



**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, October 4, 2017
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 Kane
 - a. Approve August 2, 2017 Special Meeting Minutes
 - b. Approve August 23, 2017 Special Meeting Minutes
 - c. Approve September 11, 2017 Special Meeting Minutes
 - d. Approve September 20, 2017 Special Meeting Minutes
 - e. Accept July and August 2017 Financial Statements
- ACTION 4. New Business
 - a. Request From Peninsula Volunteers, San Carlos Adult Community Center, And Veterans Memorial Senior Center Of Up To \$98,000 To Fund A Transportation Program In Partnership With LYFT Starting November 2017 And Ending June 30, 2018 - Paige Sweetin, Peninsula Volunteers.
 - ACTION b. Request From LifeMoves Of \$194,480 To Fund A LVN To Address The Health Needs At Maple Street Homeless Shelter Starting November 2017 And Ending June 30, 2018 - Brian Greenberg, Life Moves.
 - c. Report: Healthy Schools Initiative Update - Ms. Kurtzman
 - d. Report: HeartSafe Update - Mr. Nielsen
 - ACTION e. Consider Eliminating the 90 Day Introductory Period For SHD Employees - Mr. Michelson
 - f. Director Requests For Future Agenda Items Per Board Policy 8.3 - President Kane
- ACTION 5. CEO/Staff Reports - Mr. Michelson, Ms. Kurtzman, and Ms. Bratton
- ACTION 6. Adjourn To Closed Session For The Purpose Of:
 - a. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Consideration of litigation pursuant to Government Code Section 54956.9(d)(2) - One potential case
 - b. Public Employee Appointment. Title: Chief Executive Officer
- ACTION 7. Reconvene To Open Session: Announce Any Reportable Action Taken In Closed Session.
8. Adjourn.
The Next Regular Meeting Of The Board Of Directors Of Sequoia Healthcare District Is Scheduled For 4:30 PM, Wednesday, December 6, 2017, District Conference Room, 525 Veterans Blvd., Redwood City, CA 94063

Kathleen Kane
Kathleen Kane, 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.

Visioning Wellness

If you are an individual with a disability and need an accommodation to participate in this meeting, please contact Sequoia Healthcare District at least 48-hours in advance at 650-421-2155.

**MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
August 2, 2017
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

<u>Directors Present</u> Director Faro Director Griffin Director Hickey Director Kane Director Shefren <i>participated by teleconference</i>	<u>Directors Excused</u>	<u>Also Present</u> Mr. Michelson, CEO Mr. Hudak, Legal Counsel Ms. Johnson, Recorder
<p style="text-align: center;"><u>1. Call to Order</u></p> <p>President Kane called the meeting to order at 4:30 PM.</p>		
<p style="text-align: center;"><u>2. Public Comment/Non-Agenda Items</u></p> <p>President Kane asked if there was public comment on non-agenda items. Erica Horn of California Clubhouse introduced herself and provided an overview of the services offered by the Clubhouse which is a free, voluntary program for adults 18 and older living in San Mateo county who suffer from severe mental illness.</p> <p>Dr. Jason Wong of Samaritan House updated the Board on the Food Pharmacy program noting as of June 2017 two hundred patients were enrolled. Patients are showing impressive improvements in controlling diabetes with the program. To date, all of the food has been provided by Second Harvest.</p>		
<p style="text-align: center;"><u>3.a. - 3.c. Consent Calendar</u></p> <p>Motion: To approve the Consent Calendar. By: Director Faro Seconded by: Director Griffin Roll Call Vote: 4-1 with Director Hickey opposed. Motion Passed</p>		
<p style="text-align: center;"><u>4.a. Investment Report</u></p> <p>Ms. Aileen Call of Fiduciary Investments presented an overview of the District's investment performance over the past five years reflecting a return of 1.05% compared with the 1-3 year Treasury Index benchmark of 0.17%. The Board asked for clarification on several points and Ms. Call will research and relay her findings to Mr. Michelson.</p>		
<p style="text-align: center;"><u>4.b. Introduction to the Middlefield Junction Project</u></p> <p>Ms. Heather Peters, Housing Specialist with the San Mateo County presented an overview of the Middlefield Junction Project which involves 3 parcels, including the Fair Oaks Medical Center. The multi-year Redwood City-San Mateo County project will have an affordable housing component, wellness center, child care, library and community center. It is hoped that a developer will be hired by the end of the year and they will determine the mix. As the project begins to take shape, various corporate and other entities will be asked to contribute to the project including Sequoia Healthcare District.</p>		
<p style="text-align: center;"><u>4.c. Consider Allowing the District CEO to Enter into a Lease Renewal of Bedrosian Insurance and New Lease For Standards Body Services for Three Years</u></p> <p>Mr. Michelson reported that the District's 7 year lease with Bedrosian Insurance is ending in October and Ron Bedrosian has indicated a desire to renew his lease but for less space, and his</p>		

sublessee, Standards Body Services has requested leasing one of the offices directly from the District. They are excellent, non-disruptive tenants with few visitors.

Motion: To authorize the District's CEO to renew Bedrosian Insurance Lease for three years and enter into a new three year lease with Standards Body Services.

By: Director Faro

Seconded by: Director Griffin

Director Shefren voiced concern that part of the office space would be tied up leaving 3 empty offices when another potential tenant might want to lease the entire space at a higher rent. He suggested that Mr. Michelson meet with a realtor for a space valuation in our current market.

Directors Faro and Griffin as the maker and seconder of the motion agreed to withdraw their motion.

Motion: To continue this item to the next meeting allowing Mr. Michelson to meet with an appropriate realtor to determine the value of the space and potential return.

By: Director Shefren

Seconded by: Director Hickey

Roll Call Vote: 5-0

Motion Passed

4.d. Consider Increasing Employee Health Benefit: From Up To \$1,500 Per Month Minus 10% To Up To \$1,650 Per Month Minus 5% And In-Lieu Benefit From \$200 To \$400 Per Month With Health Benefits To Be Reviewed By An Ad Hoc Committee Of The Board On An Annual Basis

President Kane reported that the District's health benefits for employees have not been increased for more than four years. She and Mr. Michelson surveyed other healthcare districts and provided the Board with copies of their findings.

Motion: To increase employee health benefits to \$1,650 per month minus 5% and in-lieu benefit to \$400 per month with health benefits to be reviewed by an ad hoc committee of the Board on an annual basis

By: Director Faro

Seconded by: Director Shefren

Vote: 4-1 with Director Hickey opposed

Motion Passed

4.e. Director Requests for Future Agenda Items per Board Policy 8.3

President Kane asked if any there were any requests for future agenda item. There were none.

5.a CEO Report

In addition to Mr. Michelson's staff report, he announced that Apple Tree Dental is no longer doing business here and has moved back to Minnesota. Peninsula Healthcare District is going to manage the existing clinic using the equipment purchased by our two districts. The mobile unit will also be put into use. Mr. Hudak indicated that most likely the corporate entity will remain but there will be a change of control and a new Board of Directors would assume Apple Tree's existing obligations. Director Shefren suggested Cheryl Fama come to the next board meeting and speak to the change.

Mr. Michelson reported that the LAFCo meeting scheduled for July was moved to September 20 at which time they will issue their final report.

5.b Healthy Schools/Caring Community Grants

Ms. Kurtzman was not able to attend the meeting but her report was provided. Mr. Michelson stated that the county's Healthy Kids program has between \$7-\$9 million being held in reserve, of which 26% belongs to the District. It is his understanding that no funds will be distributed before 2018.

