strong impact on students' skills, knowledge base, and personal application. The hands-on element makes it a much more powerful learning experience than the more typical lectures on nutrition. The students achieved all of the below outcomes based on teacher observation in the classroom cooking lab, results of weekly and pre/post tests, and students self-reporting.</p> <p>Financial: SHD is the only funder for the TAPP program.</p>
<p>Sequoia Community Day School-Life Skills Intervention Project</p> <p>Provides alcohol, drug and other addiction intervention and anger management services. Focus is on positive living skills and healthy alternatives to self-destructive behaviors.</p> <ul style="list-style-type: none"> Grant Amount: \$25,000 Schools Served: Green Street Academy 	<p>Students attending Green Street Academy have all been expelled from the comprehensive high schools. Some come to Green Street from Juvenile Hall and all have exhibited some form of oppositional or negative behavior that has interrupted their academic progress. Many have experienced some form of trauma or violence. Mr. Flores, a counselor and trainer with extensive experience and success working with underserved and incarcerated youth, was hired per the original grant proposal. Mr.</p>	<p>Eight students are now eligible to return to the comprehensive high schools. Each of those students has shown specific progress toward their personal behavior goals in their Life Skills classes. It is clear that in the short time they have had to implement these classes they have seen positive progress and student success.</p> <p>The goal is to continue to return these students to their comprehensive high schools and improve their chances for academic and life success.</p>	<p>73 students, 9 staff, and 5 parents were served through the Eastside Heroes program this year. They successfully met each of the three goals they set which was to provide each student with classes in Life Skills, Aggression Reduction, and Drug and Alcohol Prevention; improve emotional maturity, and provide on-going East Side Heroes training on techniques to deal with oppositional behavior, strategies to improve classroom management, and techniques for successful mentoring of emotionally troubled students.</p> <p>They returned 18 students to the comprehensive high schools in the SJUSD.</p>

<ul style="list-style-type: none"> Number Students served Aug-Dec 2012: 63 Grades served: 9-12 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>Omar Nevarez was subsequently hired to teach Life Skills courses. This year, 53 students have been served which does match the number envisioned in the original proposal.</p>		<p>after they satisfied the terms of their expulsion or the terms of their probation. They have had nine graduates this year with 3 diplomas from Sequoia Community Day School.</p> <p>Financial: There are multiple services being provided to the SCDS for mental health and safety support. Only SHCD funds the Eastside Heroes program and they report again that it makes a deep impact for the youth it serves. Funds were utilized as proposed.</p>
<p>Star Vista-Children's Place Program</p> <p>An early intervention program that provides counseling, education, prevention, and alternative activities for high-risk children ages 5-13 with addicted parents.</p> <ul style="list-style-type: none"> Grant Amount: \$25,000 Schools Served: Roosevelt, Adelante, Fair Oaks, Taft, Henry Ford, Hawes, John Gill, Hoover, McKinley IT, Garfield Number Students served Aug-Dec 2012: 72 Grades served: K-8 Program on Track? Yes Recommend 2nd half of funding: Yes 	<p>Aside from individual and group counseling sessions with students, the Children's Place also provides school staff with information to help them identify children from addicted families, facilitate referrals, educate them on the effects of addiction on children and support them in using the program as a school-based resource. Another strategy they use is to provide parents and family members with educational workshops to learn about how prevention efforts can help children develop healthy living skills, improve academic performance and how they can connect to community resources. Their clinicians promote the program at school and staff meetings and at the schools' health fairs and family days at the schools</p> <p>Eighty-six students received individual and/or group therapy since the start of the school year equal to 4,644 units of service being delivered so far.</p>	<p>They anticipate meeting their goal of serving 125 students by June</p>	<p>132 students received individual and/or group therapy over the school year equal to nearly 11,000 units of service delivered. Over the course of the school year they exceeded their expectations of counseling 125 students. Sadly, there is a waiting list for their services.</p> <p>Financial: SHD funds approximately 53% of the program. Funds were utilized as proposed.</p>
<p>Star Vista Counseling Services at Arbor Bay School and Menlo-Atherton High School</p> <ul style="list-style-type: none"> Grant Amount: \$22,500 Schools Served: Arbor Bay School (K-8), M/A (9-12) Number Students served Aug-Dec 2012: 403 Grades served: K-12 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>Delay in sending report however, I do not expect there are any issues of concern.</p>	<p>During the first half of the school year, StarVista provided counseling to 23 children ages 6-13 at Arbor Bay School who needed additional behavioral support in the classroom and they worked with teachers and parents to help them understand the needs of a child with learning differences. At Menlo Atherton, they worked with 210 students ages 14-18 to provide individual and group counseling for anger management, suicidal ideation, depression, anxiety, troubles at home, issues with immigration as well as groups for gender-specific issues. StarVista staff also supported students in school-wide events like Challenge Day, and followed up with continuing mental health services for those in need.</p>	<p>StarVista delivered 1,961 units of services during the 2012-2013 school year at Arbor Bay School and Menlo-Atherton. 403 students from Menlo-Atherton High School were referred to services and received a check-in or initial assessment. 16 of these students were assessed for suicide and were referred for more intensive services when appropriate. 88 of these students received on-going counseling from staff. The check-in and assessment services were successful in identifying emotional and behavioral issues, as well as referring students to appropriate services</p> <p>Financial: SHD funds approximately 37% of the program. Funds were utilized as proposed.</p>

