



**Sequoia
Healthcare
District**

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Redwood City, CA 94063

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**AGENDA
SEQUOIA HEALTHCARE DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING**

5:30 PM, Tuesday, May 11, 2016


Conference Room

525 Veterans Blvd., Redwood City, CA 94063

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

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| ACTION | a. Consider Grant Request From San Mateo County Oral Health Coalition For \$50,000 A year For Fiscal Years 2016-17 And 2017-18 - Mr. Michelson |
| ACTION | b. Consider Request To Approve The School Health Initiative Budget For 2016-2017 Up To \$3.5 Million - Ms. Kurtzman |
| ACTION | c. Consider Grant Committee Recommendations To Fund 2016-2017 Caring Community Awards Totaling \$2.1 Million - Ms. Kurtzman |

4. 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 J. 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.

Caring Community Grant Recommendations 2016

Narrative

This year, \$2,100,000 has been budgeted for the community Grants Program which represents about 14 percent of the District's annual budget.

We held two public grants information sessions in early January. Letters of Intent (LOI) were due in February which were all completed using our online grants management portal. Lee, Pamela, and Jennifer reviewed all applications to check for thoroughness and accuracy prior to distributing applications to the grants committee. We contacted applicants when necessary and for renewal applications, we also referred to program outcome reports and prior funding requests. We visited all new programs being considered to talk to program staff and see programs in action.

We received a total of 59 LOI's, totaling over \$3,571,000 in funding requests. Among these, 27 were new programs totaling \$1,577,000 and 32 were renewals totaling \$1,994,110.

This year we had two new committee members who each contributed new perspectives and insights during the review process. The LOI's were organized by service type (i.e., food security, health literacy, etc.) then divided in half and distributed among the 6 committee members. Three members reviewed the first 30 LOI's and three members reviewed the remaining 29 LOI's and scored each one based on specific and measurable criteria.

The first committee meeting resulted in a total of 45 programs to consider from 38 agencies (7 agencies submitted two unique program applications), representing \$2,946,00 in funding requests. Of the 45 programs invited to submit full applications, 32 were renewals totaling \$1,994,110 and 13 were new programs. There are 6 agencies (all current grantees) that have two programs being recommended for funding: Second Harvest, Peninsula Family Services, Peninsula Volunteers, El Centro, Adolescent Counseling Services, and Corbett Group Homes.

The full application review process was similar to the LOI review process and committee members were assigned the same full applications as the LOI's they read. Due to the increase in available funds for the 2016-17 grants cycle, the committee was able to recommend 9 new programs and increase funding for 21 current programs. Eight programs are recommended to receive their current level of funding and only 3 programs to receive slightly reduced funding (two of which have two applications being recommended). A few more programs than last year are being recommended to receive full support, but most are being recommended to receive a partial amount of their request.

A summary of the recommendations is provided below along with a listing of all program requests. As you will see, the committee's funding recommendations will serve a wide variety of health needs.

COMMUNITY GRANTS 2016-17 SUMMARY

Amount of funding available= \$2,100,000

- Total number of LOI's received: 59
- Total amount requested -all LOI's: \$3,571,110
 - Renewals: 32 (\$1,994,110)
 - New: 27 (\$1,577,000)

COMMITTEE RECOMMENDATIONS:

- Total applications recommended for funding: 41
 - Renewals: 32
 - New: 9
- Total Amount Recommended: \$2,100,000
 - Renewals: \$1,775,000
 - *number receiving increases: 21*
 - *number receiving the same as last year: 8*
 - *number receiving decreases: 3*
 - *renewal range: \$12,000- \$100,000*
 - *renewal average: \$48,000*
 - New: \$325,000
 - new range= \$30K-\$50K
 - new average= \$37,500
- Food Security: \$418,000- represents an increase of \$113,000 from 2015-16
New: \$88,000
 - *Second Harvest- Food Pharmacy*
 - *Fresh Approach- Veggie RX*
- ATOD: \$205,000- represents an increase of \$45,000 from 2015-16
New: \$50,000
 - *Free At Last- Residential Treatment of Substance Abuse*
- Mental Health: \$695,000- represents an increase of \$143,000 from 2015-16
New: \$75,000
 - *Pathways Under-insured*
 - *Corbett Group Homes- R.I.S.E House*
- Fitness and Safety: \$782,000- represents an increase of \$222,000 from 2015-16
New: \$130,000
 - *Breathe California- All About Asthma Education and Prevention Program*
 - *Sequoia Village- Healthy Seniors at Home*
 - *St. Francis Center- Changemakers, Youth Mentoring Youth*
 - *PJCC- Pink Ribbon Program: A Post-Operative Breast Cancer Exercise Program*
- Total Number Declined: 18 (\$919,830)

By category of service, the 2016-17 Community Grants recommendations are:

Total Food Security: \$418,000 (increase of \$113K from 2015-16)

Food Security and Nutrition Education Active and Healthy Living <i>(Red represents new requests)</i>						
Program Name		Organization	Amount of Funding Requested	Amount Currently Funded	2016–2017 Recommendations	
1	Feeding the Needy	St. Anthony's	\$100,000	\$90,000	\$100,000	+\$10k
2	Food Assistance Program	Second Harvest	\$100,000	\$ 100,000	\$80,000	-\$20k
3	Food Pharmacy	Second Harvest	\$100,000	new	\$50,000	n/a
4	Meals on Wheels	Peninsula Volunteers	\$100,000	\$90,000	\$100,000	+\$10k
5	Safety Net Programs	St. Vincent DePaul	\$100,000	\$25,000	\$50,000	+\$25k
6	Veggie Rx	Fresh Approach	\$98,780	new	\$38,000	n/a
Total Food Security			\$598,780	\$305,000	\$418,000	+\$113k

Total ATOD: \$205,000 (increase of \$45K from 2015-16)

Alcohol, Tobacco, and Other Drugs (ATOD) Treatment of Priority Health Conditions						
Program Name		Organization	Amount of Funding Requested	Amount Currently Funded by SHD	2016–2017 Recommendations	
7	Adult Intervention Program	El Centro de Libertad	\$100,000	\$40,000	\$35,000	-\$5k
8	Casa Aztlan	Latino Commission	\$30,000	\$20,000	\$20,000	+/- \$0
9	Hope House Healthy Women and Infants	Service League	\$40,000	\$40,000	\$40,000	+/- \$0
10	Residential Treatment of Substance Abuse	Free At Last: Community Recovery and Rehabilitation Services	\$100,000	new	\$50,000	n/a
11	Youth Intervention Program	El Centro de Libertad	\$100,000	\$60,000	\$60,000	+/- \$0
Total ATOD			\$370,000	\$160,000	\$205,000	+\$45k

Total Social Emotional: \$695,000 (increase \$143K from 2015-16)

