

A G E N D A

**SEQUOIA HEALTHCARE DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
4:30 PM, Wednesday, June 5, 2024
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

This meeting will be held in person at 525 Veteran’s Boulevard in Redwood City with access available via Zoom teleconference. To join the meeting from your cellphone dial [\(669\) 900-9128](tel:6699009128) and enter meeting ID: [837 5452 9528](https://us02web.zoom.us/j/83754529528) or join from a computer to <https://us02web.zoom.us/j/83754529528>. Additional information regarding the meeting can be located at our website: www.seqhd.org

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|--------|---|--|
| | 1. Call To Order And Roll Call | 4:30-4:40 |
| | 2. Public Comment On Non-Agenda Items* | |
| ACTION | 3. Consent Calendar - President Nayfack | |
| | a. Approve April 3, 2024 Regular Meeting Minutes | |
| | b. Approve April 24, 2024 Special Meeting Minutes | |
| | c. Accept March And April 2024 Financial Statements | |
| | 4. CEO/Staff Reports: | |
| | a. Kurtzman, Bratton, Garcia | 4:40-5:00 |
| | 5. New Business | |
| ACTION | a. Approve Resolution 2024-2 Calling for Board Election: Zones B And D
- Mr. Hudak | 5:00-5:05 |
| ACTION | b. Consider Approval Of Community Grants Recommendations for FY 2024-25 For
\$5,223,000 - Ms. Bratton | 5:35-5:50 |
| ACTION | c. Consider Approval Of School Health Budget For 2024-2025 For Up To
\$5,738,986 - Ms. Wasson | 5:50-6:05 |
| ACTION | d. Consider Adoption Of District Proposed Budget FY 2024-25 - Ms. Kurtzman | 6:00-6:15 |
| ACTION | e. Presentation On Local Agency Formation Comition (LAFCO)- Mr. Hudak | 6:15-6:30 |
| ACTION | f. Authorize CEO To Issue Nonbinding Letters Of Intent With Approval Of Property
Search Committee- Ms. Kurtzman/Mr. Hudak | 6:30-6:45 |
| | g. Discussion Regarding Time Of Day Of Board Meetings- Dr. Shefren | 6:45-6:55 |
| ACTION | h. Director Requests For Future Agenda Items Per Board Policy 8.3
- President Nayfack | |
| ACTION | 6. Adjourn to Closed Session For The Purpose Of: | 7:00- |
| | Pursuant to Government Code Section 54956.8 - Conference with Real Property Negotiators: | |
| | Property: | 1016 Laurel Street, San Carlos, California |
| | Agency Negotiator(s): | CEO Pamela Kurtzman legal counsel Mark Hudak |
| | Negotiating parties: | Barnard/Shirriff Family Trust |
| | Under Negotiation: | Terms and conditions of purchase including price |
| ACTION | 7. Reconvene To Open Session: Announce Any Reportable Action Taken In Closed Session. | |
| ACTION | 8. Adjourn | |
| | The Next Regular Meeting Of The Board Of Directors Of Sequoia Healthcare District is Scheduled For 4:30 PM, Wednesday, August 7, 2024, District Conference Room, 525 Veterans Blvd., Redwood City, CA 94063 | |

Aaron Nayfack, MD - Board President

*Public comment will be taken for each agenda item prior to the board’s consideration on that item.

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, 525 Veterans Blvd., Redwood City, CA, during normal business hours. Please telephone 650-421-2155 ext 201 to arrange an appointment.

If you are an individual with a disability and need accommodation to participate in this meeting, please contact Sequoia Healthcare District at least 48-hours in advance at 650-421-2155 ext 201.

**MINUTES OF REGULAR MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
April 3, 2024
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

DRAFT

<u>Directors Present</u>	<u>Directors Excused</u>	<u>Also Present</u>
Director Fong Director Griffin Director Martinez Director Nayfack Director Shefren via Zoom		Pamela Kurtzman, CEO Mr. Hudak, Legal Counsel Ms. Stamper, Recorder

1. Call to Order and Roll Call

President Nayfack called the meeting to order at 4:30PM. Roll call attendance was taken. A quorum was present.

2. Public Comment/Non-Agenda Items

President Nayfack asked if there was any public comment on non-agenda items.

3. Consent Calendar

President Nayfack asked if there was public comment on this agenda item. There was none.

Motion: to approve the consent calendar.

By: Director Shefren

Seconded by: Director Nayfack

Vote: Ayes - Fong, Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain --

Absent --

Motion Passed: 5-0

4. CEO/Staff Reports

CEO Kurtzman is working with the Dignity Health to create a committee comprised of Marie Violet, Jenny Bratton and Board members from Dignity Health and Sequoia Healthcare District to streamline funding settlement agreement collaboration funds.

The new Pension fund RPO is onboarding.

The County Tax Assessor sent notification that our tax revenue for FY25 is anticipated to be \$17.3M.

CEO Kurtzman attended the ACHD meeting. The Next ACHD conference is in Sacramento this year on September 25-27.

Ms. Bratton's reported that the Caring Community grant applications are due April 15 for the current grant cycle. They have a record number of applicants this year and accepted 48 LOI's.

There is a new EIC grant category (Equity, Innovations and Collaboration).

DRAFT

The Art Faro Food Grants fed over 15,000 SHD residents.

Ms. Bratton promoted the District with Director Fong at the ACHD Advocacy Day.

We are 1 of 5 finalists for the Community Hero Award.

Ms. Wasson's reported that a report from United for Youth should be released by early summer, and two Narcan trainings are currently scheduled at MA and Sequoia high schools.

Ms. Garcia's reported that board members gave presentations at the San Carlos, Belmont and Redwood City city council meetings.

5.b. Update On Building Purchase For District Offices

President Nayfack asked if there was public comment on this agenda item. There was none.

Trask Leonard of Bayside Realty Partners spoke about office space available for purchase with in the District area that meet the criteria of 4-6,000 sq. ft. with parking and a good work environment for staff. He identified 7 properties. The cost per square foot is around \$500 to \$1,000 depending on location, age of the building, etc. The rental market is soft.

**5.a. Update On Status Of Ravenswood Dental Clinic
Flood Plain Requirements And Costs**

President Nayfack asked if there was public comment on this agenda item. There was none.

This agenda item was delayed until after item 5b.

Ms. Buada reported that no conditional use permit is required by the RWC planning department but since we are in a flood zone and below flood level, the floor will need to be raised above flood elevation. This does not add significantly to the budget. However, the City has required the installation of a whole building fire suppression sprinkler system which will add significantly to the budget. Mr. Scott Peterson, an architect at INPE responded to questions and stated that a remodel of the building is more cost effective and more streamlined than to demolish the building and start from scratch which would trigger a complete planning review with additional permits and significant costs. Health Plan of San Mateo may provide funds for equipment. These new developments would add approximately \$430,000 to the existing budget bringing the estimated total budget to \$6M.

5.c. Consider Grant Request From Samaritan House for 3-Year Grant (July 2024 - June 2027) For \$5,651,261 To Support Clinical Services

President Nayfack asked if there was public comment on this agenda item. There was none.

Samaritan House provides food, shelter, healthcare, clothing, financial security and job assistance, advocacy and counseling programs. Their clinic has been around for 30 years and provides medical, dental, pharmaceutical, and behavioral health services. Director Shefren asked for additional information on clinic visits over the past three years that will be provided soon after the meeting.

Motion: To approve a 3-year grant for Samaritan House for \$5,651,261 to support clinical services

By: Director Griffin

Seconded by: Director Fong

Vote: Ayes - Fong, Griffin, Martinez, Nayfack, Shefren

DRAFT

Nos --
Abstain --
Absent --

Motion Passed: 5-0

5.d. Consider Additional Grant To Second Harvest For \$500,000 To Help Meet The Increased Demand For Emergency Food Provisions

President Nayfack asked if there was public comment on this agenda item. There was none.

Last year Second Harvest had more than 40,000 volunteers that helped distribute food in San Mateo and Santa Clara county. This was vital to their on-going operations. However, their operations were impacted by the expiration of pandemic supports, a decline in giving, and a steep rise in food costs due to inflation, which created a huge increase in need. They assisted the community and met the need, but are now running a \$13M deficit this year. Second Harvest requested a grant of \$500,000 to help cover the costs of feeding the needy in community.

The Directors expressed gratitude for their unwavering efforts to feed the needy in our District and would like the opportunity to consider an additional donation at an upcoming meeting.

Motion: To approve a grant for Second Harvest for \$500,000 to help meet the increased demand for emergency food provisions.

By: Director Shefren

Seconded by: Director Nayfack

Vote: Ayes - Fong, Griffin, Martinez, Nayfack, Shefren

Nos --

Abstain --

Absent --

Motion Passed: 5-0

5.e. Report On 2023-24 School Health Outcomes And 2025 Priorities

President Nayfack asked if there was public comment on this agenda item. There was none.

Ms. Wasson reviewed the Healthy Schools challenges and triumphs of FY2023-24. Additional information is in the packet.

B R E A K

5.f. Consider Grant Request From Redwood City Together Of Up To \$150,000 For Continued Funding Of Pace Program

President Nayfack asked if there was public comment on this agenda item. There was none.

Director Martinez recused himself and left the room.

Last year the District partnered with the City of Redwood city to fund the pilot of the PACE program that supports transition age youth, which has helped decrease youth disturbances in the community. The program provided employment opportunities through the creation of a new partnership with NovaWorks to help connect kids to job opportunities. Unfortunately, the City of Redwood City is in a budget deficit and can no longer fund the program. Redwood City

Together is applying for state and federal grants but request that the District provide a grant of \$150,000 for continued funding of the program.

Motion: To approve a grant for Redwood City Together for \$150,000 for continued funding of the PACE program.

By: Director Nayfack

Seconded by: Director Griffin

Vote: Ayes - Fong, Griffin, Nayfack, Shefren
Nos --
Abstain -- Martinez
Absent --

Motion Passed: 4-0-1-0

Director Martinez rejoined the meeting after the vote.

5.g. Consider Replacing Outdated AED Units Previously Placed in Schools and Community Settings At A Cost Of Up To \$265,000

President Nayfack asked if there was public comment on this agenda item. There was none.

CEO Kurtzman presented a list of expired AED's that were originally purchased by the District and placed in our community. She requests that the Directors approve funding replacement of the outdated AED units and the installation of 10 AED towers to be placed in outdoor community locations.

Motion: To approve replacing outdated AED units previously placed in schools and community settings at a cost of up to \$265,000

By: Director Fong

Seconded by: Director Nayfack

Vote: Ayes - Fong, Griffin, Martinez, Nayfack, Shefren
Nos --
Abstain --
Absent --

Motion Passed: 5-0

5.h. Presentation And Discussion of Prop 1 (Amends Mental Health Services Act)

President Nayfack asked if there was public comment on this agenda item. There was none.

Ms. Bratton discussed the background and current status of Proposition 1, which renames the existing Mental Health Service Act (MHSA) to Behavioral Health Service Act (BHSA), shifts control and funding from counties to state agencies, authorizes \$6.4 Billion in bonds to pay for housing for veterans and mental health and drug/alcohol treatment facilities, and requires more spending accountability for counties. Due to the passage of this proposition, approximately 50 mental health programs in San Mateo county are in jeopardy of losing funding during a time when youth self-harm and hospitalization rates are at their highest.

5.i. Approve Amendments To Employment Contract Of District's Chief Executive Officer

President Nayfack asked if there was public comment on this agenda item. There was none.

Motion: To approve amendments to employment contract of the District's Chief Executive Officer

By: Director Shefren

Seconded by: Director Nayfack

DRAFT

Vote: Ayes - Fong, Griffin, Martinez, Nayfack, Shefren
Nos --
Abstain --
Absent --

Motion Passed: 5-0

5.j. Director Requests for Future Agenda Items per Board Policy 8.3

President Nayfack asked Directors for any requests for future agenda items.

Director Martinez would like to have a presentation from law enforcement regarding homelessness in our community.

CEO Kurtzman reported that the presentation on LAFCO will be held at the June Board meeting in conjunction with a discussion regarding expanding District boundaries.

Director Shefren would like to discuss revisiting how much the District will be funding the dental collab since the District is building it's own dental clinic.

Directors would like guidance regarding showing support for upcoming election candidates.

6. Adjourn to Closed Session

Adjourn to Closed Session For The Purpose Of:

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8) Property: 525 Veterans Blvd., Redwood City Agency. Negotiators: Pamela Kurtzman, CEO, and Mark Hudak, Legal Counsel. Negotiating Parties: Ravenswood Family Health Network. Under negotiation: Terms of lease including rent, length of term, tenant improvement allowance, and services to be provided.

7. Reconvene To Open Session:

There was no reportable action taken in closed session.

8. Adjourn

Motion: To adjourn the meeting at 8:21PM.

By: Director Martinez

Seconded by: Director Nayfack

All in favor

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, June 5, 2024, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin, R.N.
Secretary

**MINUTES OF SPECIAL MEETING
BOARD OF DIRECTORS
SEQUOIA HEALTHCARE DISTRICT
April 24, 2024
Conference Room, 525 Veterans Boulevard
Redwood City, CA 94063**

Directors Present

Director Griffin
Director Martinez
Director Nayfack
Director Shefren

Directors Excused

Director Fong

Also Present

Pamela Kurtzman, CEO
Mr. Hudak, Legal Counsel
Ms. Stamper, Recorder

1. Call to Order and Roll Call

President Nayfack called the meeting to order at 4:30PM. Roll call attendance was taken. A quorum was present.

