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PUBLIC MEETING OF THE
BOARD OF DIRECTORS
6:30 PM, Thursday, June 25, 2026
PHCD Classroom, 1819 Trousdale, Burlingame, 94010

A G E N D A

1. **Call to Order and Roll Call**

2. **Public Comment on Non-Agenda Items**
   At this time, any person in the audience may speak on any items not on the agenda and any other matter within the jurisdiction of the District. Speakers are customarily limited to three minutes. If you cannot attend the meeting, but would like to offer comments, please email your comments to info@peninsulahealthcaredistrict.org or visit our website https://www.peninsulahealthcaredistrict.org/public-comment-form , and your comments will be read into the record. Public comments will be taken for each agenda item prior to the Board's consideration on that item.

3. **Report Out from Closed Session: 6/25/26: Chairman Cappel**

4. **Consent Calendar: ACTION**
   - **a.** Board Meeting Minutes – May 28, 2026 — Pg. 1-8
   - **b.** Checking Account Transactions – May 2026 — Pg. 9-11
   - **c.** Treasurer's Report – May 2026 — Pg. 12
   - **d.** Parent Venture Contract Renewal — Pg. 13-18
   - **e.** Care Solace Contract Renewal — Pg. 19-22
   - **f.** Sonrisas Budget Adjustment — Pg. 23
   - **g.** Annual Pay Schedule 2026 — Pg. 24-25
   - **h.** Audit Engagement Letter — Pg. 26-35

5. **Business**
   - **a.** **Sonrisas Contract Renewal:** Tiffany Turner, Chief Executive Officer, Sonrisas Dental — Pg. 36-41
   - **b.** **SF Hep B Free Bay Area Contract Renewal:** Richard So, Executive Director, SF Hep B Free — Pg. 42-45
   - **c.** **Mills Peninsula Medical Center Medical Office Building Update:** Matthew Gray, Counsel, Perkins Coie

d. **Senior Affordable Housing Project Update:** Matthew Gray, Counsel, Perkins Coie
e. **Propose to Reschedule August 27 Board Meeting due to CSDA Conference:** Ana M. Pulido, Chief Executive Officer

6. **Reports**
    a. **Board Chair and Director Reports**

7. **Adjourn**

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, 1819 Trousdale, Burlingame during normal business hours. Please call 650-697-6900 to arrange an appointment.

If you are an individual with a disability and need an accommodation to participate in this meeting, please contact Peninsula Health Care District at least 48-hrs in advance at 650-697-6900.

BOARD OF DIRECTORS MEETING MINUTES Thursday, May 28, 2026 1819 Trousdale Dr. Burlingame, CA 94010 (Classroom)		
Directors Present Chairman Cappel Vice Chairman Pagliaro Secretary Sanchez Director Zell Director Navarro	**Directors Absent**	**Also, Present** Members of the Public, PHCD legal

1. Call to Order: Chairman Cappel called the meeting to order at 6:53pm. Roll call attendance was taken. A quorum was present.

2. Public Comment on Non-Agenda Items:

Laura Hinz encouraged the Board to consider using the acres of available land to the Affordable Housing Project to keep the affordability low.

3. Report Out from Closed Session: 5/28/26

4. Consent Calendar:

a. Board Meeting Minutes – April 23, 2026

b. Strategic Direction Oversight Committee Meeting Minutes – February 4, 2026

c. Finance Committee Meeting Minutes – February 10, 2026

d. Checking Account Transactions – April 2026

e. Treasurer's Report – April 2026

f. Employee Handbook Amendments

g. Donation policy

Motion to Approve Consent Calendar as Presented

Motion: By Director Sanchez; Director Navarro

Vote: Ayes - Cappel, Pagliaro, Sanchez, Zell, Navarro

5. Business:

a. PHCD Insurance Policies: Renewals, Coverages, and Costs for July 1, 2026, through June 30, 2027: Tim Mooney, Senior Vice President, The Liberty Company

Tim Mooney went over the premium summary giving an overview of each separate business unit within each policy.

- Total annual premiums for all 18 insurance policies are projected at $460,445, compared to approximately $459,000 last year, representing an overall increase of about $1,400 year over year.
- The increase is largely attributed to the addition of the San Bruno cooperative homes, which added approximately $8,000 in property-related premium costs, along with a modest increase in general liability coverage.
- The corporate insurance program consists of 8 of the 18 total policies, with total premiums of $185,411, representing a decrease of $1,562 compared to the prior fiscal year.

Q & A with Tim Mooney

Director Zell asked what management liability was.

Mr. Mooney responded it was coverage for directors and officers, employment practices liability coverage, and fiduciary liability coverage. Those are the three coverages that are all included in the management liability package.

Director Navarro asked if it would be useful to consider loan coverage in excess of the policies.

Mr. Mooney highlighted the organization's use of separate excess and umbrella liability policies across business units to address varying operational risks. It was noted that the Trousdale may warrant continued evaluation of additional liability coverage due to rising non-economic damage caps in California, which continue to increase.

Motion to Approve the Insurance Policies

Motion: By Director Zell; Director Sanchez

Vote: Ayes - Cappel, Pagliaro, Sanchez, Zell, Navarro

b. PVI Transportation Proposal: Artemis Rong, Chief Operating Officer, Peninsula Volunteers Inc.

Artemis Rong presented a proposal to fund PVI Transportation throughout the District.

- Transportation remains a critical factor affecting seniors' access to healthcare, nutrition, social engagement, and overall well-being.
- The program is intended to support older adults in remaining healthy and independent by reducing transportation barriers through a community-based service model.
- PVI would provide transportation services to adults age 65 and older residing within the Peninsula Health Care District service area, including Foster City, Burlingame, Millbrae, San Bruno, and San Mateo.
- Under the proposed program structure, eligible clients would pay a flat fee of $8 per ride and would be eligible for up to 12 rides per month.
- PVI estimates the program would subsidize approximately 2,500 rides annually and serve a minimum of 150 unduplicated seniors within the District service area.
- Program services would include transportation coordination and monitoring through a dedicated senior support hotline, as well as transportation within San Mateo County to eligible destinations including medical and dental appointments, grocery stores, pharmacies, senior and community centers, fitness facilities, and places of worship.
- Additional program features include accommodation for mobility and accessibility needs, language translation services, and real-time ride oversight and customer support.
- PVI requested a total allocation of $60,000 for one year of program operations, including $40,000 for ride subsidies and administrative support associated with approximately 2,500 rides, and $20,000 for staffing support, including ride coordinators, billing administration, and program management.

Q & A with Artemis Rong

Director Zell asked if this was a similar process to using Lyft or Uber.

Ms. Rong clarified that they work with Lyft and Uber, but the individual would call PVI who then sets up the ride for them. This eliminates the potential challenges of navigating technology.

Chair Cappel shared that transportation access is a significant gap in the healthcare system and often receives limited attention because it generates little revenue. He mentioned that the lack of transportation is a major factor in patient noncompliance with healthcare services. He also

shared that transportation barriers contribute substantially to healthcare costs, accounting for approximately 20% of total healthcare expenses.

Motion to Approve the PVI Transportation Proposal of Funding $60,000

Motion: By Director Zell; Director Sanchez

Vote: Ayes - Cappel, Pagliaro, Sanchez, Zell, Navarro

c. Trousdale Quarterly Report: Sal Gomez-Orozco, Executive Director, The Trousdale, Phil Altman, Vice President of Operations and Strategy, Eskaton

Sal Gomez-Orozco provided the previous quarter's report which included updates related to resident safety, workforce development, resident length of stay, and satisfaction metrics.

- For Q3 of the current fiscal year, occupancy was 98.2%, with 122 of 124 apartments occupied, housing approximately 129 residents.
- Eskaton reported a target satisfaction rate of greater than 90%. Approximately 15% of employees, residents, and family members are surveyed each month to monitor satisfaction levels and identify opportunities for improvement.
- During the quarter, Trousdale Community reported three residents admitted to the hospital following falls. Fall prevention strategies currently in place include Home Health physical and occupational therapy services, medication reviews, exercise programs, and the Safely You technology.
- Workforce development continues to remain a key focus area for Eskaton and senior care organizations overall. Eskaton's target turnover goal is below 20%. Current turnover across all Eskaton-owned and managed residential communities and services is 41% for the rolling 12-month period, while Trousdale Community reported a lower turnover rate of 24%.
- Employee turnover metrics include both voluntary and involuntary separations. Factors impacting tenure include post-pandemic workforce trends, the relatively recent opening of the Trousdale, and the transient nature of the workforce.
- Data reflecting resident length of stay for quarters 1 through 3 was reviewed. Factors affecting length of stay during Q3 included 13 residents passing away while under hospice or comfort care service. Additional contributing factors include residents requiring higher levels of care, relocating closer to family, and financial considerations.

