



<b>BOARD OF DIRECTORS MEETING MINUTES</b> <b>Thursday, March 27, 2025</b> <b>1819 Trousdale Dr. Burlingame, Ca 94010</b> <b>(Classroom)</b>		
<u><b>Directors Present</b></u> Chairman Cappel Director Zell Secretary Sanchez	<u><b>Directors Absent</b></u> Vice-Chairman Pagliaro Director Navarro	<u><b>Also, Present</b></u> Community Members, Patty Clement, Director of Client Services, Catholic Charities, Bryan Neider, Chief Executive officer, AbilityPath, Spandan Chakrabarti, Development Director, Sonrisas Nigel Taverner, Board Chair, Sonrisas

**1. Call to Order and Roll Call:** Chairman Cappel called the meeting to order at 6:30 pm.

Roll call attendance was taken. A quorum was present.

**Absent:** Navarro was out of town and Pagliaro due to medical issues.

**2. Public Comment on Non-Agenda Items:**

**Karyl Eldridge** (Community Member) referenced a previous email sent to the Board and reiterated the community's ongoing interest in the hospital land development designs. She specifically requested information regarding the target population for affordable housing. Additionally, she mentioned that she would follow up with CEO Pulido to stay informed.

**Laura Hinz** (Community Member) echoed Ms. Eldridge's comments and inquired about the best way for community members to communicate, stay updated, and ask questions about the ongoing developments.

**3. Report Out From Closed Session: 3/1/2025 and 3/27/2025:** Chairman Cappel reported that the closed sessions on March 1st and March 27th focused on the next steps, and timeline for the PWC project. Additionally, a recent 1.5-hour session was held earlier today to review new issues and laws relevant to the project since its last discussion.

#### 4. Consent Calendar: ACTION

- a. Board Meeting Minutes – January 23, 2025, February 24, 2025, and March 1, 2025
- b. SDOC Meeting Minutes – November 6, 2024
- c. CHIC Meeting Minutes – November 18, 2024
- d. Checking Account Transactions – January and February 2025
- e. Treasurer's Report – January and February 2025
- f. AbilityPath Lease Agreement
- g. Statement of Investment Policy
- h. Resolutions to Add Secretary Henry Sanchez & Remove Director Dennis Zell to Current Bank Accounts
  - City National Bank
  - The Local Agency Investment Fund
  - Resolution to Establish Signing Authority
- i. Facsimile/Electronic Signature Agreement for Chairman Lawrence W. Cappel

#### **Motion to Approve Consent Calendar as Presented**

**Motion: By Director Sanchez; Director Zell**

**Vote: Ayes - Cappel, Zell, Sanchez**

**Noes: 0**

#### 5. Business:

- a. **Senior Concierge Case Management Program:** Patty Clement, Director of Client Services, Catholic Charities, and Ana M. Pulido, Chief Executive Officer, PHCD

CEO Pulido explained that, in response to the Board's interest in piloting programmatic ideas from the PWC Hub list prior to the facility's construction—as a way to assess community needs—she began engaging with various agencies to identify high-need services that could be launched ahead of the Hub's opening. These efforts led to discussions with Patty Clement, Associate Deputy Director at Catholic Charities, regarding a potential partnership to provide senior case management services in the Mid-Peninsula at low to no cost for District residents.

## **Presentation Highlights**

### ***BACKGROUND***

The Peninsula Health Care District is proposing a partnership with Catholic Charities to provide Concierge Case Management Services to senior residents. Catholic Charities, with over 170 years of experience in the Bay Area, offers Aging Support Services, among other areas, and is well-suited to support PHCD's goal of helping seniors age safely and independently at home.

### ***PROPOSAL***

In partnership with PHCD, Catholic Charities will offer three levels of Concierge Case Management:

- Concierge Information and Referral: Connect clients to community resources.
- Short-Term Case Management: Assist clients with service connections, applications, and follow-ups (max 3 months).
- Comprehensive Assessment: Home visits to assess needs and create care plans with time-limited goals (max 9-12 months).

### ***Service Units:***

- 250 Concierge Information and Referral
- 200 Short-Term Case Management (including translation)
- 80 Comprehensive Assessments (home visits)
- 80 service plans with SMART goals
- 200 follow-up meetings
- 200 quarterly face-to-face meetings

### ***Key Positions Needed:***

- 2 Case Managers/Social Workers (MSW or BSW) – 2.0 FTE
- Social Work Supervisor (LCSW/MFT) – 0.10 FTE
- Assistant Deputy Director/Program Director (MFTI) – 0.15 FTE
- Associate Deputy Director – 0.05 FTE

The program will operate at the PHCD Health & Fitness Center Offices in Burlingame, Monday to Friday, 8:30 AM – 5:00 PM.