2. Public Comment/Non-Agenda Items

President Nayfack asked if there was any public comment on non-agenda items.

3c. Update On Dental Access Learning Collaborative

President Nayfack asked if there was public comment on this agenda item. There was none.

CEO Kurtzman and Dr. Carolyn Brown, DDS of Health Plan of San Mateo (HPSM) gave an update on the Dental Access Learning Collaborative and an overview of the anticipated benefits.

The Dental Society is currently hosting events to publicize the collaborative and encourage participation. They reviewed the draft workflow with the dentists and the workflow for patient care under the LOA (Letter of Agreement). Four dentist have signed up so far and will begin seeing patients on June 15th.

Implementation timeline:

- July-December 2023 - developed a plan
- February-May 2024 - recruiting providers and fine-tuning communication materials
- June 2024 - HPSM begins the process of assigning patients and kicks off the program

**3a. Consider Adoption Of Resolution 24-1 Authorizing Lease
Of 525 Veterans Boulevard, Redwood City To Ravenswood Family Health Network
For Conversion To A Dental Clinic, Approving Tenant Improvement
Allowance Of \$5,950,000 And Authorizing Retention Of A Consulting Architect**

President Nayfack asked if there was public comment on this agenda item. There was none.

The Board reviewed the 10-year lease agreement for the building at 525 Veteran's Blvd, Redwood City for \$5,950,000.

Ms. Bauda reported that the Health Plan of San Mateo approved providing \$200K toward the project, and that the earliest timeline for building completion and beginning to see patients is November of 2025. She anticipates starting construction in April 2025.

Motion: to approve Resolution 24-1.

DRAFT

By: Director Shefren
Seconded by: Director Nayfack
Vote: Ayes -- Griffin, Martinez, Nayfack, Shefren
Nos --
Abstain --
Absent -- Fong
Motion Passed: 4-0-0-1

3b. Consider Grant Request From Peninsula Volunteers for 2-Year Grant (July 2024 - June 2026) For Up To \$165,000 For Rideshare Transportation Program

President Nayfack asked if there was public comment on this agenda item. There was none.

Peninsula Volunteers transportation program has been steadily growing and currently has a client waitlist consisting of 20-25 residents. It has utilized all its current grant funds and is now utilizing additional gap funding provided by the District. Clients use the ride program to get to Little House, other adult day centers, and doctor appointments. Peninsula Volunteers request funds of FY25 of \$50,000 for rides and \$30,000 for client support and FY26 of \$55,000 for rides and \$30,000 for client support, for a total of \$165,000 over two years.

Director Shefren would like a spreadsheet showing for the year, all funding sources, rides per client, cost per client, and % of overhead.

Motion: to approve up to \$165,000 over two years for Rideshare Transportation program with Director request for additional data regarding additional funding sources, rides per client, cost per client and % overhead for the year.

By: Director Shefren
Seconded by: Director Nayfack
Vote: Ayes -- Griffin, Martinez, Nayfack, Shefren
Nos --
Abstain --
Absent -- Fong
Motion Passed: 4-0-0-1

3d. Presentation On Pension Plan Actuarial Report

President Nayfack asked if there was public comment on this agenda item. There was none.

Drew Ballard of Foster & Foster presented the hospital pension plan actuarial valuation based on data from January 1, 2024 for contributions for 2024 and 2025. There are a total of 881 total participants. 2022 had a -18.9% net return and 2023 a 12.4% net return, both of which caused the funded percentage to decrease to 69% by January 1, 2024. This created the need for an increase in actuarial valuation contributions from \$2.2M in 2022 and 2023 to \$3.6M in 2024 and 2025.

3e. Presentation Of Proposed FY 2024-25 School Health Draft Budget

President Nayfack asked if there was public comment on this agenda item. There was none.

Ms. Wasson, the Director of School Health, presented the Healthy Schools Initiative draft budget for review and comment. The draft budget and narrative are included in the board packet.

3f. Presentation Of District Proposed FY 2024-25 Draft Budget

President Nayfack asked if there was public comment on this agenda item. There was none.

CEO Kurtzman presented the 2024-25 Draft District Budget for review and comment. The draft budget and narrative are included in the board packet.

3g. Status Update On Collaborative Funds With Dignity Health

President Nayfack asked if there was public comment on this agenda item. There was none.

CEO Kurtzman discussed the process created for streamlining the funding of projects under the collab portion of the settlement agreement. Settlement committee created a joint committee composed of 3 District and 3 Dignity Health representatives to collaborate on funding ventures, created a formal process for expending the funds, will open a Wells Fargo checking account managed by the Sequoia Healthcare District with checks that require two signatures, one from a representative of the District and one from a representative of Dignity Health.

3h. Director Requests for Future Agenda Items per Board Policy 8.3

President Nayfack asked Directors for any requests for future agenda items.

Directors asked to explore the idea of funding more Charter schools, to review the Board Health insurance policy in comparison to what other Special Districts provide for their Board members, and would like a presentation on the hospital pension program.

8. Adjourn

Motion: To adjourn the meeting at 7:39PM.

By: Director Nayfack

Seconded by: Director Shefren

All in favor

Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, June 5, 2024, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin, R.N.
Secretary

Sequoia Healthcare District
Balance Sheet - by Month
As of April 30, 2024

	Jul 31, 23	Aug 31, 23	Sep 30, 23	Oct 31, 23	Nov 30, 23	Dec 31, 23	Jan 31, 24	Feb 29, 24	Mar 31, 24	Apr 30, 24
Net Income	-4,041,573.90	-4,393,459.18	-4,709,618.96	-5,379,765.44	-4,169,179.99	6,584,461.40	3,168,620.59	1,694,758.33	1,423,327.41	5,478,301.72
Total Equity	103,299,406.31	102,947,521.03	102,631,361.25	101,961,214.77	103,171,800.22	113,925,441.61	110,509,600.80	109,035,738.54	108,764,307.62	112,819,281.93
TOTAL LIABILITIES & EQUITY	131,300,819.77	129,960,429.54	129,659,630.09	128,973,127.81	130,184,708.73	140,937,687.27	137,359,466.59	135,885,604.33	135,778,003.91	139,494,746.47

Sequoia Healthcare District Profit & Loss - by Month

July 2023 through April 2024

Table with columns: Jul 23, Aug 23, Sep 23, Oct 23, Nov 23, Dec 23, Jan 24, Feb 24, Mar 24, Apr 24, TOTAL. Rows include Ordinary Income/Expense (Income: Rental Income, Tax Revenue, Investment Income, Interest Income, DH Settlement Interest-GW, Pension Income; Expense: Admin. Expense, Administration Payroll, Board Health Insurance, Employee Health Insurance, Employee Retirement Benefit, Investment Fees, Office Supplies/Equip Maint, Purchase Services, Accounting fees, Board Expense, Association/Membership Dues, Communications, Web Site/IT, Pension Plan, Insurance, LAFCO fees, Legal Fees, Bank Fees, Maintenance, Utilities, Property Insurance, Depreciation Expense, Grant Admin Expenses, Grant Admin Payroll, Samaritan House, Other Grants, San Mateo Medical Center-Dental, Ravenswood Family Health Center, LifeMoves LVN (Maple S shelter), Pen Volunteers LYFT program, BGCP Psychotherapist, Sonrisas, First 5 SMC, Future Impact Funds, Covid-19 Emergency Funds, Community Grants, Sequoia Smart, Sequoia Safe (+HeartSafe), School Health Expense, School Health Payroll).

Sequoia Healthcare District
Profit & Loss - by Month
 July 2023 through April 2024

	<u>Jul 23</u>	<u>Aug 23</u>	<u>Sep 23</u>	<u>Oct 23</u>	<u>Nov 23</u>	<u>Dec 23</u>	<u>Jan 24</u>	<u>Feb 24</u>	<u>Mar 24</u>	<u>Apr 24</u>	<u>TOTAL</u>
70802-1 · School Health Grants	1,046,802.00	(15,000.00)	90,200.07	153,824.59	0.00	0.00	61,189.15	559,407.15	290,903.27	(10,000.00)	2,177,326.23
Total Expense	3,318,448.56	502,522.73	303,200.22	1,326,498.66	121,912.27	120,544.82	4,964,525.89	1,395,699.47	1,389,676.15	436,806.38	13,879,835.15
Net Ordinary Income	(4,041,573.90)	(351,885.28)	(316,159.78)	(670,146.48)	1,210,585.45	10,753,641.39	(3,415,840.81)	(1,473,862.26)	(271,430.92)	4,054,974.31	5,478,301.72
Net Income	<u>(4,041,573.90)</u>	<u>(351,885.28)</u>	<u>(316,159.78)</u>	<u>(670,146.48)</u>	<u>1,210,585.45</u>	<u>10,753,641.39</u>	<u>(3,415,840.81)</u>	<u>(1,473,862.26)</u>	<u>(271,430.92)</u>	<u>4,054,974.31</u>	<u>5,478,301.72</u>

MARCH-APRIL 2024 BUDGET NARRATIVE

Heidi Stamper -- Administrative Executive

May 29, 2024

Explanation of Income discrepancy listed in **BLUE** on the Month-to-Month Budget vs. Actuals report.

Account	10 month Budget	Income Recorded	Variance	Explanation
2021 Dignity Settlement Agrmt	\$ 510,000	\$ 232,247	\$ 277,753	We received \$510K from Dignity Health in December. However, Governmental Accounting standards require that the payment be recorded as "principal" and "interest". This is the interest portion which is recognized on the Profit & Loss Sheet. The principal portion is recorded on the Balance sheet under "10551-0 Dignity Settlement" (note the change on that sheet in value from November to December).

Per Directors request, all over budget line items are listed in **RED** on the Month-to-Month Budget vs. Actuals report. The following is an explanation of over-budget items for the fiscal year 2023-24 Month to Month Budget vs. Actuals report included in the packet.

Account	10 month Budget	Actual Expenses	Variance	Explanation
Employee Health Insurance	\$ 105,000	\$ 117,643	\$ 12,643	Board approved increase in employee benefit cap that was not originally budgeted.
Investment Fees	\$ 39,000	\$ 47,155	\$ 8,155	Additional funds invested have increased the costs of management fees.
Bank fees	\$ 100	\$ 262	\$ 162	Additional wire transfer costs, bank fees
Maintenance	\$ 22,500	\$ 22,981	\$ 481	Repair overages carried forward from October
Utilities	\$ 23,000	\$ 23,283	\$ 283	
Property Insurance	\$ 6,000	\$ 6,196	\$ 196	Price increase

Continued:

Account	10 month Budget	Actual Expenses	Variance	Explanation
Depreciation	\$ 39,250	\$ 39,567	\$ 317	Monthly depreciation trued up to depreciation schedule for FY24 total of \$47,478.80 – budgeted \$47,000
Grant Admin Expenses	\$ 1,900	\$ 3,775	\$ 1,875	Additional conference registrations (ACHD, Benevity, etc.) and associated travel expenses.
LifeMoves	\$ 136,500	\$ 157,813	\$ 21,313	Board approved grant December 2023 at higher rate than budgeted in June 2023.
Pen. Volunteers LYFT program	\$ 55,000	\$ 60,000	\$ 5,000	Entire FY24 grant funds of \$60,000 expensed by mid-March. Received discretionary grant of \$20,000 for remaining 4 months of FY24 from FIF funds.
Future Impact Funds aka EIC	\$ 750,000	\$ 803,836	\$ 53,836	FY24 total budget = \$767,899 (FIF plus 3D Mammography grant). Board approved additional grants for: Woodside CERT trailer \$45,379, CWAE Integrative wellness program \$138,000, AED Replacement program \$265,000, in addition to CEO discretionary grants of \$7K for SNAP Chef Club and \$20K for Pen Vol. LYFT gap funding.
Covid-19 Emergency Funds	\$ 0	\$ (12,500)	\$ 12,500	Covid loan payment
Sequoia Safe	\$ 69,000	\$ 72,804	\$ 3,804	FY total budget = \$75,000. Budget expensed earlier than budgeted due to Invoices for AEDs for AYSO Belmont/Redwood Shores and replacement pads/batteries for StarVista Daybreak Shelter.