<p>Teen Talk Comprehensive Sexual Education Curriculum Provided to 6-8 graders</p> <ul style="list-style-type: none"> Grant Amount: \$25,000 Schools Served: Tierra Linda, Central, Ralston Number Students served Aug-Dec 2012: 330 Grades served: 6-8 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>They are solidly on the path of meeting all goals and objectives for this grant. Currently, they are in 11 classrooms and at two schools sites in San Carlos; Tierra Linda Middle School: 5 – 8th grade classrooms approximately 140 youth) and Central Middle School: 6 – 8th grade classrooms (approximately 175 youth). In Belmont they are providing education services at Ralston Middle School: 12 – 7th grade classrooms (approximately 319 youth)</p>	<p>In the second half of this grant cycle, they will be making adjustments to their overall budget to adjust for funding received from SHD (\$25,000) to provide services in the three schools. However, it costs TTSE \$1,450.00 per classroom (approx. \$50 per student depending on class size) to provide 10 hours of Teen Talk comprehensive sexuality education. To do the three schools (23 classrooms) outlined in their grant agreement the cost to TTSE will be \$31,900.00.</p>	<p>Over the course of the year, 467, 7th grade students received 8 to 10 sessions of Teen Talk in the Belmont, San Carlos and Sequoia Union school districts. Each session is one hour in length, covering 14 lessons on the below topics: Values Clarification, Reproductive Anatomy, Abstinence, Healthy Relationships, All About Birth Control, Parent Communication, Facts about STDs and HIV, Sexual Identity, Sex in the Media, Decision Making, Sexual Assault, Realities of Teen Parenthood, and a Review of Activities. Skills and self-efficacy to communicate with parents/guardian about sexual issues and behavior.</p> <p>The intended target audience was 7th graders at Tierra Linda, Central, and Ralston Middle Schools. Due to unforeseen circumstances at Ralston Middle School (see below), we also worked with 15-21 year-old special education students at Carimont, Sequoia, and Menlo-Atherton High Schools.</p> <p>Financial: SHD funds approximately 87% of the program for Belmont, SUHSD, and San Carlos with about \$3,800 additional from RCSD. Funds were utilized as proposed.</p>
<p>Training and Health Education Center for Youth Life Skills Program Program aims to increase health promoting behaviors and decrease practices of unsafe and risky behaviors.</p> <ul style="list-style-type: none"> Grant Amount: \$40,000 Schools Served: Sequoia, M.A Number Students and staff served Aug-Dec 2012: 526 Grades served: 9-12 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>CFY's 2 week health Ed sessions in the 10th grade Biology classes at Sequoia High School have continued to be very well received. The addition of conducting sessions in 9th grade Life Skills classes at both Sequoia and Menlo-Atherton High Schools started off slowly, but after word got out to more teachers, we were extremely busy at both schools. CFY reached 518 students at Sequoia High School in the 10th, 11th and 12th grade Biology classes. Through their Life Skills sessions, they are reaching all 9th grade students at both Sequoia High School and Menlo-Atherton High and trained 8 teachers. A total of 81 units (81-1 hour classes) have been provided so far.