Q & A with Sal Gomez-Orozco

Chair Cappel asked what's the goal is with the staff turn-over rate.

Mr. Gomez-Orozco answered the goal is 10% - 15%. He mentioned that a good number of his employees are students who end up graduating or nursing students who eventually look for

nursing jobs once they graduate, and the Trousdale has limited roles available for nursing. The market is also competitive with other healthcare facilities. He also noted that the care givers are cross trained between assisted living and memory care, so there's no greater turnover in a specific area of the Trousdale.

d. FY 26-27 Drivers and Assumptions and Draft Budget: Vickie Yee, Chief Financial Officer

Vickie Yee presented the Peninsula Health Care District's FY 2026–27 Consolidated Budget.

- The consolidated budget includes PHCD General Operations and Leasing, Community Health Investment (CHI), The Trousdale Assisted Living and Memory Care Community, the Health & Fitness Center, allcove San Mateo, and Sonrisas Dental Health.
- For FY 2026–27, the District projects net income of approximately $2.76 million, a $249,389 contribution to reserves, and approximately $54.4 million in cash and cash equivalents.
- PHCD General Operations and Leasing
    - General Operations and Leasing remain the District's primary financial foundation, supported by $9.75 million in property tax revenue and stable lease income.
    - The budget includes $2.0 million in capital funding for a fourth co-op home and continues investments in staffing, technology, professional services, and a scheduled Board election.
- Community Health Investment (CHI)
    - CHI is budgeted at $6.2 million, an increase of approximately $1.0 million driven primarily by possible Blue Zones funding.
    - The budget maintains $3.0 million in community grants and expands support for special initiatives such as Healthy Aging Pathways, Peninsula Volunteers, Care Solace, and the Peninsula LiveWell project that includes the senior affordable housing project ($600,000).
- The Trousdale Assisted Living and Memory Care Community
    - Trousdale is projected to generate $16.35 million in revenue (7% increase) driven by rate adjustments and a stable 93%+ occupancy rate.
    - The facility is expected to achieve $422,000 in net income and $811,000 in positive cash flow, marking its first year of both positive outcomes.
- Health and Fitness Center
    - The Health & Fitness Center is budgeted for a $306,065 net loss consistent with its mission-driven community wellness role.

    - Membership is expected to grow to 486 members, with expansion of programming from 23 to 28 classes and the addition of SilverSneakers Insurance partnership.
- allcove San Mateo
    - allcove is budgeted for a $2.0 million operating loss primarily due to the expiration of prior state and county funding sources.
    - Despite funding gaps, utilization is growing with 4,450 projected visits and expanded insurance billing through Blue Shield and Kaiser.
- Sonrisas Dental Health
    - Sonrisas is projected to serve 19,365 patient visits (22% increase), supported by expanded capacity and a mobile clinic program.
    - The program remains budgeted for a $910,336 net loss and $690,000 negative cash flow, with no PHCD subsidy included.
- The FY 2026–27 Consolidated Budget reflects strong financial performance and continued investment in mission-driven programs across the District.

Q & A with Vickie Yee

Vice Chair Pagliaro asked Fitness Director, Richard Bergstrom, if he envisions there will be a maximum number of members the Fitness Center can hold.

Mr. Bergstrom answered that their busy hours and from 9am – 1pm, and they're looking at adding classes or workshops for the afternoon time so that the fitness can be utilized during the stagnant hours. He added they're inquiring about adding more parking down the street.

CEO Pulido shared that they're exploring Ability Path's building on Marco Polo to expand as a short-term fix for the growing membership.

Director Zell suggested partnering with the Burlingame and Millbrae recreation center and exploring to expand in the other cities aside Burlingame.

Vice Chair Pagliaro asked Youth Behavioral Health Program Manager, Jackie Almes, clarification of the non-billable item – medical visits and why we were unable to bill due to being subcontracted with Lucile Packard's Children Hospital.

Ms. Almes explained that for Lucile Packard to provide physical health services, they needed to sublease the space at allcove due to lack of needed infrastructure. The physicians providing the service are under Lucile Packard. Currently the clients aren't paying for the service, so PHCD is paying for the service provider's time. She mentioned she's in conversation with the physical health team and looking at Family Pact which is a special insurance where youth can sign up to cover the cost of services. She also shared that San Mateo County will be supporting allcove with $500,000 over the next year which wasn't included in the budget as they just heard back.

Vice Chair Pagliaro asked about grants as it stated most grant and county contracts expired last year.

Ms. Almes answered that in total this year, their grants were $1.5 million whereas next year it's going to be about $725,000.

Motion to Approve the FY 26-27 Drivers and Assumptions and Draft Budget

Motion: By Director Zell; Director Sanchez

Vote: Ayes - Cappel, Pagliaro, Sanchez, Zell, Navarro

e. Public Hearing on Staff Vacancies and Recruitment Efforts per Government Code Section 3502.3: Ana M. Pulido, Chief Executive Officer

- Recent hiring updates include the Business Operations Coordinator and Executive Assistant positions being filled, with hires including Isabella Tablante (formerly allcove San Mateo) and Matthew Ordona (City of Brisbane).
- A few positions remain open, including the Strategic Initiative Director role, which was posted in April and is currently in the interview stage, with anticipated onboarding this summer. As final interviews approach, Board members may be invited to participate in candidate selection.
- The Youth Behavioral Health Program Director role is under review and may be restructured into a Behavioral Health Program Manager role to better align with expanded focus on older adults and mental health services. Once the role structure is finalized, recruitment efforts will proceed accordingly.
- The Executive Assistant position was filled by a former allcove Peer Specialist, which subsequently created a vacancy. The first round of interviews has concluded, and a second round will happen in June.

f. Election Resolution: Mark Hudak, Legal Counsel

- Mr. Hudak presented the requirement for the Board to pass an election resolution every other year, directing the County Elections Department to consolidate the District's election with the November election cycle.
- The resolution also authorizes the County to proceed with election administration and billing arrangements and must be submitted by June 30 to allow for the nomination period to open in July.
- The District will have three Board seats open in the upcoming November election.
- If only three candidates file, no election will be required; if more than three candidates file, an election will be held.

Motion to Approve the Election Resolution

Motion: By Director Sanchez; Chair Cappel

Vote: Ayes - Cappel, Pagliaro, Sanchez, Zell, Navarro

6. Reports:

a. Board Chair and Director Reports

- **Vice Chair Pagliaro** shared he attended the ACHD Meeting via zoom and there were 3 openings for the board and 3 people volunteered, who were then elected. He brought up in the meeting that there is a gap between the number of CEOs on the board of trustees. He also mentioned the upcoming conference in October happening in Monterey.
- **Director Zell** shared he attended the Suter Health Women's Annual Luncheon where Brook Sheilds was their guest speaker. He was in attendance with CEO Pulido and PHCD Business Operations Coordinator Matt Ordona.