5.c HeartSafe Report

Mr. Nielsen reported that he has recently purchased new equipment as the mannequins were wearing out. He also purchased a new projector, DVD player and screen for use in the mobile unit.

Noting the table showing the number of persons trained in CPR over the last three fiscal years, Director Shefren asked why there was a 30% drop between 15/16 and 16/17? Mr. Nielsen said he would need to go back and look at the groups, that it was in part due to Redwood High School not scheduling any training. Director Shefren asked that he provided a written explanation at the next meeting.

Public Comment

President Kane updated the Board on the CEO position search. The position announcement has been placed with ACHD and local non-profit agencies. In addition, several individuals known to the District have been directly notified.

6. Adjourn

Motion: At 5:55 PM adjourn meeting.

By: President Kane

Seconded by: Director Griffin

All in favor

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, October 4, 2017, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Jerry Shefren
Secretary

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

August 23, 2017
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063

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

President Kane called the meeting to order at 4:30 PM.

2. Public Comment/Non-Agenda Items

President Kane asked if there was public comment on non-agenda items. There was none.

3.a. Update on San Mateo Dental Center

Ms. Cheryl Fama, CEO of Peninsula Healthcare District spoke about recent developments and future plans for Apple Tree Dental. The leadership has transitioned from Minnesota to local California leadership. The bylaws have been revised but it is the same entity, same license, same employees, same locations and operations, and same commitment. It is a separate legal entity from Peninsula Healthcare District. Ms. Fama is transitioning all Minnesota operations to California by October 31st. They plan to work on partnering with private offices to access MediCal and DentiCal revenues, attain more focused participation by older residents, utilize conscious sedation for patients, invest in an experienced grant writer, and have a branding campaign for the new name. Ms. Fama assured the Board that the Center would continue to meet its obligation to provide services to District residents as required by the original grant.

3.b. Report on Development of Peer Mobile Addiction App

Mr. Eric Dentler, the creator of "Peer Mobile Project", gave a presentation on a new phone application that supports sobriety and improves long term health outcomes by preventing relapses. It is a measurement tool, a group messaging application between mentors and mentees, a relapse mitigation tool and lifeline, and a way to stay in touch. Stephanie Weisner and Sara Mitchell of StarVista discussed how beneficial the networking app would be for clients to stay connected and on track.

3.c. Report on Tenant Space Evalation

Mr. Michelson met with Trask Leonard of Bayside Realty Partners to determine the leasing value of the space at 525 Veterans and its potential return. The space is prime realty and could be leased for up to \$5.00/sq. ft. Mr. Michelson will contact the current tenants to discuss a new rate for less space, and will try to maintain the same revenue and flexibility. Mr. Michelson will report back to the Board.

3.d. Report on the CEO Search Process

President Kane reported that a committee has been created and they have contacted various community members and organizations to announce the open position. The position may also be posted on LinkedIn.

4. Adjourn to Closed Session

Adjourn to Closed Session For The Purposes Of: Discussing two potential litigation matters with legal counsel.

5. Reconvene to Open Session

Reconvene to Open Session. There was no reportable action taken in closed session.

6. Adjourn

Motion: At 6:35 PM adjourn meeting.

By: President Kane

Seconded by: Director Shefren

All in favor

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30PM, Wednesday, October 4, 2017, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Jerry Shefren
Secretary

**MINUTES OF SPECIAL MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
September 11, 2017**

Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063

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

President Kane called the meeting to order at 4:00 PM.

2. Public Comment/Non-Agenda Items

President Kane asked if there was public comment on non-agenda items. There was none.

3. Adjourn to Closed Session

Adjourn to Closed Session For The Purposes Of: Discussing two potential litigation matters with legal counsel and discussing property leases with property negotiator.

4. Reconvene to Open Session

Reconvene to Open Session. No reportable action was taken in closed session regarding the potential litigation matters, and instructions were given to the property negotiator regarding the leases.

5. Authorize CEO to Enter Into Agreement for Special Legal Services

Motion: To retain the Hanson Bridgett law firm to provide specialized legal services with respect to election issues.

By: Director Shefren

Seconded by: Director Griffin

All in favor

Motion Passed

6. Adjourn

Motion: At 5:00 PM adjourn meeting.

By: President Kane

Seconded by: Director Shefren

All in favor

Motion Passed

The next special meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30PM, Wednesday, September 20, 2017, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30PM, Wednesday, October 4, 2017, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Jerry Shefren
Secretary

**MINUTES OF SPECIAL MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
September 20, 2017
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

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

President Kane called the meeting to order at 4:40PM.

2. Public Comment/Non-Agenda Items

President Kane asked if there was public comment on non-agenda items. There was none.

3. Adopt Board Resolution of Intent to Move From At-Large Board Elections to Zone Elections (Beginning With The November 2018 Election, If Feasible)

Mr. Kimon Manolius of Hansen Bridgett law firm presented to the Board a resolution that indicated the Board's intent to change from at large elections to zone elections, meet the requirements of AB350, ensure that the District has the greatest amount of public participation, and has as fair an election process as possible.

Motion: To adopt Board resolution of intent to move from at-large Board elections to zone elections (beginning with the November 2018 election, if feasible).

By: Director Faro

Seconded by: Director Griffin

All in favor

Motion Passed 5-0

4. Approve Letter of Intent To Lease Offices to the San Mateo County Dental Society for Thirty (30) months Starting January 1, 2018

Mr. Michelson presented a signed letter of intent from the San Mateo County Dental Society to lease the available space at 525 Veterans Blvd, Redwood City.

Motion: To approve the letter of intent to lease offices to San Mateo County Dental Society for thirty (30) months starting January 1, 2018 with a stipulation that there be a \$5,000 fee for early termination.

By: Director Hickey

Seconded by: Director Faro

All in favor

Motion Passed 5-0

5. Authorize CEO to Enter Into A Lease With Bedrosian Insurance

Motion: To authorize the CEO to enter into a lease with Bedrosian insurance for two (2) offices for three (3) years starting October 1, 2017.

By: Director Shefren

Seconded by: Director Griffin

All in favor

Motion Passed

6. Adjourn

Motion: At 5:05 PM adjourn meeting.

By: President Kane

Seconded by: Director Shefren

All in favor

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30PM, Wednesday, October 4, 2017, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Jerry Shefren
Secretary

Agenda Item No. 3.e
Board of Directors Meeting
10/4/17

[illegible]

