



**Sequoia
Healthcare
District**

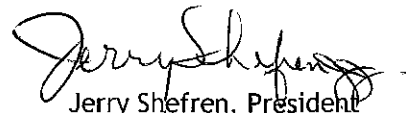
525 Veterans Blvd.
Redwood City, CA 94063

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A G E N D A
SEQUOIA HEALTHCARE DISTRICT BOARD OF DIRECTORS MEETING
4:30, Wednesday, April 2, 2014
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 February 5, 2014 Regular Meeting Minutes
 - b. Accept February 12, 2014 Special Meeting Minutes
 - c. January And February 2014 Financial Statements
4. CEO/Staff Reports
 - a. CEO Report - Mr. Michelson
 - b. Healthy Schools - Ms. Kurtzman
 - c. HeartSafe - Mr. Nielsen
- ACTION 5. New Business
 - a. Consider Request From Samaritan House For \$712,696 Grant For Fiscal Year 2014-2015 - Ms. Neela Gentile
 - ACTION b. Presentation on Apple Tree Dental progress - Mr. Mike Helgeson DDS
 - ACTION c. Consider Resolution 14-2 Amending The Trust Agreement For The Sequoia Healthcare District Employees Pension Plan - Mr. Michelson
 - ACTION d. Consider New Board Policy 24: Social Media - Mr. Michelson
 - ACTION e. Consider Amending Board Policy 22 To Change Investment Benchmark To The Local Agency Investment Fund (LAIF) - Mr. Michelson
 - ACTION f. Consider Holding Study Session On May 6 at 2:30 To Discuss Transfer Agreement Performance And Future Plans - President Shefren
 - ACTION g. Award Contract For TI Improvements - Mr. Michelson
 - ACTION h. Consider Amendment Of Chief Executive Officer's Employment Agreement
6. Adjourn. The Next Regular Meeting Of The Board Of Directors Of Sequoia Healthcare District Is Scheduled For 4:30 PM, Wednesday, June 4, 2014, District Conference Room, 525 Veterans Blvd., Redwood City, CA 94063
A Special Meeting Is Scheduled For 4:30 PM, Tuesday, May 6, 2014, District Conference Room, 525 Veterans Blvd., Redwood City, CA 94063


Jerry Shefren, 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 THE ANNUAL MEETING
 BOARD OF DIRECTORS
 SEQUOIA HEALTHCARE DISTRICT
 February 5, 2014
 Conference Room, 525 Veterans Boulevard
 Redwood City, CA 94063

DRAFT

<p><u>Directors Present</u> Director Faro Director Griffin Director Hickey Director Shefren</p>	<p><u>Directors Excused</u> Director Kane</p>	<p><u>Also Present</u> Mr. Michelson, CEO Mr. Hudak, Legal Counsel Ms. Johnson, Recorder</p>
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1. Call to Order

By: President Shefren
 Time: 4:30 PM

2. Public Comment/Non-Agenda Items

President Shefren asked if there was any public comment on non-agenda items. He announced that public comment would be taken on each agenda item.

Director Hickey made a statement about Director Health premiums.

3.a - 3.b Consent Calendar

President Shefren asked if there was any public comment on the Consent Calendar.

Director Hickey questioned the HeartSafe budget. Mr. Michelson replied that the current budget was approved by the Board prior to the decision to continue the HeartSafe program.

Motion: To approve the Consent Calendar

By: Director Faro

Seconded by: Director Griffin

Vote: 4-0

Motion Passed

4. CEO/Staff Reports

State of the District: In addition to the Michelson's written report, he emphasized that the District is financially strong with more than \$14 million in unrestricted reserves. The District's website is being revamped and will be much improved and easier to navigate. An email newsletter and social media are also in process.

District Programs: Ms. Kurtzman provided update on the Community Grants.

HeartSafe: Mr. Michelson reported that staff is getting ready to begin the process to build out the training classroom.

In reply to a recent Board inquiry, Mr. Michelson reported that in 2011, twenty AEDs were placed; 2012, twelve AEDs and in 2013, seven AEDs. He will research as to how many of the units were paid for by the District.

President Shefren announced a change to the agenda in that item 5.f will follow item 5.c.

5.a Fiduciary Investment Report

Mr. Michelson introduced Jeff MacDonald, the District's financial advisor at Fiduciary Trust.

Mr. MacDonald discussed the current view on fixed income investments as well as the future outlook. Investment themes and portfolio strategies are based on duration, yield curve positioning and sector focus.

Year-to-date, the portfolio increased in value by 0.47%, compared to the average Barclays Treasury benchmark of 0.36%. Mr. MacDonald stated that the District's investments are in compliance with State guidelines and are somewhat conservative, with Fiduciary favoring credit risk rather than interest rate risk.

5.b. Report Update on San Mateo Medical Center

Dr. Susan Ehrlich, Jonathan Mesinger and Dr. Jeanette Avila presented an update on the new Fair Oaks Health Center which opened December 16. The new center replaces three clinics and is expected to serve over 17,000 patients in the first year and the majority of patients live within the boundaries of the District.

5.c. Consider Request From Children's Health Initiative To Extend Funding For An Additional Three Years At \$1,350,000 Per Year

President Shefren asked if there was public comment on this item. There was none.

Ms. Srijia Srinivasan and Ron Robinson spoke to the goals and accomplishments of the Children's Health Initiative. Ninety-five percent of the children in San Mateo County are insured and continuing this success requires the ability in the coming year to maximize the benefits of the Affordable Care Act. It is estimated that 1,254 children living within the District's boundaries aged 6-18 will be enrolled in Healthy Kids which is the local product under CHI. A grant of \$1.35 million will cover 82% of the costs of covering these children with other funders covering the remaining 18%. The District's grant would represent around 19% of the CHI budget.

Peninsula Healthcare District, San Mateo County Board of Supervisors and First Five Commission have committed continued support.

Motion: To extend funding for an additional two years not to exceed \$1,350,000 per year with the contingency that the other three local funders commitments also continue at the same level. CHI will present an update to the Board annually to show enrollment, program costs and funder commitments.

By: President Shefren

Seconded by: Director Faro

Vote: 3-1 Director Hickey Opposed

Motion Passed

5.f. EBIDA Update

President Shefren reviewed the notes of a telephone conversation with Dave Roberson of HFS regarding new EBIDA income projections for the District.

Mr. Michelson reported that the District's auditors cannot make any judgments on the financial information provided to them without researching further additional accounting records of Sequoia Hospital. Ms. Glenna Vaskelis and Ms. Gratia Barton assured Directors that all financial information requested by District auditors would be provided and Ms. Barton offered to be available to explain the details of any of the information.

President Shefren suggested that he, Director Griffin and Mr. Michelson research further and come back to the Board with a recommendation as to whether or not have new projections done by HFS.

5.d. Report Update On Mission Hospice

Mr. Dwight Wilson introduced Mr. Steven Weller from the Mission Hospice Board and Dr. Gary Pasternack.

There are no hospice houses in San Mateo County and in discussions with care providers it has been determined that the community needs and would utilize a 12-bed hospice house that would provide a full range of services to patients in San Mateo and Santa Clara County. It is anticipated that Hospice House would generate revenue to meet approximately 80 percent of the operating expenses and fundraising would cover remaining expenses. The estimated required cost of the initial project is between \$5-\$7 million. Mr. Weller said the Mission Hospice Board is fully behind new project and fundraising efforts will begin soon. Mr. Wilson said they are looking for partners to invest in the costs of project or the building itself and would like to return to a future Board meeting when they are ready to present a request for a commitment.

5.e. Proposal to Provide Audit Services from Vavrinek, Trine, Day for 2013-14, 2014-15 and 2015-16.

Motion: To accept the proposal to provide audit services for an additional three fiscal years at \$17,000 per year.