7. Adjourn: 8:03 PM

Peninsula Health Care District
Checking Transactions
May-26

Date	Description	Deposit	Withdraw
Admin			
5/1/2026	County of San Mateo-	48,576.08	
5/4/2026	CalPERS Pension		7,839.52
5/4/2026	Heritage Bank Credit Card Payment		1,787.52
5/4/2026	Heritage Bank Credit Card Payment		1,793.70
5/4/2026	Heritage Bank Credit Card Payment		87.24
5/5/2026	The Hartford		454.69
5/6/2026	CalPERS Pension		484.71
5/7/2026	Baca & Sons Ptg. Inc.		210.00
5/7/2026	Ralph Barsi		420.00
5/7/2026	San Bruno Public Library		632.50
5/7/2026	The Rotary Club of Peninsula Starlight Foundation		1,500.00
5/7/2026	Mills-Peninsula Hospital Foundation		5,000.00
5/7/2026	Millbrae Recreation Department		510.69
5/7/2026	Peninsula Volunteers, Inc		13,000.00
5/7/2026	Lawrence Cappel		700.00
5/7/2026	Recology		106.25
5/7/2026	Voler Strategic Advisors Inc.		8,000.00
5/7/2026	Amazon Capital Services, Inc.		215.57
5/7/2026	Comcast		522.58
5/7/2026	City of Burlingame Water Dept		111.74
5/7/2026	Precision Digital Networks		3,721.10
5/7/2026	Streamline		848.00
5/7/2026	PURCOR Pest Solutions		107.88
5/7/2026	Premysis Technologies		97.35
5/7/2026	Iron Mountain		1,482.88
5/7/2026	KBA Document Solutions, LLC		257.58
5/11/2026	Paychex		744.16
5/11/2026	CalPERS Pension		868.96
5/11/2026	California Public Employees Retirement		14,975.06
5/13/2026	FSA Payment		443.17
5/13/2026	Payroll Taxes 5/15/26		17,566.69
5/13/2026	Paychex Payroll 5/15/26		31,734.76
5/14/2026	Amazon Capital Services, Inc.		8.28
5/14/2026	Matthew Ordona		35.04
5/14/2026	U. S. Bank Equipment Finance		293.20
5/14/2026	PG&E		607.82
5/14/2026	County School Service Fund		30,000.00
5/14/2026	AT&T		574.67
5/14/2026	Precision Digital Networks		122.22
5/15/2026	Paychex		85.00
5/15/2026	Workers Compensation Insurance Payroll		162.78
5/15/2026	County of San Mateo	8,837.01	
5/15/2026	FSA Payment		261.00
5/18/2026	CalPERS Pension		7,290.13
5/19/2026	FSA Payment		35.00
5/20/2026	FSA Payment		5.00
5/20/2026	Paychex		127.40
5/20/2026	CalPERS Pension		869.44
5/21/2026	Mark D. Hudak		1,755.00
5/21/2026	I. C. Fire		152.50
5/21/2026	Allied Administrators for Delta Dental		2,816.74
5/21/2026	Catholic Charities		8,863.16
5/21/2026	Amazon Capital Services, Inc.		111.26
5/22/2026	Heritage Bank Monthly Fees		53.16
5/27/2026	Payroll Taxes 5/31/26		17,160.12
5/27/2026	Paychex Payroll 5/31/26		30,845.62
5/28/2026	Primo Brands		180.33
5/28/2026	County of San Mateo	43,528.99	
5/28/2026	Amazon Capital Services, Inc.		183.97
5/28/2026	First Citizens Bank & Trust Co		327.78

Date	Description	Deposit	Withdraw
5/28/2026	Matthew Ordona		28.28
5/29/2026	Interest	118.01	
5/29/2026	Workers Compensation Insurance Payroll		145.93
5/29/2026	County of San Mateo	1,202,435.10	
		1,303,495.19	**219,325.13**
allcove			
5/1/2026	Health Plan of San Mateo Claim	558.60	
5/4/2026	SC Property Management		33,017.00
5/4/2026	Heritage Bank Credit Card Payment		3,302.77
5/7/2026	Lucile Packard Children's Hospital at Stanford		13,560.00
5/7/2026	Pro-Found Social Impact Group LLC		10,795.00
5/7/2026	Amazon Capital Services, Inc.		31.63
5/7/2026	U. S. Bank Equipment Finance		301.50
5/7/2026	First Citizens Bank & Trust Co		277.35
5/7/2026	Precision Digital Networks		664.00
5/7/2026	One Life Counseling Center		23,618.60
5/7/2026	Premysis Technologies		49.37
5/8/2026	Health Plan of San Mateo Claim	418.95	
5/14/2026	Hillsdale Dance Ensemble		130.00
5/14/2026	Lucile Packard Children's Hospital at Stanford		8,700.00
5/14/2026	Bomic, Inc.		3,777.37
5/14/2026	Mark D. Hudak		675.00
5/14/2026	Amazon Capital Services, Inc.		191.97
5/15/2026	Health Plan of San Mateo Claim	279.30	
5/20/2026	Lucile Packard Children's Hospital - Lease	1,950.00	
5/20/2026	Lucile Packard Children's Hospital - Lease	706.33	
5/20/2026	State of California	186,620.75	
5/20/2026	San Mateo County Office of Education	500.00	
5/21/2026	Amazon Capital Services, Inc.		38.59
5/21/2026	Athenahealth, Inc.		912.10
5/22/2026	Health Plan of San Mateo Claim	139.65	
5/28/2026	Lamar Companies		1,890.00
5/28/2026	Amazon Capital Services, Inc.		39.99
5/28/2026	FlexTG		308.24
5/28/2026	Primo Brands		37.96
5/29/2026	Interest	38.97	
5/29/2026	Health Plan of San Mateo Claim	139.65	
		191,352.20	**102,318.44**
Health Fitness			
5/4/2026	Heritage Bank Credit Card Payment		1,346.26
5/7/2026	Amazon Capital Services, Inc.		231.63
5/7/2026	Jacqueline Sanchez		440.00
5/7/2026	Carolyn Kelly		220.00
5/7/2026	Tiffany Ngo Arroyave		325.00
5/7/2026	Bay Alarm		430.53
5/7/2026	U. S. Bank Equipment Finance		81.61
5/7/2026	Evelie S. Posch		80.00
5/7/2026	Bay Alarm		569.13
5/7/2026	Valentina Linsangan		80.00
5/7/2026	City of Burlingame Water Dept		8.00
5/7/2026	City of Burlingame Water Dept		297.40
5/7/2026	Recology		114.65
5/7/2026	Precision Digital Networks		239.50
5/7/2026	Streamline		100.00
5/7/2026	Vestis		263.36
5/14/2026	Vestis		263.36
5/14/2026	Daily Journal		950.00
5/14/2026	Amazon Capital Services, Inc.		393.61
5/14/2026	AT&T		684.46
5/14/2026	PG&E		1,089.17
5/14/2026	Precision Digital Networks		410.00
5/21/2026	Vestis		263.36
5/21/2026	Amazon Capital Services, Inc.		156.26
5/21/2026	KBA Document Solutions, LLC		319.23

Date	Description	Deposit	Withdraw
5/28/2026	Vestis		263.36
5/28/2026	Amazon Capital Services, Inc.		105.12
5/29/2026	Interest	37.21	
5/31/2026	Health and Fitness Member Payment	26,823.91	
		26,861.12	**9,725.00**
Leasing			
5/14/2026	Perez Plumbing		1,400.00
5/14/2026	PG&E		2,136.46
5/14/2026	Recology		458.62
5/14/2026	City of Burlingame Water Dept		406.07
5/14/2026	City of Burlingame Water Dept		874.37
5/14/2026	City of Burlingame Water Dept		84.03
5/14/2026	City of Burlingame Water Dept		142.23
5/14/2026	Bleyle Elevator, Inc		95.00
5/14/2026	Recology		733.45
5/14/2026	PURCOR Pest Solutions		572.29
5/20/2026	One Life Counseling Service	1,472.90	
5/20/2026	Sonrisas Dental Health, Inc.	500.00	
5/20/2026	Ability Path	6,832.18	
5/20/2026	Houn Young Kim, DDS	2,138.47	
5/20/2026	Patricia Dugoni, CPA	2,400.00	
5/20/2026	Carol Tanzi & Associates	500.00	
5/20/2026	Ross Williams, DDS	2,083.19	
5/20/2026	Burlingame Therapeutic Associates	2,896.15	
5/20/2026	Eugene Kita, DDS	1,609.89	
5/20/2026	Bay Area Foot Care	3,253.31	
5/20/2026	Applied Orthotics & Prosthetics	2,968.00	
5/20/2026	April Lee, DDS	2,870.73	
5/20/2026	Ability Path	1.00	
5/20/2026	County of San Mateo	12,541.20	
5/20/2026	Ability Path	10,000.00	
5/21/2026	I. C. Fire		395.54
5/29/2026	Interest	164.67	
		52,231.69	**7,298.06**
PWC			
5/7/2026	Streamline		100.00
5/14/2026	Mark D. Hudak		3,285.00
5/21/2026	Perkins Coie LLP		57,907.35
5/29/2026	Interest	11.49	
		11.49	**61,292.35**
Trousdale			
5/4/2026	Trousdale Tenant Deposit	23,135.00	
5/4/2026	Trousdale Tenant Deposit	10,000.00	
5/7/2026	Eskaton Properties Inc		218,153.35
5/8/2026	Trousdale Tenant Deposit	76,809.00	
5/8/2026	Comcast	27,300.00	
5/14/2026	Eskaton Properties Inc		1,548,210.90
5/14/2026	Mark D. Hudak		315.00
5/14/2026	Trousdale Tenant Deposit	190,286.38	
5/14/2026	Trousdale Tenant Deposit	5,000.00	
5/21/2026	Trousdale Tenant Deposit	140,316.19	
5/21/2026	Trousdale Tenant Deposit	10,000.00	
5/21/2026	Trousdale Tenant Deposit	843,767.34	
5/28/2026	Trousdale Tenant Deposit	85,356.95	
5/28/2026	Trousdale Tenant Deposit	1,500.00	
5/29/2026	Interest	581.39	
5/29/2026	Trousdale Tenant Deposit	23,770.41	
		1,437,822.66	**1,766,679.25**