Month to Month Budget

July - August 2017

	July	July	August	August	2 Month	2 Month
Income	Budget	Actual	Budget	Actual	Total	Total
					Budget	Actual
Rental Income	4,000.00	4,004.36	4,000.00	4,004.36	8,000.00	8,008.72
Tax Revenue	0.00	0.00	0.00	7,667.65	0.00	7,667.65
Investment Income	5,000.00	25,563.00	5,000.00	22,543.00	10,000.00	48,106.00
Interest Income	600.00	769.76	600.00	481.93	1,200.00	1,251.69
Pension Income	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	9,600.00	30,337.12	9,600.00	34,696.94	19,200.00	65,034.06
Expenses						
Admin. Expense	700.00	457.31	700.00	4,118.63	1,400.00	4,575.94
Admin. Payroll	20,000.00	20,164.87	20,000.00	20,112.40	40,000.00	40,277.27
Board Health Insurance	5,000.00	733.39	5,000.00	1,799.07	10,000.00	2,532.46
Employee Health Insurance	5,000.00	4,892.70	5,000.00	5,623.19	10,000.00	10,515.89
Employee Retirement Benefit	2,000.00	1,249.40	2,000.00	1,249.40	4,000.00	2,498.80
Investment Fees	0.00	0.00	0.00	0.00	0.00	0.00
Office Supplies/Equip Maint	1,000.00	996.78	1,000.00	282.20	2,000.00	1,278.98
Purchase Services	10,000.00	0.00	10,000.00	0.00	20,000.00	0.00
Accounting fees	0.00	0.00	0.00	0.00	0.00	0.00
Board Expense	0.00	0.00	0.00	2,977.02	0.00	2,977.02
Associations/Membership	7,500.00	7,500.00	0.00	0.00	7,500.00	7,500.00
Communications	500.00	0.00	500.00	905.70	1,000.00	905.70
Web Site/IT	3,000.00	3,177.19	10,000.00	5,215.60	13,000.00	8,392.79
Gen'l Liability & D&O Insurance	29,000.00	29,336.04	0.00	(750.00)	29,000.00	28,586.04
LAFCO fees	0.00	0.00	0.00	0.00	0.00	0.00
Legal Fees	5,000.00	0.00	5,000.00	7,060.00	10,000.00	7,060.00
Bank Fees	0.00	0.00	0.00	0.00	0.00	0.00
Pension Plan Expense	0.00	0.00	0.00	0.00	0.00	0.00
Maintenance	1,500.00	740.00	1,500.00	1,427.48	3,000.00	2,167.48
Utilities	2,000.00	1,715.45	2,000.00	2,037.66	4,000.00	3,753.11
Property Insurance	1,500.00	1,535.83	0.00	0.00	1,500.00	1,535.83
Depreciation	6,000.00	3,874.83	6,000.00	3,874.83	12,000.00	7,749.66
Grant Admin Expenses	1,000.00	0.00	1,000.00	1,172.82	2,000.00	1,172.82
Grant Admin Payroll	10,000.00	6,602.39	10,000.00	6,431.74	20,000.00	13,034.13
Samaritan House Grant	60,000.00	0.00	60,000.00	120,204.14	120,000.00	120,204.14
Other Grants	6,000.00	0.00	6,000.00	4,500.00	12,000.00	4,500.00
San Mateo Medical Ctr. So Cour	0.00	0.00	0.00	0.00	0.00	0.00
Ravenswood	0.00	0.00	0.00	0.00	0.00	0.00
Community Grants Program	0.00	12,500.00	0.00	1,331.83	0.00	13,831.83
PFS-Sequoia 70	0.00	0.00	0.00	2,496.78	0.00	2,496.78
Oral Health Coalition	0.00	0.00	2,000.00	0.00	2,000.00	0.00
TBD programs	0.00	0.00	100,000.00	0.00	100,000.00	0.00
Living Healthy	2,000.00	0.00	3,000.00	802.28	5,000.00	802.28
HeartSafe Program	10,000.00	26,947.26	30,000.00	5,099.89	40,000.00	32,047.15
School Health Program	500,000.00	384,803.14	200,000.00	19,447.24	700,000.00	404,250.38
Total Expenses	688,700.00	507,226.58	480,700.00	217,419.90	1,169,400.00	724,646.48
Net	(679,100.00)	(476,889.46)	(471,100.00)	(182,722.96)	(1,150,200.00)	(659,612.42)

Request from Peninsula Volunteers in partnership with San Carlos Adult Activities Center, Veterans Memorial Senior Center and Life Moves

Time period- November 1, 2017- June 30, 2018 (20 months)

Request to SHD- up to \$98,000(\$37,000 for rides November 2017-June 2018 and \$50,000 for rides July 2018- June 2019) and \$9,000 for management fee to coordinate the rides, bill LYFT and SHD and to charge the credit cards of the riders.

Purpose: to underwrite rides to and from adult centers and home as well as medical appointments and home. All medical appointments must be within the area of San Mateo to Palo Alto and not to include the Coast side. Average anticipated cost per ride is \$12 with \$4 paid by the client. All clients must be SHD residents to receive the underwriting. Clients using the service who are not SHD residents must pay 100% of cost of ride. The Coordinator will manage this process.

Expected number of rides- Expected: 10,000 total rides or an average of 500 rides per month for 20 months. The ride coordinator will track the number of rides to and from the centers and the number for medical reasons as well as the zip codes of all participants. The coordinator will also develop monthly reports for the District to be sent with the actual invoices.

Questions:

1. What happens if the demand for rides exceeds the subsidy? Peninsula Volunteers and the partners will devise a plan to limit participation or find additional funds but SHD will not be asked for more funding.
2. Will the partners seek other funds to continue the program either to reduce or eliminate the need for District funding beyond the 20 month period? Yes, this will be a high priority and their will not be an assumption that SHD will continue funding though they might.

3. How will the partners report on the program? SHD will be sent a monthly user report with the invoice and will also be required to make two verbal reports to the Board, one in August 2018 and one in August 2019.
4. Will LYFT prices go up over time? Though this is possible the, the history of the program to-date has shown no increase in pricing. If prices do go up , the difference will be charged to the rider or other funding sources, the amount requested of the District will not change.
5. Why is this program needed? For many older adults the stopping of driving leads to social isolation and they no longer attend the classes and activities offered by the community centers. Additionally, getting to and back home from doctor and dental appointments is a major concern that is coordinated for the client on an individual basis.

Little House Member Testimonials 9/2017

Ms. Seda K:

"I don't know how to begin to thank you for being my guardian angel. I am visually impaired and cannot drive. My husband recently fell and broke his leg and can no longer drive me. Thanks to your wonderful service, my family has help with the medical challenges that we are faced with. Thank you, thank you, thank you. May God bless each of you."

Mr. Mal S:

"As a non-driver on a fixed income, with frequent medical appointments, I've found the Lyft program at Little House to be a real boon. Not only is it less expensive than a cab, but it's quick to arrive and the drivers are very friendly, as well. I like it so much that I've signed up for the regular Lyft service when I need to go shopping, as well. Thank you Little House and the Sequoia Healthcare District for helping our seniors – especially those of us with special needs!"

Ms. Marion J:

The Lyft concierge service is fabulous because I no longer drive. Having Little House take care of my transportation needs allows me to keep my independence. I don't have to rely on family or friends to get to Little House or doctor's appointments. Also, I can relieve my helicopter children of their "anxiety" over me living alone.

Ms. Patricia P:

The Sequoia Healthcare District has changed my life. I use the Little House Lyft to the doctor and dentist multiple times every week. Several years ago, SamTrans cancelled bus 295 forever, and I was devastated. The Lyft service is my lifeline to Sequoia Hospital, for a cardiac check-up every Friday, for my heart valve replacement. Thank you!



**PROPOSAL FOR SUPPORT FROM
SEQUOIA HEALTHCARE DISTRICT
SEPTEMBER 2017**

INTRODUCTION

LifeMoves is pleased to submit this request to Sequoia Healthcare District for a two-year grant for \$194,480 to support a Licensed Vocational Nurse (LVN) at Maple Street Shelter. We are extremely grateful for Sequoia Healthcare District's long-time, generous support for our critically needed housing and supportive services for homeless families and individuals throughout in the Sequoia Healthcare District.

