

**BOARD OF DIRECTORS
REGULAR MEETING
June 29, 2015**

1. **CALL TO ORDER:** Chair Cappel called the meeting to order at 17:45 hours at Burlingame City Hall Council Chambers, 501 Primrose Road, Burlingame, 94010.
2. **ROLL CALL:** Present: Lawrence Cappel, PhD, Helen Galligan, RN, Secretary, and Dennis Zell, Esq., Treasurer. Absent: Rick Navarro, Vice Chair and Cameron Emmott, MD, Director. Also present were: Cheryl Fama, CEO, Colin Coffey, General Counsel and Ashley McDevitt, Community Outreach Coordinator.
3. **CONSENT CALENDAR:**

*DIRECTOR ZELL MOVED AND DIRECTOR GALLIGAN SECONDED THE MOTION TO APPROVE THE CONSENT CALENDAR AS PRESENTED. THE MOTION CARRIED 3/0.
AYES: DIRECTORS CAPPEL, GALLIGAN, AND ZELL
NOES: NONE
ABSTENTIONS: NONE*
4. **ORAL COMMUNICATIONS:** No oral communications were offered.
5. **CITY NATIONAL BANK INVESTMENT MANAGER PRESENTATION:** Darrell Claridge, Private Client Advisor, and Paul Single, Portfolio Manager, gave an overview of the District's performance. City National Bank manages two portfolios for the District; the construction project fund and the agency account. Both portfolios are invested in high credit quality bonds. Together, the portfolio is expected to return approximately \$800K minus fees this fiscal year. The project fund is returning 1.5% and the agency account is returning nearly 2%.
6. **COMMITTEE REPORTS:**
 - A. **Long Term Planning:** Chair Cappel reported on the June 2 meeting at which Dr. David Lindeman presented on Connected Aging: Emerging Technology Solutions for Living Independently. Mr. Roos and Mr. Pinto provided updates on the Trousdale and master plan projects.
 - B. **Community Health Investment:** Director Galligan – No meeting held; no report.
7. **BOARD CHAIR'S REPORT:** No report was given.
8. **TREASURER'S REPORT:** Treasurer Zell reported on exploratory discussions with Franklin Templeton regarding financing the Peninsula Wellness Community development. He introduced Jack Foster from Franklin Templeton who was in attendance to learn more about this PHCD project from Mr. Pinto's presentation later in the meeting.
9. **DIRECTOR REPORTS:** No additional reports were offered.
10. **CEO REPORT:** The full report was included in the meeting materials. CEO Fama commented:
 - A. The approved State Budget expands medical coverage for undocumented children which could have an impact on the amount of funds needed to support uncovered children in Children's Health Initiative. The budget will restore a dental program for serving children in school; Apple Tree Dental may benefit from this re-funded program. Also noted, the State has appointed for the first time ever, a Dental Director for California.

Director Zell commented he would like to hear from Apple Tree Dental on the effect this new funding will have on their services and he would like to invite the Dental Director of California to learn more about the Apple Tree Dental program.

- B. We are one item away from being ready to submit application for the Transparency Certificate. We recently learned that Dr. Emmott has to complete ethics training even though he took office in an odd year (Directors must complete ethics training in the even-year per our policy).
- C. We've researched options for Sexual Harassment Training and learned this training can be done either individually or through an in-person group session. It was the consensus of the Directors to pursue an in-person Director training.
- D. CEO attended all four School Boards to wrap up the Healthy Schools Funding relationship, show a sample of the "health on a shelf" books, and inform the districts about the PHCD community grant process. Each Board expressed their thanks to PHCD for their willingness to support them. The funding has raised the importance of health of their students and has given them a chance to integrate health into the school environment and curriculum.

11. COMMUNITY OUTREACH COORDINATOR REPORT: Ms. McDevitt reported on the current health needs of the PHCD community. She reported on the following areas:

- PHCD health priorities and investments for FY'15
- PHCD's 5-year trend of investments relative to the health priorities
- Recent findings on the current health trends and identified potential gaps in services.

She noted several areas where gaps in services exist: childhood obesity intervention, mental health for adolescents and teens, health literacy, and access to a care clinic in San Bruno. The purpose of this report is to get direction from the Board on where they want to invest resources for the upcoming year, set the health priorities for the upcoming grant cycle, and to set a foundation for the strategic plan.

Chair Cappel said he would be interested to see where PHCD can partner with other organizations to support intervention programs for obese children and childhood diabetes. He also noted more needs to be done around mental health for adolescents and health literacy for consumers. **Director Zell** agreed with the health priorities presented and would like to hear solutions that the District can get involved in. He suggested Ms. McDevitt come back to the Board and present the issue, solutions, and estimated costs. The Board will discuss and give direction on where to go from there. **Director Galligan** agreed that it would be good to hear more about potential solutions. She noted the Board may want to pick one priority and focus solely on that priority over the next year or two.

