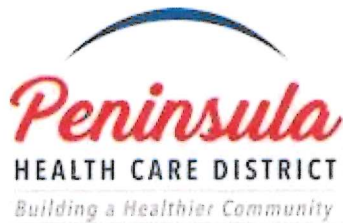


<b>BOARD OF DIRECTORS</b> <b>MEETING MINUTES</b> <b>6:30 pm Thursday, April 25, 2023</b> <b>1819 Trousdale Dr. Burlingame, Ca 94010</b> <b>(Classroom)</b>		
<u><b>Directors Present</b></u> Chair Cappel Vice-Chair Pagliaro Secretary Zell Director Sanchez Director Navarro	<u><b>Directors Absent</b></u>	<u><b>Also, Present</b></u> Counsel Mark Hudak <b>Presenters:</b> Matt Grey, Perkins Coie Sylvia Chu, Executive Director of the Trousdale
<b>1. Call to Order and Roll Call:</b> Chair Cappel called the meeting to order at 6:28 pm. Roll call attendance was taken. A quorum was present.		
<b>2. Public Comment/Non-Agenda Items:</b> No Public comments were offered.		
<b>3. Report out from Closed Session: 4/13/2023:</b> Chair Cappel reported the closed-session discussions were regarding developer negotiations about the Peninsula Wellness Community.		
<b>4. Consent Calendar: ACTION</b> a. Board Meeting Minutes – March 23, 2023 b. Checking Account Transactions – March 2023 c. Treasurer’s Report – March 2023 d. Quarterly Investment Report e. FY 2022-2023 Q3 Unaudited Financials f. Consulting Agreement with Cheryl Fama g. Parent Venture Agreement		
<b>Vice Chair Pagliaro</b> asked <b>CFO Vickie Yee</b> about the following transactions on the accounting statements.		
1. \$152,500 transaction for Samaritan House 2. Best Best & Krieger, LLP 3. Perkins Coie		
<b>CFO Yee</b> reported the transaction to Samaritan House for \$152,500 was for an approved impact grant. The Best Best & Krieger, LLP transaction was for HR attorney consulting fees. Lastly, the Perkins Coie was associated with Peninsula Wellness Community project attorney fees.		
Lastly, <b>Director Pagliaro</b> asked about item 4G (Parent Venture Agreement) on the consent		



calendar. **DOB Arevalo Rodriguez** answered that this contract was submitted to Ann Wasson prior to her resignation and included in this packet for approval of services for the next academic school year beginning in August.

**Motion to approve the Consent Calendar as presented**

**Motion: By Vice-Chair Pagliaro; Seconded By Director Zell**

**Vote: Ayes – Cappel, Pagliaro, Zell, Navarro**

**Noes - 0**

**Abstain - 0**

**Motion Passed: - 4/0/0**

**[6:35pm Director Sanchez Arrived]**

**5. Special Presentation:**

**a. Eskaton Update: Sylvia Chu, Executive Director of The Trousdale**

**Sylvia Chu** updated the Board on the latest policy changes at The Trousdale since the COVID mandate restrictions were lifted on April 3rd. Significant changes include:

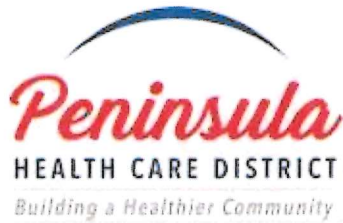
- Visitors & Staff are no longer required to wear masks
- Temperature checks are not required to enter
- Staff is not required to be fully vaccinated or boosted (but noted all staff is vaccinated and boosted)

Ms. Chu also reported the “End of Life” Option Act was updated and could affect The Trousdale. The law allows individuals who have a serious, life-limiting illness (with a prognosis of six months or less) to request prescription medications from their doctor to end their life. The length of time that an individual would have to wait has changed from 15 days to 48 hours from the time they ask for the medication until the time they receive it.

Lastly, Ms. Chu reported that a resident, who owns Yasukochi’s Sweet Stop in San Francisco was nominated as a semifinalist for the James Beard Award for Outstanding Bakery.

To conclude, Ms. Chu noted the Q3 FY 22-23 is included in the Board packet.