Social, Emotional and Behavioral Support Services <i>Treatment of Priority Health Conditions</i>						
Program Name		Organization	Amount of Funding Requested	Amount Currently Funded by SHD	2016–2017 Recommendations	
12	Behavioral Health Program for Homeless Families and Individuals	LifeMoves (Formerly InnVision Shelter Network)	\$100,000	\$75,000	\$80,000	+\$5k
13	Bridges to Wellness	Caminar	\$100,000	\$50,000	\$50,000	+/- \$0
14	Catholic Charities Adult Day Services	Catholic Charities	\$70,000	\$60,000	\$65,000	+\$5k
15	Community Counseling Program	Adolescent Counseling Services	\$20,000	\$20,000	\$20,000	+/- \$0
16	Daybreak	Star Vista	\$85,000	\$80,000	\$85,000	+\$5k
17	Family-Centered Mental Health	CORA	\$100,000	\$85,000	\$100,000	+\$15k
18	Outlet Program	Adolescent Counseling Services	\$17,000	\$12,000	\$15,000	+3K
19	Pathways Un/Underinsured Program	Pathways Home Health & Hospice	\$25,000	new	\$25,000	n/a
20	Public Health and Wellness	Mental Health Association	\$60,000	\$60,000	\$60,000	+/- \$0
21	R.I.S.E. Drop-in Center	R.I.S.E. Program/ Corbett	\$100,000	\$30,000	\$50,000	+\$20k
22	R.I.S.E. House	Corbett Group Homes	\$100,000	new	\$50,000	n/a
3	Senior Peer Counseling	Peninsula Family Service	\$25,000	\$15,000	\$25,000	+\$10k
24	Transitions Program	Mission Hospice	\$35,000	\$25,000	30,000	+\$5k
25	WHY Mentoring? Whole Health for Youth	Friends for Youth	\$40,000	\$40,000	\$40,000	+/- \$0
Total Mental Health			\$967,000	\$552,000	\$695,000	+\$143k

Health Literacy, Fitness, and Safety: \$782,000 (increase of \$222K from 2015-16)

Health Literacy, Fitness, and Safety Preventive Healthcare Services

	Program Name	Organization	Amount of Funding Requested	Amount Currently Funded by SHD	2016–2017 Recommendations	
26	Adaptive Physical Education Program	Adaptive PE (formerly FVMSC)	\$100,000	\$75,000	\$100,000	+\$25k
27	All About Asthma: Asthma Ed, Prevention, and Management Training for Parents, Caregivers, and Childcare Providers	Breathe California Golden Gate Public Health Partnership	\$50,000	new	\$50,000	n/a
28	Change Makers	St. Francis Center	\$30,000	new	\$25,000	n/a
29	Enhance Fitness Program	Sequoia YMCA	\$25,000	\$15,000	\$20,000	+\$5k
30	Healthy Kin	Edgewood Center	\$45,000	\$40,000	\$45,000	+\$5k
31	Healthy Seniors at Home	Sequoia Village	\$20,500	new	\$12,000	n/a
32	Ombudsmen Program	Ombudsmen	\$60,000	\$40,000	\$55,000	+\$15k
33	PAL Health, Sports, and Fitness	Police Activities League (PAL)	\$50,000	\$30,000	\$40,000	+\$10k
34	Pink Ribbon Program: A Post-Operative Breast Cancer Exercise Program	Peninsula Jewish Community Center	\$25,000	new	\$25,000	n/a
35	Redwood City Health Center	Planned Parenthood	\$100,000	\$50,000	\$75,000	+\$25k
36	Redwood City Special Needs Afternoon Program (SNAP)	Advocates for Accessible Recreation (AFAR)	\$35,000	\$35,000	\$35,000	+/- \$0
37	Rosener House	Peninsula Volunteers	\$75,000	\$65,000	\$75,000	+\$10k
38	Safe at Home	Rebuilding Together	\$75,000	\$40,000	\$35,000	-\$5k
39	SAL Academicos and Healthy Kids	Sheriff's Activity League	\$45,000	\$35,000	\$45,000	+\$10k
40	Triple Play	Boys and Girls Club	\$100,000	\$85,000	\$85,000	+/- \$0
41	*Wellness Programs-Fair Oaks Adult Activity Center	Peninsula Family Service	\$60,000	50,000	\$60,000	+\$10k
Total Fitness and Safety			\$947,260	\$560,000	\$782,000	+\$222k

*A listing of declined applications is available upon request

Many programs focus on serving either youth or adults with a few serving both. A listing of programs serving children and youth exclusively are listed below, and separately listed, are programs serving primarily adults and seniors.