</p>	<p>A major challenge the first semester was the requirement of the school district that 9th grade Life Skills sessions must be conducted in the first 9 weeks of the school year. As more 9th grade Life Skills teachers learned about and got feedback from their peers about CFY's sessions, they were asked to conduct a large number of extra sessions near the end of the 9 week period. A strong recommendation is to expand the timing for conducting the 9th grade Life Skills sessions during the entire fall semester. Their scope of work changed in one aspect due to the reduction of funds received and they will hold their Peer Education training this Spring semester only – rather than in both the Fall and Spring semesters.</p>	<p>Center for Youth provided 12 hours of health education per student and served 640 students and 11 teachers in the 10th–12th grade Biology classes this year. Stated objectives were to conduct Life Skills Program for 400 students in 10th–12th grade Biology classes at Sequoia, At Menlo-Atherton High School, they conducted sessions in the in 9th grade Life Skills classes.</p> <p>Financial: The total cost of the program was \$86,400. Other funding was received from the AOD Prevention Partnership and the SAFE program. The funding provided by SHD was utilized as proposed.</p>
<p>Woodside High School Counseling and Advocacy for Teens (CAT) Provides critical counseling and intervention services to students on campus who have been identified as at-risk for school failure. Also provides resources for parents</p> <ul style="list-style-type: none"> Grant Amount: \$40,000 Schools Served: Woodside Number Students served Aug-Dec 2012: 826 Grades served: 9-12 Program on Track? Yes Recommend 2nd half of funding? 	<p>To date, this year a total of 826 students received education and/or counseling through the C.A.T. Program, which is up by 126 students from last year. They also provided support to all 175 staff members through child abuse reporting training and ongoing consultation and saw 18 new family members.</p> <p>Based on preliminary data results, students are reporting that counseling has helped them manage their stressors better and that they would seek help in the future. Also, 89% of students report that they are more pleased with their efforts at school since they have started counseling.</p>	<p>With a significant jump from 57 students seen by December 2011 to 126 students seen by December 2012, the collaborative efforts between C.A.T. and A.C.S. prove to be successful in delivering services to more students in need of counseling and students are receiving services immediately compared to the average wait time of two-three weeks of being on the wait-list last year. They anticipate serving even more students in the second semester as the year progresses and school demands increase.</p>	<p>1,042 students at Woodside received individual and group counseling for drug and alcohol assessments, ATOD education and prevention; suicide prevention support, family interventions and community referrals. Additionally, 175 faculty received training services through the C.A.T. Program. 842 were also seen by collaborative partner, ACS. Program services include up to 8 units of service per student and delivered through the following mechanisms: presentations and student follow up; ongoing girls and boys support groups. In addition, they provided on campus training/educational opportunities for interns and staff; ongoing comprehensive referrals to the community through our Resource Guide; and crisis support for students in need in collaboration with the guidance department. This year, they experienced serving a greater number of students than proposed.</p> <p>Financial: SHD funds 90% of the C.A.T. Program. Additional funds come from Woodside Ed Foundation. Funds were utilized as proposed.</p>