By: Director Faro

Seconded by: Director Griffin

Vote: 4-0

Motion Passed

6. Adjourn to Closed Session

Motion: Adjourn to Closed Session.

By: President Shefren

Seconded by: Director Faro

Vote: 4-0

Motion Passed

7. Reconvene to Open Session

Reconvene to Open Session.

Motion: To amend Mr. Michelson's employment agreement to increase his salary to \$192,800 retroactive to April 27, 2013 and to increase his PTO accrual rate to provide 5 additional days of PTO per calendar year retroactive to April 27, 2013.

By: President Shefren

Seconded by: Director Faro

Vote: 3-1 with Director Hickey opposed.

Motion Passed

8. Adjourn

Motion: At 6:40 PM adjourn meeting.

By: Director Kane

Seconded by: Director Faro

Vote: 4-0

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, April 2, 2014, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kathleen Kane
Secretary

MINUTES OF THE SPECIAL MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
February 12, 2014

Date 4-2-14

Conference Room, 525 Veterans Boulevard, Redwood City, CA 94063

<u>Directors Present</u> Director Faro Director Griffin Director Kane Director Shefren	<u>Directors Excused</u> Director Hickey	<u>Also Present</u> Mr. Michelson, CEO Mr. Hudak, Legal Counsel Ms. Johnson, Recorder
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1. Call to Order

By: President Shefren
Time: 3:00 PM

2. Public Comment/Non-Agenda Items

President Shefren asked if there was any public comment on non-agenda items.

3. Consider Resolution 14-1 Expressing Support For the Contribution of the Property at 1245 San Carlos Avenue to the Wheeler Plaza Project

Mr. Hudak shared with the Directors a telephone conversation he had with special counsel hired by the City of San Carlos to deal with tax other redevelopment agency issues. As background, the original Wheeler Plaza project was approved in 2008 and includes five parcels; however, the parcel at 1245 San Carlos Avenue was owned by the San Carlos Redevelopment Agency which was dissolved two years ago and RDA funds have been redistributed to local taxing agencies. The City Council wants to sell the 1245 San Carlos Avenue parcel to the developer for \$1.00. If the property were sold at market value it is felt it would put a financial burden on the project. The California State Department of Finance will allow the sale to the developer for \$1.00 if all taxing agencies agree. If not and the project is halted, the 1245 parcel would go to the State. The District could potentially receive \$262,000 over a 20 year period.

Motion: To adopt Resolution 14-1 allowing the sale of 1245 San Carlos Avenue to the developer for \$1.

By: Director Kane
Seconded by: Director Faro
Vote: 4-0
Motion Passed

Motion: To authorize Mr. Michelson to execute documents relative to Resolution 14-1.

By: Director Kane
Seconded by: Director Faro
Vote: 4-0
Motion Passed

4. Adjourn

Motion: At 3:25 PM adjourn meeting.
By: Director Kane
Seconded by: Director Faro
Vote: 4-0
Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, April 2, 2014, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kathleen Kane, Secretary

SEQUOIA HEALTHCARE DISTRICT
Balance Sheet

Agenda Item No. 3.c
Board of Directors Meeting
4/2/14

	July	August	September	October	November	December	January	February	March	April	May	June
ASSETS												
Current Assets												
Cash (WF-MMA)	\$ 1,178,273.77	\$ 2,778,833.59	\$ 2,179,314.22	\$ 1,779,741.38	\$ 2,280,141.37	\$ 4,880,813.23	\$ 1,681,703.09	\$ 1,431,982.83				
Cash (WF)	247,688.23	43,489.47	77,458.67	240,885.27	467,635.17	174,014.89	763,674.68	107,393.41				
Cash from Investments	748,711.70	748,711.70	748,711.70	748,711.70	748,711.70	748,711.70	748,711.70	748,711.70				
Cash Equivalents	14,237,091.51	11,223,661.51	11,260,463.51	11,282,038.51	11,298,743.51	11,279,648.51	11,311,387.51	11,393,947.51				
Accounts Receivable	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Total Current Assets	16,411,765.21	14,794,696.27	14,265,948.10	14,051,376.86	14,795,231.75	17,083,188.33	14,505,476.98	13,682,035.45	0.00	0.00	0.00	0.00
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				
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				
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				
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				
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				
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				
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				
Accumulated Depreciation	(1,585,644.62)	(1,592,039.28)	(1,598,433.94)	(1,604,828.60)	(1,611,223.26)	(1,617,617.92)	(1,624,012.58)	(1,630,407.24)				
Net Property/Plant/Equipment	763,494.55	757,099.89	750,705.23	744,310.57	737,915.91	731,521.25	725,126.59	718,731.93	0.00	0.00	0.00	0.00
Total Assets	17,175,259.76	15,551,796.16	15,016,653.33	14,795,687.43	15,533,147.66	17,814,709.58	15,230,603.57	14,400,767.38	0.00	0.00	0.00	0.00
LIABILITIES & FUND BALANCE												
Current Liabilities												
Accounts Payable	\$ 3,750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00				
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				
Grants Payable	1,817,418.96	1,473,384.96	1,473,384.96	1,473,384.96	1,473,384.96	794,801.96	204,801.96	149,801.96				
Accrued Payroll	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Total Current Liabilities	1,824,333.96	1,476,549.96	1,476,549.96	1,476,549.96	1,476,549.96	797,966.96	207,966.96	152,966.96	0.00	0.00	0.00	0.00
Fund Balances												
Invested in Capital Assets	766,724.21	766,724.21	766,724.21	766,724.21	766,724.21	766,724.21	766,724.21	766,724.21				
Fund Balance	16,670,942.38	16,670,942.38	16,670,942.38	16,670,942.38	16,670,942.38	16,670,942.38	16,670,942.38	16,670,942.38				
Net Surplus/Loss	(2,086,740.79)	(3,362,420.39)	(3,897,563.22)	(4,118,529.12)	(3,381,068.89)	(420,923.97)	(2,415,029.98)	(3,189,866.17)				
Total Fund Balance	15,350,925.80	14,075,246.20	13,540,103.37	13,319,137.47	14,056,597.70	17,016,742.62	15,022,636.61	14,247,800.42	0.00	0.00	0.00	0.00
Total Liabilities & Fund Balance	17,175,259.76	15,551,796.16	15,016,653.33	14,795,687.43	15,533,147.66	17,814,709.58	15,230,603.57	14,400,767.38	0.00	0.00	0.00	0.00