Peninsula Health Care District
Treasurer's Report
May 31, 2026

Preliminary - subject to change

STATUS OF CURRENT YEAR TAX REVENUES

	Total As Of 5/31/26	Estimated FY 25-26 Tax Revenue
	$ 10,808,546	**$ 9,300,000**

Board Designated Invested Funds

	Rate Last QTR	Fees Paid Fiscal YTD	Cost Basis 4/30/26	Cost Basis 5/31/26	Market Value 5/31/26
Bridge Bank - 6mos CD (mature 7/23/26)	3.480%		3,395,593	3,395,593	3,395,593
Fiduciary Trust	3.450% *	5,969	1,889,115	1,893,980	1,895,503
City National Bank	3.811% *	27,478	31,235,194	31,264,001	31,208,929
Local Agency Investment Fund	3.876%		6,623,234	6,623,234	6,623,234
San Mateo County Pool Investment	3.891%		4,010,947	4,010,947	4,010,947
			47,154,083	**47,187,755**	**47,134,206**

* Yield to maturity

DATE: June 25, 2026

TO: PHCD Board of Directors

FROM: Ana M. Pulido, Chief Executive Officer

SUBJECT: **Recommendation to Approve Renewal of Parent Venture Contract**

BACKGROUND

The Parent Venture provides community education on critical issues that impact the health, safety, and well-being of children, adolescents, and families, including mental health, substance use prevention, digital media, academic success, and healthy development.

Peninsula Health Care District (PHCD) has partnered with The Parent Venture to provide educational programming for parents, caregivers, students, educators, mental health professionals, and community members throughout our service area. Through expert-led presentations and accessible educational resources, this partnership supports PHCD's commitment to preventive health and mental and behavioral wellness.

During the 2025–26 academic year, The Parent Venture delivered 59 educational events, engaged nearly 14,000 registrants, and generated more than 61,500 views through its on-demand Video Library. These programs addressed timely and relevant topics that support families in navigating the evolving challenges facing youth and adolescents.

Funding for the 2026–27 academic year will support the continued delivery of high-quality educational programming and resources for families, caregivers, educators, and community members. The partnership will continue to provide evidence-based information and practical tools that promote student well-being, resilience, and success.

SCOPE OF WORK

1. **Two Virtual Education Events**
   Design, coordinate, and deliver two new virtual educational events developed collaboratively by PHCD and the San Mateo Union High School District (SMUHSD).
2. **Expanded Strategic Partnerships with School Districts**
   Strengthen collaboration with the San Bruno Park School District (SBPSD) and the San Mateo-Foster City School District (SMFCSD) to expand access to culturally responsive Spanish-language programming and increase engagement among diverse families throughout the region.
3. **In-Person Signature Community Event**
   Plan and host a major in-person educational event in Spring 2027 focused on a topic of significant interest to local families. The Parent Venture will lead event planning, speaker recruitment, promotion, and implementation.
4. **Neurodiversity Education Series Sponsorship**
   PHCD will sponsor The Neurodiversity Education Series (NDES), featuring nationally recognized educators, mental health professionals, researchers, and advocates who specialize

in neurodiversity. The series will provide valuable information and resources to families, educators, and community members supporting neurodiverse youth.

BUDGET

Core Program Offering	**$65,000**

- Parent Education Series
- Parents Under Pressure Series
- Video Library (YouTube)

Program Enhancements for 2026-2027	

- Two All-New Virtual Events
- Expanded Strategic Partnership
  - San Bruno School District
  - San Mateo-Foster City School District
- In-Person Signature Event – Spring 2027

Neurodiversity Education Series	**$20,000**

- Supporting Neurodivergent Learners with Autism, ADHD, Dyslexia, Dyscalculia, Dysgraphia, and Related Learning Differences

Amount of Request	**$85,000**

RECOMMENDATION

Staff recommends approval of a partnership agreement with The Parent Venture in the amount of $85,000 for the 2026–27 academic year.

This collaboration aligns with PHCD's strategic priorities in preventive health and mental and behavioral health by providing trusted, evidence-based education and resources to parents, caregivers, educators, and community members. Continued investment in this partnership will expand access to critical information, strengthen family support systems, and help foster healthier outcomes for children and adolescents throughout the District's service area.

Proposal

Program Title:	The Parent Venture
Proposed By:	Charlene Margot, Co-Founder and CEO The Parent Venture
Submitted To:	Ana M. Pulido, Chief Executive Officer Peninsula Health Care District
Program Dates:	2026-2027 Academic Year
Amount of Request:	$85,000.00

Program Description

Background

The Parent Venture is a leading provider of comprehensive, high-quality parent and community education on critical issues — mental health, substance use, digital media, and more — that impact the health and wellness of children and teens. The Parent Education Series is a program of The Parent Venture, a registered 501(c)(3) nonprofit organization.

Peninsula Health Care District has made parent education a cornerstone of its Community Education initiative, and we are proud of the impactful, ongoing partnership with the San Mateo Union High School District.

This year, we launched a successful collaboration with the San Mateo-Foster City School District to address priority topics for Spanish-speaking parents of elementary school children, including mental health and immigration.

Building on this momentum, PHCD will strengthen and expand parent education programming through partnerships with the San Bruno Park School District and the San Mateo-Foster City School District in 2026–27.

During the 2025–26 school year, The Parent Venture delivered 59 educational events, engaged nearly 14,000 registrants, and generated more than 61,500 video views through its on-demand Video Library.

Core Program Offering
As part of its ongoing collaboration with PHCD, The Parent Venture provides residents with access to its full portfolio of parent and community education programs, including The Parent Education Series, The Parents Under Pressure Series, and the Video Library (YouTube).

All programs are offered free of charge and open to parents/caregivers, students, educators, health professionals, and community members throughout the PHCD service area.

Program Enhancements for 2026–2027
Building on this successful foundation, The Parent Venture proposes the following four initiatives in partnership with PHCD:

1. **Two All-New Virtual Events**
   TPV will design, coordinate, and deliver two (2) new virtual education events (e.g., presentations or workshops) developed in collaboration with PHCD and the San Mateo Union High School District (SMUHSD). These events will focus on high-impact topics relevant to the health of youth and families in the community, and which align with the strategic goals of allcove San Mateo.

2. **Expanded Strategic Partnership with San Bruno Park School District and San Mateo-Foster City School District**
   TPV will strengthen its impact by combining partnerships with San Bruno Park School District (SBPSD) and San Mateo-Foster City School District (SMFCSD) to expand culturally responsive Spanish-language programming. The successful hybrid model piloted with SMFCSD will be extended across both districts, combining expert content and facilitative guidance with in-person conversations that build community.

3. **In-Person Signature Event — Spring 2027**
   In thought partnership with Ana Pulido, CEO, The Parent Venture will provide consulting services to design a major in-person education event in Spring 2027. This event will focus on a key topic of interest to local families, with planning and promotion led by The Parent Venture.

4. **Neurodiversity Education Series**
   PHCD will help sponsor The Neurodiversity Education Series (NDES), which features a lineup of renowned experts, including educators, mental health professionals, and advocates specializing in neurodiversity. NDES is a consortium of nonprofit partners (The Parent Venture, Children's Health Council, REEL, and The RILEY Project) dedicated to fostering understanding, empathy, and inclusion for neurodivergent learners and their families.

   During the 2025–26 school year, the NDES engaged more than 2,200 registrants and generated over 1,200 video views, extending its community impact well beyond live events. The strong interest in this series reflects a community need for curated information, supportive dialogue, and trusted resources for families with neurodivergent children and youth.

