

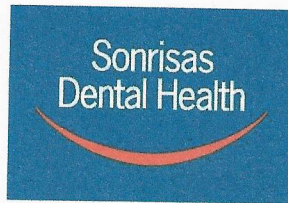


Board Meeting
October 18, 2018
6:30 PM
SDH San Mateo Center Board Room

AGENDA

1. Call to Order and Roll Call – Chair Taverner TAB
2. Mission Moment – CEO Jue
3. Public Comment
4. Consent Calendar A
 - A. Board Minutes for September 20, 2018
 - B. CEO Report
5. Approval of Agenda – Chair Taverner
6. Financial Reports for July and August 2018 – Ms. Yee and Ms. Wang B
 - A. Audit Update
 - B. Accounts Receivables and Write-offs – Ms. Yee
7. Old Business
 - A. See Consent Calendar
8. New Business
 - A. AEGD Residency Program – CEO Jue
 - B. Mobile Program Development – CEO Jue
 - a. Farmworker Health Mobile Dental Program
 - b. County School-based Mobile Dental Program Proposal
 - c. Virtual Dental Home Mobile Program Proposal
 - C. Request for Continued Funding Support from PHCD – Chair Taverner
9. Fundraising – Director Hinshelwood C
 - A. Annual Center Report and Donor Page
 - B. Development Director Hiring Status
 - C. Fall Giving Campaign - Giving Tuesday
 - D. Review of Grant Activity Matrix – CEO Jue
10. Board Nominating Committee – Director Young
11. Progress against Key Initiatives – CEO Jue
 - A. Revenue Initiatives (FQHC Update)
 - B. IV Sedation
12. Other Business
 - A. Sonoma County Dental Health Strategic Plan report – CFO Fama
 - B. Date of future Board Meetings so that all Board Members can attend
13. Suggested agenda items for November meeting – Chair Taverner
14. Adjourn

A

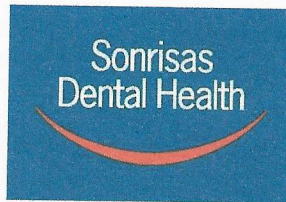


BOARD OF DIRECTORS

MEETING MINUTES

SEPTEMBER 20, 2018

1. **Call to Order:** The meeting was called to order by Chair Taverner at 18:38 hours.
2. **Present:** Chair Taverner and Directors Galligan, Hinshelwood, Macias and Young.
Absent: Directors Navarro and Cappel.
Also present: CEO Jue, PHCD CBO Yee, Senior Accountant Wang and Executive Assistant Santos
3. **Consent Calendar:**
 - A. Board Minutes for August 16, 2018
Director Galligan moved, Director Young seconded and the motion to approve the Board Minutes for August 16, 2018 as distributed was unanimously approved. 5/0/0
 - B. Internal Control Revisions
Director Hinshelwood moved, Board Taverner seconded and the motion to approve the Internal Control Revision as distributed was unanimously approved. 5/0/0
4. **Public Comment:** No comments were offered.
5. **Financial Reports for May and YTD FY 2018:** **Ms. Wang** narrated the FY 2018 June performance and Financial YTD Performance to Budget. Ms. Yee highlighted key points: Our Center Director, Patricia has resolved issues regarding dental claims and we are on course to collect on aging accounts. So far, an estimated \$20k has been recovered from patients; the balance is 20% Insurance, while the patient debt is 40% San Mateo and 50% Coastside. Ms. Yee stated that patient portion balances are now the focus for collection. Director Hinshelwood would like an update on line item 5001 Fee Adjustments: what are they and why – the Accounting department will look into this and report at the next board meeting.
Audit: **Ms. Yee** reported: The audit went well. The auditor checked balance sheets, ledgers and expenses. He will be coming back Friday September 28th to audit our Internal Controls. We should expect to see a Final Audit Report in November.
6. **Old Business – Action Items**
 - A. **Updated Budget** – The budget was approved, as presented; however, Director Hinshelwood and Director Young requested it be reviewed again once the Development Director is appointed, so that it can reflect his/her targets to revenues as well as his/her salary to costs. Also, the budget should be revisited if/when the Sonrisas/SMMC FQHC contract from the County moves forward.
Director Galligan moved, Director Young seconded and the motion to approve the Budget as distributed and was unanimously approved. 5/0/0
 - B. **Report on Progress of Infrastructure** – **CEO Jue** explained that growing our team by hiring Tina Wang as accountant, Teresa Santos as executive assistant, and Lisa Dinelli as billing administrator has helped tremendously in our day-to-day



operations. We hope with a new Development Director, we can project future activity and revenue.

