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Redwood City, CA 94063

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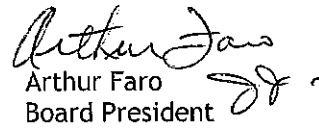
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A G E N D A
SEQUOIA HEALTHCARE DISTRICT
BOARD OF DIRECTORS MEETING
4:30, Wednesday, April 6, 2016
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063

1. Call To Order And Roll Call
2. Public Comment On Non-Agenda Items*
- ACTION 3. Consent Calendar - President Faro
 - a. Approve February 3, 2016 Regular Meeting Minutes
 - b. Accept January And February 2016 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. Grant Request From Peninsula Family Service For Sequoia 70 In The Amount Of \$813,000 For 2016-17 And \$731,000 For 2017-18 - Mr. Croce
 - ACTION b. Consider Increasing Amount Available For The Community Grants Program By \$500,000 - Mr. Michelson
 - ACTION c. Consider Cancellation Of The August Board Meeting And Setting A Special Meeting For May 11, 2016 - President Faro
 - d. Discussion On Future Support Of San Francisco State Nursing Program - President Faro and Director Griffin
 - ACTION e. Director Requests For Future Agenda Items Per Board Policy 8.3 - President Faro
- ACTION 6. Adjourn to Closed Session For The Purpose Of:
 - a. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Consideration of initiation of litigation pursuant to Government Code Section 54956.9(d)(4) - One potential case
- ACTION 7. Reconvene To Open Session: Announce Any Reportable Actions Taken In Closed Session

Continued.....

8. Adjourn. The Next Regular Meeting Of The Board Of Directors Of Sequoia Healthcare District Is Scheduled For 4:30 PM, Wednesday, June 1, 2016, District Conference Room, 525 Veterans Blvd., Redwood City, CA 94063


Arthur Faro
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 THE ANNUAL MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
February 3, 2016
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

Directors Present

Director Faro
Director Griffin
Director Kane
Director Hickey

Directors Excused

Director Shefren

Also Present

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

1. Call to Order

By: President Faro

Time: 4:30 PM

2. Public Comment/Non-Agenda Items

President Faro announced that public comment would be taken on each agenda item. He asked if there was any public comment on non-agenda items. There was none.

3.a - 3.b Consent Calendar

Motion: To approve the Consent Calendar.

By: Director Kane

Seconded by: Director Griffin

Vote: 4-0

Motion Passed

President Faro announced a change to the agenda in that Item 5.a (Audit) would be the next item of business.

5.a Accept The District's Annual Audit For The Period Ending June 30, 2015

Mr. Ahmad Gharaibeh of Vavrinek, Trine and Day reported that the District's financial statements presented fairly in all material respects. The District is in a very solid financial position and has received a clean opinion. Mr. Gharaibeh discussed the new reporting standards under GASB68 for pension plans and though the District's 1996 pension plan is reflected as a financial liability it is not a funding requirement.

Motion: To accept the June 30, 2015 annual audit.

By: Director Kane

Seconded by: Director Griffin

Vote: 4-0

Motion Passed

4. CEO/Staff Reports

CEO & State of the District Reports: Mr. Michelson presented a summary of the eleven guiding principles as outlined in the District's Strategic Plan and chronicled the goals and accomplishments of staff during the past year that are reflective of those guiding principles. The District remains mission driven in that the health of District residents is the only concern.

Healthy Schools: Ms. Kurtzman provided program updates and outlined additional activities. Wellness Coordinators continue to assess mental health needs in schools and

communities. The PE+ program is doing very well and has received an award by the State of California for achievement in excellence.

Community Grants: Ms. Kurtzman reported on mid-year status. Priority funding areas align with the District's Strategic Plan - active and healthy living; treatment of priority health conditions; preventive health. The grants new electronic reporting system is capturing previously unreported information and outcomes.

HeartSafe: Mr. Nielsen reported on the second cardiac event held late last month. Several student participants were found to have WPW, an abnormality in the heart that can worsen ventricular fibrillation, a life threatening arrhythmia.

Mr. Nielsen introduced Barbara Bonilla and Sergeant Todd Finato of the Sheriff's Office who presented a video of a 43 year old man who last week suffered complete cardiac arrest and was resuscitated using an AED and Lucas Device which had been provided to first responders by the District.

5.b Presentation: 70 Strong

Mr. Arne Croce, Susan Houston and Tessa Solomon of Peninsula Family Service presented an update of the joint initiative with the District. They explained the many steps involved in developing the program to promote healthy living and social connectedness to the many older residents of the District. The six month effort included a thorough assessment through focus groups, literature reviews, interviews among providers and input from a community advisory committee -- all validating the need to connect older adults with existing services. Several audience members spoke to the importance of offering a program such as 70 Strong.

PFS will present a detailed budget and work plan at the April board meeting.

5.c. Apple Tree Dental Request for \$500,000 Grant to Support Oral Health Services

Dr. Mike Helgeson reported that despite the delay in obtaining licensure, between October-December 2015, the San Mateo Center provided \$367,000 of dental services, screened 335 patients, had 771 comprehensive visits and over 400 visits by children. They currently have three signed contracts with facilities and eight more in the works with community organizations. In addition, Apple Tree is now a full Denti-cal provider. Dr. Helgeson requested the second grant payment of \$500,000 to continue their expansion of the mobile program within District boundaries.

Motion: To approve the second grant payment of \$500,000 to Apple Tree Dental.