School District Nurse/ Counselor Grants

<p>Las Lomitas School District School Nurse</p> <ul style="list-style-type: none"> Grant Amount: \$25,000 Schools Served: Las Lomitas, La Enrada Number Students/ staff served Aug-Dec 2012: 1,576 Grades served: pre-K-8 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>The nurse continues her 4 hour- a- day schedule and her time is shared between two schools. This year the nurse has been able to focus more on coordinating the care of students with chronic conditions, training staff, maintaining student health information, providing health information to at-risk students and families, planning for upcoming puberty education for 5th grade, and prioritizing overall district needs through assessment. The District serves 1413 students and 160 staff</p>	<p>The school nurse will continue to benefit the district by: Providing leadership in the area of health services; provide screenings and referrals; sharing critical health info with families and staff; providing direct health care and health education to students and classrooms on such topics as self-care, nutrition, hand washing/germs, asthma, allergies, etc; developing individualized health care plans for students with special needs; and enforcing emergency/disaster health care plans/policies that were implemented last year.</p>	<p>LLESD has been very proactive in bringing about a coordinated school health model through the nursing support provided by SHD. They report a big challenge has been the nurse having to travel between the two campuses multiple times a day causing some anxiety and inefficiency. They would like to train a health aid and increase nursing hours. Overall, they are very grateful for the support of SHD and feel they've made a positive impact on students. They will continue to assess the needs of their district and work toward achieving their goals.</p> <p>Financial: The total cost of nurse is \$36,000. SHD provides \$25,000 for nurse. The difference is made up from PTO. Their costs are consistent with proposed budget.</p>
<p>Menlo Park City School District School Nurse</p> <ul style="list-style-type: none"> Grant Amount: \$25,000 Schools Served: Heritage Oaks Children's Center, Encinal, Oak Knoll, Laurel, Hillview Middle Number Students/staff served Aug-Dec 2012: 990 Grades served: pre K-8 Program on Track? Recommend 2nd half of funding? Yes 	<p>Last year, with SHD support, the school nurse developed specialized Health Care plans for 57 additional students in the district so that all 227 children with special health care needs are effectively and appropriately addressed. This year there are 230 students with special needs that the nurse sees each morning. She also delivers age-appropriate health education curriculum to all students in the afternoon and serves as an advocate for students and families by using professional skills, nursing judgment, and leadership skills to create a safe school environment.</p>	<p>The school nurse will continue to support student health by providing direct health services, screenings and referrals, health education in classrooms on topics such as caring for teeth, nutrition, hand washing/germs, asthma and allergies, and developing individualized health care plans for students with special needs.</p>	<p>The stated goals in their grant were to support the educational success of each child with special health care needs by providing appropriate and effective School Nurse support and services. The primary target population was the 842 students with identified health care conditions who were residents of the Sequoia Healthcare District. Within the target population, they focused on 227 of those students who had identified health conditions ranging from hay fever to rare and complex medical conditions or syndromes that required written Specialized Health Care Plans (SHCPs). The District is very grateful for the financial support they receive from Sequoia Health Care District noting that the grant made a critical difference in the health and wellness of students with specialized health care needs and their families.</p> <p>Financial: The total cost of nurse is \$50,000. SHD provides \$25,000 for nurse. The MPCSD provides the other \$25,000 Their costs are consistent with proposed budget.</p>
<p>Portola Valley School District School Nurse</p> <ul style="list-style-type: none"> Grant Amount: \$25,000 Schools Served: Ormondale, Corte Madera Middle School Number Students served Aug-Dec 2012: 690 Grades served: pre K-8 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>Nurse Abbe helped the district to greatly expand its health education and awareness services for students to teach life skills for stress reduction, social-emotional well-being, hygiene and adolescent-related issues. In addition to regular vision and hearing testing, she provides "family life" instruction and counseling for students in fourth through eighth grades. The nurse serves a total of 690 students at both Ormondale School (K-3) and Corte Madera Middle School (4-8) as well as pre-school age students who receive special education services. The district serves 690 students and 60 staff.</p>	<p>The school district and school nurse will continue to work together to serve the school community by specialized support to medically-involved students, provide training and consultation to all staff and parents; and provide all students with health education, especially related to nutrition, healthy eating and obesity-prevention and provide wellness services at the middle school to provide students with skills for coping effectively with stress, social-emotional well-being and peer-related adolescent issues.</p>	<p>The goals of the grant were to support health education programs along with providing acute nursing services. The nurse helped the district to expand health education and awareness and teach life skills for stress reduction, social-emotional well-being, hygiene and adolescent-related issues. 772 students at both Ormondale School (K-3) and Corte Madera Middle School (4-8) as well as pre-school age students who receive special education services were served in total this year. The District serves a significant number of medically-involved students including students with diabetes, severe life-threatening allergies, seizure disorders and cerebral palsy. The District noted that the grant made a critical difference in the health and wellness of students with medically significant health care needs and their families.</p> <p>Financial: The total cost of nurse is \$38,000. SHD provides \$25,000 for nurse. The PVSD provides the other \$13,000 Their costs are consistent with proposed budget.</p>

