

**MINUTES OF REGULAR MEETING  
BOARD OF DIRECTORS  
SEQUOIA HEALTHCARE DISTRICT  
December 6, 2023  
Conference Room, 525 Veterans Boulevard  
Redwood City, CA 94063**

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

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

**2. Public Comment/Non-Agenda Items**

Vice President Martinez asked if there was any public comment on non-agenda items. Board members expressed their condolences for the passing of Mr. Horlsey, a retired District Board member. Director Shefren noted that Mr. Horsley made significant contributions as a board member of the District.

**3. Consent Calendar**

**Motion:** to approve the consent calendar minus the September 28, 2023 minutes.

**By:** Director Nayfack

**Seconded by:** Director Shefren

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

Nos --

Abstain --

Absent --

**Motion Passed: 5-0**

**Motion:** to approve the September 28, 2023 minutes with a change to section 3b - change name of "Seconded by" from Director Faro to Director Fong.

**By:** Director Shefren

**Seconded by:** Director Martinez

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

Nos --

Abstain --

Absent --

**Motion Passed: 5-0**

**4.a. Consider Grant Request From LifeMoves Totaling \$315,625 Over 2 Years  
For Continued Support Of LVN at Navigation Center**

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

LifeMoves is a large provider of homeless services that specializes in providing interim housing programs for families and individuals experiencing homelessness. They operate 26 service sites,

with 350 staff, and various programs, offering over 1,600 beds, and serve 7,000 clients per year. One fifth of their clients are US veterans, and one fifth are children. The Maple Street shelter in Redwood City was torn down in the spring of 2022 and a new 240 door non-congregate modular facility with in-suite bathrooms for all residences was created and opened March 2023. This new state of the art facility is a navigation center for unhoused residents to connect with services, such as onsite healthcare, dental services at the dental clinic and substance use treatment. They operate a safe RV parking lot. LifeMoves requests a grant for 2024 and 2025 to continue funding the LVN at the Maple Street Shelter who will continue to help clients.

**Motion:** To approve a grant for LifeMoves totaling \$315,625 over 2 years for continued support of the LVN at the Navigation Center.

**By:** Director Shefren

**Seconded by:** Director Griffin

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

Nos --

Abstain --

Absent --

**Motion Passed: 5-0**

**4.b. Consider Grant Request From BGCP of \$99,375 Per Year For 2 Years For Continued Support Of Full-Time Bilingual Psychotherapist At Forest Club**

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

The Boys and Girls Club of the Peninsula with the help of Acknowledge Alliance has been providing therapy to youth suffering from trauma. The therapist sees youth aged 13-18 years old for individual and group psychotherapy, and peer-to-peer support groups. She offers staff consultations, mental health and social emotional Wellness workshops, and guidance to teen staff. In 2022, BGCP hired two bilingual psychotherapists for additional support for students in Redwood City. During the 2022-2023 school year, a total of 345 high school and post-secondary students in the Redwood City area received free mental health services. Overall, BGCP therapists provided 1,481 services to students in the Sequoia Healthcare District, including 61 group classes/workshops and 1,420 1:1 mental health sessions. Clients discuss issues ranging from depression and anxiety, to domestic violence, physical and sexual abuse, relationship issues, immigration issues, substance abuse and self-harm. This grant request covers a portion of the total cost for a full-time therapist.

**Motion:** To approve a grant for BGCP of \$99,375 per year for 2 years for continued support of the full-time Bilingual Psychotherapist at Forest Club.

**By:** Director Shefren

**Seconded by:** Director Martinez

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

Nos --

Abstain --

Absent --

**Motion Passed: 5-0**

**4.c. Consider Lease With Ravenswood Family Health Network And Tenant Improvement Allowance And Equipment Purchase Of Up to \$5.5 Million (Plus Cost Escalation Factor) For The Conversion Of 525 Veterans Boulevard Building To A Dental Clinic To Serve Economically-Challenged District Residents**

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

Luisa Bauda of Ravenswood FHC presented an analysis of the dental disparities within our District, highlighting the need within our community, and the current dental capacity of providers in the area. Ravenswood serves 1290 District patients at their East Palo Alto facilities and are currently at capacity.