By: Director Kane

Seconded by: Director Griffin

After discussion President Faro moved to amend the motion to approve \$250,000 now with the remainder to be paid within this fiscal year after evaluating Apple Tree's performance over the next few months. Directors Kane and Griffin were in favor of the amendment.

Vote:3-1 with Director Hickey opposed.

Motion Passed

5.d. Director Requests for Future Agenda Items

President Faro asked if any Director had an agenda item request.

Director Hickey requested that the issue of grant policy, as it relates to District residency, be placed on the April meeting agenda.

There was no second and therefore the item will not be placed on the April agenda.

6. Adjourn

Motion: At 6:30 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 6, 2016, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin
Secretary

SEQUOIA HEALTHCARE DISTRICT
Balance Sheet

Agenda Item No. 3.b
Board of Directors Meeting
4/6/16

	July	August	September	October	November	December	January	February	March	April	May	June
ASSETS												
Current Assets												
Cash (WF-MMA)	\$ 4,002,935.68	\$ 3,013,356.17	\$ 2,363,719.68	\$ 2,164,010.97	\$ 1,764,241.61	\$ 5,724,629.13	\$ 5,475,347.14	\$ 3,975,962.73				
Cash (WF)	101,745.13	129,000.08	183,730.79	534,534.44	510,483.45	997,282.37	819,172.39	224,231.84				
Cash from Investments	1,199,310.70	1,199,310.70	1,199,310.70	1,199,310.70	1,199,310.70	1,199,310.70	1,199,309.70	1,199,309.70				
Cash Equivalents	9,055,146.51	9,057,465.51	9,090,408.51	9,088,109.51	9,090,459.51	9,082,247.51	9,135,293.51	9,179,201.51				
Total Current Assets	14,359,138.02	13,399,132.46	12,837,169.68	12,985,965.62	12,564,495.31	17,003,469.71	16,629,122.74	14,578,705.78				
Other Assets												
Prepaid Expenses	0.00	0.00	0.00	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	527,129.57	527,129.57	527,129.57	527,129.57	527,129.57	527,129.57	527,129.57	527,129.57				
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				
Improvements-Classroom	85,690.44	85,690.44	85,690.44	83,410.44	83,410.44	83,410.44	83,410.44	83,410.44				
Equipment	68,615.18	68,615.18	68,615.18	68,615.18	68,615.18	68,615.18	68,615.18	68,615.18				
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	(1,735,856.21)	(1,742,796.54)	(1,749,736.87)	(1,756,677.20)	(1,763,617.53)	(1,770,557.86)	(1,777,498.19)	(1,784,438.52)				
Net Property/Plant/Equipment	721,419.53	714,479.20	707,538.87	698,318.54	691,378.21	684,437.88	677,497.55	670,557.22				
Total Assets	15,080,557.55	14,113,611.66	13,544,708.55	13,684,284.16	13,255,873.52	17,687,907.59	17,306,620.29	15,249,263.00				
LIABILITIES & FUND BALANCE												
Current Liabilities												
Accounts Payable	4,350.00	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	1,112,837.40	812,500.00	800,000.00	800,000.00	800,000.00	800,000.00	82,500.00	62,500.00				
Total Current Liabilities	1,120,352.40	815,665.00	803,165.00	803,165.00	803,165.00	803,165.00	85,665.00	65,665.00				
Fund Balances												
Invested in Capital Assets	725,194.42	725,194.42	725,194.42	725,194.42	725,194.42	725,194.42	725,194.42	725,194.42				
Fund Balance	13,927,676.42	13,927,676.42	13,927,676.42	13,927,676.42	13,927,676.42	13,927,676.42	13,927,676.42	13,927,676.42				
Net Surplus/Loss	(692,665.69)	(1,354,924.18)	(1,911,327.29)	(1,771,751.68)	(2,200,162.32)	2,231,871.75	2,568,084.46	530,727.17				
Total Fund Balance	13,960,205.15	13,297,946.66	12,741,543.55	12,881,119.16	12,452,708.52	16,884,742.59	17,220,955.30	15,183,598.01				
Total Liabilities & Fund Balance	15,080,557.55	14,113,611.66	13,544,708.55	13,684,284.16	13,255,873.52	17,687,907.59	17,306,620.30	15,249,263.01				