**BUDGET**

	FY 24-25	FY 25-26
Total Expenditures	\$68,337	\$259,446

**RECOMMENDATION:**

To approve the proposal to launch senior case management services in partnership with Catholic Charities.

***Q & A with Patty Clement***

**Director Zell** asked how long Catholic Charities has worked with Sequoia Healthcare District.

**Ms. Clement** responded that the pilot began 3 years ago, was successful, and led to a current 2-year grant for a half-time case manager, serving 37 clients in the first year.

**Director Zell** inquired about branding visibility for clients.

**CEO Pulido** explained that it would be co-branded, with the District's branding featured prominently. Documents will also be co-branded, and a unique program name is being developed.

**Director Zell** expressed concern that including "Catholic Charities" in the branding might deter some individuals and suggested focusing solely on PHCD branding for inclusivity.

**Ms. Clement** acknowledged the concern, emphasizing that they serve all individuals, regardless of faith or background. She believes co-branding, along with word-of-mouth referrals, will help address any hesitancy.

**Director Zell** expressed support for the program but suggested expanding its presence beyond the fitness center, possibly by offering rotating office hours at various city recreational or senior centers across the District to improve accessibility.

**Ms. Clement** agreed, emphasizing the importance of neighborhood outreach based on her experience in SF. She noted existing partnerships with centers to support this and mentioned an additional office near Hillsdale. Staff are also mobile and equipped to meet clients at community locations or in their homes, with in-home visits being a part of the program.

**Chairman Cappel** asked how the program handles clients with complex clinical needs, particularly those resistant to following medical advice, such as a non-compliant diabetic.

Ms. Clement explained that these are challenging cases that require building trust, coordinating with other providers with the client's consent, and respecting their autonomy—even if their choices are suboptimal. The approach involves working incrementally on client-identified goals and gently addressing other concerns, like substance use, using trained social work skills.

Chairman Cappel asked about the scope of practical assistance provided, such as enrolling clients in programs like SNAP, Medi-Cal, and Medicare, as well as helping them navigate complex choices like health insurance plans, HMOs, Medicare Advantage, and provider networks like Sutter.

Ms. Clement confirmed that case managers assist with these enrollment processes and help clients navigate complex systems and decisions, especially during comprehensive assessments.

**Motion to approve the proposal to launch senior case management services in partnership with Catholic Charities, in the amount of \$327,783.**

**Motion: By Director Sanchez; Director Zell**

**Vote: Ayes - Cappel, Zell, Sanchez**

**Noes: 0**

**b. AbilityPath Co-Op Homes Proposed Expansion:** Bryan Neider, Chief Executive officer, AbilityPath and Ana M. Pulido, Chief Executive Officer, PHCD

CEO Pulido introduced Bryan Neider, CEO of AbilityPath, to present a potential expansion opportunity of the District's Co-op homes on the north side of the county and provide background information on the existing project to help orient the newer Board members.

### **Presentation Highlights**

#### ***Adult Housing Opportunity***

- Housing need & innovative options
- Services: Independent living training, cooperative living, supported living
- Operating model & service model details

#### ***Need in San Bruno/Millbrae/Burlingame***

- ~1,000 individuals with IDD in the area
- 75% live with parents; only 24 in independent living
- Acute housing need ***Housing Affordability Crisis for People with IDD***

- CA has 4th highest rent in U.S., making housing unaffordable for many
- Studio apartments exceed SSI income in all 58 counties

#### ***High Risk of Housing Instability***

- 88,000 Californians with IDD need affordable housing
- 40,000+ want to live independently but lack options
- SSI limits housing affordability

#### ***Resident Disabilities & Needs***

- Includes cerebral palsy, Down syndrome, Autism, TBI, elderly, and behavioral support needs

#### ***Innovative Housing Model***

- 15 affordable units (more possible)
- No PHCD operating funding
- Housing options:
  - Transition to Independence (2 residents)
  - Cooperative living (4 residents)
  - Supported living (5-6 residents)
  - Staff housing (3-4 staff)

#### ***Transition to Independence Program (TIP)***

- Goal: Develop skills for independence (social, career, health)
- Partnered housing options for future independence

#### ***Cooperative Living***

- 2 successful co-op homes in San Mateo
- Promotes community, autonomy, and accessibility
- No 24/7 direct care required

#### ***Supported Living (Level 1)***

- Licensed by CA, 1:4 staff-to-client ratio
- 24-hour care required

### **Staff Housing**

- 24/7 supervision needed for supported living
- Non-resident staff for day support
- Affordable rents aid in staff retention

### **Staff and Funding**

- Onsite staffing based on resident needs
- TIP: 24/7 staff needed
- Cooperative living: limited support, no full-time staff
- Level 1: Full-time staff onsite

### **FAQs**

Tenant improvements funding: Determined after property identification; AbilityPath may support ADA/licensing improvements

PHCD funding: No, the program is self-sustaining

Transitions: Handled in the application and tenant agreements (health, behavioral, or financial changes)

### **Q & A with Bryan Neider**

**Director Zell** inquired about the potential capital cost support needed from PHCD for the proposed project.

**Mr. Neider** responded that the first step is to assess the District's budget capacity for support. Based on that, AbilityPath would then look for suitable properties, ideally in the underserved North County area.