SEQUOIA HEALTHCARE DISTRICT
Income Statements

Agenda Item No.3.b
Board of Directors Meeting
2/5/14

	July	August	September	October	November	December	January	February	March	April	May	June	Year to Date	Budget 13-14
INCOME														
Rental Income	3,422.94	3,559.86	3,559.86	3,559.86	3,559.86	3,559.86	3,559.86	3,559.86					28,341.96	42,700.00
Tax Revenue	9,599.00	0.00	6,907.63	14,492.95	859,450.80	3,790,804.81	683,573.45	0.00					5,364,828.64	8,900,000.00
Investment Income	34,307.00	(13,430.00)	36,802.00	21,575.00	16,705.00	(19,095.00)	31,739.00	82,560.00					191,163.00	150,000.00
ROI-Sequoia Hospital EBIDA	0.00	0.00	0.00	127,000.00	0.00	0.00	0.00	0.00					127,000.00	0.00
Interest Income	574.56	569.44	481.78	428.63	404.98	677.92	896.97	284.84					4,319.12	7,600.00
Pension Income	0.00	0.00	0.00	0.00	0.00	2,800,000.00	0.00	0.00					2,800,000.00	2,800,000.00
Total Income	47,903.50	(9,300.70)	47,751.27	167,056.44	880,120.64	6,575,947.59	719,769.28	86,404.70	0.00	0.00	0.00	0.00	8,515,652.72	11,900,300.00
EXPENSES														
Administrative Expenses														
Admin. Expense	239.18	573.56	781.38	588.69	707.75	443.49	530.38	771.78					4,636.21	12,000.00
Admin. Payroll	12,737.46	24,701.76	16,277.27	16,277.26	16,277.26	16,277.26	25,936.98	25,804.32					154,289.57	228,000.00
Board Health Insurance	3,336.75	6,936.75	3,336.75	6,132.39	3,336.75	3,966.15	2,324.43	2,124.26					31,494.23	75,000.00
Employee Health Insurance	1,569.20	3,635.35	3,282.90	2,422.65	3,358.42	3,282.90	4,432.01	5,128.04					27,111.47	48,000.00
Employee Retirement Benefit	1,026.95	2,073.66	1,402.96	1,402.96	1,402.96	1,402.96	2,097.06	1,740.39					12,549.90	17,000.00
Investment Fees	0.00	0.00	0.00	12,396.99	3,750.00	0.00	7,850.13	3,750.00					27,747.12	65,000.00
Office Supplies/Equip Maint	125.36	499.12	572.50	304.39	1,201.54	453.60	485.24	165.30					3,807.05	7,500.00
Accounting fees	0.00	1,405.40	0.00	0.00	0.00	17,000.00	0.00	0.00					18,405.40	17,000.00
Board Expense	0.00	0.00	0.00	0.00	27.94	46.15	150.00	576.78					800.87	8,000.00
Associations/Membership	0.00	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00					7,500.00	10,300.00
Communications	31.71	0.00	162.20	320.10	24,870.45	140.54	238.42	182.03					25,945.45	25,000.00
Public Relations	4,200.00	4,200.00	4,200.00	4,200.00	5,250.00	5,967.50	0.00	0.00					28,017.50	50,000.00
Web Site/IT	5,515.00	865.00	500.00	2,647.50	878.17	11,832.95	1,980.00	2,515.64					26,734.26	22,000.00
Insurance/D&O	26,587.04	(2,004.75)	0.00	2,669.00	(2,754.75)	0.00	0.00	(2,640.75)					21,855.79	21,000.00
Election Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	0.00
LAFCO fees	0.00	0.00	0.00	0.00	0.00	7,527.00	0.00	0.00					7,527.00	8,000.00
Legal Fees	0.00	89.00	1,648.50	0.00	624.00	535.00	1,805.71	734.00					5,436.21	25,000.00
Bank Fees	0.00	0.00	0.00	3.00	0.00	33.00	0.00	0.00					36.00	100.00
Total Admin. Expenses	55,368.65	50,474.85	32,164.46	49,364.93	58,930.49	68,908.50	47,830.36	40,851.79	0.00	0.00	0.00	0.00	403,894.03	638,900.00
Pension Plan Expense	0.00	0.00	0.00	0.00	0.00	2,800,000.00	0.00	0.00	0.00	0.00	0.00	0.00	2,800,000.00	2,800,000.00
Total Admin. With Pension Plan	55,368.65	50,474.85	32,164.46	49,364.93	58,930.49	2,868,908.50	47,830.36	40,851.79	0.00	0.00	0.00	0.00	3,203,894.03	3,438,900.00
Property Expenses														
Maintenance	2,160.10	2,546.57	737.50	2,314.16	1,434.23	1,210.83	3,699.50	4,207.50					18,310.39	25,000.00
Utilities	1,188.69	2,499.73	2,606.64	2,096.46	1,630.11	3,717.91	1,181.54	1,918.14					16,839.22	20,000.00
Property Insurance	1,844.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00					1,844.32	2,000.00
Depreciation	6,394.66	6,394.66	6,394.66	6,394.66	6,394.66	6,394.66	6,394.66	6,394.66					51,157.28	85,000.00
Total Property Expenses	11,587.77	11,440.96	9,738.80	10,805.28	9,459.00	11,323.40	11,275.70	12,520.30	0.00	0.00	0.00	0.00	88,151.21	132,000.00

SEQUOIA HEALTHCARE DISTRICT
Income Statements

Agenda Item No.3.b
Board of Directors Meeting
2/5/14

	July	August	September	October	November	December	January	February	March	April	May	June	Year to Date	Budget 13-14
Grant Expenses														
Grant Admin Expenses	76.93	100.00	600.00	500.00	632.06	315.93	0.00	0.00					2,224.92	6,000.00
Grant Admin Payroll	3,267.86	7,026.03	5,547.80	5,547.82	5,547.82	5,547.82	8,735.50	7,478.00					48,698.65	59,000.00
Children's Health Initiative	675,000.00	0.00	0.00	0.00	0.00	0.00	675,000.00	0.00					1,350,000.00	1,350,000.00
SFSU Nursing Program	0.00	0.00	500,000.00	0.00	0.00	500,000.00	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					459,522.00	612,700.00
Other Grants	4,500.00	1,300.00	0.00	1,500.00	0.00	1,500.00	0.00	2,200.00					11,000.00	20,000.00
Sequoia Hospital Foundation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	0.00
San Mateo Medical Ctr. So County	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00	0.00					250,000.00	1,000,000.00
Ravenswood-Belle Haven Clinic	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00					250,000.00	500,000.00
Community Grants Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	1,340,000.00
Chronic Disease Management	641.19	429.28	3,408.92	2,540.11	2,525.95	2,347.39	484.55	4,216.14					16,593.53	20,000.00
Total Grant Expenses W/O Rebuild	836,659.98	8,855.31	509,556.72	163,261.93	8,705.83	509,711.14	1,087,394.05	263,894.14	0.00	0.00	0.00	0.00	3,388,039.10	5,907,700.00
Program Expenses														
HeartSafe Admin Expense	15,000.00	76.70	77.71	201.03	123.82	189.82	603.61	776.61					17,049.30	17,000.00
HeartSafe Payroll	3,302.15	6,604.42	4,402.95	4,402.94	4,402.94	4,402.94	6,853.70	4,486.05					38,858.09	28,000.00
HeartSafe Training & Equipment	118.64	126.63	727.12	244.86	0.00	2,000.00	0.00	559.93					3,777.18	55,000.00
School Health Admin	41.93	415.29	1,133.52	5,013.05	25,310.51	9,109.83	4,388.27	2,782.18					48,194.58	87,000.00
School Health Payroll	7,915.17	15,678.24	10,092.82	10,092.82	10,092.82	10,092.82	15,543.76	10,168.39					89,676.84	131,500.00
School Health Grants	204,650.00	172,706.50	15,000.00	144,462.50	25,808.00	200,064.22	239,608.83	525,201.50					1,527,501.55	2,611,500.00
Total Program Expenses	231,027.89	195,607.78	31,434.12	164,417.20	65,738.09	225,859.63	266,998.17	543,974.66	0.00	0.00	0.00	0.00	1,725,057.54	2,930,000.00
Total Expenses Without Rebuild	1,134,644.29	266,378.90	582,894.10	387,849.34	142,833.41	3,615,802.67	1,413,498.28	861,240.89	0.00	0.00	0.00	0.00	8,405,141.88	12,408,600.00
Net Surplus/Loss Without Rebuild	(1,086,740.79)	(275,679.60)	(535,142.83)	(220,792.90)	737,287.23	2,960,144.92	(693,729.00)	(774,836.19)	0.00	0.00	0.00	0.00	110,510.84	(508,300.00)
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	1,000,000.00	1,000,000.00	0.00	0.00	0.00	0.00	1,300,000.00	0.00	0.00	0.00	0.00	0.00	3,300,000.00	0.00
Total Expenses With Rebuild	2,134,644.29	1,266,378.90	582,894.10	387,849.34	142,833.41	3,615,802.67	2,713,498.28	861,240.89	0.00	0.00	0.00	0.00	11,705,141.88	0.00
Net Surplus/Loss After Rebuild	(2,086,740.79)	(1,275,679.60)	(535,142.83)	(220,792.90)	737,287.23	2,960,144.92	(1,993,729.00)	(774,836.19)	0.00	0.00	0.00	0.00	(3,189,489.16)	0.00