SEQUOIA HEALTHCARE DISTRICT
Income Statements

Agenda Item No.3.b
Board of Directors Meeting
4/4/16

	July	August	September	October	November	December	January	February	March	April	May	June	Year to Date	Budget 15-16
INCOME														
Rental Income	3,703.45	3,850.34	3,850.34	3,850.34	3,850.34	3,850.34	3,850.34	3,850.34					30,655.83	46,200.00
Tax Revenue	26,441.11	17,721.07	0.00	483,304.46	483,056.61	4,807,771.44	718,281.23	0.00					6,536,575.92	10,100,000.00
Investment Income	14,747.00	2,319.00	33,306.51	(2,299.00)	2,350.00	(8,212.00)	53,046.00	43,908.00					139,165.51	150,000.00
Interest Income	609.78	423.59	364.64	293.07	236.52	400.55	725.16	622.22					3,675.53	7,700.00
Pension Income	0.00	0.00	0.00	0.00	0.00	2,600,000.00	0.00	0.00					2,600,000.00	2,600,000.00
ROI-Sequoia Hospital EBIDA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	0.00
Total Income	45,501.34	24,314.00	37,521.49	485,148.87	489,493.47	7,403,810.33	775,902.73	48,380.56	0.00	0.00	0.00	0.00	9,310,072.79	12,903,900.00
EXPENSES														
Administrative Expenses														
Admin. Expense	395.97	687.30	635.52	465.72	401.90	1,510.95	370.85	1,389.91					5,858.12	13,000.00
Admin. Payroll	19,919.99	17,344.22	17,344.23	20,136.56	17,773.76	26,654.07	18,885.69	18,570.95					156,629.47	232,000.00
Board Health Insurance	2,116.13	4,240.47	2,116.13	2,507.14	12,725.89	927.17	9,537.48	4,239.31					38,409.72	73,800.00
Employee Health Insurance	3,064.28	3,994.81	3,016.40	2,405.76	3,521.16	1,350.18	2,672.29	4,285.66					24,310.54	42,000.00
Employee Retirement Benefit	1,634.39	1,565.10	1,332.40	1,467.36	1,353.18	2,029.77	1,355.78	1,358.38					12,096.36	19,000.00
Investment Fees	0.00	0.00	6,977.05	0.00	0.00	3,750.00	6,996.09	3,750.00					21,473.14	48,000.00
Office Supplies/Equip Maint	2,000.18	12.97	1,862.77	647.46	1,398.03	456.17	211.82	302.49					6,891.89	8,000.00
Accounting fees	0.00	0.00	0.00	0.00	15,000.00	0.00	6,000.00	0.00					21,000.00	19,000.00
Board Expense	0.00	0.00	238.58	0.00	0.00	0.00	49.32	55.80					343.70	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	18,000.00
Communications	0.00	213.10	0.00	14,074.81	11,428.26	94.99	0.00	433.56					26,244.72	32,000.00
Web Site/iT	3,563.67	10,796.43	2,441.83	5,915.53	3,508.00	5,680.54	10,084.00	2,884.00					44,874.00	45,000.00
Insurance/D&O	25,090.00	4,483.00	0.00	0.00	(1,000.00)	0.00	0.00	(1,000.00)					27,573.00	22,000.00
Election Fees	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	8,198.00	0.00	0.00	0.00					8,198.00	8,500.00
Legal Fees	5,000.00	2,575.29	1,935.75	1,318.50	1,417.50	897.75	1,417.50	968.00					15,530.29	20,000.00
Bank Fees	0.00	0.00	0.00	32.75	0.00	30.00	39.00	0.00					101.75	100.00
Total Admin. Expenses	62,784.61	53,412.69	37,900.66	48,971.59	79,475.68	46,627.68	50,623.73	37,238.06	0.00	0.00	0.00	0.00	417,034.70	608,400.00
Pension Plan Expense	0.00	0.00	0.00	0.00	0.00	2,600,000.00	0.00	0.00	0.00	0.00	0.00	0.00	2,600,000.00	2,600,000.00
Total Admin. With Pension Plan	62,784.61	53,412.69	37,900.66	48,971.59	79,475.68	2,646,627.68	50,623.73	37,238.06	0.00	0.00	0.00	0.00	3,017,034.70	3,208,400.00
Property Expenses														
Maintenance	2,068.23	1,385.10	1,319.73	2,070.30	1,400.00	1,701.32	1,373.68	1,488.00					12,806.36	30,000.00
Utilities	589.97	2,306.12	2,862.51	1,925.34	2,298.68	2,994.37	2,071.79	1,384.09					16,432.87	29,000.00
Property Insurance	1,616.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					1,616.00	2,000.00
Depreciation	6,940.33	6,940.33	6,940.33	6,940.33	6,940.33	6,940.33	6,940.33	6,940.33					55,522.64	70,000.00
Total Property Expenses	11,214.53	10,631.55	11,122.57	10,935.97	10,639.01	11,636.02	10,385.80	9,812.42	0.00	0.00	0.00	0.00	86,377.87	131,000.00