**Chair Cappel** asked **Sylvia Chu** if she was aware of the occupancy levels of other facilities in the area. **Ms. Chu** reported occupancy levels vary from facility to facility but range from 60-80% and noted The Trousdale is currently at 78% occupancy.



**Chair Cappel** commented that he's noticed other facilities increasing their marketing lately, which could be an indication that they are also struggling in terms of occupancy.

**[Public Comment]**

**Lieberman-Abramson** commented that they would like to hear about the financials of The Trousdale, given that there has been \$80M of public money invested.

**Director Zell** stated that the finances for the Trousdale are made available to the public on the PHCD website. The most recent report showed that there is an operating loss of 1M for the year. COVID has played a major part in the budget showing a deficit. Although they are paying attention to the revenue versus what was budgeted, they are also cognizant of the extenuating circumstances of a national pandemic. The budget projections have remained intact and have not been adjusted for COVID, so they could measure the project as originally planned. **Director Zell** is optimistic that they will reach stabilization during the next fiscal year, sometime in the Fall.

**CFO Yee** commented that the reason The Trousdale is currently operating at a deficit is because when they originally made the budget they anticipated that the pandemic would have passed and things would have returned to normal, which did not happen. An increase in the cost of staffing and food has also negatively impacted the bottom line.

**6. Old Business: Action**

**a. Consider and Approve an Amendment Extending the Exclusive Negotiating Agreement Term Sheet Phase: Mark Hudak, Counsel**

**Matt Grey** stated that this amendment would extend the deadline of May 17th an additional 90 days with the developers. The amendment would also include the option to negotiate for 30 days after the 90-day extension.

**Vice Chair Pagliaro** voiced his concerns over the extension as the process has already been time-consuming.

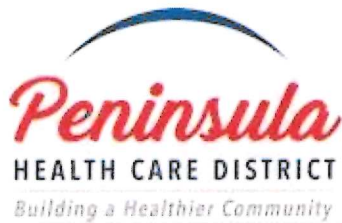
**Motion to approve Amendment Extending the Exclusive Negotiating Agreement Term Sheet Phase**

**Motion: By Director Zell; Seconded By Director Navarro**

**Vote: Ayes – Cappel, Zell, Navarro, Sanchez**

**Noes - Pagliaro**





**Abstain - 0**

**Motion Passed: - 4/1/0**

**7. New Business: ACTION**

**a. Abilitypath Agreement: Chair Cappel and Director Zell**

**Chair Cappel** stated that there would be no action on this item, and it needed to be discussed further during closed session.

**8. Reports:**

**a. Board Standing Committees:**

Strategic Direction Oversight – April 3, 2023

**Chair Cappel** reported that in the last meeting there were discussions on the Strategic Plan and Peninsula Wellness Community.

Finance – Next meeting is scheduled May 9, 2023

Community Health Investment- Next meeting August 7, 2023

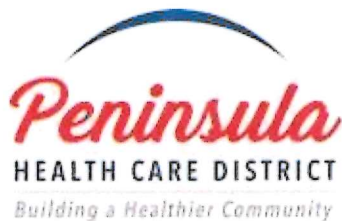
**b. Board Chair and Director Reports**

**Vice-Chair Pagliaro** reported that he joined **CEO Pulido** and **DOB Arevalo Rodriguez** in a meeting with Eskaton to discuss the marketing of The Trousdale. Eskaton is now required to reach out to the District for feedback before any advertisements are published. He has met with **Counsel Hudak** and the attorneys to discuss the pending litigation regarding The Trousdale. **Chair Cappel** and **Vice-Chair Pagliaro** have recently met with MidPen Housing representatives to discuss their part of the project and joined a Zoom meeting with the developers that will be discussed further in the closed session.

**c. Staff Reports**

**DYOBH Flores** updated the Board that on April 14<sup>th</sup> and 15<sup>th</sup>, he was joined by **YOS Almes** and **Director Sanchez** at the inaugural allcove™ statewide conference, which was attended by over 200 people each day. Service providers such as Caminar, StarVista, One Life Counseling, and Edgewood were all present at the conference to learn more about the model. Also, in attendance showing support for the allcove™ model were the Mayor of San Mateo Amourance Lee, Assemblymember Diane Papan, and San Mateo County Supervisor Noelia Corzo.