**SEQUOIA HEALTHCARE DISTRICT
ACTUAL VERSUS BUDGET**

Agenda Item No.3.b
Board of Directors Meeting
4/2/14

	July	August	September	October	November	December	January	February	March	April	May	June	Actual YTM	Eight month budget
INCOME														
Rental Income	3,422.94	3,559.86	3,559.86	3,559.86	3,559.86	3,559.86	3,559.86	3,559.86					28,341.96	28,466.67
Tax Revenue	9,599.00	0.00	6,907.63	14,492.95	859,450.80	3,790,804.81	683,573.45	0.00					5,364,828.64	5,933,333.33
Investment Income	34,307.00	(13,430.00)	36,802.00	21,575.00	16,705.00	(19,095.00)	31,739.00	82,560.00					191,163.00	100,000.00
ROI-Sequoia Hospital EBIDA	0.00	0.00	0.00	127,000.00	0.00	0.00	0.00	0.00					127,000.00	-
Interest Income	574.56	569.44	481.78	428.63	404.98	677.92	896.97	284.84					4,319.12	5,066.67
Pension Income	0.00	0.00	0.00	0.00	0.00	2,800,000.00	0.00	0.00					2,800,000.00	2,800,000.00
Total Income	47,903.50	(9,300.70)	47,751.27	167,056.44	880,120.64	6,575,947.59	719,769.28	86,404.70	0.00	0.00	0.00	0.00	8,515,652.72	8,866,866.67
EXPENSES														
Administrative Expenses														
Admin. Expense	239.18	573.56	781.38	588.69	707.75	443.49	530.38	771.78					4,636.21	8,000.00
Admin. Payroll	12,737.46	24,701.76	16,277.27	16,277.26	16,277.26	16,277.26	25,936.98	25,804.32					154,289.57	152,000.00
Board Health Insurance	3,336.75	6,936.75	3,336.75	6,132.39	3,336.75	3,966.15	2,324.43	2,124.26					31,494.23	50,000.00
Employee Health Insurance	1,569.20	3,635.35	3,282.90	2,422.65	3,358.42	3,282.90	4,432.01	5,128.04					27,111.47	32,000.00
Employee Retirement Benefit	1,026.95	2,073.66	1,402.96	1,402.96	1,402.96	1,402.96	2,097.06	1,740.39					12,549.90	11,333.33
Investment Fees	0.00	0.00	0.00	12,396.99	3,750.00	0.00	7,850.13	3,750.00					27,747.12	43,333.33
Office Supplies/Equip Maint	125.36	499.12	572.50	304.39	1,201.54	453.60	485.24	165.30					3,807.05	5,000.00
Accounting Fees (1)	0.00	1,405.40	0.00	0.00	0.00	17,000.00	0.00	0.00					18,405.40	17,000.00
Board Expense	0.00	0.00	0.00	0.00	27.94	46.15	150.00	576.78					800.87	5,333.33
Associations/Memberships (2)	0.00	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00					7,500.00	10,300.00
Communications	31.71	0.00	162.20	320.10	24,870.45	140.54	238.42	182.03					25,945.45	24,000.00
Public Relations	4,200.00	4,200.00	4,200.00	4,200.00	5,250.00	5,967.50	0.00	0.00					28,017.50	33,333.33
Web Site/IT	5,515.00	865.00	500.00	2,647.50	878.17	11,832.95	1,980.00	2,515.64					26,734.26	14,666.67
Insurance/D&O (3)	26,587.04	(2,004.75)	0.00	2,669.00	(2,754.75)	0.00	0.00	(2,640.75)					21,855.79	21,000.00
Election Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	0.00
LAFCO fees (4)	0.00	0.00	0.00	0.00	0.00	7,527.00	0.00	0.00					7,527.00	8,000.00
Legal Fees	0.00	89.00	1,648.50	0.00	624.00	535.00	1,805.71	734.00					5,436.21	16,666.67
Bank Fees	0.00	0.00	0.00	3.00	0.00	33.00	0.00	0.00					36.00	66.67
Total Admin. Expenses	55,368.65	50,474.85	32,164.46	49,364.93	58,930.49	68,908.50	47,830.36	40,851.79	0.00	0.00	0.00	0.00	403,894.03	452,033.33
Pension Plan Expense (5)	0.00	0.00	0.00	0.00	0.00	2,800,000.00	0.00	0.00	0.00	0.00	0.00	0.00	2,800,000.00	2,800,000.00
Total Admin. With Pension Plan	55,368.65	50,474.85	32,164.46	49,364.93	58,930.49	2,868,908.50	47,830.36	40,851.79	0.00	0.00	0.00	0.00	3,203,894.03	3,252,033.33
Property Expenses														
Maintenance	2,160.10	2,546.57	737.50	2,314.16	1,434.23	1,210.83	3,699.50	4,207.50					18,310.39	16,666.67
Utilities	1,188.69	2,499.73	2,606.64	2,096.46	1,630.11	3,717.91	1,181.54	1,918.14					16,839.22	13,333.33
Property Insurance (6)	1,844.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00					1,844.32	2,000.00
Depreciation	6,394.66	6,394.66	6,394.66	6,394.66	6,394.66	6,394.66	6,394.66	6,394.66					51,157.28	56,666.67
Total Property Expenses	11,587.77	11,440.96	9,738.80	10,805.28	9,459.00	11,323.40	11,275.70	12,520.30	0.00	0.00	0.00	0.00	88,151.21	88,666.67

**SEQUOIA HEALTHCARE DISTRICT
ACTUAL VERSUS BUDGET**

Agenda Item No.3.b
Board of Directors Meeting
4/2/14

	July	August	September	October	November	December	January	February	March	April	May	June	Actual YTM	Eight month budget
Grant Expenses														
Grant Admin Expenses	76.93	100.00	600.00	500.00	632.06	315.93	0.00	0.00					2,224.92	4,000.00
Grant Admin Payroll	3,267.86	7,026.03	5,547.80	5,547.82	5,547.82	5,547.82	8,735.50	7,478.00					48,698.65	39,333.33
Children's Health Initiative	675,000.00	0.00	0.00	0.00	0.00	0.00	675,000.00	0.00					1,350,000.00	1,350,000.00
SFSU Nursing Program	0.00	0.00	500,000.00	0.00	0.00	500,000.00	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					459,522.00	408,466.67
Other Grants	4,500.00	1,300.00	0.00	1,500.00	0.00	1,500.00	0.00	2,200.00					11,000.00	13,333.33
Sequoia Hospital Foundation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	0.00
San Mateo Med.Ctr. W/O Rebuild	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00	0.00					250,000.00	250,000.00
Ravenswood-Belle Haven Clinic	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00					250,000.00	250,000.00
Community Grants Program (7)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	0.00
Chronic Disease Management	641.19	429.28	3,408.92	2,540.11	2,525.95	2,347.39	484.55	4,216.14					16,593.53	13,333.33
Total Grant Expenses	836,659.98	8,855.31	509,556.72	163,261.93	8,705.83	509,711.14	1,087,394.05	263,894.14	0.00	0.00	0.00	0.00	3,388,039.10	3,328,466.67
Program Expenses														
HeartSafe Admin Expense	15,000.00	76.70	77.71	201.03	123.82	189.82	603.61	776.61					17,049.30	11,333.33
HeartSafe Payroll	3,302.15	6,604.42	4,402.95	4,402.94	4,402.94	4,402.94	6,853.70	4,486.05					38,858.09	18,666.67
HeartSafe Training & Equipment	118.64	126.63	727.12	244.86	0.00	2,000.00	0.00	559.93					3,777.18	36,666.67
School Health Admin	41.93	415.29	1,133.52	5,013.05	25,310.51	9,109.83	4,388.27	2,782.18					48,194.58	58,000.00
School Health Payroll	7,915.17	15,678.24	10,092.82	10,092.82	10,092.82	10,092.82	15,543.76	10,168.39					89,676.84	87,666.67
School Health Grants	204,650.00	172,706.50	15,000.00	144,462.50	25,808.00	200,064.22	239,608.83	525,201.50					1,527,501.55	1,741,000.00
Total Program Expenses	231,027.89	195,607.78	31,434.12	164,417.20	65,738.09	225,859.63	266,998.17	543,974.66	0.00	0.00	0.00	0.00	1,725,057.54	1,953,333.33
Total Expenses Without Rebuild	1,134,644.29	266,378.90	582,894.10	387,849.34	142,833.41	3,615,802.67	1,413,498.28	861,240.89	0.00	0.00	0.00	0.00	8,405,141.88	8,622,500.00
Net Surplus/Loss Without Rebuild	(1,086,740.79)	(275,679.60)	(535,142.83)	(220,792.90)	737,287.23	2,960,144.92	(693,729.00)	(774,836.19)	0.00	0.00	0.00	0.00	110,510.84	244,366.67
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	1,000,000.00	1,000,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000,000.00	0.00
Total Expenses With Rebuild	2,134,644.29	1,266,378.90	582,894.10	387,849.34	142,833.41	3,615,802.67	1,413,498.28	861,240.89	0.00	0.00	0.00	0.00	10,405,141.88	
Net Surplus/Loss After Rebuild	(2,086,740.79)	(1,275,679.60)	(535,142.83)	(220,792.90)	737,287.23	2,960,144.92	(693,729.00)	(774,836.19)	0.00	0.00	0.00	0.00	(1,889,489.16)	