Children and Youth: \$638,000 (\$206K increase from 2015-16)

- Adolescent Counseling Services- After School Counseling (\$20,000)
- Adolescent Counseling Services-Outlet Program (\$15,000)
- AFAR- Redwood City Special Needs Afternoon Program (SNAP) (\$35,000)
- Boys and Girls Club-Triple Play (\$85,000)
- **Breath California- All About Asthma: Asthma Ed, Prevention, and Management Training for Parents, Caregivers, and Childcare Providers (\$50,000)**
- **Corbett Group Homes- R.I.S.E House (\$50,000)**
- Corbett Group Homes- RISE Drop-In Center (\$50,000)
- El Centro de Libertad- Youth Intervention (\$60,000)
- **Fresh Approach- Veggie Rx (\$38,000)**
- Friends for Youth- Why Mentoring? Whole Health for Youth (\$40,000)
- Police Activities League- PAL Health, Sports, and Fitness (\$40,000)
- Sheriff's Activity League- Academicos and Healthy Kids (\$45,000)
- Star Vista- Daybreak (\$85,000)
- **St. Francis Center- Changemakers (\$25,000)**

Adults and Seniors: \$967,000 (increase of \$287K from 2015-16)

- Adaptive PE (Formerly Friends of Veterans Memorial Senior Center) (\$100,000)
- Caminar- Bridges to Wellness (\$50,000)
- Catholic Charities- Adult Day Services (\$65,000)
- Edgewood Center for Children and Families- HealthyKin (\$40,000)
- El Centro de Libertad- Adult Outpatient Treatment (\$35,000)
- **Free At Last- Community Recovery and Rehabilitation Services (50,000)**
- Latino Commission- Casa Aztlán Men's Residential Recovery (\$20,000)
- Mental Health Association- Public Health and Wellness (\$60,000)
- Mission Hospice- Transitions (\$30,000)
- Ombudsman- Ombudsman Services (\$55,000)
- Pathways Home Health & Hospice- Un/Underinsured Program (\$25,000)
- **PJCC- Pink Ribbon Program: A Post-Operative Breast Cancer Exercise Program (\$25,000)**
- Peninsula Family Service- Senior Fitness (\$60,000)
- Peninsula Family Service- Senior Peer Counseling (\$25,000)
- Peninsula Volunteers- Meals on Wheels (\$100,000)
- Peninsula Volunteers- Rosener House (\$75,000)
- Rebuilding Together- Safe at Home (\$35,000)
- Second Harvest- Food Pharmacy (50,000)
- **Sequoia Village- Healthy Seniors at Home (\$12,000)**
- Sequoia YMCA- Enhance Fitness (\$15,000)
- Service League- Hope House Healthy Women and Infants Project (\$40,000)



Projected Budget 2016-17 Narrative

Overview:

Our expansion of wellness coordinators across all 8 school districts has greatly enhanced our ability to further develop projects and identify new potentially impactful ones. For 2016-17, we are requesting a total of \$3,496,460. This reflects an increase of \$263,000 from 2015-16, but remains 32 percent of the District's total budget. The majority of the budget increase will fund additional, critically needed, school nursing services. As school enrollment has dramatically increased over the past few years and more and more medically fragile students have been mainstreamed into our public schools, the demand for skilled nursing services on site has skyrocketed and nurses are struggling to meet the daily needs of all students. We are also recommending partial funding for a new Community School Health Coordinator at Redwood High School and share this cost with the Grove Foundation. We feel this position is important for helping students from economically disadvantaged backgrounds and difficult circumstances to receive coordinated support to help them thrive. Healthy School Initiative goals for 2016-17 include:

- Further identify strengths and weaknesses of school district health and safety policies and programs and develop plans for improvements.
- Create innovative and economical approaches to address the complex social and emotional health needs of students
- Begin larger- scale outcomes assessment and impact measures
- Develop a systematic and economically sound approach to address the increased school nursing needs
- Pilot new PE+ Water Safety Program for 3rd graders at Hoover School

Total Budget:

Total Budget Requested 2016-17	Budget 2015-16	Difference	Percent change of SHD total budget
\$3,496,490	\$3,222,960	\$250,362	0

Direct Funding to School Districts:

2016-17	2015-16	Difference
2,209,500	\$1,952,580	+\$263,000

Nearly 65% of the total budget is allocated to school districts to support key wellness staff and programs. Total does not include 3rd party contractors or PE+ program staff.