<p>San Carlos Charter Learning Center Credentialed School Counselor</p> <ul style="list-style-type: none"> Grant Amount: \$25,000 Schools Served: SCCLC Number Students served Aug-Dec 2012: Grades served: K-8 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>Since the inception of the on-site counseling program the counselor sees about 25% of the student population at CLC and 14 staff members receive training. Support is provided through a combination of small group work and individual counseling and parental support is offered as needed. The counselor has also made significant contributions at select parent conferences, Student Support Team Meetings, and IEP Meetings. Although they are not able to provide services for as many students as needed, for the students that they are supporting, they feel they are experiencing real progress and growth.</p>	<p>Their goal for the remainder of the grant cycle is to simply continue to serve the school community in counseling and social support programs.</p> <p>CLC's original proposal was for at least a .75 FTE counselor. The amount of the grant awarded caused them to scale back their original plans. As a result, they feel they are meeting only 50% of our total student needs for counseling support and they have requested additional funding next year to increase counseling services.</p>	<p>Of the 324 students enrolled at SCCLC, 128 received direct services, either in groups or individually, from the school counselor. Those students received either weekly services or one-time crisis intervention or conflict mediation. They feel the need is twice that number, but given the limited funding, they were able to meet their objectives to serve 115 students. They implemented two Parent Education workshops/forums that were offered to the CLC community outside of regular school hours.</p> <p>Financial: SHD funds the majority of this position. Funds were utilized as proposed with an additional \$7,000 provided by SCCLC</p>
<p>Woodside Elementary School District School Counselor and School Nurse</p> <ul style="list-style-type: none"> Grant Amount: \$25,000 Schools Served: Woodside Elementary (including staff) Number Students served Aug-Dec 2012: 800 Grades served: K-8 Program on Track? Yes Recommend 2nd half of funding? Yes 	<p>As a result of HSI funding, Woodside School District developed and implemented a Social and Emotional Learning Program (SEL) intended to enhance school climate and support students' long-term emotional well-being. SEL is taught in all classrooms, K-8 and includes staff trainings and parent education. Additionally, they implemented a middle school Advisory class aimed at empowering students to develop compassion and empathy toward one another; a unique approach to anti-bullying efforts. Nursing services were also enhanced this year from an as-needed basis to a nurse that supports ongoing student health issues that impact learning. This year so far, 450 students and 50 faculty and staff have received services/ training.</p>	<p>They continue to work closely with the school nurse who last Spring introduced health curricula that provides health education and disease prevention education and services for all students and staff. They will continue with implementing these curricula this Spring.</p>	<p>With SHD funding, the Woodside School District established a 'comprehensive, integrated, school-wide program for students, parents and educators aimed at promoting a safe and healthy school environment.' They also implemented a Social and Emotional Learning (SEL) program in order to meet this goal. SEL is intended to enhance their school climate and to support students' long-term emotional well-being. Prior to SHD funding, they only had nursing services on an "as-needed" basis and their nurse visited campus very infrequently. This year they developed health curricula (e.g. severe allergy education, nutrition & exercise, 5th grade family life, 7th grade sex education) and in the fall teachers will be working closely with the nurse to implement grade level health education designed to motivate students to improve and maintain their health, to prevent disease, and avoid health-related risky behaviors.</p> <p>Financial: Their original application requested \$50,000 support for both counseling and school nursing, each part-time. They have used the actual grant amount of \$25,000 for counseling services/SEL program implementation and for nursing services.</p>

HeartSafe Program

Activity Summary for June and July 2013

HeartSafe Region Task Force Meetings

Attend and participate in regional planning and support.

Maintenance of Existing Units (new batteries, electrodes, etc.)