STATEMENT OF NEED

The emergence of an aging homeless population has created new challenges for LifeMoves to effectively provide housing and supportive services. With an aging homeless population comes deteriorating health conditions – both for primary and behavioral health care needs. A recent study at UCSF found homeless individuals in their 50s have more trouble completing basic functions (including eating, getting dressed, taking medications) than 80-year olds who are not homeless.¹ This same study found that homeless individuals in their 50s also have difficulty in managing money, riding the bus, applying for benefits, and performing the other myriad tasks necessary to overcome homelessness (including searching for housing and seeking employment). The experience of LifeMoves and residents over 50 at Maple Street Shelter mirrors these findings.

LifeMoves has seen a rise in the average age of our clients in recent years, and we expect this trend to continue, as the Baby Boomer generation continues to age. Just over one-half of clients at Maple Street Shelter are over the age of 50; of this cohort, a substantial number have significant health needs.

Maple Street Shelter Clients	Number of Clients	Percent of Clients	Percent of Clients in SHC District
Clients over age 50	277	51%	100%
Clients over age 50 with significant health needs (estimated)	~140	26%	100%

¹ Kurtzman, Laura. "Homeless People Suffer Geriatric Conditions Decades Early, UCSF Study Shows" Available at <https://www.ucsf.edu/news/2016/02/403511/homeless-people-suffer-geriatric-conditions-decades-early-ucsf-study-shows>. Sept. 15, 2017.

In regards to chronic health care conditions suffered by our clients at Maple Street Shelter who are over age 50, our data shows that these clients suffer from the following conditions:

1. Arthritis	34%
2. Asthma/COPD	32%
3. Obesity	31%
4. Cardiovascular disease, including hypercholesterolemia	31%
4(a). Severe congestive heart failure in several clients	10%
5. Hypertension	26%
6. Diabetes mellitus	10%
7. Hypothyroidism	10%
8. Skin problems	10%
9. Gastritis/ulcer	10%
10. Wounds	5%

PROPOSED SOLUTION

At LifeMoves, our unique programs are designed to create lasting solutions to homelessness by enabling families and individuals to regain stable housing and self-sufficiency, which in turn, helps to break the cycle of homeless. LifeMoves is always looking for new, innovative ways to help our clients build a more stable future, and with a sizable increase in the number of older and unhealthy adult clients we are serving at our Maple Street Shelter, we are now looking for new ways to address the additional health needs of this population.

LifeMoves is pleased to propose a two-year pilot program designed to meet the increasing health needs associated with an aging homeless population. If awarded a grant by Sequoia Health Care District, Maple Street Shelter, where more than half of clients are over the age of 50, will hire a full-time LVN who will play a significant role in assisting clients over the age of 50 with health screenings, assessments, medication management, and serve as a liaison to schedule, manage, and monitor client's engagement with health care professionals. LVN oversight services will include crisis intervention, community referrals, and regular appointments to help clients better address and manage their health issues. In addition, we expect that the LVN will reinforce medication compliance and monitors side effects, educate clients on health conditions, help clients navigate the health care system, coordinate clients' appointment services, monitor wound care and infection control, and help connect clients to eligible benefits and housing support. We are certain that having an LVN on staff at Maple Street, helping clients manage their chronic health conditions, will substantially increase our ability to find stable housing and longer-term self-sufficiency for this aging and hard-to-serve population.

During the two-year pilot program, LifeMoves has identified the following preliminary goals:

- Goal 1: New LVN staff position will establish policies, protocols and priorities for addressing health needs of clients age 50+ at Maple Street Shelter
- Goal 2: With assistance of LVN, LifeMoves will improve rate at which the agency is able to secure stable housing for our medically-fragile clients who are over age 50

The LVN pilot program at Maple Street Shelter will be directly supervised by Dr. Brian Greenberg, Vice President of Programs and Services. He has managed LifeMoves shelter and housing programs for 12 years. He is a licensed psychologist with over 25 years of experience developing and managing behavioral health and housing programs. Prior to his current position, Dr. Greenberg worked for Walden House in San Francisco for 18 years, overseeing research and evaluation, adolescent services, and development. Brian has published numerous articles in peer-reviewed journals concerning his work with substance abuse treatment research and housing, and serves as a clinical consultant for drug treatment programming. He received his undergraduate degree from Ohio State University and his Master's degree and Ph.D. from the California School of Professional Psychology in Berkeley, CA. Dr. Greenberg will have ultimate responsibility for program oversight.

BUDGET

LifeMoves Budget for Maple Street Shelter LVN Pilot Program January 1, 2018 – December 31, 2019	
Year 1 Salary and Fringe	\$88,400
Year 2 Salary and Fringe	\$88,400
Administration/supervision	\$17,680
Program Total	\$194,480

CONCLUSION

We sincerely thank Sequoia Healthcare District for your consideration of this proposal and your generous and continued support. With your generous support, LifeMoves continues to create meaningful opportunities for homeless individuals and families in our shared community. If we can provide you with any additional information, please contact Dr. Brian Greenberg, Vice President of Programs and Services, at 650-685-5880 ext. 116 or bgreenberg@lifemoves.org.

Healthy Schools Initiative Year End Review 2016-17
Presented to SHD Board of Directors
Pamela Kurtzman
October 2017

Introduction:

This report summarizes major activities and outcomes for key goals determined at the start of the 2016-17 year.

The HSI budget has 5 main funding components: 1) amount provided directly to schools (mainly for staffing and subcontracts); 2) funding for special programs including PE+; 3) program management costs; 4) grants to non-profits; 5) other costs which include supplies and materials, printing, website, and staff development.

- Total budget (2016-17): \$3,496,490
- Amount expended: \$3,495,560
 - Total to Schools \$2,209,500 (63%)
 - Total Special Programs (PE+, mini-grants, newsletter) \$805,560 (23%)
 - Program Management/contractors \$160,000 (4.7%)
 - Grants to Non-Profits \$285,500 (8.3%)
 - Total Other \$35,000 (1%)

I. School Partnerships

SHD supported a total of 28 full and part time staff directly employed by school districts to carry out goals of HSI and SHD (this total does not include 3rd party contractors or PE+ program staff). Wellness Coordinators (WC) have a clearly defined set of priorities each year and they set specific and realistic goals and objectives. Six of eight districts have developed action plans and timelines for meeting their goals and worked at building capacity for ongoing projects and revisiting priorities through data collection and analysis using the School Health Index. Each WC has specific goals and objectives that would be too much detail for this report. However, the below lists overarching goals that were common to all school districts in 2016-17 and their outcomes:

Goals:	Outcomes/ Updates:
Complete School Index (SHI) for each school site (SHI is a self-assessment & planning guide that schools can use to improve their health and safety policies and programs).	6 of our 8 partner school districts completed the SHI for all their school sites and the work is currently underway in two districts
Complete development of California Healthy Kids Survey (CHKS) custom modules. CHKS is largest statewide survey of resiliency, protective factors, risk behaviors, and school climate in the nation.	Custom modules completed and approved for county-wide distribution by COE and West Ed. All 8 expected to implement survey plus new custom modules in 2017-18 year
Work with Mike Newlin to complete mental health services asset mapping to inform programming at the school, district, and initiative level by identifying strengths and needs	Mike met with each school district and began the process of creating a system of data collection and evaluation that will utilize data from the California Healthy Kids Survey and the School Health Index. He will provide the SHD Board with more details at our Oct 4 th Board meeting.

II. PE+

PE+ has grown considerably in both breadth and depth over the years, and they continually introduce new ideas and unique activities to engage students. The program is not without challenges though, but the PE+ management team and school district have developed innovative solutions to staff retention and evaluation challenges. Victor Hernandez and Josh Feierstein will provide an update to the SHD Board at the October 4th Board meeting.