SEQUOIA HEALTHCARE DISTRICT
Income Statements

Agenda Item No.3.b
Board of Directors Meeting
4/4/16

	July	August	September	October	November	December	January	February	March	April	May	June	Year to Date	Budget 15-16
Grant Expenses														
Grant Admin Expenses	632.99	618.56	1,713.53	18,575.37	116.90	1,748.72	303.31	698.00					24,407.38	21,000.00
Grant Admin Payroll	6,569.70	5,872.63	5,872.62	6,503.27	5,967.42	8,872.97	6,290.87	6,160.00					52,109.48	79,000.00
Children's Health Initiative	0.00	0.00	0.00	0.00	600,000.00	0.00	0.00	600,000.00					1,200,000.00	1,200,000.00
SFSU Nursing Program	0.00	597,653.00	0.00	0.00	0.00	0.00	0.00	0.00					597,653.00	598,000.00
Samaritan House Grant	226,961.00	0.00	0.00	0.00	174,424.00	2,741.40	174,424.00	0.00					578,550.40	751,000.00
Other Grants	10,000.00	0.00	3,000.00	3,764.00	2,750.00	180.00	2,500.00	10,655.00					32,849.00	90,000.00
San Mateo Medical Ctr. So County	0.00	0.00	0.00	0.00	0.00	234,500.00	0.00	0.00					234,500.00	470,000.00
Ravenswood-Bellie Haven Clinic	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350,000.00					350,000.00	700,000.00
Community Grants Program	41,200.00	(684.23)	272.00	0.00	0.00	0.00	0.00	41,200.00					81,987.77	1,750,000.00
Apple Tree Dental	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00					250,000.00	500,000.00
Mission Hospice	0.00	0.00	500,000.00	0.00	0.00	0.00	0.00	0.00					500,000.00	500,000.00
Total Grant Expenses	285,363.69	603,459.96	510,858.15	28,842.64	783,258.32	248,043.09	183,518.18	1,258,713.00	0.00	0.00	0.00	0.00	3,902,057.03	6,659,000.00
Program Expenses														
Living Healthy	0.00	1,359.46	3,519.71	5,777.62	823.31	9,273.82	386.05	769.34					21,909.31	58,000.00
HeartSafe Admin Expense	16,912.00	0.00	740.40	859.21	171.51	316.45	6,217.15	75.00					25,291.72	32,370.00
HeartSafe Payroll	5,168.72	4,668.51	4,668.52	4,668.51	4,668.52	7,002.69	4,986.12	4,887.64					40,719.23	62,630.00
HeartSafe Training & Equipment	0.00	60.63	1,805.08	49.02	92.50	0.00	253.09	0.00					2,260.32	66,000.00
School Health Admin	1,124.78	125.00	8,007.35	150.00	2,284.81	8,774.99	1,942.98	1,892.83					24,302.74	57,500.00
School Health Payroll	11,705.42	12,854.69	6,684.65	7,834.63	10,182.50	15,707.35	9,904.09	9,361.41					84,234.74	183,852.00
School Health Grants	343,893.29	0.00	8,254.00	237,484.07	24,394.17	24,394.17	171,472.83	762,988.15					1,572,880.68	2,981,608.00
Total Program Expenses	378,804.21	19,068.29	33,679.71	256,823.06	42,617.32	65,469.47	195,162.31	779,974.37	0.00	0.00	0.00	0.00	1,749,689.43	3,441,960.00
Total Expenses	738,167.04	686,572.49	593,561.09	345,573.26	915,990.33	2,971,776.26	439,690.02	2,085,737.85	0.00	0.00	0.00	0.00	8,755,159.03	13,440,360.00
Net Surplus/Loss	(692,665.70)	(662,258.49)	(556,039.60)	139,575.61	(426,496.86)	4,432,034.07	336,212.71	(2,037,357.29)	0.00	0.00	0.00	0.00	533,004.45	(536,460.00)

CEO Report: April 2016- Lee Michelson

1. Major Initiatives

- A. Mission Hospice: have served 33 patients since October of which 9 were our residents. Now using 7 of the 10 available beds for hospice care as 3 of the original residents remain living there. They are at capacity and anticipate remaining so.
- B. Samaritan House: The food pharmacy program has really taken off and last I heard 22 diabetic patients were enrolled. On the mental health front, they are facing challenges identifying therapists who are fluent in Spanish. The dental area is being renovated.
- C. Ravenswood: a major concern has been their ability to compete for physicians with groups like Kaiser and PAMF that can pay better; this is especially a concern as their patient load continues to grow. They would like to open a dental center with as many as 6-8 chairs in Redwood City as they are serving residents from that community and north through Belmont.
- D. Apple Tree Dental: To date ATD has served 245 District residents and have approved contracts with Carlmont Gardens, The Mental Health Association and Casa de Redwood.
- E. SMMC: a tour of the Ron Robinson Senior Center at the NFO clinic has been scheduled for April 8 at 2pm. This will be an opportunity to meet with their lead physician and support staff.
- F. Nursing: to be discussed at Board meeting.

2. Community Involvement

- A. First 5 Commission: I continue to serve as Vice Chair as well as the Chair of the Finance and Administration Committee.
- B. Oral Health Coalition: The Oral Health Commission and our consultants have been working hard to complete our new strategic plan which will be presented to an audience of about 60-70 key stakeholders on June 9. The next meeting of the membership will be on May 17 with the main topic being planning for CDA Cares scheduled for April 2017.
- C. Redwood City 2020: I continue to serve on the Executive Council as well as the Development and Personnel Committees.

3. Upcoming Events

- A. Dementia Conference: We will be working with Seniors at Home to bring a dementia awareness program to the Veterans Memorial Senior Center in Redwood City on September 8th from 7-9pm. This free event will feature a panel of outstanding speakers.

4. Healthy Living Workshops

- A. North Fair Oaks: currently a group of 16 participants are attending a class that is co-taught in Spanish.
- B. Headquarters: we are holding a class at our offices primarily for members of Sequoia Village.
- C. Belmont: a new class will begin in May in partnership with Belmont Parks and Recreation.
- D. San Carlos: a new class will begin in August at the newly renovated San Carlos Adult Activity Center.
- E. Menlo Park: a current program is in week 3 at Little House.

5. Other

- A. ACHD: The District has been nominated for ACHD District of the Year which will be presented at the May annual conference. We were nominated by Beach Cities Health Care District.
- B. Pension Committee: the next scheduled meeting of the pension committee is June 8. The underwriters have suggested that the annual contribution be increased from \$2.6 million to \$3.8 million a year moving forward to help cover the unfunded balance. This potentially impacts future EBIDA shares.

Pamela Kurtzman
Staff Report Feb- March 2016

Activity Summary

February and March have had me consumed in grants and school budget meetings as well as visiting programs that are being considered for funding (the majority of these visits will take place in April). Jennifer Barrett has been a big help in reviewing and preparing applications for the grants committee. Program updates and additional activities are outlined below.

I. Healthy Schools Initiative updates:

Wellness Coordinator oversight

- Our third quarterly Wellness Coordinator meeting took place on February 4 where we continued our discussion around program evaluation and social and emotional wellness. Please take a look at the many highlights provided for you by the Wellness Coordinators, provided separately.