- San Mateo County Courthouse
- John Gill Elementary School
- Atherton Police Department
- Sequoia High School
- Kennedy Middle School
- Foster City Police Department
- Henry Ford Elementary School
- San Mateo County Forensics Lab
- Clifford School

New AED Placements

- Sequoia Union High School District Transportation Office
- Sequoia Union High School Adult School
- Belmont Sports Complex (2 units)

AED Placements In-Progress (application stage, site visits, etc)

- Belmont City Offices
- Belmont Council Chambers
- St. Matthias Church
- Redwood City Elks Club

AED / CPR Trainings

- Menlo-Atherton High School Staff (2 sessions)
- Sequoia Union High School District Transportation Staff

AED / CPR Scheduled Trainings

- Lions Club Emergency Response Team
- San Mateo County Controller's Office
- Sequoia Union High School District Transportation Staff (2nd session)
- St. Matthias Church

Another AED save!

A 60 year-old soccer referee collapsed with cardiac arrest at Sea Cloud Park in Foster City. Bystanders administered CPR while another person grabbed an AED placed at the field. Shocks were administered by bystanders prior to the arrival of emergency personnel. When the police arrived, the officer ran across the field with another SHCD AED from the trunk of his police car. The referee survived. AED was placed at this site in a cooperative effort between the SHCD and the Foster City Lions Club.

Photographs



Menlo-Atherton High School Staff Training Sessions

Strategic Planning Process: April – December 2013

Step 1: Committee established consisting of Jerry, Art and Lee. Committee began meeting in April for initial discussions.

Step 2: Committee agreed that the future steps would be as followed:

Review Phase- completed

- Current strategic plan 2008-13
- County Health Assessment
- Grand Jury Reports

Interview Phase- August and September

- County Health System staff
- County Government Leaders
- School Leadership
- Legislators
- Grantees
- Others: Samaritan House, Ravenswood, Redwood City 2020, Sequoia Hospital, etc.

Board/ Staff Discussion Phase- October

- Review findings from interviews
- Board and staff recommendations

Plan Development Phase- October-November

- Write initial draft to include:
 - ✓ key goals for next three years
 - ✓ policies related to use of reserves
 - ✓ revisions to all other policies if needed: capital, 100 % tax commitment, etc.
 - ✓ discussion on future use of EBIDA
 - ✓ three year projected budget

Approval Phase- December

- Board discussion and adoption

Planning Participants as of August 12, 2013

1. Aug. 19- Don Horsley- individual- **complete**
2. Aug. 20- Dani Gasparini, Jan Christensen, Anne Campbell- **2 more openings**
3. Aug. 22- Bart Charlow, Ruth West, Peter Fortenbaugh, Luisa Bauda, Kitty Lopez and Michael Garb- **complete**
4. Aug. 26- Dwight Wilson, Peter Burchyns, Sue Malone, Dr. John Hoff-**1 more opening**
5. Aug. 27- Marie Violet, Francine Serafin-Dickson, Tippy Irwin, Carlos Bolanos, Kathy Jackson- **complete**
6. Aug. 27- Jean Fraser and staff- special group- **complete**
7. Aug. 28- Jason Wong, Chris Beth, Seth Rosenblatt- **2 more openings**
8. Sept. 5- Melissa Lukin, Ron Robinson, Shelly Masur, Sara Mitchell- **one more opening**
9. Sept. 5- Warren Slocum- individual-**complete**
10. Sept. 11- Margaret Taylor- individual- **complete**

Board with Peter B. – Aug. 27: Katie and Kim

Agreed to participate but need dates: Dick Gregory, Tom Mohr, Craig Baker, Glenna (Art), Memo Morantes, Jim Liandes

Invited but no response yet: Barbara Pierce, Erica Wood, Alan Sarver.

30 booked; 7 pending date; 3 invited; 3 other board members: 43



SEQUOIA HEALTHCARE DISTRICT
525 Veterans Blvd.
Redwood City, CA 94063

Agenda Item No. 5. B

TO: Members of the Sequoia Healthcare District Board of Directors

Board of Directors Meeting

FROM: Lee Michelson, CEO

Date 8-21-13

DATE: Aug. 13, 2013

SUBJECT: Proposed Response to 2012-13 San Mateo County Civil Grand Jury report entitled "Sequoia Healthcare District — How Are Your Property Tax Dollars Spent?"