III. Program Management and Contractors

- Hired Jenny Bratton full-time at end of fiscal 2016-17 to provide support to HSI Program Director as well as oversight and maintenance of District website.
- Contractor Mike Newlin of Duerr Evaluation Services hired to conduct a comprehensive asset mapping and assessment of the mental health services among each of our 8 partner school districts.
- Julie Engberg- contractor hired to work with PE+ and school districts to develop and expand Health Huddles curriculum. Introduced Plickers model to measure student knowledge in PE+ this year and worked with Wellness Coordinators in San Carlos and Belmont to expand Health curriculum topics.
- Stacy Holmes- contracts to write HSI Parent Newsletter. Produced 6 newsletters in 2016-17 that went out to 7,000 parents in the San Carlos and Belmont-Redwood Shores School Districts. Will expand to Las Lomas and Redwood City in 2017-18.

IV. HSI Grants Program Outcomes

With our grants program, our approach has been to build capacity for those key partners that have long standing relationships with schools and provide a critical health need that helps enhance and align with our goals. We also look to bring in new partners to fulfill unmet needs or service gaps and help support the implementation and integration of their services.

Grants Summary:

- Total amount funded: \$285,500
- Number of grants provided: 13
- 4 new, 9 renewals
- 9 grants for Social-Emotional Programs
- 5 grants for Physical Activity / Physical Education and Nutrition
- Range of grants: \$11,000-\$40,000
- Average size grant: \$18,000

New grants:

- Friends for Youth mentoring at Sequoia HS
- Headstand at Kipp Charter
- Suicide Prevention and Happiness Project by One Life Counseling at Sequoia HS and Hawes Elementary
- Prevent Blindness See Well to Learn at various pre-schools

The age demographic that received the most services are k-8 students. We have not given specific attention to supporting our pre-school population and plan to further explore the unmet health needs of this population in 2017-18. Counseling and social emotional support services ranked among the top services provided by non-profits in our schools. Overall, the grantees are working well in the schools- both our long term partners and the newly funded programs this year. Many schools/districts continue to match our program funds.

The below table shows proposed versus actual numbers served and units of service provided for 2016-17. At final report these outcomes are shown in either red if they are below proposed values, or green if they are above proposed values. Those in black are within range of meeting their expectations. No grantee is too far below expectations to cause concern. A detailed report of these outcomes and more will be provided at our October Board meeting.

		2016-2017 Grant Cycle						
		Proposal			Midterm		Final	
Organization Name	Program Name	New request or Renewal?	PROPOSED Total Participants to be served	PROPOSED Total Units of Service for all Participants	ACTUAL Number Participants served July - December 2016	ACTUAL Units delivered July - December 2016	ACTUAL Number Participants served 2016-17 grant period	ACTUAL Units Delivered 2016-17 grant period
Adelante Spanish Immersion School	Garden Program, Nutrition Ambassador component (Updated)	Renewal	1509	6022	415	1462	1560	6338
Adolescent Counseling Services	On-Campus Counseling Program	Renewal	700	2050	304	796	856	3047
Friends for Youth, Inc.	Sequoia Mentoring Initiative	New	124	2870	132	1390	132	2576
Jasper Ridge Farm	HorseBuddies	Renewal	110	330	54	120	126	378
KIPP Excelencia Community Prep	Headstand @ KIPP	New	540	88480	540	88480	540	88480
Mary Meta Lazarus Child Development Center, College of San Mateo	Healthy Eats, Active Feet	Renewal	140	17223	130	7830	141	16585
One Life Counseling Center	Resiliency Pilot Program	New	55	600	66	294	75	621
Prevent Blindness Northern California (PBNC)	See Well to Learn	New	1836	1367	839	862	1420	1477
Redwood City 2020	Safe Routes to School	Renewal	1950	4950	1675	2243	2362	5190
San Carlos Charter Learning Center	School Counselor	Renewal	330	900	267	286	313	529
Siena Youth Center of St. Francis Center	Holy Family School PE, Community and Outdoor Health and Wellness Education Program	Renewal	67	7548	67	3248	63	6900
StarVista	Youth Development Initiative	Renewal	2034	7275	45	1363	7828	10410

2017-18 Key Goals (all school Districts)

1. Complete school mental health asset mapping for all schools in SHD
2. All 8 school districts execute the CHKS plus new custom modules (will be used to complete asset mapping)
3. Implement School Nurse Credentialing Assistance Program and Float Pool by Jan 2018
4. All school districts implement Kognito training for staff, pilot Kognito's Friend2Friend (for students) program in SUHSD

Report Summary

The 2016-17 program outcomes are consistent with our program and budget assumptions. We stayed within .6% of the budget (slightly under) due to lower than expected program management costs.

We maintain strong partnerships with our school district leadership and our visibility within the school communities we serve continually increases as a result of our expanded partnerships with local PTA's non-profits, local small businesses who become involved with student wellness.

PE+ was able to expand its reach to two more schools in 2016-17 and maintain high quality programming, despite challenges with staffing recruitment and retention due to their innovative solutions to meeting these challenges.

Our contractors are providing exceptional support in helping us expand and strengthen our programs by providing expertise in curriculum development and program evaluation.

Our school grantees have an excellent rapport with wellness coordinators and school staff and have been successful at integrating their services to fill gaps in services and enhance school programs and health curriculum.

Our biggest challenge for HSI in 2016-17 has been our lack of understanding the full scope of mental health needs in the districts we serve so that we may effectively address them. Mr. Newlin's analysis and subsequent recommendations will be vital to our efforts to improve mental health outcomes for our young residents.

HeartSafe Program

Activity Summary for August & September 2017

HeartSafe Region Task Force Meetings

Attend and participate in regional planning and support.

AED / CPR Trainings – Over 610 persons trained

- Menlo-Atherton HS Freshmen (13 presentations)
- Hiller Air Museum (2 presentations)
- Redwood City Mom's Group
- Infant Family & Friends Classes (5)
- Holy Trinity Lutheran Church
- Sequoia High School Staff
- Redwood City Library Staff
- Adult Family & Friends Classes (2)

AED / CPR Scheduled Trainings

- Sequoia High School Staff
- Redwood City Parks & Rec Staff
- Carmont High School Freshmen
- Infant Family and Friends Classes
- Belmont/Redwood Shores School
- Belmont City Staff
- Sequoia High School Freshmen
- Adult Family and Friends Classes

Infant CPR Program

In collaboration with Sequoia Hospital, the SHD initiated an infant CPR/AED training program in February of 2017. Expectant and new parents learn about our program through Sequoia Hospital. Additionally, we promote this program as well to our community. These classes are in extreme demand and fill up quickly. Our initial plans of offering one class every six weeks has now expanded into weekly classes. To date, the SHD has hosted 12 infant specific CPR/AED classes, and six more are scheduled to year-end for a total of 18 classes this calendar year.

It should be noted that of the 12 year-to-date Adult CPR/AED classes, many of them transitioned into an infant class because attendees signed up for an adult class when an infant class wasn't available or timely for them.

Attached is a report prepared by Sequoia Hospital based on exit surveys from those attending the Infant CPR classes.