7. Fundraising: Director Hinshelwood announced that our event – “A Night of Blue Sonrisas,” which we were able to create in two weeks was a success. We recorded \$920 in ticket sales, donations, and raffle tickets. We are waiting for donation amounts from Half Moon Bay Brewing Company and Tito’s Vodka.

A. Review of Grant Activity – CEO Jue reported that the Grant Matrix is up-to-date. There were a few changes to the format of the Matrix. There was a deposit placed with Patterson Dental to start the IV Sedation operator, funded from the Bothin Grant. The Gellert Foundation – not interested in uncompensated care but rather how our services address specific health requirements – received a revised grant request. Get Healthy San Mateo County asked for a proposal to screen kindergarten children (they have a mandate for 200 school screenings). Wells Fargo Award check was received.

B. Annual Center Report and Donor Page – It was suggested by Chair Taverner to proceed with revisions discussed and post/send as soon as possible.

8. Progress against Other Initiatives

A. Revenue Initiatives – Property Tax Assessor: CEO Jue reported that we have received exemption from property taxes until the end of 2019, due to our status as a non-profit organization. This exemption saves us approximately \$15,000 per year.

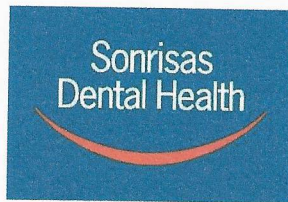
FQHC – CEO Jue reported that Cheryl Fama and she met with Dave McGrew, CFO of San Mateo Medical Center, who assigned an SMMC staff member to facilitate the clinical operations portions of the contract terms. Their meeting went smoothly. Mr. McGrew expressed support for the execution of this contract but could not give a timeline for implementation.

B. Marketing and Business Development – Laurie Kretchmar stated that we now have our Affordable Scale posted on our website. Our marketing team is closely monitoring Yelp and all other social media sites. Ms. Kretchmar is continuously staying informed with Stanford Employee Benefits. She shared a “Mission Moment,” that a Menlo College student from Ethiopia received invaluable care from Sonrisas Dental Health.

9. Board Membership: Director Young stated that just before tonight’s board meeting, there was a workshop with the Nominating Committee. The committee discussed the replacement of Director Macias and possibly expanding the Sonrisas Board from 7 members to 11 members. The Nominating Committee desires seeking a Board Member(s) located in the Peninsula area.

10. Suggested agenda items for October meeting

a. Review Budget Target Goals



11. Adjournment

There being no further business, the meeting was adjourned by Chair Taverner at 21:11 hours.

Written by Teresa Santos, Executive Assistant

Approved: Nigel Taverner, Board Chair

CEO REPORT (October 2018)

Overall Operations

- Because of staff turnover during the past few months, Sonrisas Dental Health (SDH) has been actively recruiting dental providers and support staff to maintain visit volume at both sites. Currently, the staffing at both the San Mateo and Coastside Centers are stable.
- Volunteers – Our volunteer base has been expanding to include more dentists and dental hygienists now. We continue to mentor pre-dental students and community volunteers who wish to donate their time to Sonrisas.
- Our new Billing Administrator/Care Coordinator, Lisa, has been learning our software system and patient care protocols quickly. She is using her experience to help Sonrisas increase efficiency of the billing process, such as using a service that allows us to attach digital files which will expedite processing claims and minimize the chance of insurance companies saying they did not receive our x-rays, leading to overall increase speed in receiving payments.
- Teresa, our Executive Assistant, has been keeping busy with administrative duties and outreach activities, such as health fairs and oral health presentations in schools, which has been instrumental in enabling Dr. Jue to spend more time on developing programs and grant opportunities (i.e., Samaritan House, San Mateo Adult School, San Bruno School District, Redwood City School District).
- Pat, our Center Director, continues to work very hard managing the daily operations of the clinic and patient care, along with her administrative responsibilities, which include daily account management, month-end reports, and monthly invoices for the Farmworker Health Mobile Program, while helping Dr. Jue with operational aspects of program development.

Fee Schedule Increase

- The new fee schedule has been implemented, which reflects a 10% increase for the former San Mateo Center fee list, which is now the fee schedule for Centers, with different appropriations for the Affordable Scale categories.

FQHC Update

- Steady progress has been made. A site visit of the San Mateo Medical Center (SMMC) Dental Clinic is scheduled on October 23, during which Dr. Jue will observe clinical operations of this Federally Qualified Health Center (FQHC), including its software program, in order to prepare for SMMC patients to be seen at Sonrisas after negotiations has been completed.
- An initial draft of the Terms of Agreement has been drafted by SMMC, but needs significant discussion and clarification on details between both organizations. This follow-up meeting will be scheduled after the 10/23 visit.