HSI evaluation

- We contracted with Mindy Shelton to help provide support and guidance to our newer, smaller school districts to implement the School Health Index at their school sites and are still seeking alternative cost efficient options for data collection in RWCSD and SUHSD. We are in discussion with ASR and the Gardner Center to conduct the work if a limited cost option would be considered by them. The data collection would take place over the 2016-17 school year.

School-based mental health services

- We are interested in better understanding our community's mental health needs and have begun to explore a comprehensive analysis of the mental health needs, available services, and potential resources for youth pre k- through college. We have engaged in discussions with wellness coordinators and will meet with District Superintendents over the next several weeks for further discussion around school-based programs. We have met with several folks from County Behavioral Health and Recovery Services to explore potential areas for collaboration.

Health Promotion Mini-Grants

- We have now received a total of 13 applications since October, ranging from \$300 to \$1,500. Five proposals have been approved to date while some of the applications are being considered pending further review or additional information from applicants.

SHD receives “Star Award” for support of Arbor Bay School

- On March 5th, Lee and I attended an Arbor Bay School special awards celebration where SHD was honored for our commitment to the success of their school.

HSI parent newsletter

- San Carlos and Belmont each sent out another edition of their quarterly newsletter which you may view on our website.

HSI School-based grants and subcontracted programs

- We have received a total of 27 LOI's for school grants which is the most we have ever received. Of the 27, 13 are new requests. We have invited 17 applicants to submit full proposals. Of those, 4 are for new programs. Subcontractor SOW and budget contracts will be negotiated in early April. The applications will be distributed to the respective wellness coordinators for discussion. Recommendations will be presented to SHD Board for consideration on May 11th.

PE+

- We have begun to prepare our 2016-17 program assumptions, budget, and agreements. We are looking to provide a summer program again this year in partnership with Redwood City Parks and Rec and PAL. Last summer's program was very successful and served over 600 kids from RWC and the surrounding cities.
- Julie Engberg has been taking the Health Huddles Curriculum to an even higher level and using technology to assess student comprehension. She introduced “Plickers”, an innovative app that allows the coaches to do a quick check to see if the students are understanding big concepts and mastering key skills. It's very cool! You can check it out at www.plickers.com.
- Redwood City Parks and Rec received the 2015 California Park & Recreation Society (CPRS) **Award of Excellence** PE+! I joined them in Long Beach to accept the award at the annual California Park & Recreation Society Awards Recognition Banquet on March 11.

II. *Caring Community Grants 2016*

- We held our first meeting on Feb 18th to review LOI's and determine which applications to move forward. We received a total of 59 LOI's, of which 27 were new applications. Of the 59 LOI's, 45 organizations were asked to submit full proposals. Of these, 12 are new programs. The committee will meet again on April 22nd. Recommendations will be presented on May 11 to SHD Board. We are in the process of visiting new programs that are being considered for funding.

III. *Healthy Kids*

- Still expecting an update in May...

IV. Committee Meetings and Events

- Attended various meetings of the Get Healthy SMC School Wellness Advisory Committee (SWA) and school wellness committees.
- Co-hosted, “Mindfulness in Schools” Conference with County Health Policy and Planning which was held at the County Office of Education on Feb 25th. A total of 86 educators attended the event and the feedback was very positive.
- Met with Telecare CEO while in Long Beach to visit their Mental Health Urgent Care Clinic and discuss their model. I came away with good information for us to consider as we explore our local mental health support programs.
- Attended Samaritan House Gala on March 19th at Crown Plaza in Foster City
- Will attend Northern California’s State of Reform Health Policy Conference in Sacramento on April 6. The conference is focused on bridging the gap between health care policy and politics. Practitioners, thought leaders, and policy makers come together for a unified conversation around advancing our health care system- specifically, around issues California faces, and how stakeholders can improve care and access to care while reducing costs. I hope to come away with increased knowledge and insight I can share with Lee and SHD Board into additional ways that SHD can be a partner and leader in bridging the divide in our own region.



Activity Highlights from our School Wellness Coordinators February- March 2016

Redwood City

- **California Healthy Kids Survey (CHKS):** RCSD administered the survey in March 2016 and has received the Tier 1 grant that requires the school district to add language about e-cigarette legislation to our existing tobacco policy and to conduct the survey again in two years.
- **Drink Water First and UCSF Water in Schools Study:** RCSD has partnered with Dr. Anisha Patel to conduct a feasibility study at Taft Community School. As an outcome of the success of the pilot study, a new, more extensive NIH funded water study will begin in September 2016 at approximately five RCSD schools. The MOU and communications for the NIH study is taking place now.
- **Apple Tree Dental Pilot 2016:** Apple Tree Dental and RCSD have agreed to complete an MOU and to pilot dental screenings for 2nd grade students at Hoover Community School this spring. This pilot will allow Apple Tree and RCSD to prepare and plan for the full launch of Apple Tree services in fall 2016.

San Carlos

- Our PE, Counseling, Psychology, and Science staff engaged in second, two-day professional development series around next steps in SEL implementation, student assessment and reporting technology. Action plans for PE and Mental Health are being finalized at this time. Crystal Collins, District Nurse, and Mindy continue working with other SCSD staff, parents and experts in the field to create engaging parent education events.
- We surveyed all 4th, 5th, 6th & 7th grade students, parents and teachers with the California Healthy Kids core and supplemental surveys for Resilience, Physical activity and Nutrition in February.
- **SCSD Wellness Fair:** We are busy planning for our wellness fair in partnership with the City of San Carlos and Sequoia Healthcare District. The fair will take place on May 21st and 22nd as part of the San Carlos Hometown event in Burton Park. We expect a large gathering over the two days with lots of fun and healthy activities being planned for the “Sequoia Healthcare District Wellness Wing”. More info to come!

