



<b>SPECIAL BOARD OF DIRECTORS MEETING MINUTES</b> <b>Thursday, February 22, 2024</b> <b>1819 Trousdale Dr. Burlingame, Ca 94010</b> <b>(Classroom)</b>		
<u><b>Directors Present</b></u> Chairman Cappel Secretary Zell Director Navarro Director Sanchez	<u><b>Directors Absent</b></u> Vice-Chairman Pagliaro	<u><b>Also, Present</b></u> Darian Harris, CEO, Mills Peninsula Medical Center, Richard So, Executive Director, Hep B Free

- 1. Call to Order and Roll Call:** Chairman Cappel called the meeting to order at 6:42 p.m. Roll call attendance was taken. A quorum was present.
- 2. Public Comment on Non-Agenda Items:** No public comments were offered.
- 3. Report Out From Closed Session: 2/22/2024:**

**Chairman Cappel** stated that the Board held discussions reviewing the ongoing negotiations with the PWC developers during the closed session meeting on 2/22/2024.

- 4. Consent Calendar: ACTION**
- a. Board Meeting Minutes – January 25, 2024
  - b. Checking Account Transactions – January 2024
  - c. Treasurer's Report – January 2024
  - d. Sonrisas Q2 FY 2023-2024 Report

**Director Zell** expressed a preference for quarterly reports from partners such as Sonrisas to be excluded from the Consent Calendar. Instead, he suggested allocating separate time during Board meetings to discuss the progress of the organizations and assess program metrics.

**Chairman Cappel** stated that the approval of the Consent Calendar would exclude item (D), the Sonrisas Q2 FY 2023-2024 Report.

**Motion to Approve Consent Calendar as Presented**  
**Motion: By Director Sanchez; Director Zell**  
**Vote: Ayes – Cappel, Zell, Navarro, Sanchez**

**Noes: 0**  
**Abstain: 0**  
**Absence: 1**  
**Motion Passed: 4/0/0/1**

**Director Navarro** provided a brief summary of the Sonrisas Q2 report, highlighting that the decline in revenue can be attributed to the staffing challenges currently being experienced by the organization. Despite this, the organization successfully achieved many of the metrics and goals established for the quarter.

**Director Zell** expressed his concern regarding the significant turnover occurring at Sonrisas. He recognized the institutional difficulties related to staffing, particularly in the medical sector, emphasizing the importance of stability for organizations in this regard. The resources allocated by an institution towards recruitment, training, and retention are directly linked to the overall stability of the organization.

**Motion to Approve item (D) Sonrisas Q2 FY 2023-2024 Report, as part of the Consent Calendar**

**Motion: By Director Navarro; Director Zell**  
**Vote: Ayes – Cappel, Zell, Navarro, Sanchez**  
**Noes: 0**  
**Abstain: 0**  
**Absence: 1**  
**Motion Passed: 4/0/0/1**

## **5. Old Business:**

### **a. Sutter Quarterly Report: Darian Harris, CEO, Mills Peninsula Medical Center**

Mills Peninsula Medical Center CEO **Darian Harris** presented the Sutter Quarterly Report.

#### **Presentation Highlights**

##### ***2023 Year in Review***

- Emergency Department: 15,000+ Visits/+14% VS Forecast
- Outpatients Visits: 300,000+ Visits/+2.5% VS Prior Year
- Average Inpatient Census: +9.7% VS Prior Year
- Outpatient Surgeries: 8,400+ Surgeries/+9% VS Forecast

##### ***Areas of Focus 2024***

- Increase Access, Planning Efforts
- Enhance Community Partnerships
- Expanding Workforce Pipelines
- Sharing Legacy of Excellence

##### ***Tackling Workplace Violence in Healthcare***

Violence of HealthCare workers is a worldwide crisis that threatens healthcare organizations at their core and gravely affects both patients and employee well-being.

### ***Violence in Healthcare by the Numbers***

- **4x** More prevalent than other industries
- **85%** Of non-fatal workplace related incidents occur in healthcare
- **2** Nurses assaulted every hour on average

**Sutter Health is supporting Assembly Bill 977, which extends the penalties for violence committed against first responders to all healthcare workers providing services in emergency departments.**

### ***Q & A with Darian Harris***

***Has Sutter discussed the timeline required for the proposed medical office building in collaboration with the PHCD?***

This question encompasses various facets and complexities. It delves into the extensive groundwork Sutter has undertaken over the past 6 to 7 months to ascertain current community needs and forecast future requirements over the next decade. Given the long-lasting implications of decisions of this magnitude, meticulous attention is being paid to understanding broader-scale needs. Evaluations are being conducted on the current healthcare delivery landscape and how it may evolve in the future. Furthermore, considerations include determining the services that should be located near an acute care facility and optimizing the existing location's footprint. Sutter is currently in the process of not only defining essential services adjacent to the hospital but also developing a comprehensive understanding and master plan for the existing footprint.

***What factors could be attributed to the 14% increase in the emergency department for 2023?***

There are several reasons that could explain the increase. One significant factor is that Sutter Hospital receives up to 30% more ambulances compared to other hospitals in the county, which is a result of the strong collaboration between Sutter and EMS services. Additionally, the access to primary care services provided by Sutter may have also contributed to the rise in emergency department visits.

***How does Sutter plan to utilize data collected from wearable medical devices in light of the latest technological innovations and individual usage of such devices?***

Sutter has established an innovation center in downtown San Francisco to drive the organization's adoption of cutting-edge technologies for health solutions. Regarding wearable devices, Sutter aims to enhance the integration and utilization of the data gathered from these devices, especially in the ambulatory setting to explore novel ways of maintaining digital connectivity with patients.