IV Sedation Program Update

- Contracts are being negotiated with the Dental Specialists.
- On Monday, October 15, we were informed by a Medi-Cal/Denti-Cal representative that the information listed in the current Denti-Cal handbook regarding billing criteria for IV sedation services is inaccurate and the information we received on the phone last week was incorrect. Therefore, Teresa, Pat and I will continue investigating information regarding Medi-Cal/Denti-Cal providers as it relates to billing out for general anesthesia services.
- In the meantime, Dr. Ricci Chan is researching web designers for a website dedicated to promoting the IV Sedation Program.
- The equipment for the IV Sedation room arrived at the Patterson warehouse on October 15, and we are in the process of scheduling at appointment date for installation at the San Mateo Center.

Community Outreach

- SDH has been attending community health fairs and giving oral health presentations on a regular basis, approximately 1-2 per week. These events have consistently led to opportunities to discuss possible collaborations with local agencies interested in SDH's services. Some of these organizations include:
 - Belle Air Elementary School Health Fair (San Bruno)
 - San Mateo Chamber of Commerce Wellness Fair

- Burlingame Intermediate School Health Fair
- Self-Help for the Elderly Autumn Moon Festival/ Community Resources Event
- San Mateo Adult School (through the San Mateo Union High School District)
- Maxwell Senior Care Services (geriatric care management)
- Villa at San Mateo – Senior Living Community
- Barracuda Networks (IT Security Services)
- We are in the process of coordinating school-based programs with local school districts, such as, San Bruno and Cabrillo (Half Moon Bay) and La Honda-Pescadero Unified School Districts to provide dental screenings for their students.

New Patient Marketing

- Content Marketing Place has continued to promote our Community Outreach and Fundraising events, in an effort to increase visibility for the San Mateo Center. Some agencies that have been approached are:
 - Snowflake (big tech startup)
 - Super Evil Megacorp (a gaming company)
 - Roblox (a gaming company)
 - Heritage Bank
 - a Stanford Medical board member and San Mateo resident named Kaye
- The San Mateo Center is continuing to recruit new patients with commercial or no insurance, as well as, children who have Denti-Cal coverage – rate of acceptance of new patients is dependent on staffing availability at any given time.
- The Coastside Center continues to see new patients who reside in the San Mateo Coastside region.
- Below are tables of New Patients and Referral Sources (San Mateo Center).

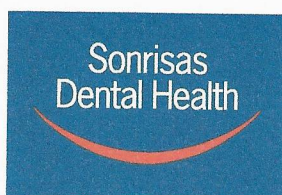
Number of New Patients			
Month	# of Denti-Cal	# of Non Denti-Cal	Total
January	14	20	34
February	68	16	84
March	64	31	95
April	53	27	80
May	77	23	100
June	56	18	74
July	29	23	52
August	19	18	37
September	24	13	37
Total	404	189	593

New Patient Referral Sources (both Denti-Cal and Non Denti-Cal patients)

Month	Insurance	Family/Friend	Internet	Dentist	Other	Newsletter	Yelp	Total
January	14	14	1	4	1			34
February	29	25	7	7	16			84
March	27	22	15	10	21			95
April	37	19	4	4	16			80
May	30	18	7	1	44		1	101
June	21	20	7	10	14	2		74
July	10	18	4	1	17	2		52
August	8	10	4	2	11	1	1	37
September	6	3	3	8	16			36
Total	182	149	52	47	156	5	2	593

* "Insurance" may refer to Commercial, PPO or Denti-Cal insurance (patients mark these categories, not staff members)

B



DATE: October 15, 2018
TO: SDH Board of Directors
CC: Cheryl Fama, CFO
FROM: Tina Wang, Senior Accountant
 Vickie Yee, PHCD CBO
RE: July and August Unaudited Financials and Performance to Budget

TWO MONTH PERFORMANCE:

- A. Revenue:** Net Patient Revenue was **\$279,283** (2.5% up from budget)
 - 1. 1,890 visits (down 42 visits from the budget)
 - 2. Total deductions from gross revenue were 51% same as budget.