Program Resources and Outreach

- Access to resources created by The Parent Venture including:
  - Parent and Community Education - Events (virtual)
    - The Parent Venture
    - The Neurodiversity Education Series
    - The Parents Under Pressure Series
  - The Parent Venture – Newsletters (https://lp.constantcontactpages.com/sl/EYUsuii)
  - The Parent Venture - Video Library (YouTube)
  - The Parent Venture - Social Media (Facebook and Instagram)
  - The Parent Venture - Website - www.parentventure.org
- Marketing and publicity collateral (e.g., newsletter blurbs, Eventbrite webpages, social media) to promote parent and community education programming
- Branded partnership (PHCD logo) on The Parent Venture website, newsletters, event promotions, and social media
- Encourage partner families to register for our free, weekly newsletter with information about upcoming events, community resources, and more.

Submitted by:

Charlene Margot, MEd
Co-Founder and CEO
The Parent Venture

Bev Hartman, MA
Co-Founder and CIO
The Parent Venture

ParentVenture

Program	Budget
The Parent Venture | 2026-2027	
Core Program Offering	$65,000.
▪ Parent Education Series ▪ Parents Under Pressure Series ▪ Video Library (YouTube)	
Program Enhancements for 2026-2027	
▪ Two All-New Virtual Events ▪ Expanded Strategic Partnership --San Bruno School District --San Mateo-Foster City School District ▪ In-Person Signature Event – Spring 2027	
Neurodiversity Education Series ▪ Supporting Neurodivergent Learners with Autism, ADHD, Dyslexia, Dyscalculia, Dysgraphia, and Related Learning Differences	$20,000.
Amount of Request	$85,000.

DATE: June 25th, 2026

TO: PHCD Board of Directors

FROM: Jackie Almes, Youth Behavioral Health Program Manager

SUBJECT: Recommendation to Renew Care Solace Contract for FY 26 – 27

BACKGROUND:

PHCD has maintained a long-standing partnership with Care Solace to support local school districts in addressing the growing behavioral health needs of students and families. Care Solace serves as a centralized referral and care navigation platform, helping individuals identify and access appropriate mental health and social service resources while reducing barriers related to insurance, language, provider availability, and system navigation.
Participating districts currently include:

- San Mateo-Foster City School District
- San Bruno Park School District
- Millbrae School District
- Hillsborough City School District

Through ongoing evaluation and collaboration with Care Solace, PHCD has identified several factors that contribute to stronger utilization, including superintendent support, active district participation, engagement from wellness counselors and school-site administrators, integration into Multi-Tiered Systems of Support (MTSS), and consistent outreach to families and staff.

Additionally, PHCD has identified a significant opportunity to strengthen utilization and improve access to care through the integration of Care Solace with the District's emerging Maro initiative. While Maro supports the early identification of students who may be experiencing mental health concerns through universal screening and data-informed intervention, Care Solace serves as a critical next step by helping connect students and families to appropriate community-based services and supports. Together, these programs create a more seamless continuum of care, moving students from identification to referral and ultimately to connection with treatment and resources.

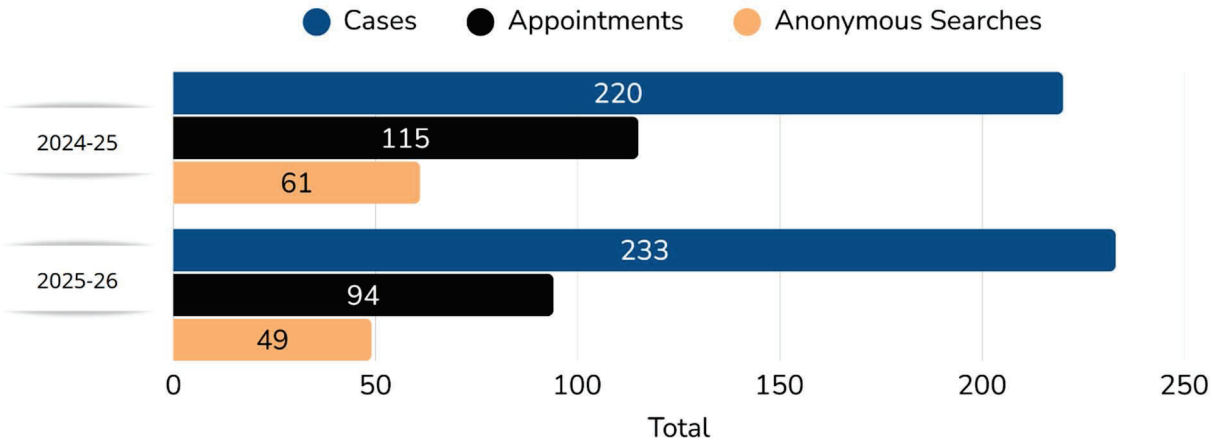
CARE SOLACE PROGRAM:

Care Solace provides a comprehensive care coordination and referral platform that connects students, families, and school staff to mental health, substance use, social services, and community-based resources. The service operates 24 hours a day, seven days a week, and offers multilingual support to ensure accessibility for diverse populations.

Key program components include:

- Individualized provider matching based on insurance, location, language, specialty, and level of care needed.
- Care coordination and appointment navigation services provided by Care Solace staff.
- Ongoing follow-up and care tracking to support successful connections to services.
- A network of vetted providers available both locally and through telehealth.
- 24/7 phone support and assistance.
- Training resources and implementation support for district staff.
- Data dashboards and utilization reporting.
- Access to community resources including food assistance, housing supports, medical care, dental care, and additional social services.

2025 – 2026 PROGRAM UPDATE:



Utilization remained stable despite significant district leadership transitions and staffing changes that affected outreach and engagement efforts. The data also demonstrates continued demand for care navigation services and highlights opportunities to strengthen awareness and utilization through targeted implementation strategies.

UTILIZATION IMPROVEMENT PLAN FOR 2026 - 2027:

As part of the renewal, PHCD and Care Solace will implement a utilization improvement plan focused on increasing awareness, referrals, and successful connections to care.

Key strategies include:

- Bi-Annual meetings with district leadership and designated Care Solace contacts.
- Increased engagement with wellness counselors, school psychologists, and MTSS teams.
- Expanded outreach and training opportunities for principals and school-site staff.
- Increased family awareness through parent presentations, newsletters, multilingual outreach materials, and school communication channels.

- Strengthening referral pathways between school districts, Care Solace, and community providers.
- Integration of Care Solace into PHCD's Maro initiative to create a seamless pathway from early identification to connection to care.

PHCD anticipates these efforts will increase awareness, improve referral processes, and support stronger utilization outcomes during the 2026–2027 school year.

OVERSIGHT AND EVALUATION:

PHCD will continue to monitor program performance through regular review of Care Solace utilization data and district engagement metrics. Evaluation activities will include:

- Monitoring of referrals, appointments secured, anonymous searches, and family engagement.
- Assessment of district participation in trainings and outreach efforts.
- Ongoing assessment of Care Solace's role within PHCD's broader youth behavioral health strategy, including alignment with Maro and other early intervention initiatives.

PHCD COST BREAKDOWN:

1. Care Solace service charge based on $2.50 per student enrolled, per 12-month period.
2. Total enrollment for the four K-8 schools: 20,989 students
   a) San Mateo Foster city School District- 11,576
   b) Hillsborough City Elementary- 1,290
   c) Millbrae School District- 2,349
   d) San Bruno Park School District- 2,454
   e) Burlingame School District- 3,320

Total Cost for Care Solace for 1 year (12 months)- $52,473

REQUESTED BOARD ACTION:

1. **Approve funding in the amount of approximately $52,473 for renewal of the Care Solace contract for the 2026–2027 school year.**
2. **Authorize the CEO to execute the agreement amendments to continue the program for an additional one-year term.**

care-solace

PROPOSAL FOR PENINSULA HEALTH CARE DISTRICT

OUR MISSION

We quickly connect your students, staff, and their families to quality mental health and substance use treatment providers. Our team acts as a full-time concierge, holding hands with school staff and those seeking help - and staying with them every step of the way.