AED Program and Management

A few years ago, the Board of the SHD elected to suspend the purchasing of AEDs for the community. At that time, approximately 345 AEDs had been placed into service throughout the community. All of those, and more, are still deployed throughout the District. Other than paying for additional AEDs, the SHD continues to monitor those units in relationship with the VIA Foundation, a 501©3 organization. Other than staff time, this is the only on-going expense related to the AED program at a cost of \$20,000.00 in FY 17/18. This breaks down to less than \$60 per year per AED. This discounted price from the VIA Foundation is based on our continued relationship and partnership with programs like teenage cardiac screening. Without this relationship, those in our District with an AED would need to subscribe to their own monitoring program at a cost of at least \$149.00 per AED. Additionally, with this relationship with the VIA Foundation, we, and our AED clients throughout the District, receive the mandatory medical direction as required by law.

When the HeartSafe Program receives a request for the placement of an AED, we refer them to the VIA Foundation for the purchase of the unit and mention they can purchase the unit through any vendor they select. We help the client with the selection of the best AED for their facility. Once that unit is purchased, staff assists in this way:

- Site visit to select best place to mount the AED
- Training to include AED use, CPR and choking prevention to their staff

Two very recent (last 4 weeks) additions to our AED program are the Hiller Air Museum and Holy Trinity Church in San Carlos. Both of these clients purchased their own AED and SHD staff assisted the clients with AED selection, placement and training.

HeartSafe Program Training Goals

In preparation for the FY 14/15 HeartSafe budget, staff prepared an executive summary and proposed program description. That report reflected the goals of the HeartSafe Program, and included discussion of the AED program, CPR training for the community, and other pertinent matters. Included in that report were CPR training goals for the program, specifically, an annual goal of 3,560 persons and a three-year goal of 10,680. Actual results are as follow:

<u>F/Y</u>	<u>Persons trained</u>
14/15	3,250
15/16	3,950
<u>16/17</u>	<u>3,067</u>
Total	10,267
Three-year average:	3,422

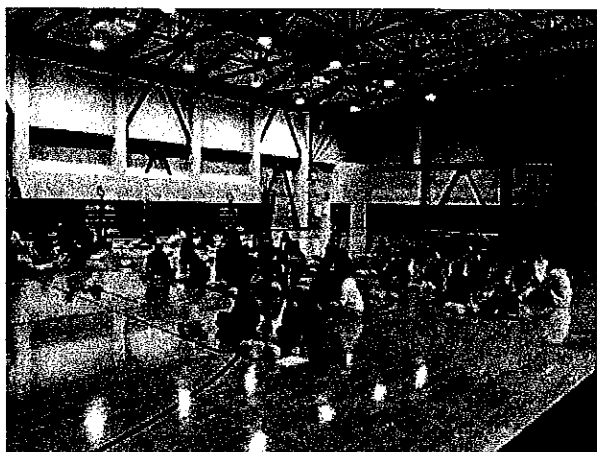
Goals for the FY 17/18

- expand the scheduling of infant CPR classes in our classroom from 18 to 24 classes per year (360 students)
- continue adult CPR classes in our classroom at the current rate of no less than 1 per month (180 students)
- continue regular trainings to all our existing clients as well a new clients (1100 students)
- continue yearly CPR training for the Freshmen in the Sequoia HS District (1900 students)
- work with the Via Foundation on the delivery of another teenage heart screening (400 students)

Summary

The SHD's HeartSafe Program, that utilizes approximately 1% of the SHD's annual budget, is healthy. In addition to providing life-saving skills, this program exposes members of the community to the programs the District offers who otherwise would not learn about the SHD. Lives have been saved thanks to the HeartSafe Program. In 2016, four lives were saved by community members using SHD AEDs.

Family & Friends Photographs



Jan-June 2017
Sequoia Healthcare District
Family and Friends CPR Evaluation Results

Glenn Nielsen, Instructor-208 surveys

<u>Please rate your experience</u>			<u>Age Range</u>		<u>Zip Code</u>		
97%	202	Excellent	3%	7	Under 24	11%	22 94061
2%	4	Good	78%	162	25-44	4%	9 94025
		Fair	5%	11	45-54	14%	30 94070
1%	2	Poor	8%	16	55-64	4%	8 94401
			4%	8	65-74	14%	30 94062
			2%	4	75+	9%	19 94063
						7%	14 94404
						3%	6 94066
						9%	19 94002
						6%	12 94403
						3%	6 95134
						3%	6 94402
						4%	8 94019
						12%	25 Other

Please rate your knowledge about CPR prior to taking the class.

15%	31	Excellent
17%	35	Good
36%	75	Fair
31%	65	Poor
1%	2	Decline to state

Please rate your knowledge about CPR after to taking the class.

75%	156	Excellent
25%	52	Good
		Fair
		Poor

How confident are you in your ability to perform CPR?

66%	138	Very confident
33%	68	Confident
1%	2	Somewhat confident
		Not confident

Would you recommend this class to friends and family?

100%	208	Yes
		No

How did you learn about this class?

14%	30	Internet
33%	68	Relative or friend
43%	89	Sequoia Hospital class or website
2%	5	Redwood City Publication
4%	8	Google
4%	8	Other

What did you find most helpful?

12%	24	Everything
11%	23	Techniques, videos, demonstrations
19%	39	Hands on learning/ Practice
11%	22	Instructor
10%	20	AED
14%	29	CPR (infant choking)
2%	5	Q&A
7%	15	Simple Instructions
10%	20	Other

Recommendations for improvement.

- Would be great to have this class in our county(Santa Clara)
- Keep providing weekend hours
- Would be nice to include first aid offerings.
- More focus on specific mechanisms (e.g. where to push)
- Provide "cheat sheet" w/ info
- Take home card w/ guide steps to post on fridge or whatever
- Govt programs/ to acquire a defib websites
- Handouts to take home
- Offer it in different languages
- More videos of example of infant gasping or cardiac arrest
- 16 responded- No need to improve- it was great.

UPDATE

N-A

YES

N-A

YES

YES

YES

N-A

YES

TBC

N-A

😊

CEO Report: October 2017- Lee Michelson

1. LAFco: On September 20, 2017 the Commission accepted the final municipal service review. LAFco is interested in leading discussions with SHD representatives about the boundaries of the District and the possibility to expand them.
2. ACHD: I attended both the annual conference and the Board and Executive Committee meetings in San Diego September 12-14 and I am participating in discussions related to the certification process.
3. Samaritan House: I have been in discussions with Samaritan House leadership about future remodeling of the RWC Clinic. A proposal may be developed over the next month or so for SHD consideration.
4. Magical Bridge Playground: The groundbreaking ceremony for the Redwood City Playground will take place on Friday, November 3rd at noon.
5. Zone elections: A special Board meeting will be held with Paul Mitchell, the hired demographer on Monday October 2nd at 6:30pm. The public is invited to come and provide input.
6. Audit: Work is being finalized on the 2016-17 audit and should be ready for presentation in December.
7. Pension: The next meeting of the pension committee is on November 8.
8. Annual report: The report is finished and at the printers. As usual it will be mailed to all households in October.
9. Tenant update: The San Mateo County Dental Society is considering a purchase of a building and if that happens they will not be moving in to our available space. We have given them until October 5 to decide and at that time we will work with Trask Leonard to look for an alternative tenant.
10. 70 Strong: the advisory committee is meeting on September 28 to discuss marketing opportunities.
11. Living Healthy Workshops: currently offering 4 sets of classes at North Fair Oaks Community Center, San Carlos Adult Community Center, Belmont Library and Little House in Menlo Park.
12. Sponsored events: SHD is sponsoring a senior care program on September 30 with Assembly Member Kevin Mullin at Veterans Memorial Senior Center (\$1,000) and the Alzheimer's Foundation Annual Caregiver Conference on October 31st in Foster City (\$3,000).



LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

September 22, 2017

To: Sequoia Healthcare District
Peninsula Health Care District
County of San Mateo
Cities in San Mateo County
Other Interested Agencies

Subject: Adopted Municipal Service Review and Sphere of Influence Determinations and Sphere of Influence for the Sequoia Healthcare District and the Peninsula Health Care District

Summary

On September 20, 2017, the San Mateo Local Agency Formation Commission (LAFCo) accepted the Final Municipal Service Review for Sequoia Healthcare District and Peninsula Health Care District, adopted determinations, and reaffirmed the spheres of influence for the Sequoia Healthcare District and the Peninsula Health Care District. The Commission took these actions after many months of preparation and circulation of the report and substantial written and public comment received at a noticed public hearing that was opened on May 17, and continued to July 19 and September 20, 2017. Attached please find the resolution and determinations for the health care districts. You can view the report and associated documents at www.sanmateolafco.com.

Purpose of Municipal Service Reviews and Sphere of Influence Updates

The State Legislature created LAFCos in each county of the State to regulate the boundaries of cities and special districts. LAFCos operate according to Government Code Sections 56000 and 57000 et seq. These government code sections establish LAFCos' authority to regulate boundaries by adopting State-mandated spheres of influence for each city and district and periodically preparing municipal service reviews and sphere of influence updates. A sphere of influence is the plan for probable physical boundaries and service areas of a local agency, city, or special district as determined by the Commission. Spheres can also designate a plan for future governance of a city or district. Cities and special districts cannot provide services outside their sphere of influence except in very limited circumstances.

Spheres of Influence

The following summarizes the reaffirmed spheres of influence for the Sequoia Healthcare District and Peninsula Health Care District:

"Transitional Sphere of Influence," recognizing the significant areas of the County excluded from both districts and the changing demand and economics of health care and hospital operation. The sphere designation also recognized that health care needs of all county residents may benefit from alternative organizational structures, boundaries and funding mechanisms including but not limited to dissolution, consolidation, expanded service areas and joint power agreements to include all of San Mateo County.

COMMISSIONERS: DON HORSLEY, CHAIR, County ▪ MIKE O'NEILL, VICE CHAIR, City ▪ JOSHUA COSGROVE, Special District ▪ ANN DRAPER, Public
RICH GARBARINO, City ▪ JOE SHERIDAN, Special District ▪ WARREN SLOCUM, County

ALTERNATES: VACANT, Special District ▪ HARVEY RARBACK, City ▪ SEPI RICHARDSON, Public ▪ DAVE PINE, County

STAFF: MARTHA POYATOS, EXECUTIVE OFFICER ▪ REBECCA ARCHER, LEGAL COUNSEL ▪ JEAN BROOK, COMMISSION CLERK

September 22, 2017

MSR and SOI Determinations for Health Care Districts

Page 2

The sphere designation recognizes the need to address excluded, medically underserved areas, including the City of East Palo Alto, Eastern Menlo Park, portions of San Bruno and South San Francisco, the City of Half Moon Bay, and unincorporated coastal communities, including Pescadero and La Honda. In reaffirming the spheres of influence, the Commission included a provision that the Districts and LAFCo staff engage the County of San Mateo and the affected cities to pursue the feasibility of expanding the boundaries of both Districts to include these underserved areas.

Municipal Service Review Determinations

LAFCo adopted determinations for each District include observations and recommendations in areas concerning, fiscal stability, accountability, and efficiencies. We recommend that the health care districts, the County, and affected cities share this information with your board or council and staff. Please feel free to contact me regarding the attached resolution and accompanying documents.

Sincerely,

A handwritten signature in black ink, appearing to read "Martha M. Poyatos", written in a cursive style.

Martha M. Poyatos
Executive Officer

cc: LAFCo Commissioners

RESOLUTION NO. 1220

**RESOLUTION OF THE LOCAL AGENCY FORMATION COMMISSION
OF THE COUNTY OF SAN MATEO
MAKING DETERMINATIONS PURSUANT TO GOVERNMENT CODE
SECTIONS 56430 AND 56425 AND
AMENDING THE SPHERES OF INFLUENCE OF
THE SEQUOIA HEALTHCARE DISTRICT AND THE PENINSULA HEALTH CARE DISTRICT**

RESOLVED, by the Local Agency Formation Commission of the County of San Mateo (LAFCo), State of California, that:

WHEREAS, Government Code Section 56425 requires LAFCo to review and update spheres of influence on or before January 1, 2008 and every five years thereafter; and

WHEREAS, prior to reviewing the sphere of influence for the Health Care Districts, the Commission caused to be prepared a municipal service review pursuant to Government Code Section 56430; and

WHEREAS, the Executive Officer prepared a written report of the service review that was provided to the Commission, affected agencies and community; and

WHEREAS, the Commission heard and fully considered all the evidence presented at its meeting of the Commission on May 17, 2017, July 19, 2017, and continued the hearing to September 20, 2017; and

WHEREAS, as part of this service review, the Commission is required pursuant to Government Code Section 56430(a) to make a statement of written determinations.

WHEREAS, as set forth in the service review, the Health Care Districts no longer operate hospitals and existing district boundaries and spheres exclude medically underserved areas of the county; and

WHEREAS, the Commission has the authority and responsibility, pursuant to Government Code Section 56425, to determine and periodically review and update the sphere of influence of each local governmental agency within its jurisdiction in the county.

WHEREAS, a noticed public hearing was held on May 17, 2017, July 19, 2017, and September 20, 2017 in Redwood City whereby the Commission heard and considered all oral and written testimony and the report of the Executive Officer, and all persons were given an opportunity to hear and be heard with respect to the sphere of influence; and

NOW, THEREFORE, THE COMMISSION DOES HEREBY DETERMINE AS FOLLOWS:

1. The Commission accepts the Municipal Service Review and Sphere report and accompanying Executive Officer Reports.
2. The Commission adopts the municipal service review determinations set forth in Exhibit A, which is attached and hereby incorporated by reference.
3. Pursuant to Section 56425(i) in regard to nature, location, extent, functions & classes of services provided by the Districts, the Commission adopted an inventory of active services contained in Exhibit B.
4. The Commission adopts the sphere of influence determinations contained in Exhibit C and reaffirms the Transitional Sphere of Influence for both Districts with the provision that the Districts report back to LAFCo annually on financial condition and implementation of LAFCo recommendations and that the Districts and LAFCo staff pursue with the County and cities the feasibility of expanding boundaries of the Districts to include medically underserved areas currently excluded from health care district boundaries.

Assembly Speaker pro Tem Kevin Mullin
invites you to attend a

Senior Care & Life Planning Seminar

September 30, 2017
10 a.m. to 1 p.m.

Veterans Memorial Senior Center
1455 Madison Avenue
Redwood City

80%

of people say that, if seriously ill, they would want to talk to their doctor about end-of-life care.

Obtain the latest information,
have your questions answered,
learn about scams that can occur
and discuss legislation
you are interested in hearing more about.

ONLY 7%

of people report actually having had an end-of-life conversation with their doctor.