12. OLD BUSINESS:

- A. **Progress report on the master plan pre-entitlement process: Prakash Pinto, Pinto & Partners and Candace Hathaway, Hathaway Associates: Mr. Pinto reported on the following:**
 - i. Reviewed the draft project narrative included in the meeting materials
 - ii. Reviewed the revised Master Plan and massing with changes made due to flight paths for MPHS helipad
 - iii. Reviewed proposed integration of Community Gatepath services into the overall site
 - iv. Gave an update on the overall Master Plan to date
 - v. Initiated formal process with the City to select firm to conduct the Environmental Review.
 - vi. Next step is for City to put out an RFP to select a firm to conduct the Environmental Review. Once the City of Burlingame selects and approves the firm, the EIR process will begin.

Ms. Hathaway reported on the Executive Frequently Asked Questions (FAQ) developed by the project team with input from the Directors. She noted that it's very important for the project ambassadors to be using the same messaging when engaging with the community. She outlined several of the key messages and asked the Directors for feedback. Director Zell commented that he wants to make sure that communications around the Peninsula Wellness Community are intended to engage feedback from the public. Ms. Hathaway noted as part of the outreach plan, residents will have many opportunities to give feedback and express concerns.

- B. **Progress Report on The Trousdale Construction: David Marks, Nova Partners:** Mr. Marks presented an overview of the project status. He noted the competitively bid construction costs came in significantly over the projected budget, even with the anticipated inflation due to the busy Bay Area market conditions. The project team has reached out to sub-contractors who participated in the bidding and several general contractors currently building similar projects in this market to determine how best to get to a reasonable number while maintaining the size, look, and amenities of the project as envisioned. He reported that the general contractor, Rudolf & Sletten, completed the pre-construction, Phase One of their contract with PHCD and has terminated its relationship with the project per the terms of the contract. Mr. Marks reported that a detailed report should be ready for the Board by mid-July. He also noted the team is reviewing various delivery models in lieu of traditional public sector building.

There was a detailed question and answer discussion between the Directors and Mr. Marks to more fully understand Nova Partners position about the public bidding process, market conditions, reasons for the high construction costs, and planned activities to get the project back on track.

- C. **Progress report on Apple Tree Dental Affiliation with The Coastside Medical Dental Clinics, Inc. (Sonrisas):** CEO Fama reported Apple Tree Dental is still operating at an intermittent clinic status. The application for full licensure has been submitted. One condition of the application was to document Sonrisas is a subleasee at 430 N. El Camino Real. ATD's lease with PHCD allows for sub-leasees; this was confirmed by PHCD Counsel. Apple Tree Dental opened on May 28th for 20 hours per week and continues to work on getting MOU's with nursing homes and school districts. The first MOU in place is with the San Bruno Park School District, a direct result of PHCD's relationship through the Healthy Schools Initiative collaboration over the last 3 years.

13. NEW BUSINESS:

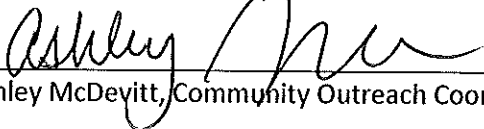
- A. **Refinancing of City of San Mateo Redevelopment Agency Merged Project Area Tax Allocation: Joe Galligan, CPA, PHCD appointee to the Oversight Board for the Successor Agency to the San Mateo Redevelopment Agency:**
Mr. Galligan reported the Oversight Board is requesting approval to do a one-time refinancing of the bonds to take advantage of the low interest rates. The impact for PHCD will yield \$1,600 more per year and \$200K over the term of the financing.

***DIRECTOR ZELL MOVED AND DIRECTOR GALLIGAN SECONDED THE MOTION
TO APPROVE THE REFINANCING OF THE RDA MERGED PROJECT AREA TAX ALLOCATION
OUTLINED BY MR. GALLIGAN. THE MOTION CARRIED 3/0.
AYES: DIRECTORS CAPPEL, GALLIGAN, AND ZELL
NOES: NONE
ABSTENTIONS: NONE***


14. MEDIA CORRESPONDENCE: No items were pulled for discussion.

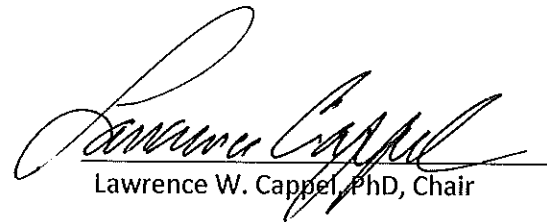
15. ADJOURNMENT: Chair Cappel adjourned the meeting at 19:10 hours.

Written and submitted by:


Ashley McDevitt, Community Outreach Coordinator

Approved:


Helen C. Galligan, Secretary


Lawrence W. Cappel, PhD, Chair