Belmont- Redwood Shores

- **Implementation of our newly adopted social-emotional learning curriculum:** Implementation continues to go well in elementary schools. Finding time is challenging but teachers seem to like the program and find it very user friendly. Several principals have

reported seeing a difference on the playground and appreciate having common language to use across the school.

- **Building a system of Positive Behavior Intervention & Support (PBIS) at all school sites:** Our Middle School Dean and I attended the national PBIS conference last week in SF and are planning on sharing and implementing some of what we learned. Schools implementing PBIS continue to see positive impact and are continuing to build their programs.
- **Professional development and parent education around helping students develop a Growth Mindset:** Our parent ed night was a success with over 150 people in attendance. The Learning and The Brain conference on mindset that we attended in February was great and we were able to bring back a number of resources to share. Instilling a growth mindset is one of our strategic plan goals. The district is forming a Strategic Plan Advisory Group to help guide implementation
- **Continuing to enhance our PE coaching program:** Our final coach training of the year was our tennis training and it went well. We were able to order tennis equipment for 2 of our schools at a great discount. PE coaches are preparing to help with physical fitness testing later in the spring. Our head coach and I are working out how to provide PE to our Nesbit middle school students next year as we expand that program to include 7th grade.

Las Lomas

- Our school nurses work daily to assist students with their health care needs and advocate for improved school health by acting as a liaison between teachers, parents, administrators and the community. Our district administrators are demonstrating increased support by making the health of all of our students a high priority. As always we are greatly appreciative of the support the Sequoia Healthcare District.
- **Dental Health Education:** Arranged for “Give Kids a Smile” program to come to our school on Feb 3rd and educate 120 first graders about dental health. They also provided resources for dental care for underserved populations at our school.
- **Safety and Health Screenings:** Successful blended online and skills practice CPR/First Aid class at Las Lomas March 23. 27 staff members received a 2yr AHA certification. Hearing and vision screening completed for all Kindergarten, 2nd and special ed students. Planning safe route for after school walking group to be held once or twice per week and planning blood drive for Spring or early Fall 2016 in conjunction with a mini-health fair.
- **School Health Index:** Continuing to work with Mindy Shelton of BRSSD who has been providing instruction and guidance for implementing the surveys. Our goal is to complete it by December.

Sequoia Union

- **CPR training for freshmen:** Finishing up training for the four year cycle. 8,000+ district students will have been trained in "Hands Only" CPR, choking, and AED use as of April 14, 2016!

- **Concussion screening and prevention education:** Making plans to expand ImPact baseline and post-injury testing to include a larger number of student-athletes in 2016-17. Piloting the Brainbook concussion curriculum at Carlmont (one of four Bay Area schools) and offering the Brainbook curriculum to all SUHSD sites in 2016-17.
- **Mental Health Task Force:** Working with the Superintendent and site-based mental health coordinators to *evaluate* the district's current mental health services, *identify* needs, and *develop* a mental health resource sheet and flowchart for each school site, based on the "Red Folder Initiative" at the UC and CSU campuses.
- **Suicide Prevention:** Working with partners county-wide to develop a Suicide Prevention/Intervention/Postvention Toolkit.
- **Alcohol, Tobacco, and Other Drugs:** In the final stages of developing a 5 day ATOD curriculum, which will be piloted in select freshmen Life Skills classes during the first quarter of Fall, 2016 at all school sites.

Woodside Elementary

- **CPR Training:** The Heart Safe Program was completed by 37 staff members in February
- **Nutrition Education:** Chop Chop Nutrition was started in 2nd grade. Chop Chop coincides with the replanting of the spring garden. The students consumed over 100 salads from the garden this month
- **Social- Emotional Learning (SEL):** Brie Mathers "Love the Skin You're In" presented to our middle school girls. The middle school boys attended a companion assembly. A "girls leadership group" that teaches girls to know who they are, what they believe, and how to express it, empowering them to change the world."
- **Dental Health Education:** was completed for all kindergarten and 1st grade students
- **School Health Index:** Completion is moving forward
- **"Wellness Month":** scheduled for April. This includes a series of activities, challenges, competitions and educational programs for students and staff. S.E.L. continues to be a focus during "Wellness Month".

Menlo Park City

- **Social-Emotional Learning, Social-Emotional Health, and Academic Supports:** All classrooms incorporate **Restorative Practices** as well as site-specific **social-emotional learning (SEL)** goals for each grade level. In collaboration with these efforts, the middle school continued the next series of its **Character Education** program on March 9th and 10th. The lessons were organized by the school counselors, taught during PE classes, and were led by parent volunteers. This second lesson focused on **"Labels, Stereotyping, and Cyberbullying."**

- Connected to these efforts are the District's **Positive Behavior Intervention Programs** located at each school site. These programs have a different name at each site: "**Stars**" at Laurel, "**U-turn**" at Oak Knoll, "**Fly**" at Encinal, and "**Pivot**" at Hillview. Despite the different names for each program, all are aimed at positive behavior modification for a select group of students (5-10 at each site), through **individualized Behavior Plans**, **social-emotional learning**, and **Restorative Practices**. These **Positive Behavior Intervention Programs** were just awarded the **Kent Award** through San Mateo County.
- Since all of MPCSD's wellness work also aligns with physical health, the Menlo Park City School District hosted a community-wide **Health and Wellness Fair** at the middle school campus on Saturday, March 12th from 9:00-12:00. A great array of resources and sessions were available including: CPR, AED, vision and hearing screenings, spinal checks, Heimlich lessons and demonstrations, dental resources, yoga classes, and healthy cooking/snacks. MPCSD plans on extending this event into another **Health and Wellness Fair Part II** in May.