**Month to Month Budget
March - April 2024**

	March Budget	March Actual	April Budget	April Actual	10 Month (July - April) Total Budget	10 Month (July - April) Total Actual	12 Month (July - June) Total Budget
Income							
Rental Income	800.00	800.00	800.00	800.00	8,000.00	8,000.00	9,600.00
Tax Revenue	800,000.00	951,425.64	3,600,000.00	4,568,042.08	13,530,000.00	15,563,733.20	15,500,000.00
Investment Income	5,000.00	165,997.00	5,000.00	(77,101.00)	70,000.00	1,353,283.00	80,000.00
Interest Income	60.00	22.59	60.00	39.61	680.00	873.67	800.00
2021 Dignity Settlement Agrmt	0.00	0.00	0.00	0.00	510,000.00	232,247.00	510,000.00
Pension Income	0.00	0.00	0.00	0.00	2,200,000.00	2,200,000.00	2,200,000.00
Total Income	805,860.00	1,118,245.23	3,605,860.00	4,491,780.69	16,318,680.00	19,358,136.87	18,300,400.00
Expenses							
Admin. Expense	3,000.00	4,417.82	2,000.00	8,221.91	42,000.00	35,988.83	45,500.00
Admin. Payroll	53,300.00	50,773.01	35,200.00	46,541.09	388,200.00	359,017.62	460,000.00
Board Health Insurance	1,300.00	1,339.70	1,300.00	937.79	13,000.00	11,494.73	15,600.00
Employee Health Insurance	10,000.00	13,899.78	10,000.00	12,021.64	105,000.00	117,643.34	120,000.00
Employee Retirement Benefit	3,300.00	3,607.23	2,600.00	2,404.82	25,400.00	24,477.72	30,457.00
Investment Fees	0.00	0.00	13,000.00	16,972.55	39,000.00	47,155.44	45,000.00
Office Supplies/Equip Maint	600.00	984.14	600.00	722.67	7,800.00	5,968.09	9,000.00
Purchased Services	5,000.00	0.00	5,000.00	0.00	65,000.00	50,550.00	75,000.00
Accounting fees	0.00	1,375.00	0.00	375.00	48,000.00	8,138.86	48,000.00
Board Expense	800.00	45.27	800.00	0.00	13,400.00	5,298.78	15,000.00
Associations/Membership	0.00	0.00	0.00	0.00	38,000.00	37,973.00	38,000.00
Communications	0.00	226.22	0.00	751.94	57,500.00	44,012.23	57,500.00
Public Relations	0.00	0.00	0.00	0.00	2,500.00	0.00	2,500.00
Web Site/IT	4,000.00	3,305.53	4,000.00	3,372.53	44,000.00	40,044.71	52,000.00
Pension Plan Expense	0.00	0.00	0.00	0.00	2,200,000.00	2,200,000.00	2,200,000.00
Insurance/D&O/Liability/WC	0.00	818.00	0.00	(539.50)	43,000.00	40,693.00	43,000.00
LAFCO fees	0.00	0.00	0.00	0.00	15,450.00	11,278.00	15,450.00
Legal Fees	4,100.00	3,555.00	4,100.00	3,015.00	41,800.00	38,520.00	50,000.00
Bank Fees	0.00	0.00	0.00	0.00	100.00	261.50	100.00
Maintenance	2,000.00	1,860.00	2,100.00	2,214.00	22,500.00	22,980.98	27,000.00
Utilities	2,400.00	2,871.77	2,000.00	1,789.80	23,000.00	23,283.37	27,000.00
Property Insurance	0.00	0.00	0.00	0.00	6,000.00	6,196.02	6,000.00
Depreciation	3,874.83	3,956.65	3,874.83	3,956.65	39,250.34	39,566.55	47,000.00
Grant Admin Expenses	200.00	673.83	100.00	344.11	1,900.00	3,774.67	2,000.00
Grant Admin Payroll	30,000.00	28,287.13	21,000.00	18,858.09	196,000.00	195,913.70	238,000.00
Samaritan House Grant	0.00	338,412.25	338,412.25	0.00	1,015,236.75	1,015,236.75	1,353,649.00
Other Grants	2,000.00	6,000.00	1,000.00	5,500.10	23,000.00	19,818.48	25,000.00
San Mateo Medical Ctr. Dental Cli	0.00	0.00	0.00	0.00	160,000.00	160,000.00	160,000.00
Ravenswood Family Health Ctr	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00	1,000,000.00
LifeMoves LVN	0.00	157,812.50	0.00	0.00	136,500.00	157,812.50	136,500.00
Pen Volunteers LYFT program	2,500.00	15,613.91	2,500.00	0.00	55,000.00	60,000.00	60,000.00
BGCP Psychotherapist	0.00	0.00	0.00	0.00	99,700.00	46,585.00	99,700.00
Sonrisas	0.00	0.00	146,582.50	0.00	439,747.50	322,495.00	586,330.00
First 5 SMC	0.00	0.00	0.00	166,978.52	595,700.00	166,978.52	595,700.00
Matching Grants w/Dignity Health	0.00	0.00	0.00	0.00	560,000.00	200,000.00	560,000.00
Future Impact Funds	50,000.00	420,000.00	50,000.00	138,456.88	750,000.00	803,835.88	767,899.00
Covid-19 Emergency Funds	0.00	0.00	0.00	0.00	0.00	(12,500.00)	0.00
Community Grants Program	0.00	0.00	0.00	0.00	4,167,500.00	4,138,872.12	4,189,000.00
Sequoia Smart	3,000.00	0.00	4,000.00	0.00	46,000.00	18,568.13	50,000.00
Sequoia Safe (+HeartSafe)	3,000.00	18,625.87	3,000.00	173.00	69,000.00	72,804.21	75,000.00
Sequoia Strong Program	4,000.00	0.00	4,000.00	0.00	42,000.00	0.00	50,000.00
School Health Program	337,815.00	311,215.54	480,777.00	3,737.79	2,456,946.00	2,339,097.42	4,922,515.00
Total Expenses	526,189.83	1,389,676.15	1,137,946.58	436,806.38	15,094,130.59	13,879,835.15	18,300,400.00
Net	279,670.17	(271,430.92)	2,467,913.42	4,054,974.31	1,224,549.41	5,478,301.72	0.00

Sequoia Healthcare District

CEO Report June 2024

Pamela Kurtzman

BUSINESS AND FINANCIAL UPDATE:

Financial Summary

- **Tax income-** Actuals at April's end were just over \$15.6M, which is about what we expected at this time in the budget cycle. By June's end, I expect to exceed our projections for the year by nearly \$500K, given that we normally receive large tax payments in May and June.
- **Investment income:** In early July last year, we made the board-approved transfer of \$10M into our Schwab account to maximize earnings on our revenue. Given that the \$10M was in a Wells Fargo checking account was only earning .01% interest on our average daily balance, we were only earning \$100.00 per \$1M in interest compared to the minimum 6% yield on our investments with Schwab. This new strategy of running lean in our Wells Fargo account with the bulk of our funds in Schwab until needed, is certainly paying off. We've seen considerable improvement in our investment yield over the past year. At this point our investment yield is performing close to Andrew's projected earnings. At April's end, our net gain was \$1,353,283 which far exceeds the \$80,000 we budgeted. Last year at this time, the market was particularly volatile and our yields were mostly negative. Heidi reached out to Andrew Lin for help creating a range of projected income for the \$10M that was transferred to Schwab, which I'll share with the Board when we have that information.
- **Interest Income-** We've earned about \$873 in interest income at April's end. Our total budget for the year is \$800. At this time last year, we had earned \$640.
- **Expenses-** In April, total expenses were just under \$14M with the vast majority directly benefiting our residents through grants and programs. Heidi's spreadsheet shows that we are on track to fund \$13M in community investments so far and this does not include our anticipated investment in community dental with Ravenswood. For an explanation of expenses that are over/under budget, please refer to Heidi's budget narrative alongside the financial statements in the board packet.
- **Audit-** Heidi and I (especially Heidi) have been exceptionally busy working to get the auditors the information they are requesting. The audit should be wrapped up by mid-June and ready to produce the report in July.
- **Dignity Collaborative Funds -** We now have a formal process for how we will invest these funds outlined in a signed MOU that will guide us over the life of the obligation. The committee will identify the remaining \$510k to be invested in 2024 within 60 days of deposit in the joint account which was established by the District with District Board oversight. We will maintain an accounting of the Joint Account identifying available funds, funds paid, and funds committed but not paid (either due to program

development needs or commitments over time). I will update the finance committee on fund activity regularly.

- **Pension Program-**
 - There are 881 total participants in the plan. 2022 had a -18.9% net return and 2023 a 12.4% net return, both of which caused the funded percentage to decrease to 69% by January 1, 2024. This created the need for the increased actuarial valuation contribution from \$2.2M in 2022 and 2023 to \$3.6M in 2024 and 2025.
 - The transition of the plan administration and data transfer is nearly complete and we will test the new system on May 29th. RVK informed us that they will no longer provide pension payroll service so we will need to identify another service provider. We are engaging Trucker Huss again to help us with the RFP process. Mark and I are working with Dignity’s legal counsel and the plan’s attorney to clearly document the roles and responsibilities of each party, mitigating the potential for disagreement down the road. I will provide a full update on the state of the pension program at our August Board meeting.
- **Finance Committee-** Met in April and May where we discussed the following topics:
 - Hospital Pension Program Update
 - Update on Joint Checking account
 - New Wells Fargo Commercial Banking Platform (we are updating our banking process with Wells Fargo for our checking account to make wire transfers online, add signatories online, and install a new fraud filter with payee validation).
 - Review of FY25 Draft Budget
 - Dental Clinic update

It’s been exceptionally valuable to work with the finance committee and their guidance has taught me a lot and their recommendations have paid off, especially the recommendation to transfer the \$10M to Schwab.

OTHER UPDATES AND ACTIVITIES

Oral Health: Dental Pilot And Clinic Progress

- **OHAPAA Dental Learning Collaborative:** The LOA has been finalized and we have 4 providers ready to start by 6/15/2024. For the participation in learning collaborative part of agreement, will be a separate MOU per feedback from provider services director and will make final edits and have this signed by providers before 6/15/2024.
- **Ravenswood**

Luisa sent the RFP, site plan and equipment list to Henry Schein and Patterson Dental Equipment Distributors on May 18 for them to respond to by May 27th. As a necessary step in the construction drawing process, Ravenswood will need the shop drawings for the selected Dental Equipment Vendor. Below is an overview of the latest timeline:

June 25	The RFP award will be announced via email
August 1	CAD Shop Drawings due to Scott Peterson
January 1, 2025	Equipment ordered by Dr. Yogita Thakur, DDS

October 2025	Anticipated Start of Construction
November 2025	Anticipated Project Completion & Occupancy

****Note:** At some point, we need to have a discussion about the naming of the dental clinic and how we want to be acknowledged through the naming and signage of the clinic.

****Note:** What’s important to note when we consider our \$5.9M investment in the dental clinic is that once the clinic is open, we will no longer be providing grants to other dental providers as we currently do. The below table shows our current and FY 2024-25 annual commitments for dental and shows that our anticipated savings will be nearly \$1.5M annually which makes our investment in the new clinic \$4.7M.

\$278,000	Ravenswood EPA
\$617,710	Sonrisas- Grant approved 4/2023, ends 6/2025 - FY24=\$586,330, FY25=\$617,710
\$160,000	SMC dental- grant approved 4/2023, ends 6/2025- FY24=\$160K, FY25=\$160K
\$375,000	Dental Access Learning Collab- not likely to be ongoing
Total \$1,430, 710	

SMC Navigation Center is a 5-year commitment approved 4/2023 and ends 6/2028. We should honor that commitment even after the clinic opens. Therefore, I did not include it in the table above.

Partner Organization Board Requested Follow Up:

At our April 3 Board meeting, Samaritan House and PV Transportation Program presented requests for funding. While both requests were approved, Directors asked for additional information which is presented below:

1. Samaritan House: The Board asked to see the last three years of clinic visits and they noted the following:
 - o clinic volumes may only modestly increase over the next three years, the number of services we plan to offer our patients i.e., behavioral health classes, nutrition classes, pharmacy consult and refills, more subspecialty care, will greatly increase the number of touches with each patient.

Dental Visits per Service Type	FY 2021-2022	FY 2022 - 2023	%	FY 2023 - 2024 Project up to June 30-2024	%
Dental: Dental	214	422	98	421	-1
DentalNP: Dental New Patient	32	68	113	79	17
DHStdnt: Dental Hygiene Students	35	44	26	48	10
DHygiene : Dental Hygiene	2	118	5800	290	146

Unduplicated Patients by Zip Code	FY 2021-2022	FY 2022 - 2023	%	FY 2023 - 2024 Project up to June 30-2024	%
In SHCD	764	760	-1	762	0
Out of SHCD	130	162	25	169	5
Total Unduplicated Patients	894	922		931	

2. PV Transportation Program: The Board requested additional information regarding PVI Transportation Program's other grants received. This information is presented below: Other detailed information the Board requested related to their budget and ride usage that was provided via email to the Board, as it is too much data to all be included in this report.

- Chan Zuckerberg Foundation: 2018 - \$18,000
- Bank of America: 2018 - \$10,000
- Palo Alto Medical Foundation: 2018 - \$2,500
- AARP: 2022 - \$12,000
- City of Menlo Park: 2022 - \$5,000, 2023 - \$5,000, 2024 - \$7,500
- Measure K: 2018 - \$10,000
- County of San Mateo: 2022 - \$20,000, 2023 - \$20,000
- ARPA: 2023 - \$20,800

TOTAL ADDITIONAL FUNDING - \$130,800

**** [1] The ride program has expanded into Santa Clara County with funding by Sourcewise**

ACHD

- Reminder that the 2024 ACHD Annual Conference will be held September Sept. 25 - 27th at the Embassy Suites in Sacramento.
- Remember that we are seeking your ideas on a variety of education-related topics for the conference. Please visit this link for more details <https://www.achd.org/achd-call-for-proposals>.
- Help ACHD advocate on important legislation. Please visit ACHD's Call to Action webpage here <https://www.achd.org/take-action/> for more information on bills and template letters or reach out to Jenny or Director Fong who both participate on the advocacy committee.
- For recordings of educational webinars you may have missed, here's a link those recordings: <https://www.achd.org/previous-webinar-recordings>

COMMUNITY INVOLVEMENT

- **Redwood City Together-** Attended Executive committee meeting April 11. RWC Together develops and implements many important initiatives that align with our goals and impact our residents, particularly their efforts to uplift, protect, and increase opportunities for our most underprivileged, and amazing members

of our community, such as the youth we heard from at our October Board meeting who participate in the P.A.C.E program.