**Director Zell** expressed strong personal support for the project, referencing prior discussions on the Co-Op homes. He suggested establishing similar homes throughout the District, potentially one every couple of years, with a budget of around \$2 million per project, while recognizing the need to assess feasibility on AbilityPath's end.

**Mr. Neider** noted that currently, \$2 million would likely purchase a 3-4 bedroom home, which is the minimum size needed, especially if a Level 1 component is included. He cautioned that the market is likely to change with the upcoming spring and summer seasons.

CEO Pulido stated that she met with a real estate agent to explore the current market. She explained that \$2 million would only secure a three- or four-bedroom home, which is not comparable in scale to the type of project they are aiming for with the Co-Op homes proposal.

Mr. Neider stated that, economically, they would likely need at least a four-bedroom home.

Director Zell proposed that the PHCD Finance Committee, led by Director Sanchez, develop a budget allocation. He suggested that AbilityPath and CEO Pulido continue discussions on best practices and facility needs. He emphasized PHCD's role in budgeting while AbilityPath handles planning, and supported moving forward when feasible, possibly adjusting the timeline to every three years instead of two. He reaffirmed strong support for the project.

Chairman Cappel agreed with the approach and stressed that AbilityPath should begin actively searching for suitable properties, as availability could influence the timeline. He noted PHCD's ability to hold special meetings and act quickly when opportunities arise.

Director Zell concurred, directing AbilityPath to start the property search while the Finance Committee develops a long-term budget strategy, reiterating the Board's readiness to act promptly.

c. **Sonrisas Quarterly Report:** Spandan Chakrabarti, director of Development, Sonrisas Dental Health & Nigel Taverner, Board Chair, Sonrisas Dental Health

**Summary of proposal: FY24 to FY26 PHCD and Sonrisas Partnership**

<b>Program Area Number</b>	<b>Served Annually</b>	<b>Funding Allocation</b>
Medi-Cal Care Visits	3,600	\$720,000
School Screenings	250-300	\$34,500
Senior Patients	50-100	\$10,000
Expanding Community Outreach	5 New Partners	\$35,500
<b>PHCD Annual Funding Total:</b>		<b>\$800,000</b>
<b>PHCD FY24-26 Funding Total:</b>		<b>\$2,400,000</b>

**Q2, FY25 Progress So Far:**

**A Snapshot of Services to PHCD Residents**

	<b>Completed</b>	<b>Commitment</b>
<b>ATC</b>	<b>2429</b>	<b>3600</b>

School Screenings	575	300
Senior Programming	72	50
New Partnerships	3	5

***Sonrisas: FQHC Pathways Update***

***Sonrisas' and PHCD's Strategic Plans***

***Each include goal of improving Sonrisas' patient revenue***

- FQHC Task Force: Nigel Taverner, Henry Sánchez, Dennis Kneepel, Ana M. Pulido and Tracey Fecher
- Project work has been on-going
- Exploring potential partnerships
- Larger update in April or May

***Discussion***

**Nigel Taverner** stated that Sonrisas has been working for the past three years to achieve financial sustainability, primarily by seeking access to Federally Qualified Health Center (FQHC) reimbursement rates. However, he clarified that Sonrisas cannot directly become an FQHC due to the requirement to provide medical service. Efforts to become a look-alike or sub-recipient through San Mateo County have not provided a long-term solution, as the county contract ended in mid-March. He mentioned that their strategic options have become more limited, and they are now primarily considering a merger through acquisition as the most feasible option. He emphasized that moving forward with this approach will require full support from the Peninsula Health Care District. He added that a credible candidate for merger or acquisition has been identified, and the next step is to determine whether to proceed with detailed due diligence.

**Director Zell** sought clarification regarding the failed county partnership, reflecting on the initial optimism.

**Mr. Taverner** confirmed that the county contract had ended and explained that the county viewed Sonrisas as having "overreached" in its expectations and scope, particularly concerning pediatric services, although no regulations were violated. He attributed the outcome partly to the county's heightened sensitivity to regulatory oversight.

**CEO Pulido** commented that although the contract has ended, the County may be open to exploring alternative funding options for Sonrisas.