Portola Valley

- **Wellness Champions** at PVSD met in February to finalize our Wellness Month for March. We received \$5100 from the PV Foundation to run a month filled with activities for staff, students, and the community.
- **Parent Ed:** Had a great turn out for our event, **Reducing Stress and Anxiety for Your Child** by Dr. Joseph Gumina and had a lot of positive feedback.
- **Nutrition Ed:** Finishing up our healthy snack/ trail mix activity at the sites with the middle school students making nutrition labels and creating a healthy snack, along with doing a movement activity so that students can see how long it takes to burn off 100 calories, etc.
- **Staff Wellness:** Offering Zumba class on Fridays for an hour for all staff who want to attend- staff have a great time exercising and laughing as we all try to do the moves!
- **Challenges:** This has been a lot of work- and everyone on the team has a full time job (teachers, administrator, counselors)- no one has extra prep time for this so we have to work outside our school day and we each receive a small stipend through the grant.

HeartSafe Program

Activity Summary for Feb and Mar 2016

HeartSafe Region Task Force Meetings

Attend and participate in regional planning and support.

AED / CPR Trainings – Over 650 persons trained!

- Belmont Little League
- Belmont Redwood Shores teachers and staff
- Lindenwood (Atherton) Homeowners Association
- Girl Scouts
- Town of Atherton Staff
- Sequoia High School Freshmen
- Ralston Middle School Staff
- Nesbitt School Staff
- Woodside Elementary Staff
- San Mateo County Chaplaincy

AED / CPR Scheduled Trainings

- Belmont Congregational Church
- Carlmont High School Freshmen
- Girl Scouts
- Central School staff
- Belmont Recreational Center
- Kiwanis Club
- Carlmont Parents Nursery School
- Family & Friends classes here
- Boy Scouts and Scout leaders

And again, two more AED saves!

I am pleased to again report two more SHCD AED saves during this reporting period. This is four SHCD AED saves in the past 4 months!

- 1) Subject collapsed at a sports facility. Chest compressions were started immediately and the SHCD AED was on scene within minutes and victim was revived after two shocks. Once fire arrived, he fell back into cardiac arrest and fire applied the Lucas CPR device to the victim which was also provided by the SHCD. The victim survived. A great job by bystanders!

- 2) Subject collapsed during a cardio kicking boxing class. The instructor began CPR immediately, while the staff called 911. Police officers arrived, took over CPR and attached their AED which was provided by the SHCD. One shock was administered and then fire arrived. The victim regained a pulse and was transported to the hospital. Very strong work by the instructor and police officers!

Family and Friends Photographs



FAQ's for 70 STRONG

1. Whose program is 70 STRONG?:

70 STRONG is an initiative of the Sequoia Healthcare District. The District will contract with Peninsula Family Service to manage the program but will have oversight and provide resources to maximize success.

2. Who will 70 STRONG serve?

70 STRONG is meant to serve all older adults who live in the Sequoia Healthcare District. It will be specifically marketed to those 70-79 years old but will not turn away those outside that age range.

3. Why is this program needed?

There is a growing number of older adults who live within the District. The purpose of 70 STRONG is to help those residents live as healthy and independent for as long as possible, and to promote physical and emotional strength and well-being, through connection to resources.

4. How will participants benefit?

The goal is to help older residents become more socially connected and aware of programs and opportunities that exist in their community. 70 STRONG staff will assist in connecting residents to those resources.

5. How will residents access the program?

There will be many points of entry, including a robust and easy to use website, a phone service, drop-in centers, and home visits with residents and possibly their family members, through 70 STRONG "Navigators"

6. Will there be a cost for the service?

Sequoia Healthcare District will underwrite all of the expenses for 70 STRONG. When residents enroll in various community programs there may or may not be a fee for those programs. Ideally, all or at least most programs will be affordable to all residents.

7. How many residents will use 70 STRONG on an annual basis?

The initial goal is to serve about 8,000 residents per year.

8. If funded, when will this program start?

Implementation efforts will begin immediately, with the goal of beginning services to the community by January 1, 2017.

70 STRONG IMPLEMENTATION AND TIMELINE		
Timeframe	Process Objectives	Projected Service Objectives
April - June 2016	Develop job descriptions for all new positions with proposed staffing	
	Recruit Lead Community Navigator (MSW) & Database Coordinator	
	Secure website/case management database vendor	
	Hire marketing manager; coordinate RFP process for marketing content firm	
	Begin developing program policies and procedures	
	Develop website and case management database	
July - September, 2016	Develop Marketing and Communication Plan	
	Develop Advisory Committee Roles and Responsibilities	
	Begin recruitment of 2nd Community Navigator	
	Meet with district providers and others to develop partnerships	
	Develop website and case management database	
	Develop reporting and accountability structure and system	
	Begin development of Logic Model and Evaluation Plan	
October - December, 2016	Finalize navigator satellite offices/service delivery locations	
	70th anniversary	
	Pilot navigation with Fair Oaks participants	
	Website and database development completed	
	Determine goals and outcomes; finalize evaluation plan	
	Purchase equipment and set up workstations	
	Begin recruitment of volunteers to staff community events	
	Set up Advisory Committee structure and plan	
January - March, 2017	Program launches; Begin serving clients	Tier 1 website hits: 1,000
	Advisory Committee meets	Tier 2 phone and office contacts: 150
	2nd Community Navigator begins January 1st	Tier 3 navigation: 25
	Recruit for 3rd Community Navigator; hire by 4/1/17	
	Develop staff training plan	

