



**BOARD OF DIRECTORS
MEETING MINUTES
6:30 pm Thursday, March 23, 2023
1819 Trousdale Dr. Burlingame, Ca 94010
(Classroom)**

<p><u>Directors Present</u> Chair Cappel Vice-Chair Pagliaro Secretary Zell Director Sanchez</p>	<p><u>Directors Absent</u> Director Navarro</p>	<p><u>Also, Present</u> Counsel Mark Hudak Presenters: Eric Ryan, Mission Met Facilitator, Maria Mortati, Resilient Environment</p>
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1. CALL TO ORDER & ROLL CALL: Chair Cappel called the meeting to order at 6:39 pm. Roll call attendance was taken. A quorum was present.

2. PUBLIC COMMENT/NON-AGENDA ITEMS: No Public comments were offered.

3. Report out from Closed Session: 3/3/23, 3/15/23 & 3/23/2023:
Chair Cappel reported discussions for the last three meetings focused on Peninsula Wellness Community negotiations.

Chair Cappel introduced the new Peninsula Health Care District’s CEO, **Ana Maria Pulido**

Ana Maria Pulido introduced herself, thanked the Board for the opportunity to join the staff, and is looking forward to collectively continuing to build upon the legacy and success the District has established.

- 4. Consent Calendar:**
- a. Board Meeting Minutes – February 23, 2023
 - b. Finance Meeting Minutes-November 30,2023 & January 4, 2023
 - c. Account Transactions – February 2023
 - d. Treasurer’s Report – February 2023

Vice-Chair Pagliaro asked **CFO Yee** about a transaction on the financial statements in the Board packet on page 15 for \$104k to KBM Hogue.
CFO Yee responded that the transaction was for 50% of the allcove™ furniture purchase.

Motion to approve the Consent Calendar as presented
Motion: By Director Sanchez; Seconded By Vice-Chair Pagliaro
Vote: Ayes – Cappel, Pagliaro, Zell, Sanchez
Noes - 0
Abstain - 0
Motion Passed: - 4/0/0

5. Old Business:
A. Strategic Planning Board & Management Retreat- Summary from Retreat and Proposed Plan Outline of 3-year Plan for Discussion and Next Steps: CED Wasson and Facilitator Eric Ryan from Mission Met

[Presentation appended to and made part of these minutes.]

Draft Framework for 2023-25 Strategic Plan

- Vision: All District residents are living their optimal health
- Mission: Supporting residents in achieving optimal health and wellness through education, prevention, advocacy, and safeguarding community access to basic health services
- Core Values: Collaboration, Stewardship, Inclusion, and Transparency

Five Focus Areas

- Preventive Health
- Mental Health
- Dental Health
- Senior Health
- Integrated Services

Two Strategic Themes

2023/2024 - Strategic Framework for Programs: Create a common strategic framework for each of the core programs with a focus on establishing metrics and funding support commensurate with the community benefit.

2025 - Key Metrics: Establish and begin tracking success on a set of key health metrics for the District in each focus area.

Next Steps

- Staff to review and provide feedback and edits on goals
- Planning committee to discuss and provide feedback as needed
- Board approves the plan, and it is captured in Mission Met Center software
- Consultants to provide follow-up support and ensure alignment with the new CEO

B. Proposal to Extend Economic Planning Services Contract for PWC Project Financial Analytics and Consulting: CEO Fama

CEO Fama proposed to extend the economic service contract for the Peninsula Wellness Community Project Financial Analytics and Consulting.

Motion to approve Proposal to Extend Economic Planning Services Contract for PWC Project Financial Analytics and Consulting; Additional budget request not to exceed \$50,000 without prior authorization.

Motion: By Vice Chair Pagliaro; Seconded By Director Zell

Vote: Ayes – Cappel, Pagliaro, Zell, Sanchez

Noes - 0

Abstain - 0

Motion Passed: - 4/0/0

C. Hub Project Progress Report: CEO Fama and Alexis Denton, Resilient Environment

CEO Fama introduced **Maria Mortati**, who provided the Board with an update on the Hub Project progress, in **Alexis Denton's** absence.

Maria Mortati stated that since the approval of phase two of the Hub development, a list of District folks and associates was created to form two groups of Board members/CEO and an Advisory team consisting of county stakeholders and advisors. Lastly, Ms. Mortati reported a webpage and informational document about the HUB development are in progress.

Discussion:

Has there been any clarification in terms of the actual services the Hub will provide?

The proposal that was approved by the Board at the previous meeting projected a 3-month project. The deliverables consist of potential partners and a business Proforma. The timeline for a more detailed answer regarding the services would be in 3 months depending on the progress.

6. New Business:

A. Announcement of Selection of New CEO and Approval of Three-year Employment Contract at \$226K: Chair Cappel

Chair Cappel introduced **Ms. Ana Maria Pulido** as the Board's selection to serve as the new CEO of the Peninsula Healthcare District. He also detailed the different aspects of the Board's hiring process that led to **Ms. Ana Maria Pulido's** unanimous nomination. He asked for the Board's approval of the selection.

Motion to approve Selection of Ana as New CEO and Approval of a Three-Year Employment Contract with a salary of \$226k.

Motion: By Director Sanchez; Director Zell

Vote: Ayes – Cappel, Pagliaro, Zell, Sanchez

Noes - 0

Abstain - 0

Motion Passed: - 4/0/0

B. Proposal to Purchase 1764 Marco Polo Way, Burlingame: Chair Cappel

Counsel Hudak reported once a formal purchase and sale agreement is executed, it will come before the Board for transparency, discussion, and formal approval.