Footnotes

- (1) Accounting fees are a one time expense
- (2) Association/Memberships full 2013-14 budgeted amount was paid August.
- (3) D&O insurance budget was paid July
- (4) LAFCO waw paid in December
- (5) Full pension expense paid in December
- (6) Property insurance was paid July
- (7) No Community Grant payments at this time

CEO Report: April, 2014 – Lee Michelson

Sequoia Village- We have been facilitating meetings between community volunteers and the staff of Peninsula Family Services and City of San Carlos to help establish a mid-peninsula village membership program. The purpose of a village is to assist older adults who need assistance to help them remain independent and at home. The “Sequoia “Village would look at the areas of Belmont, San Carlos, Redwood City and Redwood Shores.

Living Healthy Workshops- Our next two six-week sessions will take place starting in April. One will be held at the Fair Oaks Community Center (first time offering it there) and the other will be offered at the Peninsula Jewish Community Center. I have hired a new facilitator, Dori Sproul long-time health educator and program leader.

Meals on Wheels- Kim Griffin and Pamela Kurtzman delivered meals as part of the Mayors meals on Wheels program on March 19. This program delivers more than 300 meals a day to District residents.

District receives award- SHCD received an award from the California Parks and Recreation Society for our work with PE+. The District was recognized along with RWC Parks and Recreation with an award of excellence.

Speaking Opportunity- I will be the featured speaker at the upcoming Harbor Industrial Association, which represents property owners in Belmont and San Carlos. The date is May 1st at Van’s Restaurant.

Oral Health Coalition- I was recently elected vice-president of the San Mateo County Oral Health Coalition. This group meets to discuss how to improve dental services to underserved populations. The next meeting will be in May at Ravenswood Dental clinic.

ACHD Workshop on Grants- I will be one of three District CEO’s taking part on a panel to discuss grants programming at the ACHD meeting in May. I will be doing an overview of how we approach this process and how we monitor and evaluate performance.

Other activities:

- . Sequoia Hospital grants committee
- . First 5 Commission- evaluation and personnel committees
- . Redwood City 2020 Cabinet



Activity Summary for February- March 2014

I. Highlights

- On February 27, I presented a keynote at the School Wellness Summit around Coordinated School Health held at the County Office of Education. I also provided a workshop to help area school districts implement a CSH model to support their wellness policies. The workshop was very well attended.
- On March 14, I helped execute a successful first annual Good2Go Family Fun Health Fair put on by the San Carlos School District as part of the Healthy Schools Initiative. Many thanks to Lee and Katie who also participated in the event.
- On March 19, I participated in the Mayors for Meals event with Meals on Wheels and delivered hot meals to elderly San Carlos residents, along with Director Griffin.

II. HSI and Caring Community Grants

2014-15 Applications- HSI

- We received fewer HSI applications this year due to the agreements we made with a few of our key non-profit school partners include them in the bigger grant budget rather than having them go through the competitive grants process. This approach will help strengthen the connection among the non-profit service providers, wellness coordinators and school district administration, improve accountability and program monitoring, and alignment of the program's and school district's goals. We have created special agreements and reporting systems for these partners which include:
 - Star-Vista at BRSSD, RCSD, Children's Place, Counseling at Arbor Bay and M.A;
 - Teen Talk at SUHSD, BRSSD, Arbor Bay School, SCSD
 - CSM Parent Education in SUHSD
 - Legarza
- We also plan to continue funding to our other school district partners next fiscal year to help support nursing or counseling services at Las Lomita, Menlo Park City, San Carlos Charter Learning Center Woodside Elementary, and Portola Valley School districts.
- We received a total of 17 Letters of Intent for HSI funding. We have requested full applications from the 14 listed below:
 1. 49'ers Alumni
 2. Acknowledge Alliance
 3. Adolescent Counseling Services
 4. Center for Wellness and Achievement in Education
 5. Collective Roots
 6. Counseling and Advocacy for Teens at Woodside
 7. Footsteps
 8. Jasper Ridge
 9. Mary Meta Lezarus
 10. Planned Parenthood
 11. Reikes Center
 12. RWC 20/20
 13. Sienna Youth Center of St. Francis
 14. Star- Vista YDI

- We received a total of 55 Letters of Intent for the Caring Community Grants. The committee met in February and chose the top 40 most promising applications. These are listed below. The committee will meet in April to determine final recommendations.

2014-15 Applications- CC Grants

- | | | |
|-----------------------------------|-------------------------|---------------------------------------|
| 1. Adapt | 15. Friends of VMSC | 30. SAL |
| 2. ACS- Outlet | 16. Inn Vision | 31. Second Harvest-
Produce |
| 3. ACS- Afterschool
Counseling | 17. Kainos | 32. Second Harvest- Family
Harvest |
| 4. AFAR | 18. Latino Commission | 33. Sequoia YMCA |
| 5. Boys and Girls Club | 19. MHA | 34. Service League |
| 6. Caminar | 20. Mission Hospice | 35. Society of St. VDP |
| 7. CASA | 21. Our Common Ground | 36. St. Anthony's |
| 8. Casa de Redwood | 22. Pathways | 37. St. Francis Center |
| 9. CORA | 23. PFS- Fair Oaks | 38. Star Vista- Daybreak |
| 10. Edgewood | 24. PFS-Senior Peer | 39. US Senior Vets |
| 11. El centro-A | 25. PJJC | 40. WRA |
| 12. El Centro-y | 26. Planned Parenthood | |
| 13. FDN. For Osteop. | 27. PV- MOW | |
| 14. Friends for Youth | 28. PV- Rosener House | |
| | 29. Rebuilding Together | |

III. PE +

- On March 11, I held a meeting with the PE+ Board of Directors who consist of top level staff from each of the partner agencies. We reviewed the budget, goals, growth plan and school contributions for the 2014-15 school year.
- We are also working with Applied Survey Research to help conduct evaluation of the PE+ program to be completed in July.

IV. *Highlights from our School District Partners:*

Each District Wellness Coordinator has a specific set of objectives and a plan for achieving them.