**Director Zell** commented that as mental health is a central focus for Sutter, he would like to collaborate with the organization and engage them in any capacity that Sutter finds beneficial for their operations at the allcove center in San Mateo. He also discussed the PWC project, highlighting its focus on seniors and how the services are designed to complement Sutter's division of innovative senior services. He inquired about the potential for connecting with the Sutter staff responsible for senior services to explore

collaboration opportunities. Finally, he expressed gratitude to Mr. Harris for his support in the initiative to reopen the Mickelson warm water therapy pool.

**Mr. Harris** responded by emphasizing Sutter's commitment to serving the community in various capacities, including the Mickelson pool. He recognized Lindsay Raike's efforts in highlighting the significant impact the pool has on the community. Mr. Harris expressed a keen interest in exploring potential partnerships and collaborations with the District to deliver senior services to the community. He expressed a desire to learn more about the future senior services planned by the PWC and to identify opportunities for integrating Sutter's innovative senior services to develop creative solutions.

**b. Hep B Free Initiative Final Report: Richard So, Executive Director, Hep B Free**

Hep B Free Executive Director **Richard So** presented the Hepatitis B Initiative Final Report.

***Initiative Goals***

Develop a comprehensive multi-pronged strategy to increase awareness and screening, through education for hepatitis B, aiming to ultimately reduce the incidence of liver diseases caused by hepatitis B.

- Targeted Media Campaign
- Business Initiative
- Vaccination Campaign
- Physician Education

***Initiative Results Summary***

- Overall success in educating the community
- Overall success in improving hepatitis B knowledge
- Successfully reached many local businesses
- Faced difficulty in tracking screening and vaccination
- Faced difficulty in education physicians in person

***Conclusion and Next Steps***

- Success at education and awareness
  - In-person
  - Ethnic media
  - Targeted digital marketing
  - Hit high risk, hard to reach population - Filipino and Pacific Islander
- New Proposal:
  - Community Education:
    - Direct:
      - Education and screening for specific service industries, e.g. restaurant, financial services, construction, real estate
      - Additional community events

- Collaboration with existing community and public health groups i.e. SM County's Health Equity Initiatives

- Indirect

- Targeted media campaign
- Continued work with local ethnic media
- Better time activities to amplify

- Physicians Education

- Focus on sharing online hepatitis B CME and physician newsletters

### ***Q & A with Richard So***

#### ***How much would the vaccination cost for those who may not have insurance?***

The estimated cost of vaccination is roughly \$145.00.

#### ***Is it necessary to screen patients for hepatitis B before administering the vaccine?***

Many times, the process may not be straight forward as ideally screening should be done before vaccination. However, many public health vaccination programs skip the screening step to save costs and directly vaccinate patients. While this may not impact individuals without the disease, those who are already infected may mistakenly believe they are protected from hepatitis B when they actually have it.

#### ***Are screenings for Hepatitis B conducted through a blood test?***

Yes, screenings for Hepatitis B are typically done through a blood test. Currently, there are no point-of-contact or point-of-service tests available for this purpose. While some of these tests are being developed in Europe, none have been approved by the FDA for use in the United States at this time.

#### ***In the section labeled "Business Initiative" on page 48 of the packet, it is mentioned that 39 screenings were conducted. How many of the patients screened tested positive for Hepatitis B?***

Only one of the screenings yielded a positive result. It has been observed that San Mateo typically has a lower incidence of positive test results. This trend may be partly attributed to the economic status of San Mateo residents compared to those in other counties, as well as their proactive approach towards addressing health issues.

### **6. New Business:**

#### **a. Youth Behavioral Health Program Manager Job Description: Ana M. Pulido, CEO**

[Full job description appended to the minutes.]

#### **Motion to Approve Youth Behavioral Health Program Manager Job Description**

**Motion: By Director Zell; Director Sancez**

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

**Noes: 0**

**Abstain: 0**

**Absence: 1**

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

**7. Reports:**

**a. Board Standing Committees:**

Community Health Investment – February 21, 2024

**SID Rodriguez** stated that she has been working on developing a standardized set of metrics that can be used by the diverse range of organizations participating in the grants program in reporting to the District. This initiative aims to assist the District in monitoring the progress of each organization's projects, tracking their metrics, and evaluating the impact they are having on the community. It will also streamline the analysis of each organization's reports throughout the year and as they progress through the 3 tiers of the grant cycle. Once this standardized method of analyzing grantee reports is established, the next phase will involve conducting a comprehensive comparison with the data collected by San Mateo County.

Strategic Direction Oversight – March 6, 2024

**Chairman Cappel** stated that the Strategic Direction Oversight meeting will be held on March 6th.

Finance – March 12, 2024

**Director Zell** stated that the next Finance Committee meeting will be held on March 12th.

Board Chair and Director Reports

**Chairman Cappel** stated that there are no other Board Chair or Director Reports.

**8. Correspondence and Media**

- a. 1/31 CALL Primrose Thank You Letter
- b. 1/31 Peninsula Family Service Thank You Letter
- c. 1/31 Caminar Thank You Letter
- d. 1/31 Second Harvest Thank You Letter
- e. 1/31 LifeMoves Thank you Letter
- f. 2/9 Ombudsman Thank You Letter
- g. 2/9 Star Vista Thank You Letter
- h. 2/9 CASA Thank You Letter
- i. 2/9 CSDA 2024 Board Elections Timeline

**9. Adjourn: 8:27 pm**

Written by: Voula Theodoropoulos

Approved by:

  
Lawrence W. Cappel, Board Chair