**Vice-Chair Pagliaro** asked **Mr. Flores** if Caminar will be providing insurance and if the District will be covered by it.



**Mr. Flores** answered that they will have the usual liability insurance but they are currently working on malpractice insurance since the District's clinical lead could potentially see patients.

**DOB Arevalo Rodriguez** highlighted items from her staff report on The Trousdale marketing that include the increase of leads from 44 to 93 in the last month. In collaboration with the Eskaton marketing team, a Facebook lead form was generated to drive leads from paid social media advertisements. She also noted that the full-page advertisement in the San Mateo Daily Journal has generated calls. Lastly, Ms. Arevalo Rodriguez noted that the Trousdale website was revamped with a new ADA-compliant design.

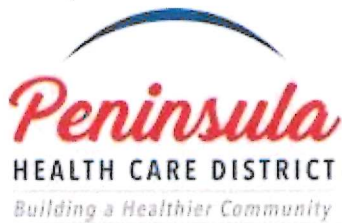
**Director Navarro** suggested to **DOB Arevalo Rodriguez** to reach out to the San Mateo Daily Journal for feedback on which day they would recommend the advertisement be placed.

**YOS Almes** updated the Board that the allcove™ page on the PHCD website has been updated with further detail on the program's outreach and an updated list of projects the youth and advisory group has participated in. She is currently recruiting for the YAG and has been attending opportunity fairs at high schools such as Aragon, where she recently received four applications.

**CFO Yee** updated the Board that she is working on the CEO transition, updating the paperwork for all banking, investment, and benefits accounts. In addition, access to various finance/HR programs and online logins have been updated to reflect the CEO transition. She has also continued to meet with all department directors to work on consolidating the FY' 23-24 budget.

**FCD Marheineke** highlighted items from her staff report that include the research of two insurance membership programs Optum RX and American Specialty Health. These two programs are designed to offer reduced membership rates to members of Medicare, UnitedHealthCare Kaiser, Anthem BlueCross/BlueShield and Medicaid. Lastly, Ms. Marheineke reported both programs will be presented at the next Finance Committee Meeting on May 17<sup>th</sup>.

**CEO Pulido** shared with the Board that she has spent her first two weeks conducting site visits, meeting with staff, and programs The Trousdale, Eskaton, Sonrisas, and Active Wellness. She has used this time to get familiar with the organization and its programs and projects. Some areas that have required significant attention are allcove™, PWC, and the Strategic Plan. The allcove™ agreement with Caminar was of interest because the contract needs significant revisions in terms of operating expenses, revenue streams, and establishing service goals. The Strategic Plan has yet to be finalized and after her recent meeting with Mission Met, she received further insight on what must be accomplished before the plan is presented before the Board. She scheduled an additional staff workshop to finalize goals and draft action items. She



was also able to attend the PWC Project Team weekly meeting, which the Board will speak further during the closed session.

**9. CORRESPONDENCE & MEDIA:**

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

**Director Zell** commented that one of the most common topics that he is asked about in terms of his work with the District, is COVID. He wanted to share an excerpt from a letter included in this week's packet from Louise Rogers, Chief of San Mateo County Health. She wrote, "while vaccinations continue to protect most from severe disease, there are between 20 and 30 people per day hospitalized with COVID." She added, "as of March 22, 2023, 262,755 residents (representing 34% of the population) have received the updated COVID bivalent booster. This booster, which targets both the original virus strain and the Omicron variant and its subvariants, provides the greatest protection against the most severe impacts of COVID, so we encourage all eligible persons, especially adults aged 65 years and older to receive the bivalent booster dose." Although it appears as though the public has moved past the pandemic, **Director Zell** encouraged everyone should continue to get vaccinated and boosted, as these numbers indicate that COVID is still affecting a significant amount of people every day.

**10. ADJOURN: Chair Cappel adjourned the meeting at 7:44 pm.**

Written by: Voula Theodoropoulos

Approved by:   
Lawrence W. Cappel, Board Chair