Redwood City Wellness Coordinator Andrea Garen presented a workshop at the School Wellness Summit on her "Water First for Thirst" campaign and how to reduce sugary beverages among school children. Additionally, she has been spending much of her time on the continued development of the RCSD Mental Health Collaborative to analyze mental health resources and develop a "map" of what mental health programs and services are available, effective, and needed, across the school district.

San Carlos held their first annual Good 2 Go Family Fun Wellness Fair that featured over 30 booths ranging from an obstacle course that challenged even the most fit of kids, to cooking classes and Hands Only CPR demonstrations through our HeartSafe Program. Thanks again to Lee and Katie for their help with this event.

Sequoia Union, Dr. Li presented has been holding Wellness Fairs at each of the high schools that highlight the wellness work in the district. All the non-profit school partners funded through HSI have booths at the events. Dr. Li has implemented a distracted driving campaign that is making a big impact among the students. She has also been working on first aid, CPR and concussion reduction programs. Her around mental health is ongoing.

Belmont-Redwood Shores implemented Project Alert for All 7th grade students at Ralston Middle School . The program is designed to change students' attitudes and behaviors around alcohol, tobacco and other drugs. They are also working to update their wellness policy and will be bringing a number of updated wellness-related issues to our School Board in April including Student Wellness, Safe Routes to School, Food Service / Child Nutrition Program and other Food Sales, Comprehensive Health Education, and Tobacco Free Schools

HeartSafe Program

Activity Summary for Feb and Mar 2014

HeartSafe Region Task Force Meetings

Attend and participate in regional planning and support.

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

- San Carlos Little League Fields

Four units; one paid by San Carlos Little League

- Belmont Redwood Shores School District

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

- Central Elementary School
- Sandpiper Elementary
- San Carlos Learning Center
- Sequoia Union High School District Offices

AED / CPR Trainings – Over 700 trained!

- San Mateo County Lions Club Guardian Angel Program
- American Heart Association Pulse Bowl
- Ralston Middle School 7th Graders (two sessions)
- Sequoia High School Freshmen (two sessions)
- Belmont Redwood Shores Little League (coaches, managers and parents)

AED / CPR Scheduled Trainings

- Belmont Redwood Shores School Staff
- Sequoia High School Maintenance and Grounds Staff
- Carlmont High School Freshmen
- Menlo-Atherton High School Freshmen
- Redwood City Schools Staff, Teachers and Aides

Photographs



Ralston Middle School 7th Graders



Pulse Bowl

Agenda Item No. 5.A.
Board of Directors Meeting
Date 4-2-14

March 26, 2014

To: Lee Michelson, Chief Executive Officer
Sequoia Healthcare District Board of Directors

From: Neela Gentile, Interim Executive Director
Sharon Petersen, Director of Operations
Jason Wong, Medical Director Redwood City Clinic

RE: Funding Opportunity through Sequoia Healthcare District

First of all, we would like to thank you the board for many years of tremendous support. Not only did you establish the Redwood City Clinic but you have kept our doors open. While the Redwood City Clinic is just one of the services that we operate, it is extremely important.

Secondly, we would especially like to thank you, Lee, for your partnership, feedback and willingness to brainstorm with us over time. Your participation has helped us to understand the landscape, consider important changes and push us to improve. As we continue the transition from my role as a part-time interim Executive Director to a full time permanent executive director, your thought partnership will become even more valuable.

This year Samaritan House celebrates 40 years of service -- serving those who struggle to survive and to escape devastating poverty in a place where the divide between those who have and those who don't continues to widen. I welcome the opportunity to share more about Samaritan House and the important role that the Redwood City Clinic plays in the larger landscape at any time. Our future is so full of opportunity.

Attached is information that we look forward to sharing and discussing at your upcoming board meeting. It represents some new approaches that we would like to take in addressing the needs of our clients that we believe will have tremendous impact. If you have any questions in advance of the meeting, please reach me at neela@samaritanhousesanmateo.org or on my cell phone at 415.279.6864.

We are grateful for the opportunity to present it to you and deeply appreciate your consideration of continued funding.



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Samaritan House Free Clinic of Redwood City

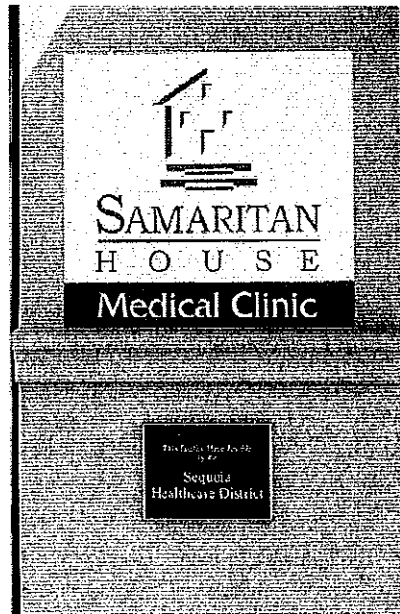
Presentation to the
Sequoia Healthcare District
Board of Directors
April 2, 2014



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Overview

- Our Mission
- Our Results
- Our Supporters
- Free Clinics and ACA
- What's Next





Our Clinic's Mission

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



Our Results

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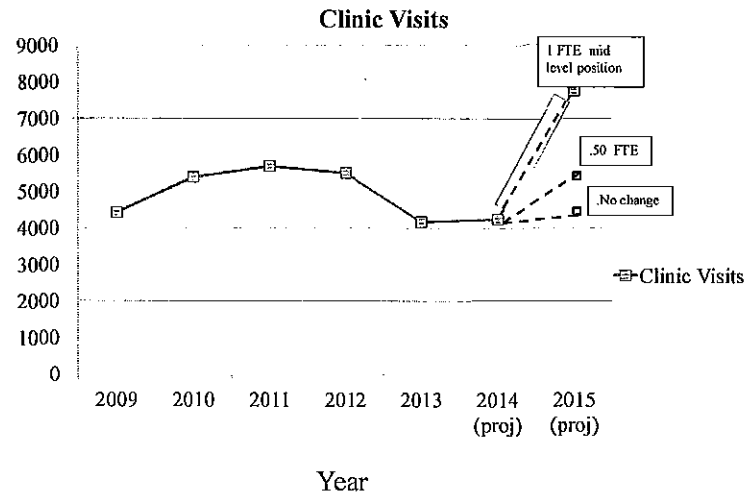
Calendar Year 2013

- Medical visits: 3,391
- Dental visits: 785
- Examples of conditions treated
 - Diabetes, Hypertension, Hyperlipidemia
 - Breast/cervical cancer screening
 - Dental caries, Impactions, Infections
- Clinic's cost per clinic visit 2013
 - \$173, including medications



Our results & projections

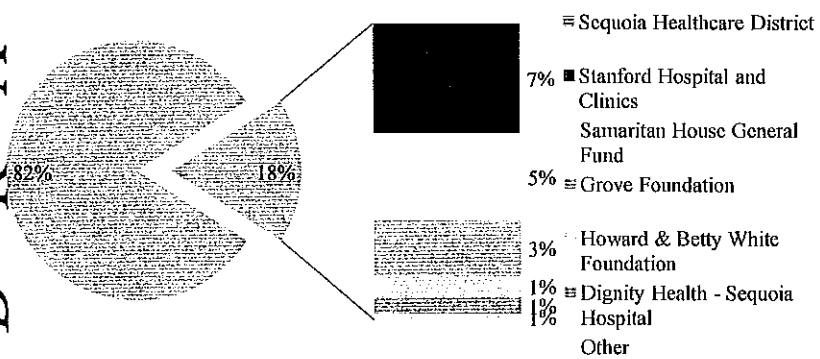
Number of Visits



DRAF

Our Supporters

2013 Financial Support





Our Supporters

D
R
A
F

- **Stanford Hospital and Clinics**
 - Increase access through Saturday clinics for diabetics
- **Grove Foundation**
 - Increase access to dental care
- **Howard & Betty White Foundation**
 - Improve clinic efficiency and clinical support
- **Dignity Health/Sequoia Hospital**
 - Sequoia Community Care partner, transition coaching and transition care nurse
- **Samaritan House General Fund**
 - General operations
- **San Jose Mercury News Wish Book Fund**
 - General operations



Free Clinics and ACA

D
R
A
F

- Patient Protection and Affordable Care Act (ACA)
 - Of the 80,000 uninsured in San Mateo County, 50,000 are ineligible to enroll in a Covered California health plan. ¹
 - We expect that gaps in coverage will remain.