Background: San Mateo County's Civil Grand Jury selects subjects for inquiries annually and has reported on the activities of the Sequoia Healthcare District ("the District") previously in 2000, 2001, 2004 and 2008, recommending that subsequent panels follow up periodically. The Grand Jury again selected Sequoia Healthcare District in 2013. District staff and members of the board met individually with Grand Jurors and Grand Jurors attended at least one board meeting. The Grand Jury produced its report on June 3, 2013 and issued 13 findings and seven recommendations.

In general the report contained many positive comments regarding District operations and the positive impacts District healthcare programs have on the community. To offer one quote from Grand Jury findings as an example: "SHD is doing a good job of fulfilling its mission to enhance access to health care services and to support programs and activities designed to achieve health, wellness, and disease prevention." In fact, the District is in agreement with 10 of the Grand Jury's 13 findings and with the spirit or intent of six of its seven recommendations. The report also included recommendations to the San Mateo County Local Agency Formation Commission (LAFCo) and the County Tax Collector, over whom Sequoia Healthcare District has no authority; however, staff feels some limited comment may be merited on those issues. The following contains the district's suggested responses to the 2013 Grand Jury findings and recommendations.

SEQUOIA HEALTHCARE DISTRICT BOARD OF DIRECTORS
RESPONSE TO 2012-13 SAN MATEO COUNTY CIVIL GRAND JURY

GRAND JURY FINDINGS/DISTRICT RESPONSES

- F1. LAFCo's service review for SHD would have more substance if a consultant knowledgeable about health care districts assisted in its preparation.

Response: *Sequoia Healthcare District defers to LAFCo and has no recommendation relative to this finding.*

- F2. SHD would benefit from having a service review of its own, separate from PHD, given the differences in the two district's goals and responsibilities.

Response: *Sequoia Healthcare District agrees with the Grand Jury finding. Sequoia and Peninsula Healthcare Districts have different demographics and economic drivers, different elected boards, different electorates and constituencies and, therefore, different programmatic priorities. It is Sequoia Healthcare District's view that, while the two districts have obvious commonalities, they are sufficiently distinct and individual in character as to justify separate service reviews, should LAFCo choose to commence such a process.*

- F3. SHD is doing a good job of fulfilling its mission to enhance access to health care services and to support programs and activities designed to achieve health, wellness, and disease prevention.

Response: *The District agrees with this finding.*

- F4. Initiatives supported by SHD address a variety of community health needs such as access to primary care and universal insurance coverage for children.

Response: The District agrees with this finding. Healthcare today is offered in many settings outside the hospital and the District's approach pursues a far-reaching, community-based effort.

- F5. SHD funds the Ravenswood Clinic, citing that its residents benefit from it, even though the clinic is not located within its boundaries.

Response: The District agrees with the statement that District residents benefit by Ravenswood Clinic services, and further observes that the statement "the clinic is not located within its boundaries" is correct but irrelevant to the finding. Sequoia Healthcare District residents avail themselves of Ravenswood Clinic, just as District residents avail themselves of the San Mateo County Medical Center and other facilities that lie outside its boundaries. Sequoia Healthcare District does not fund the Ravenswood Clinic in its entirety, only that portion of the clinic that serves clients who are District residents. Ravenswood administration informs Sequoia Healthcare District that 15 percent of Ravenswood clients — more than 700 individuals — are District residents. It is this population of Ravenswood Clinic users that Sequoia Healthcare District supports with grant funding. The District website will be updated with this information.

- F6. The SFSU Nursing Program, supported by SHD, fell short of expectations, as it did not achieve the expected increase in the number of nurses employed at Sequoia Hospital.