70 STRONG IMPLEMENTATION AND TIMELINE		
	Conduct ongoing partnership development	
	Implement evaluation plan	
	Public launch event	
April - June, 2017	3rd Navigator starts	Tier 1 website hits: 2,000
	Report due to Sequoia Healthcare District	Tier 2 phone and office contacts: 400
	Assess 6 month progress on meeting service objectives, outcomes, and marketing	Tier 3 navigation: 50
July - September, 2017	Advisory committee meeting	Tier 1 website hits: 5,000
	Professional Development	Tier 2 phone and office contacts: 1,000
	Continue partnership development	Tier 3 navigation: 150
October - December, 2017	Report due to Sequoia Healthcare District board	Tier 1 website hits: 6,000
	Assess 12 month progress	Tier 2 phone and office contacts: 2,200
		Tier 3 navigation: 250
January - March 2018	Advisory Committee meeting held	Tier 1 website hits: 8,000
		Tier 2 phone and office contacts: 3,200
		Tier 3 navigation: 400
April - June 2018	Report due to Sequoia Healthcare District board	Tier 1 website hits: 10,000
	Assess 18 month progress	Tier 2 phone and office contacts: 4,200
		Tier 3 navigation: 500

Peninsula Family Service
70 Strong
Project Budget Year 1 & 2

Personnel	FTE	FY 16-17 - incl Startup	FTE	FY17-18
Director of Older Adult Programs	0.30	\$ 29,212	0.25	\$ 25,073
Associate Director of Older Adult Programs	0.35	\$ 23,433	0.35	\$ 24,135
Program Development Director	0.30	\$ 25,214	0.10	\$ 8,657
70 Strong MSW, Lead Community Navigator	1.00	\$ 74,880	1.00	\$ 77,126
Community Navigators - one at 1/17 and one at 4/17	0.75	\$ 34,320	2.00	\$ 94,266
Database Coordinator/Resource Specialist	1.00	\$ 47,840	1.00	\$ 49,275
Benefits (38%)	3.70	\$ 89,261	4.70	\$ 105,842
Total Personnel		\$ 324,159	*	\$ 384,375
<i>* Actual salary will depend on recruitment. Mid-point of range used to calculate costs.</i>				
Operating Costs				
Staff training/Professional Development		\$ 10,000		\$ 15,000
Volunteer Incentives		\$ 6,000		\$ 6,000
Scholarship and Service Discounts		\$ 11,080		\$ 17,160
Workstations and Equipment		\$ 30,000		\$ 6,000
Telecom, Office supplies and Postage		\$ 7,620		\$ 10,102
Recruitment		\$ 2,200		\$ 1,000
Mileage and Transportation		\$ 6,313		\$ 10,750
Utilities, IT, Insurance, Audit, Occupancy, and Payroll Processing		\$ 40,042		\$ 36,023
Project Expenses and Operating Costs		\$ 113,255		\$ 102,035
Contractual				
Marketing and Collatorals		\$ 115,000		\$ 60,000
Website/CRM		\$ 110,000		\$ 45,000
Evaluation Plan		\$ 45,000		\$ 45,000
Total Contractual		\$ 270,000	^	\$ 150,000
<i>^ Actual contract cost dependent on RFP</i>				
Administration		\$ 106,112		\$ 95,462
TOTAL		\$ 813,526		\$ 731,872

Startup Budget - included above		
Marketing	\$	55,000
Website/CRM	\$	65,000
Workstations / Equipment	\$	36,000
Total	\$	156,000

Request to Increase Community Grants: April 2016

In 2015 the District distributed \$1.6 million dollars through the Caring Community Grants Program. This year, 35 of the 36 current grantees have re-applied for funding with most of them asking for an increase in support. Additionally, the grants committee has agreed to review 11 additional new applications. In total we have requests of about \$3 million dollars.

With tax income up significantly, the grants committee requests an additional \$500,000 for fiscal year 2016-17 which would increase allocations from \$1.6 million to \$2.1 million.

The Grants Committee meets on April 22nd to review all proposals. Recommendations for funding will be brought to the full Board at the following meeting.

Nursing Program: For Discussion on April 6, 2016

2016-17: Sequoia Healthcare District has committed to funding the San Francisco State Program for this fiscal year for \$613,000 but have made no commitment beyond that date. On March 10th an ad hoc committee consisting of Art Faro, Kim griffin and Lee Michelson met with representatives of SF State to discuss next steps, if any.

John Warner, Development Director for the College of Nursing updated us on their efforts to build an alumni based fundraising effort and their commitment to becoming self-funding without the assistance of the District. John and his colleagues, Mary Ann Van Dam and Sherri Sassarini, indicated that despite their efforts to build a structure, the process would take time to produce results and therefore informed us that they would like to ask for an two additional years of support at \$500,000 per year.

Additionally, they informed us of the opportunity to assure ongoing faculty support through a one-time endowment gift of \$3 million dollars.

The ad hoc committee plans to discuss their recommendation with the full Board at the April Board meeting.