- Member of the **County Shared Prosperity Coordination Council** (*formerly Covid Recovery Council*) The goal of this committee is to develop an equity-focused and data-driven action plan that will advance economic mobility across San Mateo County. This project utilizes the Urban Institute's [*Upward Mobility from Poverty Framework*](#) as an organizing framework. My participation will help ensure that the District is informed and aligned with these larger efforts to collaborate and leverage our resources.
- Attended Rebuilding Together Fundraising event May 23rd
- Attended Job Train Breakfast Benefit May 24

Jenny Bratton Staff Report June, 2024

I. *Community Grants*

- **2024 Caring Community Grants:** Recommendations will be presented separately along with a PowerPoint presentation. The only hiccup to the process this year was encountering bugs in the scoring modules. I will follow up with Versaic to make sure those bugs do not persist in advance of June's final report scoring.

In the past month, we scheduled site visits (in-person and virtual) with a few of our new prospective grantees: Generations United, Escolta Dream Team, Coastside Adult Day Center, Street Life Ministries, Special Olympics, and BAWSI.

- **DocuSign Integration:** This month, we completed our DocuSign integration project. This integration allowed for the Versaic platform to roll out grant agreements through DocuSign. Second Harvest was our first DocuSign grant agreement logged on the Versaic portal. The DocuSign integration took almost two months to complete its various testing rounds.

A special thanks to Heidi and our partners at Second Harvest for providing feedback. We are working to release grant agreements retroactively for previously Board-approved grants to RWC Together's PACE program and Samaritan House. The system is also ready to release the DocuSign grant agreement for the upcoming Caring Community and HSI grants.

- **Benevity Conference:** I attended the Benevity conference in April, where we were one of the finalists for the Community Hero Award for best-in-class approach to community investment. We were honored to be recognized along with fellow nominees and powerhouses: CSAA Insurance, DaVita, Principal Financial, and Vancouver Airport Authority. Even though we did not take home the 'blue cowboy hat', we were featured in the video they played at the awards ceremony.

Benevity announced at the conference their partnership with Impact Genome Registry (www.impactgenome.com). Impact Genome Registry independently reports and verifies the impact of social programs, social enterprises, corporations, and governments. The ultimate goal of the partnership is for Benevity use the tools in the registry to provide clients with some outcomes data to justify grantmaking decisions.

- **2024 Grants Reception:** In place of a community health fair, we decided to host a grants reception this year. (The last time we held a grants reception was in October, 2019 before the pandemic.) We have yet to confirm the venue, but the tentative Save the Date is for Thursday, September 19th. Please mark your calendars! We are working on creating an exciting program along with some special guests!

II. Other Grants

- **EIC Grants:** We reviewed the following EIC (Equity, Innovation, and Collaboration) grants this month:

Organization	Program	Amount
PJCC	Pink Ribbon: This innovative 1:1 Pink Power @ the PJCC, the only program of its kind in the Bay Area, offers intensive and highly individualized personal training to breast cancer clients and survivors.	\$18,000
PJCC	Get Up & Go: Get Up & Go (GUG) addresses the personalized assistance needs of older adults through free, demand-responsive transportation and stand-by assistance for seniors (age 50+) living and traveling within SMC (excluding Coastside).	\$25,000
Pink Ribbon Good, Inc.	Meals & Rides: Services mitigate the adverse financial burden of cancer treatment by addressing food and ride insecurity.	\$25,000
Assisted Animal Happiness	Mobile Barnyard Buddies: The AAH Mobile Barnyard Buddies visits with special education classrooms, rehabilitation hospitals, and camps/programs throughout SHD.	\$5,000
Service League	Hope House: The grant will address the needs of adult women, including those who are pregnant and/or with infants, with substance use disorder substance use disorders (SUD) at the Redwood City residential treatment facility.	\$20,000

III. Other

- SHD was honored to be the first recipient of the Golden Condom Award from Health Connected. The award went to a long-time community supporter and I was on hand to accept this illustrious award, which is now on display in Heidi's office.
- In light of May being Mental Health Month, SHD sponsored several mental health events put on by our partners:

1) Children's Health Council (CHC) Breakfast, which featured Ross Szabo, an award-winning mental health advocate who is reshaping mental health education through his work as founding CEO of Human Power Project and as the founding Wellness Director at Geffen Academy at UCLA. I attended with RCSD Wellness Coordinator Patrinia Redd.

2) Mental Health Matters Walk, which was an event hosted by our partners at Star Vista and San Mateo PAL on May 18th with the aim to educate and destigmatize mental health.

3) Brain Health conference by San Mateo Rotary held on May 17th at the Grand Bay Hotel in Redwood Shores. This event featured a variety of speakers on various mental health topics. Heidi, Luz, and I were able to attend.

4) Rotary's 5150 conference, which we provided a small sponsorship to thank our residents who are part of Rotary for their volunteerism and efforts to address mental health in SHD.

5) Acknowledge Alliance's Annual Forget-Me-Not event on May 23rd, which celebrated the school teams that promote mental health and well-being in their school communities. This year's honoree was SMCOE's Nancy McGee.

All our partners publicly and personally acknowledged SHD's support and our contributions to their efforts to address the current mental health crisis.

June Staff Report

Luz Garcia — Communications & Engagement Officer

Mental Health Month

- Brought awareness to our mental health partners services on social media through a behavioral support social campaign
- Participated in SMC's Suicide Prevention Committee Meeting and gained insight into the work surrounding and resources available around mental health
- Showcased SMC mental health resources through a blog post shared on our website

June Projects Prep

- Designed and finalized an updated general District informational brochure including printing for upcoming events
- Researched and began drafting content for national CPR and AED awareness week June 1-7
- Gathered and began planning pride month content to share throughout June

Newsletters

- Continued to see partner engagement with our newsletters (>50% open rates)
- April 2024 - city council presentations cont., SMC Dental Society event, organizational needs survey update and partner announcements

Public Outreach

- *Oral health*
 - Began finalizing oral health press releases for the oral health collab and dental clinic announcement
- *Events*
 - Spoke with students at M.A.'s Mental Health Resource Fair on May 3rd
 - Attended Belmont Rotary's brain health conference on May 10th
- *Webinars*
 - Gathered the latest and most relevant information to share with our residents from Thrive monthly meetings and other webinars on topics such as:
 - Earthquake Preparedness Month: Safety Tips and the Future of Seismic Policy in San Mateo County
 - Designing Emails for Success: How to stand out in the inbox
 - Community Strategies for High Heat Risk Reduction
- *Social Media*
 - Increased content interactions in the last 30 days on Facebook by 6.3% and Instagram by 233.3%
- *Website Updates (continuous)*
 - Maintained parent events up to date as well as continued tracking analytics

**SEQUOIA HEALTHCARE DISTRICT
COUNTY OF SAN MATEO, STATE OF CALIFORNIA
RESOLUTION 24-2
RESOLUTION DETERMINING DATE AND ADOPTING PROVISIONS
FOR THE 2024 SEQUOIA HEALTHCARE DISTRICT GENERAL ELECTION**

WHEREAS, the terms of two (2) members of the Board of Directors of Sequoia Healthcare District expire at noon, local time, on the first Friday in December of 2024, i.e., on Friday, December 6, 2024 (Elections Code §§10505 and 10554); and,

WHEREAS, the two directors whose terms are expiring are Kim Griffin (Incumbent, Zone B) and Ivan Martinez (Incumbent, Zone D); and,

WHEREAS, the Chief Elections Officer for the County of San Mateo has notified Sequoia Healthcare District (“District”) of certain legal requirements applicable to the District with respect to the General Election to be held on November 5, 2024; and,

WHEREAS, the District has adopted a resolution authorizing the election of directors by zones; and,

WHEREAS, the District has adopted a resolution designating Zones B and D as the Zones in which Directors will be elected in 2024;

NOW, THEREFORE, BE IT HEREBY RESOLVED that:

1. The Sequoia Healthcare District General Election shall be held on November 5, 2024.
2. At the election, individuals shall be chosen from each of Zones B and D for the offices of Director, Sequoia Healthcare District. Each Director so elected shall serve a term of four (4) years. Each person elected must reside within the District and within the Zone for which he or she is a candidate.
3. Pursuant to Elections Code §10522, the secretary of the District shall deliver to the Chief Elections Official of San Mateo County a map showing the boundaries of the District and the boundaries of the District’s Zones B and D effective for the election, along with a statement indicating that Directors are to be elected by such zones or divisions and not at large.
4. The Governing Board of the District requests that the Board of Supervisors of the County of San Mateo make available the services of the San Mateo County Chief Elections Officer & Assessor - County Clerk - Recorder (the “Chief Elections Officer”) as the County Elections Official for the purpose of rendering services in the conduct of the election to be held on November 5, 2024.

5. Each candidate may prepare a candidate's statement on the appropriate form provided by the Chief Elections Official. Each candidate's statement, if any, shall not exceed 200 words. The cost of printing, translating, and mailing the candidate's statement shall be billed to and paid by the District.

6. Pursuant to Elections Code Section 10509, the Board Secretary shall deliver a notice to the Chief Elections Officer. The notice shall bear the Secretary's signature and the District's seal and shall contain both of the following:

(a) The elective offices of the District to be filled at the next general election, specifying which offices, if any, are for an unexpired term.

(b) Whether the District or the candidate is to pay for the publication of a candidate's statement.

7. The Chief Elections Officer of San Mateo County is hereby requested and authorized to perform any and all duties of the District Secretary relating to such election, under the authority of Elections Code §10519, including publishing of such notices as required by law.

8. Pursuant to Election Code §10403, consolidation of the Sequoia Healthcare District General Election with the Statewide General Election on November 5, 2024, is hereby requested. The District acknowledges that the consolidated election will be held and conducted in the manner prescribed in Elections Code §10418.

9. The Chief Executive Officer of the District is authorized and directed to enter into an Elections Service Agreement with the Chief Elections Officer regarding the election to be held on November 5, 2024.

10. The Chief Elections Officer shall send an itemized invoice or invoices to the District for all services provided pursuant to the Elections Service Agreement when all costs have been determined. The District agrees to submit payment of such invoice(s) to the County of San Mateo within 45 days of receipt thereof.

11. A copy of this Resolution shall be delivered to the Board of Supervisors and the Office of the Chief Elections Officer of San Mateo County on or before June 30, 2024.

PASSED AND ADOPTED by the Board of Directors of Sequoia Healthcare District this 5th day of June, 2024, by the following vote.

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

Kim Griffin
Secretary, Board of Directors

Heidi Stamper
Clerk, Board of Directors

2024-25 Caring Community Grants Committee Recommendations

Presented to SHD Board of Directors

June 5, 2024

I. Introduction:

This report summarizes the recommendations by the 2024-25 Caring Community grants committee to fund 73 grants totaling \$5.223 million (refer to appended list). 28 of these are 2-year grants from the 23-25 cohort rolled over which represents \$2.245 million of the total, and 45 are the recommended for the 2024 grant cycle which represent the remaining \$2.967 million. In comparison, we approved funding for 66 grants last year.

This chart demonstrates SHD’s previous 4 years of investments to the Caring Community grants program:

AREAS OF FUNDING	2020-21	2021-22	2022-23	2023-24	2024-25
Alcohol, Tobacco & Other Drugs	\$245,000	\$325,000	\$295,000	\$295,000	\$320,000
Clinical/Medical Services	\$185,000	\$205,000	\$287,000	\$215,000	\$389,000
Behavioral Support Services	\$913,000	\$1,040,000	\$1,105,000	\$1,030,000	\$1,328,000
Health Literacy: Youth & Adults	\$577,000	\$653,000	\$826,000	\$901,000	\$956,000
Healthy Literacy: Seniors	\$572,000	\$632,000	\$607,000	\$590,000	\$590,000
Food Security & Nutrition	\$508,000	\$895,000	\$930,000	\$790,000	\$840,000
NEW grants/1-year				\$325,000	\$800,000
Total	\$3,000,000	\$3,750,000	\$4,050,000	\$4,146,000	\$5,223,000

II. New Grantees

The grants committee is recommending funding 16 one-year grants for a total of \$800,00. Of the 16, 7 of them are new grantees and 9 of them are grantees we have funded in the past or are currently funding. This chart highlights the 7 new grantees.