RECENT ENHANCEMENTS

- **"Special Requests"** field added to deliver more accurate personalized support for Warm Handoffs and Care Match searches.
- **Applied Behavioral Analysis (ABA)** support enabled through care coordination to provide vital help for students with behavioral needs.
- **Real-Time, Digital Case Tracking experience** launched allowing those seeking help to follow their case, step by step.
- **Direct Warm Handoff** now available to refer directly to your MOU partners and Recognized Providers.
- **FREE Monthly CEU Courses** offered to support the growth and success of clinical and school-based mental health professionals.
- **Refreshed Care Match** experience for a streamlined search experience.

TIMING & INVESTMENT

Based on a discounted rate of $2.50 per student vs CA rate of $4.00 per student

- Term: **July 1, 2026 - June 30, 2027**
- Cost: **$52,473**
- Districts included:
  - Hillsborough City School District - $3,225
  - Millbrae School District - $5,873
  - San Bruno Park School District - $6,135
  - San Mateo-Foster City School District - $28,940
  - Burlingame School District - $8,300

Includes:

- Unlimited utilization for district students, staff and families
- Ongoing refresher trainings
- Care coordination for mental health and substance use
- Care coordination for social services
- Access to Care Loop software
- Marketing resources and promotional materials
- Customized self-service web page (Care Match™)
- Free monthly CEU courses

Peninsula HEALTH CARE DISTRICT
Building a Healthier Community

DATE: June 25, 2026

TO: PHCD Board of Directors

FROM: Vickie Yee, Chief Financial Officer

SUBJECT: **Budget Adjustment Request – Reinstatement of FY26 Sonrisas Funding**

BACKGROUND

On May 25, 2023, the Peninsula Health Care District Board of Directors approved a three-year funding commitment to Sonrisas totaling $800,000 annually for FY24 through FY26. The funding was intended to help offset the uncompensated costs associated with providing dental care to uninsured and Medicaid patients.

On June 26, 2025, the Board rescinded the FY26 allocation due to operational challenges at Sonrisas. Since that time, Sonrisas has implemented corrective measures to strengthen operations and improve organizational performance. In light of this progress, management recommends reinstating the FY26 funding allocation to fulfill the District's original three-year commitment and continue supporting access to essential dental services for vulnerable residents.

	Adjust Budget By
Sonrisas Dental Funding	+$800,000

RECOMENDATION

Management requests Board approval to reinstate $800,000 for FY26 funding for Sonrisas to fulfill the District's original three-year funding commitment and supporting continued access to dental care for uninsured and Medicaid patients in the community.

TO: PHCD Board of Directors
FROM: Jennifer McKay, Human Resources
SUBJECT: Annual Review of Pay Schedule

In compliance with Government Code 20636 and California Code of Regulations 570.5 requiring every CalPERS Pension Plan participant organization to maintain a "pay schedule" in a prescribed format, the schedule below is attached for your review.

The schedule format below was produced during that CalPERS auditor visit in 2019. It presents all current Board-approved positions, the associated salary ranges, and the date the schedule was approved. At that time, the Board agreed to review the schedule annually, adjust it based on the cost of living and market, and present it to the Board for approval as part of the budget presentation.

We have reviewed the market using several sources for current salaries in the San Francisco Bay Area, specifically, CA State Controller Government Compensation in California, Transparent California, and Robert Half staffing agency.

Summary of Proposed Pay Schedule Modifications

- The proposed changes are in red.
- New Positions: The schedule has been updated to include the Health & Fitness Specialist and the allcove Education & Employment Specialist.
- Staff Accountant: Weekly hours have been adjusted from 19 to 24.
- FTE Realignment: The Membership Services Representative position has been reduced by 0.515 FTE, as these responsibilities are now absorbed by the Health & Fitness Assistant Manager.
- Positions Removed: Youth Behavioral Health Program Director, and Clinical Director positions have been removed from the schedule.

ACTION REQUESTED: Approval of Pay Schedule

Peninsula Health Care District
Pay Schedule

Effective 7/1/2026					
Position Title	**FTEs**	**Department**	**Minimum**	**Mid**	**Maximum**
HOURLY RATE					
Education & Employment Specialist	1	allcove	$28.00	$34.00	$40.00
Lead Peer Support Specialist	1	allcove	$27.00	$30.72	$34.44
Peer Support Specialist	3	allcove	$25.00	$28.72	$32.44
Health & Fitness Assistant Manager	1	Fitness	$25.00	$30.00	$35.00
Health & Fitness Specialist	1	Fitness	$24.00	$29.00	$34.00
Membership Services Representative	~~1.64~~ 1.125	Fitness	$20.33	$26.94	$33.55
PHCD Intern upto 15hrs/wk	0.375	PHCD	~~$16.50~~ $16.90	~~$17.25~~ $17.45	$18.00
Staff Accountant ~~19~~ 24hrs/wk	~~0.475~~ 0.6	PHCD	$26.25	$37.93	$49.61
ANNUAL SALARY					
~~Clinical Director~~	~~1~~	~~allcove~~	~~$130,000~~	~~$150,000~~	~~$170,000~~
~~Youth Behavioral Health Program Director~~	~~1~~	~~allcove~~	~~$87,000~~	~~$137,000~~	~~$187,000~~
Youth Behavioral Health Program Manager	1	allcove	$70,000	$85,000	$100,000
Fitness Center Director	1	Fitness	$79,000	$117,000	$155,000
Business Operations Coordinator	1	PHCD	$55,000	$75,000	$95,000
Chief Executive Officer	1	PHCD	$200,000	$300,000	$400,000
Chief Finance Officer	1	PHCD	$125,000	$187,500	$250,000
Director of Strategic Initiatives	1	PHCD	~~$87,000~~ $125,000	~~$137,000~~ $155,000	~~$187,000~~ $185,000
Executive Assistant	1	PHCD	$55,000	$80,000	$105,000

Schedule approved by Board on XX/XX/XXXX. Rates listed above represent employee base salary and do not include overtime, shift differential, special compensation, etc.

Peninsula HEALTH CARE DISTRICT
Building a Healthier Community

DATE: June 25, 2026

TO: PHCD Board of Directors

FROM: Vickie Yee, CFO

SUBJECT: FY 2025–26 Audit Engagement

JWT & Associates, LLP has submitted an engagement letter to conduct the District's FY 2025–26 annual audit. This will be the fifth consecutive year the firm has provided audit services for both the District and Sonrisas Dental Health (SDH), and they have developed strong familiarity with the operations of both organizations.

Consistent with best practices, the District plans to initiate a competitive process and transition to a different audit firm beginning in FY 2026–27, following five years of service from the current auditor.

As in prior years, the FY 2025–26 audit will include SDH as a component unit of the District, in accordance with GASB Statements No. 14 and No. 61, and will be incorporated into the District's overall financial audit.

JWT & Associates, LLP's engagement letter is attached. The proposed total fee for FY 2025–26 is $32,800, representing an increase of $3,050 from the prior year. The fee includes $26,500 for the District audit and $6,300 for SDH.

The proposed fee remains competitive given the firm's expertise in public agency audits and its familiarity with the District's programs and operations. Staff recommends approval of the engagement as submitted.

Action Requested:

1. Approve retention of JWT & Associates, LLP to perform the FY 2025–26 audit.
2. Approve the total proposed fee of $32,800.

JWT & Associates, LLP

A Certified Public Accountancy Limited Liability Partnership
7797 North First Street, Suite101#111, Fresno, California 93720
763 West Lighthouse Drive, Saratoga Springs, Utah 84045
Cell: (559) 287-6591 Email: rjctcpa@aol.com

June 9, 2026

Board of Directors
Peninsula Health Care District
Burlingame, California

We are pleased to confirm our understanding of the services we are to provide to the Peninsula Health Care District (the "District") for the year ended June 30, 2026.

Audit Scope and Objectives

We will audit the financial statements of the District, which comprise the statement of net position as of June 30, 2026, and the related statements of revenues, expenses and changes in net position, and cash flows for the year then ended, and the disclosures which will be found within the related notes to the financial statements. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB) who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U. S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

Management's Discussion and Analysis

We have also been engaged to report on supplementary information other than RSI that accompanies the District's financial statements. We will subject this supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

Schedule of the District's Proportionate Share of the Net Pension Liability and Related Ratios

Schedule of the District' Pension Contributions

Budgetary Comparison Schedule

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures - Internal Control

We will obtain an understanding of the entity and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District’s compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance, and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The auditors' procedures do not include testing compliance with laws and regulations in any jurisdiction related to Medicare and Medicaid antifraud and abuse. It is the responsibility of management of the entity, with the oversight of those charged with governance, to ensure that the entity's operations are conducted in accordance with the provisions of laws and regulations, including compliance with the provision of laws and regulations that determine the reported amounts and disclosures in the entity's financial statements. Therefore, management's responsibilities for compliance with laws and regulations applicable to its operations include, but are not limited to, those related to Medicare and Medicaid antifraud and abuse statutes.