**Mr. Taverner** clarified that any potential new county funding is seen as temporary, further emphasizing the focus on the merger or acquisition route.

**Director Zell** expressed concerns about whether the potential new partner would maintain *Sonrisas'* mission. He also questioned the location, noting that the Peninsula Health Care District subsidizes rent and operating expenses. He asked if the organization would relocate, if it would stay in the same location, and what the future would look like under the new arrangement.

**CEO Pulido** stated that the details regarding the location have not yet been determined but added that at the next Board meeting, the Board will have the opportunity to learn more about the FQHC pathways and receive additional information.

**d. Strategic Plan Update: Ana M. Pulido, Chief Executive Officer, PHCD**

**CEO Pulido** shared the Quarterly Strategic Plan Report.

**Report Highlights**

***Preventive Health***

- Sponsored a health education webinar series for high-school aged parents covering substance use prevention, healthy body image, and understanding eating disorders.
- Identified a gap in health education for parents of elementary school-aged children and initiated a new education series on vaping/drugs, social media risks, and counseling.
- Collaborating with San Mateo County (SMC) to explore support for substance use prevention efforts, including the placement of Naloxone dispensing machines in the community.
- Delivered Diabetes and Heart Health education through the Fitness Center, promoting lifestyle modifications for chronic disease management.
- Ongoing community immunization efforts (tetanus/pertussis) with outreach to underserved populations.

***Mental Health***

- Applied for three grants totaling \$300,000 from Get Healthy San Mateo County to expand services.
- Launched a data dashboard to track demographics and service utilization, enhancing data driven decision-making.
- Selected to present at the United for Youth conference, showcasing allcove's impact and programs.

- Celebrated allcove's 1-year anniversary in January, marking a milestone in providing youth focused mental health support.
- Developed a Senior Concierge Case Management Program in partnership with Catholic Charities, aimed at providing personalized care coordination for older adults.

#### ***Dental Health***

- Conducted oral health screenings for over 670 children, promoting early detection and dental care awareness.
- Extended oral health outreach to 30 seniors, supporting their dental health needs.

#### ***Integrated Services***

- Hosted 109 tours in the last quarter, showcasing its offerings to prospective residents and families, promoting its integrated health and wellness services.
- Successfully concluded the 2025 Community Grants Cycle with a Grant Ceremony, celebrating partnerships with grantees and highlighting funded health initiatives.
- The metrics workgroup polled grantees to inventory the tools they use to measure health outcomes, aiming to standardize and enhance impact evaluation.

#### **e. AB-533 Update: Frank Pagliaro, Vice Chairman, PHCD**

The item was tabled for a future meeting due to Vice-Chairman Pagliaro's absence due to medical issues.

#### **f. CSDA Board of Directors Call For Nominations Seat B: Lawrence W. Cappel, Board Chairman, PHCD**

**Motion to approve the nomination of Dennis Zell to CSDA Board of Directors Seat B**

**Motion: By Director Sanchez; Director Zell**

**Vote: Ayes - Cappel, Zell, Sanchez**

**Noes: 0**

#### **6. Reports:**

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

Strategic Direction Oversight –Meeting 3/5

Community Health Investment – Meeting 3/19

Director Sanchez reported that the CHIC committee met to review recommendations from a metrics subcommittee focused on health outcomes for grantees. He mentioned that a survey conducted by SID Rodriguez revealed that about 60-67% of grantees currently do not use standardized assessment tools. CHIC plans to integrate health outcome measurement going forward. CEO Pulido and SID Rodriguez will provide orientation and tools to potential grantees to help them develop project proposals with measurable outcomes. He considers these steps an important milestone.

SID Rodriguez described the process as an evolving partnership opportunity, aimed at helping both PHCD and grantees enhance their understanding of and focus on outcomes. She highlighted positive feedback from grantees and their enthusiasm for learning and growth in this area.

CEO Pulido acknowledged the entire PHCD team for their flexibility and effort in this impact-measurement initiative, including extra meetings and work, with special recognition for YBPM Almes' contributions to the dashboard. She emphasized the team's eagerness to build this capacity and noted that PHCD is leading efforts that other districts have yet to undertake.

#### 7. Correspondence and Media:

- a. 2/13 Thank You Letter From CASA
- b. 2/24 Thank You Letter From AbilityPath
- c. 2/24 Thank You Letter From Peninsula Family Service
- d. 2/24 Thank You Letter From San Mateo Police Activities League
- e. 2/26 Thank You Letter From Second Harvest
- f. 3/11 Thank You Letter From PVI

#### 8. Adjourn: 8:00 pm

Written by: Voula Theodoropoulos



Approved by: Lawrence W. Cappel, Board Chairman