Ms. Bauda and the new CEO, Gralyn Jacques, of Ravenswood answered Directors questions and requested a lease from the District of the building at 525 Veterans Blvd along with tenant allowance and funding for specialized dental equipment to convert the building into a dental clinic specializing in treating economically-challenged District residents. Ms. Bauda presented a budget of \$5.526 Million, and the estimated operations budgets with best- and worst-case scenarios. After getting permits approved the costs will solidify. Any surplus revenues will be reserved for equipment replacement, oral surgery fees at surgery centers, dental services at school sites and to maintain a 60-day operating reserve. Mr. Jacques, as the former CFO at Ravenswood, stated that currently profitable departments compensate for other departments.

**Motion:** To approve the preparation of a lease with Ravenswood Family Health Network and Tenant Improvement Allowance and Equipment Purchase of up to \$5.5 Million (plus cost escalation factor) for the conversion of the 525 Veterans Blvd building into a dental clinic to serve economically challenged District residents.

**By:** Director Shefren

**Seconded by:** Directors Fong & Griffin

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

Nos --

Abstain --

Absent --

**Motion Passed: 5-0**

#### **4.d. Consider Approval Of District Social Media Policy**

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

Ms. Garcia presented the final draft of the District Social Media Policy. Board members discussed the need for the new policy.

**Motion:** To approve the new Social Media Policy for the Policy and Procedures manual with the change to remove the paragraph regarding “Board Communication Role”.

**By:** Director Shefren

**Seconded by:** Director Fong

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

Nos --

Abstain --

Absent --

**Motion Passed: 5-0**

#### **4.e. Director Requests for Future Agenda Items per Board Policy 8.3**

Vice President Martinez asked Directors for any requests for future agenda items.

Director Fong would like a briefing on LAFCO and the fees the District pays. Mr. Hudak will make a presentation to the Board regarding LAFCO at a future Board meeting.

ACHD is supporting Prop 1 to rename the Mental Health Services Act to Behavioral Health Services Act, and is expanding its purpose, which will include \$6.3M for mental health and housing.

Director Shefren would like a discussion of Prop 1 on a future Board agenda, with the possibility of the Board advocating in support.

#### 5. CEO/Staff Reports

CEO Kurtzman - The Michelson Pool will be reopened! Director Griffin was applauded for their efforts to get the pool reopened.

Luisa Bauda's retirement party is on Friday.

Public notice was placed in the Daily Journal announcing the Board discussion of a Ravenswood dental clinic at 525 Veterans.

Ms. Garcia presented a draft powerpoint she prepared for director's to use during their speaking engagements at city councils and Board of Supervisors meetings.

Ms. Wasson noted how grateful school districts and county mental health is for our funding and partnership.

Ms. Bratton is starting the FY24-25 grant season with a hybrid grant information session January 11<sup>th</sup>. Mid-year reports are due next Friday.

Director Fong is on the advocacy committee for ACHD.

Ms. Bratton presented a brief slideshow in Mr. Horsely's honor.

#### 6. Adjourn to Closed Session for the Purposes of:

- a. Under Government Code Sections 54957 and 54957.6 for the following purposes:  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION (54957) Title: Chief Executive Officer of Sequoia Healthcare District. CONFERENCE WITH LABOR NEGOTIATOR (54957.6)  
Agency Designated Representative: Aaron Nayfack, Board President  
Unrepresented Employee: Chief Executive Officer, Sequoia Healthcare District

**Motion:** to adjourn to closed session.

**By:** Director Nayfack

**Seconded by:** Director Shefren

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

Nos --

Abstain --

Absent --

**Motion Passed: 5-0**

#### 4.Reconvene to Open Session:

There was no reportable action taken in closed session.

#### 6. Adjourn

**Motion:** To adjourn the meeting at 7:21PM.

**By:** Director Shefren

**Seconded by:** Director Griffin

**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, February 7, 2024, District Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Kim Griffin, R.N.  
Secretary