Organization	Program & description	Grant Amount
Bay Area Women’s Sports Initiative (BAWSI)	BAWSI Girls and Hoover Elementary: BAWSI Girls is unique after-school program at Hoover Elementary (RCSD) that encourages all 2nd through 5th girls to participate in fun, non-specific sports and leadership programming.	\$25,000
Coastside Adult Day Health Center	Aging-in-Place Scholarship: This program provides scholarship days for elderly and disabled adults attending Coastside Adult Day Health Center. The center offers a range of healthcare-based services including nursing, personal care, physical therapy, occupational therapy, speech therapy, activities, memory care, doors to door transportation and respite for caregivers.	\$24,000

Escolta Dream Team	RISE: Escolta Dream Team’s mission is to empower immigrant families from North Fair Oaks and Redwood City to transform their lives by delivering a one-stop program that provides martial arts and academic assistance for children and health literacy instruction for parents.	\$38,000
Generations United	Salud Sabruso: GU’s mission is to empower the Latino and Hispanic community of North Fair Oaks and Redwood City to reach their full potential with education, art, sports, music, business training, cultural support, and celebrations. GU will conduct a series of weekly cooking classes on healthy Hispanic cooking and fun eating.	\$15,000
NAMI	Mental Health for BIPOC Communities: NAMI’s goal is to promote racial and health equity by providing appropriate and equitable mental health and behavioral health resources for San Mateo County’s underserved BIPOC communities by establishing youth support centers to serve SHD youth.	\$30,000
Special Olympics Northern California	SMC Sports & School Programs: Sports are at the core of Special Olympics’ mission and help to create wins for athletes and communities. Their Community Sports Program begins for children as young as two and expand into year-round training and competition opportunities for athletes 8-80+ years old while the School Partnerships enhance our impact by bringing Special Olympics to school campuses throughout Northern California.	\$25,000
Street Life Ministries	Street Life Health Outreach: Street Life has been working on the streets, providing meals and critical services for the homeless population, for 24 years. Street Life holds its regular services six times per week, on Mondays, Wednesdays, and Fridays in Redwood City, on Tuesdays and Thursdays in Menlo Park.	\$37,000

III. Conclusion

As in previous years, each committee member conducted a blind scoring of their applications at the LOI stage and Full App stage. The blind scores are tallied via computer software and averaged. The 2024-26 Grant Committee worked independently to score the applications and then had an opportunity to meet in-person and work collaboratively to determine which organizations to fund and their recommended amounts. At this May 13th meeting, the committee members discussed each individual application and took in various factors such as viability, scalability, cost, number of residents served, program delivery models, and impact to the SHD community to help determine a final decision.

It was a pleasure to work with this committee who brought their expertise in their prospective fields to the table. Formal thanks extend to: Community members Jim Lianides, Cecilia Chu, Vinney Arora, Mary Bates, Bernie Mellott, and SHD Director William Fong.

IV. Next Steps

The creation of a 2024-26 committee was one of the key and final steps of transitioning fully to a 2-year grant cycle with the 2023-25 grant committee and 2024-26 now each responsible for their 2-year grant cohorts. The 2023-25 grants committee (which comprises of 6 different members) will be assigned scoring of the 2023-24 CC final grant reports that are due at the end of June. Those scores will be tallied and averaged; those with less than passable scores will be flagged for site visits and follow-up. The 2024-26 committee will be called to score the mid-year reports of the 1-year grantees in December 2024. In January, 2025, the members of the 2023-25 committee will be given an opportunity to ‘renew’ their commitment for another 2 years in advance of the 2025 grant cycle. In June, 2025, the 2023-25 will be tasked with scoring the 2nd Final year report while the 2024-26 will be scoring the 1st Final year report.

2024-26 Caring Community Full App Discussion and Decision *previously funded

Health: Youth/Adults (2023-25)	AbilityPath	Stroke and Brain Injury	\$20,000
	AbilityPath	Adult Day Program	\$80,000
	Adaptive Physical Education	Adaptive Physical Education	\$170,000
	CASA of SMC	CASA	\$65,000
	Edgewood	Healthy Generations 2.0	\$100,000
	Jasper Ridge	Wellness Buddies	\$20,000
	PARCA	Independent Living Skills	\$20,000
	Redwood City-PAL	PAL Healthy Lifestyles: Adult	\$50,000
	Redwood City-PAL	PAL Healthy Lifestyles: Youth	\$120,000
	Redwood City Together	Promoting Community Health w/Youth Promotores	\$35,000
	St. Francis Center	Siena Youth Center	\$80,000
	United Through Education	Resource Support	\$40,000
	Vista Center for the Blind and Visually Impaired	Vision Loss Rehabilitation Program	\$76,000
	Health: Youth/Adults Subtotal		\$876,000

Health: Seniors (2023-25)	Catholic Charities CYO of the Archdiocese of San Francisco	Catholic Charities Adult Day Services San Mateo County	\$85,000
	Foster City Villages	Building Community Wellness Together	\$30,000
	Jewish Family and Children's Services	Seniors At Home	\$70,000
	Ombudsman Services of San Mateo County, Inc.	Ombudsman Program	\$85,000
	Peninsula Family Services	Fair Oaks Center	\$75,000
	Peninsula Family Services	Senior Peer Counseling	\$45,000
	Peninsula Volunteers, Inc.	PVI Adult Day Services at Rosener House	\$120,000
	Rebuilding Together Peninsula	Safe At Home	\$50,000
	Villages of San Mateo County	Healthy Seniors At Home	\$30,000
	Health Seniors Subtotal		\$590,000

Food (2023-25)	City of San Carlos Adult Community Center	Senior Meal Program	\$50,000
	Peninsula Volunteers, Inc.(PVI)	Meals on Wheels	\$200,000
	Second Harvest of Silicon Valley	Food Assistance	\$200,000
	Second Harvest of Silicon Valley	Food Pharmacy	\$40,000
	St Vincent de Paul SMC	Safety Net Programs	\$100,000
	St. Anthony's Padua	Feeding the Needy	\$200,000
	Food Subtotal		\$790,000
2023-25 Already Dedicated		\$2,256,000	

	Organization	Program	Recommend
New (2024-25)	A New Vista Community Services	Seniors Technology Competency Journey	\$35,000
	Bay Area Women's Sports Initiative	BAWSI Girls at Hoover Elementary	\$25,000
	Beyond Barriers Athletic Foundation	Save Lives and Change Lives	\$10,000
	Caminar	Medication Assistance Program	\$50,000
	Coastside Adult Day Health Center	Aging-in-Place Scholarship	\$24,000
	Escolta Dream Team	RISE	\$38,000
	Free At Last	Outpatient	\$100,000
	Friends of the Veterans Memorial Senior Center	Nutrition Program	\$200,000
	Generations United	Salud Sobroso	\$15,000
	Kainos	Health & Wellness	\$40,000
	Kainos	Redwood City SNAP	\$100,000
	NAMI	Mental Health for BIPOC Youth	\$30,000
	Ombudsman	PREPARE & Elder Abuse Education	\$46,000
	Riekes	Wellness Initiative	\$25,000
	Special Olympics Northern California	SMC Sports & School Programs	\$25,000
	Street Life Ministries	Street Life Health Outreach	\$37,000
			\$800,000

	Organization	Program	Recommend
Off-cycle 1-yr (2024-25)	Boys and Girls Club of the Peninsula*	Triple Play	\$80,000
	LifeMoves*	Nutrition Program	\$50,000

	Organization	Program	Recommend
ATOD (2024-26)	Adolescent Counseling Services	Counseling and Substance Treatment for Youth (CSTY) Initiative	\$50,000
	El Centro de Libertad	Adult Substance Abuse Intervention	\$90,000
	El Centro de Libertad	Youth Substance Abuse Intervention	\$110,000
	Latino Commission on Alcohol and Drug Abuse Services of SMC	Casa Aztlan Men's Recovery Home	\$70,000
	ATOD Subtotal		

	Organization	Program	Recommend
Clinical (2024-26)	AbleCloset	Medical Equipment Loaning Program/AbleCloset*	\$25,000
	Catholic Charities CYO	Community Case Management	\$50,000
	EI Concilio*	Health & Wellness Case Management	\$50,000
	Mission Hospice	Palliative Care & Transitions Program	\$124,000
	NCEFT - National Center for Equine Facilitated Therapy	NCEFT Financial Assistance Program (2022/2023)	\$20,000
	NCEFT - National Center for Equine Facilitated Therapy	Equine-Assisted Programs for Children and Adults with Disabilities and Challenges (2022/2023)	\$75,000
	Pathways Home Health & Hospice*	Un/Underinsured Care	\$25,000
	Pathways Home Health & Hospice*	Bereavement Program	\$20,000
	Clinical Subtotal		

	Organization	Program	Recommend
Behavioral Supports (2024-26)	Adolescent Counseling Services	Outlet Program	\$120,000
	Community Overcoming Relationship Abuse (CORA)	Family Centered Mental Health	\$180,000
	CORA - Community Overcoming Relationship Abuse	Family Violence Prevention Strategies	\$100,000
	Downtown Streets Team	Redwood City Downtown Streets Team "Mindful Connections"	\$90,000
	Family Connections	Family Connections	\$35,000
	Friends for Youth	1-to-1 Mentoring	\$75,000
	Kara	Bereavement Support, Grief Education & Crisis Response for the Community	\$45,000
	LifeMoves	Behavioral Health Services for Homeless Families and Individuals	\$150,000
	One Life Counseling Center	Low-Fee Mental Health Counseling Program	\$180,000
	One Life Counseling Center	Music and Memory Program	\$35,000
	Peninsula Bridge	Mental Health Wellness Program	\$35,000
	StarVista	Daybreak	\$150,000
	Upward Scholars	Healthy Scholars	\$13,000
	Whole Health For Youth*	WHY Mental Health Services	\$120,000
	Behavioral Subtotal		
2024-25 Cohort CC Recommendation			\$2,962,000
2024-25 Total CC Recommendation			\$5,223,000



Healthy Schools Initiative Budget Narrative FY' 2024-25

Overview:

The Sequoia Healthcare Districts Healthy Schools Initiative (HSI) launched in 2010 and continues to provide essential support for our school communities. This initiative is guided by the CDC's Whole School, Whole Community, Whole Child (WSCC) model and its 10 component areas frame our funding priorities. The HSI team's current work with WSCC implementation will move to accessing Multi-tiered Systems of Support in each district. Hence, goals for the upcoming academic year will include continued investment in the ongoing, established programs as well as exploration of new, innovative approaches to wellbeing.

HSI Wellness Leads and District Administrators continue to see mental and behavioral health as the top student-facing priority along with renewed focus on staff wellness and parent education. Prevention practices continue to be the best use of our public health dollars and an effective strategy to address such concerns as social-emotional wellness, suicide prevention, substance misuse, and various diet-related diseases.

The Overall HSI Budget request for FY 2024-25: is \$5,738,986, which is a 16% increase from the current year.

HIS 2024-25 Goals:

- Provide leadership and relevant training opportunities for the HIS team leads
- Assess WSCC component practices to assure alignment with current school climate and wellness needs
- Facilitate update of all District Wellness Policies
- Standardize purpose of District Wellness Advisory Councils
- Strengthen programmatic strategies across the MTSS framework prioritizing Tier 1 and 2 supports
- Expand student-facing ATOD, Narcan and suicide prevention trainings and advocacy
- Conduct semi-annual check-ins with HIS grantees to ensure service delivery matches school expectation
- Execute an integrative wellness program to further support school personnel
- Further develop HIS resource library to increase efficiency and brand awareness
- Collaborate with San Mateo County Office of Education, Health and Behavioral Departments
- Initiate an evaluation of Healthy Schools Initiative

Total HSI Budget Requested

2024-25	2023-24	Difference
\$5,738,986	\$4,946,515	+\$792,471

Direct Funding to School Districts

2024-25	2023-24	Difference
\$3,280,072	\$3,072,773	+\$207,299

Direct Funding to School Districts supports key health and wellness staff directly employed by school districts, as well as the subcontractors engaged to provide essential parent education and mental health services for each school district.

The proposed 2024-25 Direct Funding to School Districts budget represents 57.1% of the 2024-25 Total HIS Budget. The \$207,299 (6.7%) increase in the Direct Funding to Schools budget is attributable to a 3.5% COLA factored into direct staff costs and higher subcontractor rates.

Funding to Charter & Independent Schools

2024-25	2023-24	Difference
\$205,000	\$140,000	+\$65,000

Charter and Independent Schools is a new category in the proposed 2024-25 HSI budget. Charter and Independent Schools have been listed and funded in the Grants section of previous HSI budgets. Currently supporting 6 schools.

The 2024-25 proposed HSI budget will support 7 charter/independent schools (Design Tech Charter, East Palo Alto Academy, KIPP, San Carlos Charter Learning Center, Summit Everest Charter, Summit Prep Charter, and Siena Youth Center, Holy Family School) in the areas of health, wellness and school counseling. The total request is \$205,000, which is a \$65,000 increase from 2023-24. This increase is due to the addition of programs at KIPP Charter and East Palo Alto Academy as well as increased agency costs to provide the programs.

- Note: Support for this category will continue to be listed and drawn from the Grants section, as the funds are paid to non-profit service providers who deliver the programs at the schools.

HSI Grants

2024-25	2023-24	Difference
\$1,803,646	\$1,242,777	\$560,869

The school grants program continues to emphasize school-based counseling and behavioral health.

* Note: Grants (\$1,598,646) + Charter & Independent (\$205,000) = \$1,803,646

Thirty-two school grant applications are recommended for Board approval. Grant support totals \$1,803,646 that includes support to the Charter & Independent schools. The \$560,869 (45%) funding increase above the current year is due to:

- Collapsed the Strategic Partner category and moving 2 grantees - Health Connected and PCC/PE+ to this section. Both organization's have increased cost due to raising hourly rate to an equitable pay scathe and serving additional schools in FY' 2024-25. Health Connected (+\$21,067) and PE+ (adding 2 schools in RCSD +\$178,293)
- Five new grant requests (Child Mind Institute, Generations United, Innovative Public Schools, San Mateo County Sheriff's Activities League, and the Stanford Teen Health Van)
- StarVista Crisis Intervention & Suicide Prevention (-25,000) redirected to Broadband Program Support

Program Management and Contractor Support

2024-25	2023-24	Difference
\$215,335	183,000	+\$32,335

The Program Management and Contractor Support category includes one SHD employee, the Director of School Health and contractors to assist with program evaluation. The 18% increase is attributed to a 3.99% COLA and contractor fees.