- Direct staff (n=29): \$1,687,500
- Subcontracted services: \$467,000
- Materials, curriculum, training: \$55,000

Special Programs and PE+:

2016-17	2015-16	Difference
805,560	\$769,028	36,532,00

PE+: As the PE+ program continues to grow in depth and breadth, so has the fiscal commitment to the program by the RCSD and the individual schools that benefit from the program. The Redwood City School

District will contribute \$98,000 toward the cost of PE+ and each of the 11 schools contributes between \$8,000 and \$16,000 (based on a sliding fee scale) for a total \$244,000. In addition, RCSD has committed to funding 11 PE+ coaches to obtain their sub-teaching credentials and an added monthly salary bonus. Based on the success of the summer program last year, we will offer a summer program again this year in partnership with Police Activities League (PAL) and pilot a water Safety program with PCC.

2015-16 PE+ budget: \$725,000 <ul style="list-style-type: none"> • Add Adelante school (\$41,000) • Misc equipment, data entry (\$5,500) 	2016-17 PE+ budget: \$725,000
2015-16 Special Programs: \$23,960 <ul style="list-style-type: none"> • expansion of HSI newsletter (\$5,000) • Pilot breakfast program to low income students (\$6,000) • HSI mini-grants: \$15,000 • Summer program (\$18,028) 	2016-17 Special Programs: \$93,120 <ul style="list-style-type: none"> • HSI newsletter (\$5,000) • School mini-grants (\$20,000) • PE+ Summer program (\$25,120) • PE+ Water Safety Pilot Program (\$43,000)

Program Staff and Contractors:

2016-2017	2015-16	Difference
\$160,930	\$203,100	(\$42,170)

The reduction in program staffing costs is due to a redistribution of program management responsibilities. It's anticipated that new staff will provide mainly administrative support and will be a .50 who will divide his/her time between HSI administration duties and a smaller percent of time on grants administration. We also budgeted for program evaluation support (\$25K), mainly to assist schools with data collection and program assessment. Only minor adjustments for COLA are recommended for current program management staff.

Other Program Expenses:

2016-17	2015-16	Difference
\$35,000	\$52,500	(\$17,500)

These costs include RWC 2020 membership fees, supplies, travel for conferences, staff training and development, and promotional materials. We anticipate less funding needed for staff development and promotional items.

HSI Grants:

2016-17	2015-16	Difference
\$285,500	\$275,000	\$10,500

There are 16 grants recommended for the 2016-17 grants cycle totaling \$285,500 (*Please see HSI Grant Recommendations handout*). This amount is up a modest \$10,500 from last year. Of the 15 recommended, 11 are renewals of currently funded programs and 4 are new programs.