Response: The District disagrees with the finding because it presents a snapshot summary of a complex program that sought to create several hundred nursing baccalaureates over 10 years and to entice as many of them as possible to seek employment in the District community. The program met expectations in that respect, producing more than 300 nurses with advanced degrees, with more than 90 percent of enrollees matriculating. Approximately 50 percent of graduates who responded to a recent survey indicated that they have found jobs in healthcare settings utilized by District residents — including Kaiser Permanente, Sequoia Hospital, the Redwood City School District, Lucile Packard Children's Hospital and others. However, the demand cycle for nurses is in a downward trajectory, as District directors recognized this year. The District is confident that adjustments it made to the nursing baccalaureate program — essentially halving its budget and converting it to a three-year term — position it correctly to respond to changes in the demand cycle — changes the District has been told inevitably will lead to a nurse shortage in the future. As a part of that deliberation the District has requested changes in admissions policies of its collaborative partners — San Francisco State University and the San Mateo County Community College District — and has obtained changes that further favor district residents, has received more detailed placement histories of graduates and has proposed ways, such as job fairs, to help put graduates and local healthcare employers together. The District pioneered this program 10 years ago conscious of the fact that it had no way to compel graduates to return to the district nor to compel employers to employ them; however, the District continues to feel that the effort is justified and that it enjoys the strong endorsement of constituents

- F7. SHD's grant program focuses on key needs in the areas of health literacy, access to healthy food, health promotion and disease prevention, behavioral health, and chronic disease management.

Response: The District agrees with the finding.

F8. SHD would benefit from increased educational outreach efforts.

Response: *The District is committed to public education and outreach and constantly seeks ways to expand the impact of a small professional staff. Most responsibility for public contact lies with the Chief Executive Officer, who has met with and presented an informational program to more than a dozen community organizations since joining Sequoia Healthcare District in 2009. The Chief Executive Officer is committed to budgeting time for public presentations and outreach.*

F9. SHD's application process is streamlined and easy to navigate.

Response: *The District agrees with the finding.*

F10. SHD does a thorough job of evaluating the performance of its grant recipients.

Response: *The District agrees with the finding.*

F11. There would be a negative impact on SHD grantees if they did not receive funding from SHD and such funding was not replaced from other sources.

Response: *The District agrees with the finding.*

F12. SHD's website contains useful information, but adding links on how residents can access health care would make it more user-friendly.

Response: *The District concurs and has implemented the suggested change on its website*

F13. The County Tax Collector contributes to public misunderstanding of health care districts by inaccurately referring to SHD as a hospital district on its website and property tax insert.

Response: *The District agrees and has asked the County Tax Collector to make the change.*

GRAND JURY RECOMMENDATIONS/DISTRICT RESPONSES

R1. Contract with a consultant experienced in conducting service reviews of health care districts to assist in conducting the next SHD service review.

Response: *The District defers to LAFCo and has no comment relative to this recommendation.*

R2. Perform separate service reviews for SHD and PHD.

Response: *The District agrees with this recommendation.*

R3. Develop a mechanism to track and publicize on its website (i) how many of its residents the Ravenswood Clinic serves and (ii) the percentage of those the Ravenswood Clinic serves that reside within SHD's boundaries.

Response: *Data collection began prior to the Grand Jury's review. District resident use of the Ravenswood Clinic will be publicized on the District website when the data is finalized and verified.*

- R4. Develop a mechanism to track and publicize on its website how many and what percentage of the SFSU Nursing Program graduates become and remain employed at (i) Sequoia Hospital and (ii) elsewhere within the County.

Response: Data collection began prior to the Grand Jury's review. Unofficial data was reported in the District's 2010 Annual Report to the Community in a feature story about two graduates who had returned to Sequoia Hospital. To date an estimated 50 percent of program graduates have found employment in healthcare settings within San Mateo County. Complete data will be publicized on the District website when it is finalized and verified.

- R5. Seek opportunities to make public presentations in order to ensure that residents are well informed, heard, and represented by programs.

Response: The District CEO invites and responds to all community requests for presentations and has made a half-dozen in the last 18 months. District program staff are also available for presentations and have presented in the past. The District CEO has formulated a schedule of availability with the intention of doubling the effort in the coming year.

- R6. Continually update its website with current information.

Response: The District agrees with the recommendation. The District website is ahead of the curve in terms of publicizing meeting notices, agendas and actions of the Board of Directors and includes all current information that describes District budgeting, spending and accounting. Changes to the website as directed by District staff are made promptly.

- R7. Request that the County Treasurer/Tax Collector correct the information referring to SHD as a hospital district on its website and property tax insert.

Response: The District agrees and has made a request to the Treasurer/Tax Collector to correct this information on the Treasurer/Tax Collector website.