Other Services

We will also assist in preparing the financial statements and related notes of the District in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, or contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

HIPAA Business Associate Agreement

You agree that you are solely responsible for the accuracy, completeness, and reliability of all data and information you provide us for our engagement. You agree to provide any requested information on or before the date we commence performance of the services. To protect the privacy and provide for the security of any protected health information, as such is defined by the Health Insurance Portability and Accountability Act of 1996, as amended from time to time, and the regulations and policy guidances thereunder ("HIPAA"), we shall enter into a HIPAA Business Associate Agreement (BAA).

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of JWT & Associates, LLP (JWT) and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to District authorized requesters or their designees. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of JWT personnel. Furthermore, upon request, we may provide copies of selected audit documentation to District authorized requesters or their designees. These requesters or their designees may intend or decide to distribute the copies or information contained therein to others, including governmental agencies.

Rick Jackson is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit upon notification of selection as auditors by the District's Board of Directors and to issue our reports no later than November 30, 2026.

Our fee for audit services for the District will be $26,500 plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) Our fee for audit services for Sonrisa Dental Health, Inc (a component unit of the District) will be $6,300 plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.). Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be

encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Other services required in addition to the audit of the District will be discussed with you prior to the start of any other of these services such as services required by the Peninsula Health Care District Financing Corporation and the Sonrisas Dental, Inc. and any required tax filings.

Reporting

We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to the Board of Directors of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that the District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

We appreciate the opportunity to be of service to the District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

JWT & Associates, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Peninsula Health Care District

Management Signature:

Title:

Dated:

Governance Signature:

Title:

Dated:

DATE: June 25, 2026

TO: PHCD Board of Directors

FROM: Ana M. Pulido, Chief Executive Officer

SUBJECT: Recommendation to Approve Sonrisas Dental Health Proposal to Extend Funding Agreement

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BACKGROUND

A community non-profit dental center cannot break even without significant philanthropy. This has been known since the model was introduced. It has been Peninsula Health Care District's {PHCD) position that a community non-profit dental center that opens access to care for thousands of residents previously blocked from basic oral health services is a compelling cost/benefit model that is in line with PHCD's vision: *That all District residents achieve their optimal health through prevention, education and access to basic medical, mental, and dental health care.*

The Sonrisas Dental Health {SDH) proposal requests a total of $690,710 to help cover the uncompensated costs incurred by serving the uninsured and Medicaid Dental patients. The term of the contract is from July 1, 2026, to June 30, 2027. The proposed 12-month term will provide stable funding support and afford the management team the opportunity to fully develop a strategic plan for consideration by the District under its new leadership.

SDH has presented to the PHCD Board quarterly reports on their progress against strategic goals and financial performance against budget per the terms of the funding agreement. Each report has been accepted by the PHCD Board as fulfilling the terms of the agreement.

PROGRAMMATIC IMPACT

The achievements accomplished from July 2023 through June 2026 have been positively impactful to the reputation of SDH as a quality provider, to its fundraising ability, and, more importantly, to the hundreds of PHCD uninsured and Medicaid residents who received a total of 16,424 patient care visits during that period. Examples of accomplishments include:

- **PHCD residents served:** 2,279
- **PHCD patient visits:** 16,424
- **PHCD children screened:** 4,912
- **Non-PHCD funding secured:** $6.41 million
- **Implemented a pioneering Community Health Worker (CHW) program**, integrating bilingual staff into oral health services to provide family coaching, care coordination, and benefits navigation.
- **Launched a specialized pilot program for youth with Intellectual and Developmental Disabilities (IDD),** working with students and caregivers in familiar educational settings to improve comfort, preparedness, and access to dental care.
- **Received national recognition for the IDD pilot program** and presented the model at the National Network for Oral Health Access (NNOHA) conference.
- **Advanced plans for mobile dental services in Pescadero,** with operations expected to begin in late fall.

SDH has removed barriers for thousands to get treated and provides oral health education to all ages in the community which contributes to prevention of untreated oral health issues and addresses overall health.

BUDGET

Program Area	Number Served Annually	Funding Allocation
Access to Care Visits	4,070	$610,710
Pediatric & Youth Screenings	840	$70,000
Senior Screenings	100-150	$10,000
	PHCD Annual Funding Total:	**$690,710**

REQUESTED ACTION

Approve a one-year extension of the current funding agreement in the amount of $690,710 to ensure uninterrupted services for the most vulnerable populations. The extension will provide funding stability under SDH's new leadership, allowing management to concentrate on community outreach, program enhancement, and strategic planning to strengthen the organization's long-term impact and sustainability.

Sonrisas Grant Proposal: July 1, 2026, to June 30, 2027

The Peninsula Health Care District's partnership with Sonrisas Dental Health over the past decade has made major impact for underserved residents of the district. In areas ranging from clinical care access to place-based community programming, our partnership has improved health outcomes.

Over 2,000 PHCD residents account for 6,000+ Sonrisas clinic visits each year, with low-income patients accounting for over 80% of these visits. With a new plan to add capacity at our San Mateo clinic, we expect these numbers to grow further in the 2027 fiscal year.

As the 2025-26 school year concludes, Sonrisas' school-based dental screening and oral health education program is set to have screened nearly 2,500 children in schools within the district's boundary. Overall, 5,000 children will have been screened this year by Sonrisas.

Through our place-based older adult programming focusing on health coaching, screenings, resource navigation and health education for seniors and their caregivers, Sonrisas assists hundreds of older adults in the community.

Our proposal for the 2027 fiscal year seeks support across these critical areas. A summary table is presented below.

FY27 PHCD-Sonrisas Partnership			
Program Area	**Number Served**	**Type**	**FY27 Maximum Funding**
Access to Care Visits	4,070	Visits	$610,710
Community Programming for Children and Families: School-based screenings and programming for youth with IDD	840	Youth	$70,000
Senior Oral Health – Screening, Coaching & Community Dental Program	100-150	Older Adults	$10,000
Total PHCD Funding Proposed (up to)			**$690,710**

ACCESS TO A DENTAL HOME

Sonrisas is a safety net dental care provider. The vast majority of patients at Sonrisas are covered with public dental insurance (Health Plan of San Mateo, Medi-Cal Dental). Due to a lack of providers accepting public dental insurance, under-resourced neighbors in San Mateo County face significant hurdles to obtaining care even when they have coverage. Medi-Cal Dental utilization in San Mateo County lags significantly behind that of the state as a whole and falls further behind when compared to utilization rates for those with private dental coverage.

This disparity of access affects more than someone's smile: dental health directly affects nutrition, social isolation, and economic mobility, in addition to being linked to serious medical conditions like cardiovascular and respiratory illness, diabetes, and memory-related illness. Over 800,000 school days are missed in California due to dental pain, 1 in 4 work absences result from poor oral health, and 1 in 5 seniors 65+ are missing all their natural teeth.

In addition to accepting public dental insurance, Sonrisas also provides generous affordable scale discounts for those without dental coverage. This is particularly important to older adults with fixed income and lack of dental coverage in Medicare.

Though the vast majority Sonrisas patients face financial difficulties, our clinic is also equipped and built with those with special needs in mind. With wide hallways, a patient lift, and dental chairs that easily move to make room for wheelchairs, access for a broad range of community members is a reality.

Sonrisas expects to make significant progress growing clinic capacity and efficiency over the next fiscal year, **reducing the per-visit gap** between insurance reimbursement and cost of care **by nearly 25%.** This proposal reflects those savings as well as patient-visit growth. We ask for an invoice-based investment of up to **$610,710 for up to 4,070 Access-to-care (ATC) clinic visits in San Mateo**. This accounting reflects an increase from 3,600 funded annual visits in prior years.