Broad Program Support (formerly titled Other and Special Projects)

2024-25	2023-24	Difference
\$439,933	\$283,465	+\$156,468

Support includes programs and support offered across all schools.

The \$156,468 (55%) increase from this year reflects the addition of programs, which will further enhance the mental health and wellbeing supports for our school staff and students.

Broad Program Support - Continued

Sections included in Broad Program Support:

- Other - included MTSS Tier 1 & 2 pilots, substance use prevention and Narcan trainings, bilingual parent education forums/videography, and educator resiliency trainings as well as funding for supplies, conferences, staff training and development, promotional materials and discretionary funds (+29K)
- Strategic Partner - Care Solace to assist parents/caregivers/teachers/students in locating a behavioral health provider. RCSD, SUHSD and San Carlos will continue with this program.
- Special Projects - School Nurse Scholarship Program for 3 district-engaged nurses to attain a School Nurse Credential in 2024-25 (\$0 funding change).
- New programs - Integrative Employee Wellness (+\$138K), Neurodiversity Speaker Series (+\$20K) and StarVista's Crisis Intervention & Suicide Prevention (+\$25K).
- Offsetting this expense is a decrease in the cost of Care Solace (- \$35,532), as 5 school districts will no longer be using this service.

HEALTHY SCHOOLS INITIATIVE / 2024-25

Total Recommendation for HSI Grants: \$1,803,646

- 32 Total Grant Requests; 5 new applications
- * Charter & Independent grants

Counseling & Social Emotional Development: \$408,500

Organization	Program Description	2023-24 Award	Districts	Recommended 2024-25
* Adolescent Counseling Services	On-Campus counseling programs: mental health assessments, depression screenings, ongoing individual therapy, supportive services for youth, staff and parents	\$50,000	LLESD SUHSD Siena Youth Center	\$50,000
* Center for Wellness and Achievement in Education	Meditation / Quiet Time program	\$40,000	Design Tech Charter	\$40,000
Child Mind Institute	School and Community Resilience Program	0	RCSD (Hoover)	\$20,000
Friends for Youth	School-based Mentoring Initiative to ensure all students have the positive support of a community mentor	\$45,000	RCSD (8) SUHSD (1)	\$45,000
Jasper Ridge Farm	Horse Buddies - Equine therapy and fitness programs for special needs youth	\$15,000	RCSD (8) SUHSD (5) SCSD (1)	\$15,000
Mindfulness Education	Mindfulness programs for 10 th and 11 th grade students, teachers, parents/caregivers	\$31,000	SUHSD	\$31,000

HEALTHY SCHOOLS INITIATIVE / 2024-25

Organization	Program Description	2023-24 Award	Districts	Recommended 2024-25
NCEFT	Mental health and resilience via equine therapy and SEL	24,000	SUHSD (1)	\$40,000
* San Carlos Charter Learning Center	School counseling and psychological services provided by a staff member for identified students	\$25,000	Independent/Charter	\$30,000
* Summit Everest Charter High School	On-site school counseling	\$20,000	Independent/Charter	\$25,000
* Summit Prep Charter High School	General education counseling - training, education, and counseling services for students	\$20,000	Independent/Charter	\$25,000
StarVista	School-based counseling services for students at Hillview Middle school	\$20,000	MPCSD	\$30,000
StarVista	School-based counseling services Students at SUHSD (M-A) and RCSD (Arbor Bay)	\$42,500	SUHSD (1) RCSD (1)	\$42,500
YMCA	Project Cornerstone - SEL to improve school climate and create caring communities	\$10,000	LLESD (2) MPCSD (5) RCSD (12)	\$15,000

HEALTHY SCHOOLS INITIATIVE / 2024-25

Health Literacy, Physical Activity & Health Services: \$1,175,646

Organization	Program Description	2023-24 Award	Districts	Recommended 2024-25
Addiction Education Society	Neuroscience of Addiction	\$7,500	SUHSD	\$7,500
El Centro de Libertad/The Freedom Center	Substance use prevention and early Identification education	\$25,000	RCSD (6) grades 6-8	\$25,000
Health Connected	Teen Talk / Puberty Talk	\$140,450	BRSSD (7) LLESD (2) SUHSD (5)	161,526
Lucile Packard Stanford Health	Teen Health Van - wrap-around health and social services for students needing medical homes	0	SUHSD	\$30,000
Peninsula Community Center	PE+ - physical education	\$698,327	RCSD (10)	\$876,620
* San Carlos Charter Learning Center	Healthy Student Program	10,000	San Carlos Charter	15,000
* Siena Youth Center / HFS	Physical education and wellness program	25,000	Independent/ Charter	30,000
StarVista	Insights Alternatives to Suspension	\$25,000	SUHSD (5)	\$30,000

HEALTHY SCHOOLS INITIATIVE / 2024-25

Family Engagement & Community Involvement: \$110,000

Organization	Program Description	2023-24 Award	Districts	Recommended 2024-25
* Generations United	BeyondOk - Family, School & Community Engagement	0	KIPP	20,000
* Innovative Public Schools	Family Engagement	0	East Palo Alto Academy	\$20,000
San Mateo County Sheriff's Activities League	Youth leadership program, wellness and community engagement	0	RCSD SUHSD Charters	20,000
United Through Education	Familias Unidas Workshops	\$5,000	RCSD (10)	\$25,000
* Youth Community Service	Youth leadership, community engagement and wellness	\$20,000	SUHSD EPA Charter	\$25,000

HEALTHY SCHOOLS INITIATIVE / 2024-25

Nutrition Education: \$109,500

Organization	Program Description	2023-24 Award	Districts	Recommended 2024-25
Adelante Selby Garden Program	Garden program teaches nutrition and ties into social emotional learning	\$13,000	RCSD (2)	\$18,000
Ford Garden Program	Garden program teaches nutrition and ties into social emotional learning	\$1,500	RCSD (1)	\$1,500
Each Green Corner	Food Systems Educators for Living Campus Program	\$25,000	RCSD SCSD B&G Club	\$40,000
Sager Family Farm	Big Buzz About Bees Curriculum	\$10,000	RCSD (9)	\$20,000
UC Extension	Supporting Nutrition Education	\$25,000	RCSD (5)	\$30,000

	B	C	D	E	F
2	Healthy Schools Initiative Budget 2024-25				
3	San Carlos School District	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
4	Staff Salaries				
5	Wellness Director (1.0 FTE)	\$ 137,280	\$ 142,085	\$ 4,805	3.5% COLA/33% of benefits
6	Nursing Services (2.0 FTE)	\$ 270,400	\$ 264,364	\$ 9,464	3.5% COLA/33% of benefits
7	School Counselors (2.0 FTE)	\$ 269,360	\$ 294,288	\$ 9,428	3.5% COLA/33% of benefits
8	Subcontractor				
9	One Life - School-based Counseling	\$ 45,000	\$ 50,000	\$ 5,000	
10	Other				
11	Health Connected	\$ 10,000	\$ 10,000	\$ -	
12	Subtotal	\$ 732,040	\$ 760,737	\$ 28,697	
13	Grants / Services				
14	Care Solace				
15	Each Green Corner				
16	Integrative Wellness				
17	StarVista-Crisis Intervention & Suicide Prevention				
18	TOTAL San Carlos		\$ 20,513		
19					
20	Redwood City School District	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
21	Staff Salaries				

	B	C	D	E	F
22	Wellness Director (1.0 FTE)	\$ 153,780	\$ 159,163	\$ 5,383	3.5% COLA/33% of benefits
23	Nursing Services (2 RNs and 1 LVN)	\$ 320,320	\$ 331,531	\$ 11,211	3.5% COLA/33% of benefits
24	Subcontractors				
25	Counseling program and services	\$ 274,000	\$ 299,000	\$ 25,000	299,000 + 52,500 = 351,500
26	Counseling	\$ 50,000	\$ 52,500	\$ 2,500	
27	Parent Education Series	\$ 10,000	\$ 15,000	\$ 5,000	
28	Other				
29	Wayfinder SEL	\$ 30,000	\$ 30,000		
30	Training and Supplies	\$ 3,000	\$ 3,000	\$ -	
31	Subtotal	\$841,100	\$ 890,194	\$49,094	
32	Grants / Services				
33	Adelante Selby				
34	Care Solace				
35	Child Mind Institute				
36	Each Green Corner				
37	El Centro Prevention & Early Intervention Ed				
38	Friends of Youth				
39	Jasper Ridge Farms - Horse Buddies				
40	Integrative Wellness				
41	PE+				

	B	C	D	E	F
42	Sager Family Farms				
43	SAL				
44	YMCA Project Cornerstone				
45	UC Extension - Nutrition Ed				
46	United Through Education				
47	StarVista-Crisis Intervention & Suicide Prevention				
48	TOTAL Redwood City		\$ 1,101,495		
49					
50	Belmont-Redwood Shores School District	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
51	Staff Salaries				
52	Ed Services Wellness Coordinator (0.65 FTE)	\$ 146,640	\$ 151,772	\$ 5,133	3.5% COLA/33% of benefits
53	Credentialed School Nurse (0.5 FTE)	\$ 78,156	\$ 80,892	\$ 2,736	3.5% COLA/33% of benefits
54	K-8 Counselor (2.0 FTE)	\$ 257,088	\$ 266,086	\$ 8,998	3.5% COLA/33% of benefits
55	6-8 Counselor (1.0 FTE)	\$ 158,080	\$ 163,613	\$ 5,533	3.5% COLA/33% of benefits
56	Other				
57	Great Body Shop (K-5)	\$ 22,635	\$ 22,635	\$ -	
58	Tier One Mental Health Support (K-8) Second Step & Wayfinder - SEL Curriculum	\$ 10,000	\$ 10,000	\$ -	
59	Staff Wellness	\$ 11,015	\$ 11,015	\$ -	
60	Subtotal	\$ 683,614	\$ 706,013	\$ 22,400	
61	Grants / Services				

	B	C	D	E	F
62	Health Connected				
63	Integrative Wellness				
64	StarVista - Crisis Intervention & Suicide Prevention				
65	TOTAL Belmont-Redwood Shores		\$ 71,300		
66					
67	Sequoia Union High School District	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
68	Staff Salaries				
69	Wellness Coordinator and Health & Safety Project Manager (0.45 FTE)	\$ 120,016	\$ 124,217	\$ 4,201	3.5% COLA/33% of benefits
70	LVN (3)	\$ 240,448	\$ 248,864	\$ 8,416	3.5% COLA/33% of benefits
71	Intervention Counselor at Redwood (0.33 FTE)	\$ 56,368	\$ 58,341	\$ 1,973	3.5% COLA/33% of benefits
72	Subcontractor Services				
73	Acknowledge Alliance Psychotherapist at Redwood (0.4 FTE)	\$ 60,000	\$ 65,000	\$ 5,000	
74	Parent Education Series - Parent Venture	\$ 20,000	\$ 30,000	\$ 10,000	
75	StarVista YDI at Sequoia	\$ 40,000	\$ 45,000	\$ 5,000	
76	Subtotal	\$ 536,832	\$ 571,422	\$ 34,590	
77	Grants / Services				
78	ACS				
79	Addiction Education Society				
80	Care Solce				
81	Friends of Youth				

	B	C	D	E	F
82	Health Connected				
83	Jasper Ridge Farms				
84	Mindfulness				
85	NCEFT				
86	StarVista ATS				
87	StarVista Counseling at M-A				
88	Teen Health Van				
89	Youth Community Service				
90	Integrative Wellness				
91	SAL				
92	StarVista-Crisis Intervention & Suicide Prevention				
93	TOTAL Sequoia Union High School		\$ 302,145		
94					
95	Woodside Elementary School District	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
96	Staff Salaries				
97	Counselor (part time)	\$ 28,392	\$ 29,386	\$ 994	3.5% COLA
98	Wellness Coordinator (part time)	\$ 28,392	\$ 29,386	\$ 994	3.5% COLA
99	Other				
100	Tier One - SEL curriculum	\$ -	\$ 7,290		
101	Tier One - SEL curriculum training	\$ -	\$ 6,300		

	B	C	D	E	F
102	Subtotal`	\$ 56,784	\$ 72,362	\$ 15,578	
103	Grant / Services				
104	Integrative Wellness				
105	StarVista-Crisis Intervention & Suicide Prevention				
106	TOTAL Woodside Elementary				
107					
108	Portola Valley School District	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
109	Staff Salaries				
110	Credentialed School Nurse (part time)	\$ 27,456	\$ 28,417	\$ 961	3.5% COLA
111	Credentialed School Counselor (part time)	\$ 22,100	\$ 22,874	\$ 774	3.5% COLA
112	Wellness leads (stipends)	\$ 11,024	\$ 11,410	\$ 386	3.5% COLA
113	Other				
114	Social Emotional Universal Screener	\$ 5,000	\$ 5,000	\$ -	
115	Student and Family Engagement Tracker	\$ 10,000	\$ 10,000	\$ -	monitoring & outreach system
116	Subtotal`	\$ 75,580	\$ 77,701	\$ 2,121	
117	Grants / Services				
118	Integrative Wellness				
119	StarVista-Crisis Intervention & Suicide Prevention				
120	TOTAL Portola Valley				
121					