1. Accessed on 3/19/14: <http://sanmateocountynews.wordpress.com/2014/03/03/san-mateo-county-urges-residents-without-health-insurance-to-sign-up-by-march-31-obama-care-deadline/>



Free Clinics and ACA

D
R
A
F

Case study: John

- 43 year old truck driver
- June 2011: lost job and health insurance
- Diabetes and obesity
 - Meds, lifestyle changes
 - Weight 324 -> 304 -> 317
 - Glucose 254 ->120 -> 195
- Jan 2014: now has full time work but insurance does not start until May 2104
- “Could you look at my back?”



Free Clinics and ACA

D
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Case study: John (cont)

- Biopsied by dermatologist
- Pathology: Early melanoma
- Referred to Operation Access for wide excision
- Continued follow up after his new insurance benefits start



What's Next

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T

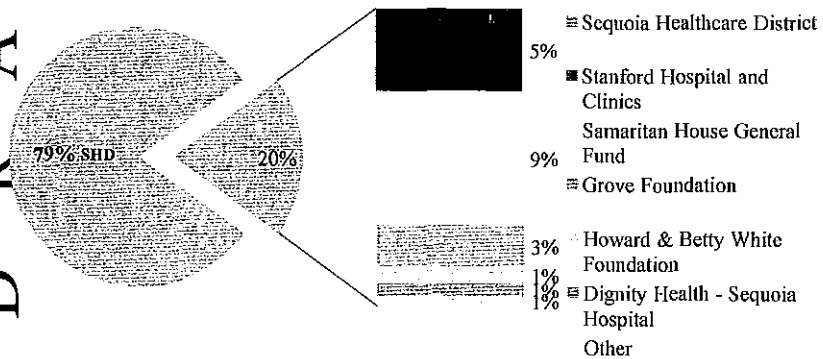
- Increasing Access to Care
 - Orientation Clinic
 - Group Diabetes Care
 - Community Partners
 - Mid-level Practitioner



What's Next

D
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A
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T

2014-15 Financial Support Projections with new FT mid-level practitioner.



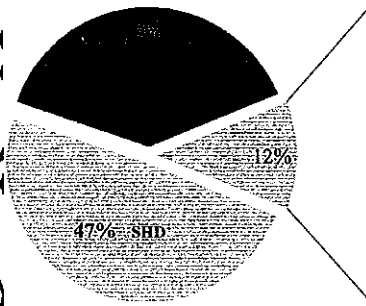
Projected cash cost per clinic visit including medications: \$114



What's Next

2014-15 Financial Support Projections with new FT mid-level practitioner (including in-kind support)

D
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T



Projected cost value (cash and in-kind) per clinic visit including medications: \$187

Sequoia Healthcare District

In-kind contributions

Stanford Hospital and Clinics

Samaritan House General Fund

Grove Foundation

Howard & Betty White Foundation

Dignity Health - Sequoia Hospital

Other



Added Value of a Nurse Practitioner

- Increased capacity for patient visits
- Increased QA and QC
- NCQA DM 2013 Study:
- As a result of having a Nurse Practitioner at the San Mateo Clinic we are able to perform a retrospective chart audit and apply our findings to a Quality Control process for the diabetic patients.
- The Evidence Based Change in Practice Type II Diabetic Flow Sheet will be located in the front of the charts and provide greater information at Provider fingertips and streamline where the Type II Diabetic patient lies in regards to meeting diabetic core measures.



What's Next

D
R
A
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T

2013-2014 Current SHD Funding	\$612,696
2014-2015 SHD Funding Request	\$712,696
Other Funding	<u>\$182,539</u>
Total cash budget for FY15	\$895,235

Increased funding request is for full time mid-level practitioner.



D
R
A
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T

Thank You!

Agenda Item No. 5. B.

Board of Directors Meeting



APPLE TREE DENTAL

Date 4-2-14

Twin Cities Center for Dental Health
8960 Springbrook Drive NW
Minneapolis, Minnesota 55433
(763) 784-7570
www.appletreedental.org

March 25, 2014

Sequoia Healthcare District
Lee Michelson, Chief Executive Officer
525 Veterans Boulevard
Redwood City, CA 94063

RE: Background for Dr. Helgeson's April 2nd Presentation

Dear Mr. Michelson and members of the Board,

Thank you so much for the invitation to give a brief presentation at the upcoming Sequoia Healthcare District ("SHD") Board of Directors meeting. I'm looking forward to providing updates on Apple Tree Dental's ("Apple Tree") efforts to address the unmet dental needs of vulnerable populations in San Mateo County. In November, Apple Tree is planning to open a new San Mateo Center for Dental Health ("San Mateo Center") that has been carefully designed to fill gaps in access to dental care for children, adults, and elders living in San Mateo County. The Peninsula Health Care District ("PHCD") has provided \$2 million in special initiative funding that supports the launch of the San Mateo Center, but to extend its reach throughout San Mateo County, we are seeking strong support from the SHD.

To provide background for my presentation, I'd like to begin with a short history of how Apple Tree became involved in San Mateo County, then transition to describing key aspects of Apple Tree's nationally recognized care model, and conclude by describing how support from the SHD is critical to meeting growing needs.

In 2010, Dr. Dick Gregory, a local dentist and leader in geriatric dentistry, and Ms. Cheryl Fama, PHCD's CEO, recognized that thousands of older adults in the area could not access the dental services they need. So, they began working with local eldercare stakeholders and then contacted Apple Tree to help with a formal *Eldercare Dental Needs Assessment* ("needs assessment") to identify unmet needs among the region's rapidly growing older adult population. As part of this data gathering and planning process, I've had a chance to meet several times with Mr. Lee Michelson and members of the SHD Board to discuss dental access issues, local dental resources, gaps in the availability of dental care for children, people with disabilities and frail elders, and how Apple Tree's unique programs might be able to help.

The needs assessment found that the older adult population in San Mateo County currently totals 91,000 with another 575,000 older adults in the surrounding area. Surveys of long-term care facilities and local dental providers identified significant gaps in the availability of on-site dental care services for nursing facility residents and other underserved, special needs population groups. San Mateo County has 12 large skilled nursing facilities with 100 or more beds with a



APPLE TREE DENTAL

Twin Cities Center for Dental Health
8960 Springbrook Drive NW
Minneapolis, Minnesota 55433
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total of 2,153 residents, plus 309 smaller nursing facilities with fewer than 100 beds with another 3,074 residents. Left untreated, mouth infections spread into the blood stream and lungs, where they can complicate diabetes, coronary artery disease, stroke, and cause aspiration pneumonia. A dry and burning mouth, ill-fitting dentures, and dental abscesses are common among nursing facility residents, and can impair their ability to chew and eat and compromise their personal hygiene and dignity.

Apple Tree has created a sustainable non-profit dental care delivery model that was recently recognized by the California Dental Association as a best practice model. Apple Tree's telehealth enabled team model has been adapted to serve five urban and rural communities in Minnesota, two regions in North Carolina, and a rural community in Louisiana. These innovative programs have been financially sustainable for nearly thirty years, meeting a variety of unmet needs, filling gaps in care across the lifespan, and partnering with educational and research organizations both locally and nationally.