HSI Projected Budget Summary- FYE 2017

<i>School Districts</i>	<i>Recommended Allocation 2016-17</i>	<i>Allocation 2015-16</i>	<i>Difference</i>	<i>Comments</i>
San Carlos	475,800	\$425,800	\$50,000	Suggesting \$50k for additional nursing services (matching grant to equal 1.0 FTE RN)
Redwood City	587,000	\$494,000	\$93,000	Suggest \$80k increase in funding for additional .8 FTE RN. Move \$10K for Adaptive PE from grants program to district budget, increased LVN salary by \$3,000.
Belmont-Redwood Shores	386,100	\$386,100	\$0	No change this year
Sequoia Union	\$475,600	\$405,600	\$70,000	Suggest partial funding of \$50k for Community School Health Coordinator (to be matched by Grove Foundation), added partial funding (\$20k) for Quiet Time Program (to be matched through fundraising).
Woodside	50,000	\$50,000	\$0	No change
Portola Valley	50,000	\$50,000	\$0	no change
Las Lomas	75,000	\$50,000	\$25,000	Added \$25k for Wellness Coordinator. Nurses currently assume that role, but cannot continue due to demand of nursing duties. Will maintain funding to support current level of nursing services.
Menlo Park City	110,000	\$85,000	\$25,000	Suggesting increase from .25 school nurse (RN) to .50 nurse
Total to Schools	\$2,209,500	\$1,946,500	\$263,000	
<i>Program Staff and Contractors</i>				
Program Director Salary	\$91,930	\$89,080	\$2,851	Represents 3.2% COL

(FTE .80)				increase
HSI Program Admin Support (FTE .30)	\$31,500	\$51,270	(\$19,770)	.30 Admin staff (2015-16 budget based on J. Gabet Salary)
PE+ Health Huddles Support	\$12,500	19,250	(\$6,750)	Less time needed
Evaluation and School support contractor	\$25,000	\$43,500	(\$18,500)	Some work completed in 2015-16
Total Program Management	\$160,930	\$203,100	(\$42,170)	
Special Programs				
PE for RCSD academic year	\$725,000	\$725,000	\$0	Total school/school district contribution = \$244,000
PE+ Summer Program	\$12,560	\$18,028	(\$5,468)	Represents second half of program funding. First half from 2015-16 budget
School project mini grants	\$20,000	\$15,000	\$5,000	Will be first full year for mini-grants- expect increased interest in 2016-17.
Newsletter, SCSD, BRSSD, RWC	\$5,000	\$5,000	\$0	Newsletter currently going well
Fruit Guys produce delivery pilot	\$0	\$6,000	(\$6,000)	Did not come to fruition
PE+ Water Safety Program- NEW	\$43,000	\$0	\$43,000	New program with PCC
Total Special Programs	\$805,560	\$769,028	\$36,532	
Grants to Non-Profits				
	\$285,500	\$275,000	\$10,500	4 new programs this year, some moved to subcontractor status, some not renewed
Other Expenses				
Promotional materials/suppl./ website	\$10,000	\$15,000	(\$5,000)	Less needed for these items
Meetings, travel, professional development	\$5,000	\$7,500	(\$2,500)	Less needed for this expense
RWC 20/20	\$15,000	\$15,000	\$0	Dues are \$25k. \$10K to come from membership budget
Discretionary Funds	\$5,000	\$15,000	(\$10,00)	Less anticipated
Total Other	\$35,000	\$52,500	(\$17,500)	
Total Projected Budget 2016-17	\$3,496,490	\$3,246,128	\$250,362	Allowance increase \$253,870 Difference \$3,508

Request: Oral Health Coalition Strategic Plan Implementation

From: Lee Michelson

Amount: \$50,000 a year for fiscal year 2-16-17 and for 2017-18

Rationale: In 2016 the San Mateo Oral Health Coalition completed a county-wide strategic plan identifying dental needs in our community, especially among children and older adults. The plan calls for actions to be taken over the next several years to improve dental care access and to promote disease prevention.

Membership in the Coalition is voluntary and there is no paid staff currently available to implement the plan. A budget has been established of \$400,000 annually to hire a director and program manager, as well as some administrative expenses. The positions will be “housed” with the San Mateo County Health System.

\$160,000 of the \$400,000 can be raised through a federal match program. The remaining \$240,000 must be raised separately. The following organizations are being asked to contribute: The Health Plan of San Mateo, San Mateo County Health System, First 5, Sequoia Healthcare District, Peninsula Healthcare District and the Grove Foundation with the ask being \$50,000 per partner organization.

Ideally, all funds will be raised by October 2016 and the goal is to have staff in place by January 2017.