	B	C	D	E	F
122	Los Lomas Elementary School District	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
123	Staff Salaries				
124	Credentialed School Nurse (part time)	\$ 28,392	\$ 29,386	\$ 994	3.5% COLA
125	Credentialed School Nurse (part time)	\$ 28,392	\$ 29,386	\$ 994	3.5% COLA
126	Wellness Coordinator (part time)	\$ 41,600	\$ 43,056	\$ 1,456	3.5% COLA
127	Subtotal	\$ 98,384	\$ 101,828	\$ 3,444	
128	Grants / Services				
129	ACS				
130	Health Connected				
131	YMCA Project Cornerstone				
132	StarVista-Crisis Intervention & Suicide Prevention				
133	Integrative Wellness				
134	TOTAL Las Lomas		\$ 32,526		
135					
136	Menlo Park City School District	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
137	Staff Salaries				
138	Wellness Coordinator (0.5 FTE)	\$ 56,368	\$ 58,341	\$ 1,973	3.5% COLA
139	Credentialed School Nurse (0.25 FTE)	\$ 28,288	\$ 29,279	\$ 991	3.5% COLA
140	Emotional & Behavioral Support Services	\$ 11,783	\$ 12,195	\$ 412	3.5% COLA
141	Subtotal	\$ 96,439	\$ 99,815	\$ 3,376	

	B	C	D	E	F
142	Grants				
143	Integrative Wellness				
144	StarVista School-based Counseling-Hillview Middle				
145	StarVista-Crisis Intervention & Suicide Prevention				
146	YMCA Project Cornerstone				
147	TOTAL Menlo Park		\$ 33,900		
148					
149	TOTAL Direct to School Districts		\$ 3,280,072		\$ 3,280,072
150					
151	Charter/Independent Schools	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
152	DesignTech Academy	\$ 40,000	\$ 40,000	\$ -	Quiet Time Program
153	East Palo Alto Academy	\$ -	\$ 20,000	\$ 20,000	Youth Community Service Innovative Public Schools
154	KIPP	\$ -	\$ 20,000	\$ 20,000	Generations United
155	San Carlos Charter Learning Center	\$ 35,000	\$ 45,000	\$ 10,000	School counseling Med mgt,vision/hearing screens
156	Siena Youth Center, Holy Family School	\$ 25,000	\$ 30,000	\$ 5,000	ACS School Counseling Physical education
157	Summit Everest High School	\$ 20,000	\$ 25,000	\$ 5,000	School counseling
158	Summit Prep High School	\$ 20,000	\$ 25,000	\$ 5,000	School counseling
159	TOTAL Charter / Independent Schools	\$ 140,000	\$ 205,000	\$ 65,000	\$ 205,000
160					
161	GRANTS				

	B	C	D	E	F
162	Organization Name	Budget 2023-2024	Budget 2024-25	Difference from 2023-24 budget	Explanation
163	Acknowledge Alliance	\$ 30,000	\$ -	\$ -	RCSD move funds to purchase Wayfinder SEL
164	Addiction Education Society	\$ 7,500	\$ 7,500	\$ -	SUHSD
165	Adelante Selby Garden Program	\$ 13,000	\$ 18,000	\$ 5,000	RCSD
166	ACS - On Campus Counseling	\$ 50,000	\$ 50,000	\$ -	SUHSD; LLESD; HFS
167	Child Mind Institute	\$ -	\$ 20,000	\$ 20,000	RCSD (Hoover)
168	Each Green Corner	\$ 25,000	\$ 40,000	\$ 15,000	SCSD(3); RCSD(1)
169	El Centro de Libertad	\$ 25,000	\$ 25,000	\$ -	RCSD (6)
170	Friends for Youth	\$ 45,000	\$ 45,000	\$ -	SUHSD (SHS+WHS); RCSD
171	Ford Garden Program	\$ -	\$ 1,500	\$ 1,500	RCSD (1)
172	Health Connected	\$ 140,450	\$ 161,526	\$ 21,076	LLESD(2); SUHSD(5); BRSSD(7); PVSD (2)
173	Jasper Ridge Horse Buddies	\$ 15,000	\$ 15,000	\$ -	RCSD; SUHSD
174	Mindfulness	\$ 31,000	\$ 31,000	\$ -	SUHSD
175	NCEFT	\$ 24,000	\$ 40,000	\$ 16,000	SUHSD
176	PCC/PE+	\$ 698,327	\$ 876,620	\$ 178,293	RCSD
177	Sager Family Farm	\$ 10,000	\$ 20,000	\$ 10,000	RCSD(11);
178	SAL	\$ -	\$ 20,000	\$ 20,000	Shared funding
179	StarVista-Crisis Intervention & Suicide Prevention	\$ 20,000	\$ -	\$ (20,000)	Moved to Broadband Support
180	StarVista - School-based counseling	\$ 25,000	\$ 30,000	\$ 5,000	MPCSD (Hillview Middle)
181	StarVista - School-based counseling	\$ 42,500	\$ 42,500	\$ -	SUHSD(M-A); Arbor Bay

	B	C	D	E	F
182	StarVista Insights - Alternative To Suspension	\$ 25,000	\$ 30,000	\$ 5,000	SUHSD
183	Teen Health Van	\$ -	\$ 30,000	\$ 30,000	SUHSD
184	UC Extension- Nutrition Education	\$ 25,000	\$ 30,000	\$ 5,000	RCSD (5)
185	United Through Education	\$ 5,000	\$ 25,000	\$ 20,000	RCSD (10)
186	YMCA - Project Cornerstone	\$ 10,000	\$ 15,000	\$ 5,000	LLESD; MPCSD; RCSD
187	Youth Community Service	20,000	25,000	5,000	SUHSD; EPA+
188	TOTAL Grants	\$ 1,266,777	\$ 1,598,646	\$ 341,869	\$1,598,646
189					
190	Broad Program Support	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
191	Care Solace	\$ 90,965	\$ 55,433	\$ (35,532)	SUHSD, RCSD, SCSD
192	Discretionary Funds	\$ 10,000	\$ 10,000	\$ -	No change
193	English/Spanish Parent Forums	\$ 25,000	\$ 35,000	\$ 10,000	Parent education - bilingual
194	HSI Team - professional development training	\$ 7,000	\$ 10,000	\$ 3,000	Trainings and conferences
195	Integrative Wellness	\$ -	\$ 138,000	\$ 138,000	Employee wellness program
196	Neurodiversity Speaker Series	\$ -	\$ 20,000	\$ 20,000	Education: parents / educators
197	Parent Education - Video Library	\$ 15,000	\$ 20,000	\$ 5,000	BGCP
198	Promotional materials, supplies, printing	\$ 1,500	\$ 1,500	\$ -	No change
199	Resiliency Training - Educator Community	\$ 20,000	\$ 20,000	\$ -	Educators & community
200	School Nurse Credentialing Scholarships	\$ 15,000	\$ 15,000	\$ -	No change
201	StarVista Crisis Intervention & Suicide Prevention	\$ 20,000	\$ 25,000	\$ 5,000	Moved from grants

	B	C	D	E	F
202	Substance Use Prevention & Narcan Training	\$ 15,000	\$ 15,000	\$ -	ATOD efforts
203	Tier One Mental Health Support	\$ 40,000	\$ 45,000	\$ 5,000	MTSS Tier One
204	Tier Two Mental Health Support	\$ 24,000	\$ 30,000	\$ 6,000	MTSS Tier Two
205	TOTAL Broad Program Support	\$ 283,465	\$ 439,933	\$ 156,468	\$ 439,933
206					
207	Program Management and Contractor Support	Budget 2023-24	Budget 2024-25	Difference from 2023-24 budget	Explanation
208	HSI Director Salary - 1.0 FTE	\$ 163,000	\$ 170,335	\$ 7,335	
209	HSI Support Contractor(s)	\$ 20,000	\$ 45,000	\$ 25,000	Trainers and contractors
210	TOTAL Program Management	\$ 183,000	\$ 215,335	\$ 32,335	\$ 215,335
211					
212	GRAND TOTAL		\$ 5,738,986		\$ 5,738,986



Budget Narrative:

FY 2024-25 Proposed Budget

for Board Approval

6/5/2024

Presented here is my final draft of the FY 2024-25 proposed budget for Board approval. Initially shared with the Board at our April board meeting, I have since made several adjustments based on your feedback. The proposed budget totals \$22,820,400, representing my best estimate of next year's revenue and expenses relative to the 2023-2024 actuals

Our income is expected to be about \$2 million more than last year's and, in fact, is the largest in our history. This is due to the anticipated increase in tax revenue, pension pass through, and investment income. Compared to the previous version of the budget that I shared with you in April, this budget is now balanced. This is due to your suggestion that I remove our anticipated expenses for our commitment to Ravenswood as well as our potential building purchase from the regular budget, to more accurately reflect that the capital improvements and building expenses will come out of reserves.

It is important to note that the Ravenswood Dental Clinic is listed under Capital Improvements rather than in the grants section of this budget due to the significant TIs planned for 525 Veterans. Although the funding to Ravenswood is technically a grant, the substantial TIs necessitate its placement under Capital Improvements. Additionally, increased expenses are driven by proposed expansions in our school health program and grants program. The budget also reflects anticipated economic conditions and potential program investment opportunities. Program investment opportunities are grouped under the Future Grants line item. I anticipate developing two new programs that will help address the economic and health services workforce challenges our non-profits are facing. These programs are under development and I have not yet assigned a budget to either of them. The Future Grants budget item of \$1.5M is sufficient to meet our board approved obligations in FY 2024-25 and to fund these, along with other new programs.

Below are notable increases and decreases in our anticipated revenue.

REVENUE

Notable changes to our income over current fiscal year.

- Property tax increase from \$15.5M to \$17.5M based on past 3 years actuals and the County Comptroller's report of anticipated disbursements.
- Investment income is expecting a significant jump over our current budget of \$80k to \$1.2M. This figure is based on current year's actuals and scenario projections by our investment manager at SIA.
- Pension pass-through will increase from 2.2M to \$3.6M based on the actuarial report for the next two fiscal years (2024-2026).

No changes in the following areas:

- Rental income will remain constant even given the anticipated building construction since we do not know when construction will begin.
- Dignity Settlement funds paid directly to District will remain constant at \$510k

Total income including tax revenue and other sources: \$22,820,400

17,500,000 (property taxes)

+5,320,400 (other sources)

EXPENSES

Our total expenses including administration, grants and programs, also total **\$22,820,400**. Below are the specific changes to our expenses from our current fiscal year budget and actuals for comparison. Please see the assumptions section of the draft budget for further detail on items.

Note that Ravenswood TI's (capital improvements) and a new building for our District office is estimated to be \$10,450,00 and is reflected separately on the budget since these costs will be pulled from our reserves.

FY 2023-24	FY 2024-25	Difference +/- Over Projected Year-end Total (explained)
Admin and non-personnel expenses: Budgeted: \$1,362,107 *Actual: \$1,367,555	Admin and non-personnel expenses: FY 24-25: \$1,827,160	+\$459,605 or 34% Increase due to anticipated new pt admin staff, health benefits cost increase, election fees this year
Grants: Budgeted: \$9,533,778 *Actual: \$9,543,481	Grants: FY 24-25: \$11,226,484	+\$1,683,003 or 18% Increase mainly due to CC grants and board approved increases to Second Harvest and Samaritan House
Programs:	Programs:	+\$1,071,471 or 21%

Budgeted: \$5,097,515 *Actual: \$5,012,515	FY 24-25: \$6,083,986	Increase mainly due to school health budget. Also includes new emergency prep programs
Building maintenance, depreciation: Budgeted: \$107,000 *Actual: \$110,331	Building maintenance, depreciation: FY 24-25: \$86,770	-\$23,561 or -25% <i>*note: there could be a significant change in depreciation based on the date of the building purchase and TI's that are not reflected in the current budget.</i>
Pension: \$2,200,000	Pension: \$3,600,000	+ \$1,400,000
Total Actual \$18,233,882	Total Proposed FY 24-25 \$22,820,400	Total Increase FY 24-25 \$4,590,518 or 25%

***Actuals shown above are projected actuals*

Notable changes to expenses: building purchase, capital improvements,

- **Staffing costs** have been increasing and for 2024-25 they are expected to increase by \$205,540. Specifically, I made increases in admin payroll and grants admin payroll to account for potential salary increases and associated tax increases (payroll tax, social security, etc). Health insurance costs increased considerably this year, and I will be bringing on a new part-time accounting clerk to provide backup accounting support and other clerical and office duties. The fully loaded labor costs for admin and grants/admin personnel total \$884,040 as compared to our current fiscal year, which was budgeted at \$678,500.
- Our total **administrative costs** are projected to be \$1,827,160 compared with our current budget of \$1,361,607 (and actuals of 1,367,555). The increase in administrative expenses is primarily due to increased staffing costs and election fees of \$200,000.
- Sizable increase in **Future Grants/EIC** (\$1.5 million) to support a few new initiatives including a healthcare workforce development program and a non-profit rent/overhead assistance program, among other new programs that provide community benefit throughout the year.
- Increase **school health** budget by nearly \$800,000 to enhance and expand mental and behavioral health services in the schools.
- Increase in **CC grants** of \$1,200,000 (rounded) allows us to provide more financial support to our grantees.