Seniors, their families & caregivers are
welcome to attend this free seminar.
No Solicitations • Refreshments will be served

For more
information, call:
(650) 349-2200

☒ Advance Care Directives & Other Forms

☒ Caregiver & Client Relationships

☒ Financial & Asset Protection

☒ Aging & Living Well

☒ Faith & Cultural Influences in Healthcare

☒ Cemetery & Funeral Considerations

☒ Palliative Care

☒ Hospice Care & All Its Benefits

Pamela Kurtzman
Staff Report August-September 2017

Activity Summary

I. Healthy Schools Initiative Updates:

- Our school-based mental health evaluation consultant, Mike Newlin, will present an update to the South County Schools Mental Health Collaborative on September 29th as well as a full update to the Board at our Oct 4th Board meeting. Mr. Newlin will describe how he will create a system of data collection and evaluation that will utilize data from the California Healthy Kids and the school Health Index to help the 8 school districts analyze the mental health systems of support in schools and help suggest improvements.
- SHD has partnered with RWC 20/20 and the Grove Foundation to support a full-time Psychotherapist this year for Redwood High School. Raquel Villa Linares, a clinician from Acknowledge Alliance, has begun work with students and their families to provide counseling support for students with more serious mental health needs.
- As noted in my last staff report, StarVista, one of our most significant partners in supporting child and adolescence mental health in both our schools and our community, lost significant funding this June due to a redistribution of those funds by the Human Services Agency Children and Family Services (HSA CFS) and as a result, two school programs we have been funding will no longer be offered. Instead, we will support Crisis Intervention and Suicide Prevention educational presentations to be offered at most of our partner middle and high schools.
- Andrea Garen, Wellness Coordinator for RCSD, will provide a brief presentation on the status of mental health services and school nursing in RCSD at our Oct 4th meeting.
- We will hold our first monthly joint Wellness Coordinator meeting and South County Mental Health Collaborative meeting on September 29th. These meetings will be held regularly on the 4th Friday of each month.
- Lee, Jenny, and I visited the new non-profit, SafeSpace, a teen mental health drop-in center located in Menlo Park. This is an Australian-based model similar to the Headspace model that we've been discussing with Stanford and was started by the same founder who created Headspace and affiliated with the Bay Area Clinicians Association and Prairicare. This is the first of its kind in the Bay area and is mainly funded by private donations and local business.



A full update of the PE+ program will be provided by our partner organizations at our October Board meeting.

HSI Grants

- We held our annual school year kick-off event on September 7th at Red Morton Community Center Redwood City where about 60 school wellness and non-profit staff attended. Thanks to PE+ Coordinator Josh Feirstein for supplying the venue and thank you to Jerry Shefren for representing the SHD Board.
- Outcomes of our 2016-17 grants and subcontracts will be presented at our October Board meeting.

II. *Caring Community Grants*

Please see attached for outcomes of our 2016-17 CC grants

III. *Healthy Kids*

- No update at this time on how best to spend program reserves. I will approach the committee to discuss ideas in November and report back to Board in December

IV. *Community/Additional Activities*

- Volunteered at Samaritan House RWC for the annual backpack and school supply distribution on August 12th
- Visited Edgewood Center Mental Health Drop In Center for 18-25 year old
- Attended ACHD Conference in San Diego in September
- Attended Lafco meeting on September 20th at the County Board of Supervisors Chambers where they presented their municipal review and final recommendations for SHD
- Visited a potential grant applicant, California Clubhouse, to see their new location and learn more about their programs and services in San Carlos
- Attended Mental Health Convening presented by Kaiser on Sept 27th. Panelists from SMC Behavioral Health, Star Vista, Acknowledge Alliance, Caminar and Kaiser addressed the state of mental health in SMC and teen mental health and suicide prevention. Connected with several presenters to meet again and continue discussions.

V. *Other Business*

- LifeMoves submitted a proposal (outside the grants program) for a full-time LVN to support their Maple Street Shelter who would serve as a liaison to primary and behavioral health care facilities, insure medication storage is compliant with their policies, and help residents manage their medications. Dr. Brian Greenberg will present his request to the SHD Board at our Oct 4th Board meeting.
- Peer Mobile App
Continuing to develop implementation plan and partnership and usage agreements for pilot project. Star Vista is excited to bring a more fully executed proposal to the Board at our December Board meeting.

Committees

- San Mateo County School Health Alliance Co-Chair (meets each month)
- Redwood City School District Wellness Committee (Meets 2nd Tuesday each month)
- Sequoia Union High School District Wellness Advisory Committee (WAC) (meets 3rd Monday each month)
- Belmont- Redwood Shores Wellness Committee (meets 3rd Thursday each month)
- San Carlos School District Wellness Committee (meets 3rd Tuesday each month)
- Las Lomas Wellness Committee
- South County Mental Health Collaborative (meeting dates TBD)

VI. Attachments

- Updates from our Wellness Coordinators to be provided separately
- 2016-17 CC grant outcomes to be provided separately

Jenny Bratton
Staff Report August-September 2017

Activity Summary

I. Healthy Schools Initiative Updates:

School Mental Health- update

- Molly Henricks from San Mateo County Office of Education presented a Suicide Prevention Toolkit and Threat Assessment workshop that I attended September 22nd, along with school administrators, principals, counselors, office managers, coaches, teachers and staff. These workshops are designed to inform districts and schools site what preventative measures and procedures to take when faced with a suicide or threat.
- Wellness Coordinators and I participated in a teacher training on implementing the California Healthy Kids Survey (CHKS) on September 22nd
- I met with all the Wellness Coordinators to help them start the Green Folder Initiative at their districts. These initial hour-long meetings offered an explanation of what the initiative entails and the process for implementation and delivery. Wellness Coordinators then went back to their administrators and wellness teams to hammer out the details. I am available for consultation and help with rollout when the districts are ready.
- HSI Newsletter: I met with Stacey Holmes to discuss the development and expansion of the newsletter. There will be ongoing outreach attempts to include all districts by spring of 2018.



Substitute Credential

I offered two CBEST refresher workshops for two PE+ coaches who are taking the CBEST in order to get their sub credential through the district. The substitute credential will allow the coach to be the certificated person on site and eliminate the need for a certificated teacher to have to be present at all times during PE instruction.

II. Communications

- I created the Annual Report which will be mailed in October.

- I am signed up to attend a 2-day workshop on Wordpress in November. This will allow me to receive formalized instruction on how to navigate the Wordpress.

III. Community/Additional Activities

- Pamela, Lee, and I attended SafeSpace Open House in Menlo Park, September 15.
- Pamela and I visited California Clubhouse, potential future grantees, on September 26 to visit their 'new' space in San Carlos.
- Participating in the San Mateo Chamber Leadership Program. The program meets monthly and covers topics of housing, transportation, healthcare, etc in our community. This is a good way for me to learn more about the community we serve.

IV. Community/Additional Activities

- I have attended and will continue to attend the following committee meetings:
 - SWAGG (3rd Fridays)
 - Sequoia Union High School District Wellness Advisory Exec Committee (WAC Exec) (3rd Mondays)
 - South County Mental Health Collaborative (last Friday of each month)
 - Make Time for Fitness
 - Sequoia Union High School District Wellness Advisory (WAC) (first Wednesdays)
 - Redwood City School District Wellness Committee (Meets 2nd Tuesday)
 - Belmont- Redwood Shores Wellness Committee (meets 3rd Thursday)
 - San Carlos School District Wellness Committee (meets 3rd Tuesday)
 - Las Lomas Wellness Committee (meets each month)
 - CHC Teen Mental Health Leadership Collaborative (Meets monthly)