The new San Mateo Center will serve as the regional "hub" for both general dentistry and advanced dentistry services needed by a wide range of underserved populations, including the elderly, individuals with disabilities, and low-income children and families. The San Mateo Center will include a Community Care Coordination Center with staff who manage the on-site delivery of year-round oral health services at "spoke" sites including Head Start Centers, schools, nursing facilities, assisted living facilities, group homes, and other sites where underserved people live, work, go to school, or receive other health and social services.

Apple Tree is seeking to raise another \$2 million to extend the San Mateo Center's reach throughout San Mateo County. These funds will equip unfinished areas in the San Mateo Center and add mobile delivery system capacity.

I look forward to meeting with all of you next week!

Sincerely,

Michael J. Helgeson, DDS
Chief Executive Officer

RESOLUTION 14-2
SEQUOIA HEALTHCARE DISTRICT
BOARD OF DIRECTORS RESOLUTION
AMENDING THE TRUST AGREEMENT FOR THE
SEQUOIA HEALTHCARE DISTRICT EMPLOYEES PENSION PLAN

WHEREAS, the Board of Directors (the “Board”) of Sequoia Healthcare District (“District”) previously appointed Sequoia Health Services to act as Trustee for the Sequoia Healthcare District Employees Pension Plan (“Plan”); and

WHEREAS, on January 1, 2008 Sequoia Health Services was merged into Catholic Healthcare West (known as “Dignity Health” effective January 17, 2012) and ceased to be a separate corporation; and

WHEREAS, the Board wishes to amend the Trust Agreement to reflect the fact that Dignity Health is and has been acting as Trustee following this merger; and

WHEREAS, the District reserved in Section 10 of the Trust Agreement the authority to amend the Trust Agreement;

NOW, THEREFORE, the following resolutions were passed and adopted by the Board at a duly noticed and constituted meeting held on the 2nd day of April, 2014, by a motion duly made, seconded and carried:

RESOLVED, that the District hereby confirms that Dignity Health, as the surviving corporation following its merger with Sequoia Health Services, has acted and served as Trustee of the Plan for purposes of all Plan assets since the merger with Sequoia Health Services and will continue to do so.

FURTHER RESOLVED, that the Board directs the appropriate executive officer of the District to provide a copy of this executed Board Resolution and Amendment No. 1 to the Trust Agreement, attached as Exhibit A, to Dignity Health for execution, and to execute Exhibit A on behalf of the District and deliver and execute such other documents, and take such further actions, as may be necessary to give effect to the foregoing resolution.

As the duly elected Secretary of the Sequoia Healthcare District, I hereby certify that the above accurately reflects the resolutions which have been duly adopted and approved by the

Board of Directors of Sequoia Healthcare District at its duly noticed and constituted meeting held on the 2nd day of April, 2014, by the following vote:

Ayes: _____

Nos: _____

Absent: _____

Abstain: _____

Kathleen Kane, Secretary
Sequoia Healthcare District

**EXHIBIT A
AMENDMENT NO. 1**

**SEQUOIA HEALTHCARE DISTRICT EMPLOYEES PENSION PLAN
TRUST AGREEMENT**

Amended and Restated Effective April 1, 1999

WHEREAS, the Board of Directors of Sequoia Healthcare District (the "District") previously appointed Sequoia Health Services to act as Trustee of all assets of the Sequoia Healthcare District Employees Pension Plan (the "Plan"); and

WHEREAS, on January 1, 2008 Sequoia Health Services was merged into Catholic Healthcare West (known as "Dignity Health" effective January 17, 2012) and ceased to be a separate corporation; and

WHEREAS, the District reserved in Section 10 of the Trust Agreement the authority to amend the Trust Agreement; and

WHEREAS, this Amendment confirms that Dignity Health, as the surviving corporation following its merger with Sequoia Health Services, has acted and served as Trustee of the Plan for purposes of all Plan assets since the merger with Sequoia Healthcare Services;

NOW, THEREFORE, effective as of the last signature date below, every reference in the Trust Agreement to "Sequoia Health Services" is amended to read "Dignity Health".

SEQUOIA HEALTHCARE DISTRICT

DIGNITY HEALTH

By _____

By _____

Its _____

Its _____

Date _____

Date _____

POLICY 24: SOCIAL MEDIA POLICY

The District maintains certain social media sites, including a website, a Facebook page, and a Twitter account (“social media”). Additional social media, including blogs, may be created from time to time. All District social media shall be clearly designated to indicate that it is maintained by the District.

Each of the social media maintained by the District is the sole property of the District. The Executive Director shall have the authority to create, maintain, operate, preserve, or discontinue such social media, subject to express direction from a majority of the Board of Directors.

No information or content shall be posted to or removed from the District’s social media unless approved by the Executive Director or designated staff; provided, that specific content shall be posted to or removed from the District’s social media if directed by the Board of Directors at a public meeting. All content shall be for the benefit of the District and for the purpose of providing information regarding District activities, programs, and issues. The District’s social media shall not be used to further the candidacy or political views of any Director, candidate, or employee. All content shall be respectful and maintain the privacy of employees and recipients of services provided by the District or its grantees.

No content shall be posted to the District’s social media by or on behalf of any individual Director except a statement from the Board President on behalf of the District when approved by the Board in accordance with this policy.

No Director or employee shall maintain or operate a private social media site that purports to be an official District social media.

POLICY NO. 22 AMORTIZATION OF CAPITAL ASSETS; INVESTMENTS

22.1 Capital assets of \$5,000 or more shall be depreciated on the straight-line basis over the asset's estimated useful life or the lease term as follows:

Major Land and Building Improvements	15-20 years
Equipment and Furniture	3 – 5 years
Leasehold Improvements	Life of Lease
Improvements to Common Areas	3 – 5 years

22.2 The District's investments shall conform to all applicable law and regulation. As allowed by the same, the following policies shall apply:

1. U.S. Treasuries
2. U.S. Agencies – Federal Home Loan Bank, Federal Home Loan Mortgage Corp., Federal National Mortgage Association, Student Loan Marketing Association, Government National Mortgage Association and Federal Farm Credit Bank
3. Bankers Acceptances – Up to 40% of District's surplus money can be invested in Bankers Acceptances
4. Certificates of Deposit – Up to 30% of District's surplus money can be invested in Certificates of Deposit
5. Asset-Backed Securities – Exposure not to exceed 20% of portfolio; issuers must be rated 'AA' or better by Moody's or S&P
6. Commercial Paper – Exposure not to exceed 15% of portfolio and issuers' Short-term rating must be at least A1/P1
7. Medium Term Notes (Corporate Bonds) – Exposure limited to 30% of portfolio; issuers must be rated 'A' or better by Moody's or S&P; companies must be within the United States
8. Municipals – California only

General

- A. 20% maximum exposure per issuer (except U.S. Treasuries and Governments)
- B. 30% maximum per industry (except U.S. Treasuries, Governments and LAIF)
- C. Weighted average portfolio maturity of 5 years or less*

D. 40% of portfolio can have a maturity (average life) of greater than 5 years*

E. Benchmark – ~~Lehman Government Intermediate Index*~~ Local Agency Investment Fund (LAIF)

* Adopted 8/7/00

The Bid Results will be provided at the Board Meeting.

Consider Amendment Of Chief Executive Officer's Employment Agreement

To The Board of Directors

At the February 5, 2014 Board meeting, the Board amended Mr. Michelson's employment agreement by increasing his salary and PTO accrual. After the approval, Mr. Michelson declined the adjustment to PTO noting that at the end of April he will complete 5 years of service and move to a higher PTO accrual rate per the District's Employee Policy.

Accordingly, the proposed amendment is for only the salary previously authorized by the Board.

Jerry Shefren, President
Board of Directors