C. Proposal on Location for Returning to In-Person Board Meetings and Affirmation to Continue Recording Board Meetings with Hybrid Capability: DOB Stephanie Arevalo

DOB Arevalo-Rodriguez stated that the Burlingame and Millbrae chambers continue to be limited in offering hybrid capabilities and recommended Board continue to meet at the District office over the next three months until hybrid capabilities are offered at one of the chambers. **DOB Arevalo-Rodriguez** also noted a decision needed to be made if the Board would continue to record monthly board meetings and make them and continue to make them available on the District website.

Counsel Hudak inquired about the Town of Hillsborough chamber limitations. Office Assistant **Theodoropoulos** responded that the Town of Hillsborough would not allow any public to hold hybrid meetings.

Public Comment:

Maria Mortati commented that she would like the meetings to continue being recorded because the Board has been working on innovative projects such as the Hub that the public can look back on and observe how the process of bringing it to fruition, developed and progressed.

Motion to approve continued recordings of Board meetings with Hybrid Capabilities

Motion: By Director Zell; Vice Chair Pagliaro

Vote: Ayes – Cappel, Pagliaro, Zell, Sanchez

Noes - 0

Abstain - 0

Motion Passed: - 4/0/0

D. CEO's 2022 Annual Performance Review and Proposed Compensation: Chair Cappel

Chair Cappel gave a summary of the Board's process in evaluating **CEO Fama's** performance during the past year. Programs such as the PHCD's vaccination clinics, allcove™ center, and the growth of social media and communications outreach have flourished in the past year. **CEO Fama** was able to coordinate all aspects of the PWC development, serve as the Sonrisas Dental Health CFO, and served on Burlingame/Millbrae age-friendly task forces. **CEO Fama** also introduced the RIP medical debt relief program and recruited San Mateo Medical Center as a partner, which led to over 14,000 residents having their medical debt completely removed from their records. She also represented the District on many County and State committees such as the Strategic Direction Oversight Committee, Commission on the Status of Women, Countywide Oral Health Committee, and Women's Rotary.

Motion to Approve CEO Proposed Compensation of \$300,017

Motion: By Director Sanchez; Director Zell

Vote: Ayes – Cappel, Pagliaro, Zell, Sanchez

Noes - 0

Abstain - 0

Motion Passed: - 4/0/0

7. Reports:

a. Board Standing Committees:

Finance-March 7, 2023

Director Zell reported that after meeting with the Mickelson Therapy Pool Ad hoc committee, they received news from Sutter Health that the pool will be reopened and at this time, Sutter is soliciting bids for repairs. Lastly, **Director Zell** reported that the finance committee is reviewing a proposal for earthquake insurance and has requested an earthquake risk assessment. The committee is also considering paying down The Trousdale construction debt. Both items will be revisited at a future meeting for further analysis.

Strategic Direction Oversight – No report, next meeting May 3, 2023

Community Health Investment – No report, next meeting August 7, 2023

B. Board Chair and Director Reports

Director Sanchez reported that the Sonrisas Board of Directors met on March 16th and he was sworn in to serve on their Board.

C. Staff Reports

YOS Jackie Almes updated the Board that she is currently working on the color theory behind the acceptable color palate of the allcove™ center and the signage ensuring everything complies with the branding guidelines.

FCD, Ms. Marheineke thanked **CEO Fama** and welcomed **Ms. Ana Pulido** to the team.

Chair Cappel asked **Ms. Marheineke** if she has seen an increase in enrollment at the Fitness Center to which she replied that the numbers have been steady.

DOB Stephanie Arevalo Rodriguez reported that she is working on the Trousdale assisted living marketing and she has been meeting with the Eskaton marketing team monthly. The District began advertising in the San Mateo Daily Journal and The Palo Alto Daily Post in early March. She has also sent out the Quarterly Direct Mailer and is scheduled to meet on April 12th with the Eskaton team to discuss marketing outcomes and design. She thanked **CEO Fama** for her work and mentorship throughout the past five and a half years.

CFO Yee shared that with the breaking news of the Silicon Valley Bank collapse, she ensured the Board that District funds at Heritage Bank are fully FDIC insured.

CED Wasson reported that the Covid-19 campaign is wrapping up and has completed eight vaccination clinics over the last 14 months. CED Wasson also announced that Chair Cappel will join Fiona Ma on April 7th at a press conference to discuss the importance of the new CDC universal screening recommendation for hepatitis B. Lastly, CED Wasson thanked the Board and **CEO Fama** for the opportunity to serve as the District's Director of Community Engagement and to have been the person appointed to be in the field, directly serving the health and wellness needs of the District's residents.

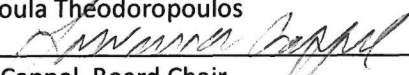
CEO Fama updated the Board that The Trousdale Assisted Living is currently at 78% capacity and noted additional metrics were identified to move forward effectively with the marketing of The Trousdale. Ms. Fama noted that staff is currently working with Active Wellness and the Activate program to increase membership and offer additional programs. Lastly, **CEO Fama** thanked the Board for the opportunity to lead the District and spoke on all programs accomplished throughout her years of service. She expressed how much she loved serving as CEO of the Peninsula Healthcare District and her gratitude for the staff's hard work. She also thanked the Board and staff for all the support and kind words as she transitions into retirement.

9. CORRESPONDENCE & MEDIA:

Chair Cappel encouraged everyone to review the correspondence and media section in their Board Packet and asked if anyone had any questions.

10. ADJOURN: Chair Cappel adjourned the meeting at 8:22 pm.

Written by: Voula Theodoropoulos

Approved by: 
Lawrence W. Cappel, Board Chair