COMMUNITY PROGRAMMING FOR CHILDREN & FAMILIES: SCHOOL-BASED SCREENINGS, WHOLE FAMILY COACHING, AND PROGRAMMING FOR SPECIAL NEEDS CHILDREN

Sonrisas continues to expand community programming tailored to children and older adults in the district. In the 2026 fiscal year, Sonrisas will have screened **nearly 2,500 children in district schools**, far exceeding previous levels of funding from the district. We propose increasing screening funding to cover up to **750 children attending district schools**. In addition to a visual assessment by a licensed dental professional,

children also receive age, language, and culturally appropriate **in-classroom oral health education**, while parents and caregivers receive follow-up notifications as well as **whole-family oral health coaching and care navigation and appointment scheduling** in appropriate cases. This support is provided by Sonrisas' bilingual community health worker program.

Data from San Mateo County shows children from low-income families experience untreated decay at twice the rate of their more affluent peers. 19% of children in affluent schools show signs of decay, while 38% of children in priority schools show the same. Sonrisas provides more than 60% of all site-based oral health evaluations for children in San Mateo County schools.

In the past year, Sonrisas has incorporated into our children's and school-based programming a successful pilot initiative for children and adolescents living with **intellectual and developmental disabilities (IDD)**. Geared towards preparing youth with special healthcare needs for clinical care, this initiative partners with Special Education classrooms as well as other community-based programs for youth with IDDs and their families. Sonrisas staff provides desensitization training, helping familiarize youth with clinical expectations in already-familiar, trusted settings.

Sonrisas has been invited to this year's **National Network for Oral Health Access (NNOHA)** conference to lead a session on this program, demonstrating its potential as a national model.

This year's request includes **90 sessions with IDD youth** in district schools or programs designed for youth with special health care needs.

COMMUNITY ORAL HEALTH PROGRAMMING FOR OLDER ADULTS: SCREENINGS, HEALTH COACHING, AND RESOURCE NAVIGATION

As the number of older adults approaches 1 in 5 of all San Mateo County residents, healthy aging is increasingly essential. Seniors disproportionately suffer systemic disparities and social consequences of poor oral health.

Often on fixed Social Security income and lacking dental insurance under Medicare, older adults are increasingly relying on community-based resources to maintain their dental health. Poor dental health results in nutritional deficits, associated illnesses – including memory-related illnesses, and social isolation, all holding special importance for the community of seniors living on limited resources.

Sonrisas' community programming for older adults is tailored to the unique needs of this population. Sonrisas provides **dental screenings** to older adults coupled with **individualized oral health coaching, and resource and care navigation**. Providing

these services where seniors live and socialize ensures access for those who need it most, including those with mobility challenges or transportation restrictions.

This proposal seeks funding for this well-rounded initiative for older adults in the district. $10,000 in funding will provide screenings, oral health coaching, and associated services to 100-150 seniors.

CONCLUSION

Sonrisas continues to grow our service reach through community partnerships with local programs, school districts, community centers, event hosts, health coalitions, and caring individuals. We expect to continue to grow our partnership portfolio, continuing to build on the trust and goodwill our team has generated. We are also committed to complementing the district's generous financial support with support from a broad range of institutional and individual philanthropic partners.

Contact Information

For questions regarding this proposal, please contact Spandan Chakrabarti, Director of Development at Sonrisas, at schakrabarti@sonrisasdental.org or 650-727-3487.

Peninsula HEALTH CARE DISTRICT
Building a Healthier Community

DATE: June 25, 2026

TO: PHCD Board of Directors

FROM: Ana M. Pulido, Chief Executive Officer

SUBJECT: **Renewal of Hepatitis B Community Education & Screening Program in partnership with SF Hep B Free Bay Area**

BACKGROUND:

In 2020, the Strategic Direction Oversight Committee collaborated with SF Hep B Free Executive Director to develop a comprehensive, multi-year hepatitis B community screening program aimed at increasing awareness, education, and access to screening and vaccination for high-risk communities.

Through a series of presentations and discussions, the Committee provided input on program elements, delivery, timeline, metrics, and budget, as outlined in the 2020 proposal. The Board subsequently approved a total of $450,000 in funding to be distributed over three years to support the program's launch and implementation for District residents.

Due to the impact of COVID-19 on community-based programs, the Community Screening Program was delayed and did not launch until 2023. As a result, adjustments were made to the original budget and deliverables. Notably, the public awareness campaign shifted to digital media advertising to improve data collection and reduce costs, and the Data Baseline Creation component was removed, as those costs were incorporated into other program elements.

NEW TWO-YEAR PROPOSAL

Building on a strong history of collaboration, Hep B Free is seeking support to expand its hepatitis B and liver cancer education, awareness, and screening efforts. From May 2026 through April 2028, the initiative will focus on high-risk District residents, leveraging trusted community relationships to effectively bridge the gap between education and access to clinical care. The new proposal has three key elements:

- **Media Education Campaign**: Partnerships with 10+ media outlets, with an estimated 200,000 District residents reached through PSAs.
- **Community Engagement**: 4+ events held, with 200 residents directly educated and 60 residents screened.
- **Clinical Integration:** 1 healthcare system initiative/event and 1 physician education/CME opportunity conducted.

FUNDING DISTRIBUTION:

Component	Annual Requested Funds
Education Campaign	$20,400
Staffing (Staff and Phlebotomist)	$18,500
Lab Testing	$2,000
Fiscal Sponsor Fees	$4,090
Total:	**$44,990**

REQUESTED BOARD ACTION:

Approve the Hepatitis B Community Screening Program and authorize a two-year contract in the amount of $89,980.

Proposal: Hepatitis B Awareness & Prevention 2026-2028

To: PHCD

From: Hep B Free

Request: $89,980

Project Period: July 2026 – April 2028

1. Project Overview

Building on our successful history of collaboration, Hep B Free is seeking support to increase its hepatitis B and liver cancer education, awareness, and screening initiatives. From May 2026 to May 2028, we will focus our efforts on high-risk residents within the District, utilizing our established trust in the community to bridge the gap between education and clinical care.

2. Our Strategic Approach

We will address hepatitis B each year from three distinct angles to ensure maximum community impact:

- **Pillar 1: Public Awareness Campaign (April-July Blitz)** Launching during AAPI and Hepatitis Awareness Month (May), we will execute a 3-4 month media "blitz." This includes PSAs across ethnic radio, newspapers, social media, and TV outlets to reach at least 200,000 residents indirectly.
- **Pillar 2: Direct Community Education & Screening** We will participate in at least four community health fairs and cultural events. Our team will provide direct education to 200+ residents and offer free on-site screenings for at least 60 individuals.
- **Pillar 3: Clinical System Improvements** We will work to strengthen relationships with major healthcare providers (such as Seton Medical Center, Mills-Peninsula Hospital, and San Mateo County Health) to address barriers to testing, vaccination, and linkage to care. This includes exploring CME (Continuing Medical Education) opportunities for local physicians.
- **Pillar 4: Hep B Free and PHCD Collaboration**: Work directly with the PHCD to adjust and improve the project in real time as the initiative is underway

3. Key Deliverables

- **Media Reach:** Partnerships with 10+ media outlets; estimated 200,000 residents educated via PSAs.

- **Community Engagement:** 4+ events; 200 residents directly educated; 60 residents screened.
- **Clinical Integration:** 1 healthcare system initiative/event and 1 physician education/CME opportunity.

4. Proposed Budget

Our request for this initiative per year is **$44,990**. As in previous years, funds will be dedicated strictly to services and education for residents living and working within District boundaries.

Component	Cost of program	Requested funds	Notes
Public Awareness Campaign:			
Contracts	$20,400	$20,400	Contracts with 12 local media outlets ($1,700/ea)
Staff:			
Hep B Free project staff work	$20,000	$18,000	Staff time for media, community, and system outreach
Phlebotomy	$500	$500	5 events, 4 hour/event, $25/hr
Services:			
Lab Testing	$2,000	$2,000	Triple panel tests (HBsAg, HBsAb, HBcAb) for 100 people
Subtotal	**$ 42,900**	**$ 40,900**	
Fees:			
Fiscal Sponsor Fee	$ 4,290	$ 4,090	10% of total funds
Total for 1 Year	$ 47,190	**$ 44,990**	
Total for 2 Years (Includes May 2027 public awareness campaign but not May 2028)	$ 94,380	**$ 89,980**	

Disbursement Conditions: Hep B Free will submit invoices for each expense from vendors and Hep B Free.

Additional Work and Changes to Scope: Hep B Free may modify the scope of work of this agreement as well as the associated payments upon discussion and mutual agreement with the Peninsula Health Care District.