Recommendation

- Adopt FY 2024-25 Budget as proposed at our June 5, 2024 public meeting

* Attachment

A. Budget Spreadsheet for FY24-25 including adopted FY 23-24 budget and assumptions for comparison

Sequoia Healthcare District - DRAFT Budget FY2024-2025

		Approved Budget 2023-2024 FOR COMPARISON ONLY	Projected Year End Totals for 2024	DRAFT Budget FY2024-2025	% Increase + % Decrease - Over Projected Year End Total
INCOME					
Rental Income	(1)	9,600	9,600	9,600	0
Tax Revenue	(2)	15,500,000	17,000,000	17,500,000	3%
Investment Income	(3)	80,000	1,379,975	1,200,000	13%
Interest Income	(4)	800	953	800	16%
2021 Dignity Agrmt	(5)	510,000	510,000	510,000	0
Pension Income	(6)	2,200,000	2,200,000	3,600,000	64%
Total Revenues		\$ 18,300,400	\$ 21,100,528	\$ 22,820,400	8%
EXPENSES					
Administrative Expenses					
Admin. Payroll and Expenses	(7)	505,000	512,006	555,000	8%
Grant Admin Payroll and Expenses	(8)	240,000	258,263	340,000	32%
Board Health Insurance	(9)	15,600	14,576	16,860	16%
Employee Health Insurance	(10)	120,000	144,637	168,000	16%
Employee Retirement Benefit	(11)	30,457	32,895	38,000	16%
Investment Fees	(12)	45,000	64,128	75,000	17%
Office Supplies/Equip Maint		9,000	7,500	9,000	20%
Purchased Services	(13)	75,000	55,000	85,000	55%
Accounting Fees	(14)	48,000	32,850	40,000	22%
Board Expense	(15)	15,000	6,299	15,000	138%
Association/Membership Fees	(16)	38,000	37,973	40,000	5%
Communications	(17)	60,000	51,000	60,000	18%
Web Site/IT	(18)	52,000	48,196	52,000	8%
Insurance/D&O/Liability/WC/Auto		43,000	40,693	45,000	11%
Election Fees	(19)	-	-	200,000	200%
LAFCO Fees		15,450	11,278	13,000	15%
Legal Fees	(20)	50,000	50,000	75,000	50%
Bank Fees		100	262	300	15%
Total Administrative Expenses		\$ 1,361,607	\$ 1,367,555	\$ 1,827,160	34%
Pension Plan Expense	(21)	2,200,000	\$ 2,200,000	3,600,000	64%
Building Expenses					
Building Maintenance	(22)	27,000	\$ 29,423	28,000	5%
Utilities		27,000	\$ 27,712	30,000	8%
Insurance/Property		6,000	\$ 6,196	6,400	3%
Depreciation	(23)	47,000	47,000	18,370	61%
Total Building Expenses		\$ 107,000	\$ 110,331	\$ 82,770	25%
Grants					
Samaritan House Clinic Operations	(26)	1,353,649	1,353,649	1,773,886	31%
San Mateo Medical Center - Dental clinic	(27)	160,000	160,000	160,000	0
Ravenswood Family Health Ctr	(28)	1,000,000	1,000,000	1,000,000	0
Lifemoves LVN	(29)	136,500	157,813	157,813	0
Peninsula Volunteers Transportation Program	(30)	60,000	60,000	80,000	33%
BGCP Psychotherapist	(31)	99,700	93,273	93,375	0
Sonrisas - dental services	(32)	586,330	586,330	617,710	5%
First 5 SMC	(33)	595,700	595,700	595,700	0
Other Grants	(34)	25,000	19,818	25,000	26%
Future Grant Funds (aka EIC grants)	(35)	567,899	1,327,899	1,500,000	13%
>> SM County Health Navigation Ctr Dental clinic		100,000	50,000	50,000	
>> Dental Access Learning Collab		410,000	375,000		
>> SMC Health Foundation 3D Mammography		200,000	200,000	-	
>> Faro Food Grants		50,000	50,000		
>> CERT Trailer Woodside/ PV			45,379	-	
>> SNAP Chef Club			7,000		
>> CWAE Integrative Wellness Program			138,000	-	
>> AED Replacment program			265,000		
>> PenVol LYFT gap funding Feb-Jun 2024			20,000		
>> Second Harvest Food Access FY25			-	500,000	
>> RWC Together PACE program				150,000	

>> FY 2025 Community Coordinator-Program
Implementation Officer

Caring Community Grants

>> PJCC Pink Power

>> Pink Ribbon Good

Total Grants

Program Expenses

Sequoia Smart- health education

Sequoia Safe- CPR, disaster and safety training

Sequoia Strong (S3)- fitness and strength

HSI- School Health Program

Total Program Expenses

Total Expenses

Net Surplus/Loss

			110,000	
(36)	4,146,000	4,189,000	5,223,000	25%
	18,000			
	25,000			
	9,533,778	\$ 9,543,481	11,226,484	18%
(37)	50,000	\$ 25,000	75,000	200%
(38)	75,000	\$ 65,000	220,000	238%
(39)	50,000	\$ -	50,000	0
(40)	4,922,515	\$ 4,922,515	5,738,986	17%
	5,097,515	\$ 5,012,515	6,083,986	21%
	18,299,900	\$ 18,233,882	22,820,400	25%
	\$ 500	\$ 2,866,646	\$ -	

Capital Improvements

Building purchase + anticipated TI's

Building Improvement- Ravenswood Dental conversion

Total Capital Improvements

(24)			4,500,000	
(25)			5,950,000	
	-	0	10,450,000	

BUDGET ASSUMPTIONS FY 2024-25

INCOME

Rental Income	(1)	Current rental rate of \$800/month for One Life
Tax Revenue	(2)	Based on most recent projections from San Mateo County Comptroller office
Investment Income	(3)	Based on investment manager at SIA economic forecast and investment amount
Interest Income	(4)	Based on SIA investment manager's calculations
2021 Dignity Agrmt	(5)	Per agrmt, December receive \$510K. \$232,247 interest and \$277,753 principle off Balance sheet
Pension Income	(6)	Based on actuary report for 2024 and 2025

EXPENSES

Administrative Expenses		Represents 80% CEO salary, 100% Board Clerk/Office Manager salary, 100% Community Engagement Officer, payroll service, exec development, anticipated staffing pay increases, and new admin staff hire (.5 admin- \$50k / .5 grants admin-\$50K)
Admin. Payroll and Expenses >>Community Engagement Officer	(7)	
Grant Admin Payroll and Expenses	(8)	Represents 20% CEO Salary, 100% Dir. Grants salary ~Intend to hire PT grants admin-\$50K/annual plus program development staff/consultants
Board Health Insurance	(9)	2024 rate premiums are \$1,340 x 12 =\$16,080 minimum for next year. Increase from 2023 to 2024 was \$130/month. 2025 costs expected to increase. Calculated as \$16,080 plus (130x6)=\$16,860
Employee Health Insurance	(10)	Includes CalPERS health plan, Delta Dental/Vision, Standard Life insurance. Current rate based on 5 employees with 2024 rate increase=\$14,448/month (includes empl. reimbursement). Mar-Jun=\$51,919. Increase from 2023 to 2024 was \$3,587/month. 2025 rates will increase. Calculated as \$144,637 plus (3,587x6)=\$166,159
Employee Retirement Benefit	(11)	Currently ~1,202/pay cycle. Mar-Jun=13,227. Will increase over the year as employees get salary increases and add employee
Investment Fees	(12)	Fremont Bank mgmt fee for Schwab accounts -approx \$15,100/quarter
Office Supplies/Equip Maint		
Purchased Services	(13)	Versaic grant mgmt annual contract \$44K, HR consulting, increase costs for anticipated building construction consultants CPA plus Richardson contract audit fee (paid in following FY) for FY23 audit=\$22,850, FY24=\$23,475, FY25=\$24,220, FY26=\$24,950 -- old budget included funds for possible in-depth audit)
Accounting Fees	(14)	
Board Expense	(15)	Board attendance to conferences, mileage, lodging, etc.
Association/Membership Fees	(16)	ACHD \$8.9K, RWC Together \$29K, SSI, NCG \$2k
Communications	(17)	Annual report \$49K, postings to newspapers, online media, etc.
Web Site/IT	(18)	
Insurance/D&O/Liability/WC/Auto		
Election Fees	(19)	Based on 2022 election invoice of \$186,000
LAFCO Fees		
Legal Fees	(20)	Increase due to expectation we'll need extra legal support for building renovation and new building purchase
Bank Fees		
Pension Plan Expense	(21)	
Building Expenses	(22)	
Building Maintenance		
Utilities		
Insurance/Property		
Depreciation	(23)	per fixed asset schedule FY25
Capital Improvements		
Building purchase + anticipated TI's	(24)	Anticipated for new District offices
Building Improvement- Ravenswood Dental conversion	(25)	
Grants		
Samaritan House Clinic Operations	(26)	New 3 Grant approved FY expires 6/2027. FY25=\$1,773,886; FY26=\$1836,243; FY27=\$1,934,054
San Mateo Medical Center - Dental clinic	(27)	grant approved 4/2023, ends 6/2025- FY24=\$160K, FY25=\$160K
Ravenswood Family Health Ctr	(28)	Grant approved 4/2023, ends 6/2025- FY24=\$1M, FY25=\$1M
Lifemoves LVN	(29)	Grant approved 12/2023, ends 12/2025- Paid in January - FY24=\$157,812.50, FY25=\$157,812.50

Peninsula Volunteers Transportation Program	(30)	**current grant expires 6/2024-assuming renewal- new request is \$80k in FY 24-25, \$85k in FY 25-26
BGCP Psychotherapist	(31)	2CY Grant approved 12/2023, ends 12/2025- Paid in January/July - FY24=\$93,272.50, FY25=\$93,375, FY26=\$46,687.50 (for July 1 payment only)
Sonrisas - dental services	(32)	Grant approved 4/2023, ends 6/2025 - FY24=\$586,330, FY25=\$617,710
First 5 SMC	(33)	2 FY grant approved 2/2023, ends 6/2025 - FY24=\$595,700, FY25=\$595,700
Other Grants	(34)	
Future Grants (aka EIC grants)- Total \$1.5M set aside for new programs	(35)	
>> Faro Food Grants		5 FY grant approved 4/2023, ends 6/2028- FY24=\$50K, FY25=\$50K, FY26=\$50K, FY27=\$37.5K, FY28=\$37.5K --
>> SM County Health Navigation Ctr Dental clinic		
>> Dental Access Learning Collab		
>> Integrative Wellness Program		
>> Second Harvest Food Access		Board approved \$500K 4/2/2024- for FY 2025
>> Redwood City Together PACE program		Board approved \$150K 4/2/2024- for FY 2025
>> FY 2025 Community Coordinator-Program Implementation Officer		Developing Partnership- 2025- Propose new role in partnership with grant partner (similar to Wellness Coordinator but in the community rather than schools) ~110k
Caring Community Grants	(36)	FY24--This account contains approved CC grants budget, plus Pink Power and Pink Ribbon Good- budgets all together totaling \$5,223,000 for FY24,an increase of roughly \$1M
>> PJCC Pink Power		
>> Pink Ribbon Good		
Program Expenses		
Sequoia Smart- health education	(37)	Community health education incl. health fair, potential new webinar series Includes Via Heart contract \$46K, Disaster preparedness, CPR and community first aid, AED repairs/supplies. \$220k would support Thrive COAD partnership + AED signage, towers for high schools
Sequoia Safe- CPR, disaster and safety training	(38)	
Sequoia Strong (S3)- fitness and strength	(39)	Sequoia Strong - pilot new ideas for community physical fitness
HSI- School Health Program	(40)	Increase mainly due to school site staff COLA's and increased mental health programming

Note: For future Grant Funds, I plan on developing at least two new programs along with other funding needs that come up over the years. Particularly in the area of mental health

- >> *Non profit rental assistance program* *Developing Program- anticipated FY 25*
- >> *Healthcare workforce wevelopment program* *Developing Program- anticipated FY25*

LOCAL AGENCY FORMATION COMMISSION

SAN MATEO LAFCO

CREATED BY STATE LAW

- Each County In California Has A LAFCO
- In San Mateo, the LAFCO has seven members and several alternates.
- Commission composition is:
 - Two members from the County Board of Supervisors
 - Two City Council members
 - Two directors from special districts
 - One member of the public

PURPOSES OF LAFCO

Prevent

Prevent urban sprawl/preserve agricultural land and open spaces

Encourage

Encourage efficient public services

- Municipal Services Reviews

Process

Process boundary changes among local agencies

- Annexations (often a city annexing unincorporated County land)
- Agency Consolidations
- Not for school districts

MUNICIPAL SERVICES REVIEWS



Last service review for Sequoia (and Peninsula) was 2007



Comprehensive review of the finances, services, and policies of each agency. Conducted by staff (and consultants)



Consideration of population growth and possible need to expand or contract services



Sustainability



Governance



Recommendations for more efficient services



Public hearing before LAFCO Board

ROLE IN EXPANDING DISTRICT SERVICE AREA

- LAFCO would process an annexation petition
 - Could be initiated by District, the city or area to be annexed, or voters
- Plan for Services and Financing Plan
 - If new services to be offered, LAFCO must approve
- Property Taxes are reallocated
 - Every agency drawing on property taxes must agree
- If LAFCO approves, protest period and possible election
 - Protests must be filed by residents within the area to be annexed