- B. Donations/Grants & Other Income: \$174,502** (\$1,215 down from budget) – \$150,000 PHCD grant (two months), \$6,944 Cal Wellness Foundation (\$125K received in Aug. for 1.5yrs), \$833 CSFA (\$10K received in Aug. for 1yr), \$2,135 A night of Blue Sonrisas (new event)

- C. Total Net Income: \$453,783**

- D. EXPENSES:**
 - 1. **Direct Expense: \$299,693, <\$6,233>** over budget. Salaries were higher due to the additional dentist to cover for vacation and staff overtime and overlap staffing at Coastside due to staff transitions. Lab fees were also higher.
 - 2. **Indirect Expense: \$224,289, \$20,223** less than budget. Salaries and benefits were lower due to the Director of Special Projects leaving. Outreach and IV Sedation Marketing Expenses were budgeted but not used.

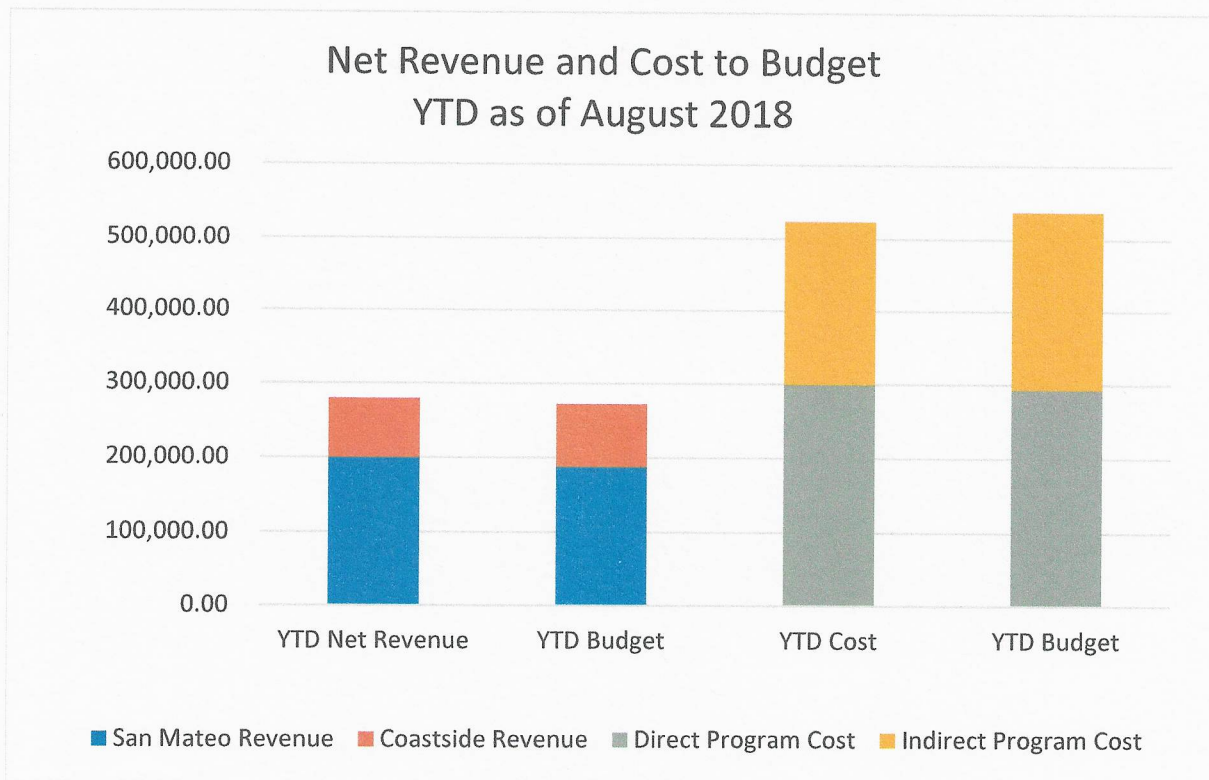
NET INCOME: <\$70,197> - Better than budget by \$19,641

PERFORMANCE TO BUDGET – YTD as of August 2018:

	Actual	Budget	Performance
Gross Patient Revenue	\$572,946	\$559,756	7%
Total Deduction from Revenue	<\$293,663>	<\$287,338>	<7%>
Total Grants/Donations/Incentives	\$174,502	\$175,717	<0.7%>
Direct Cost	<\$299,693>	<\$293,460>	<2%>
Indirect Cost	<\$224,289>	<\$244,512>	8%
Net Income	<\$70,197>	<\$89,837>	22%

Sonrisas Dental Health Operations

	Jul 18	Aug 18	Total	YTD Budget	B(W)
San Mateo Revenue	97,167	102,683	199,849	187,384	12,465
Coastside Revenue	31,860	47,574	79,434	85,034	(5,600)
Total Net Revenue	129,026	150,257	279,283	272,418	6,865
Direct Program Cost	148,779	150,914	299,693	293,460	(6,233)
Indirect Program Cost	112,325	111,964	224,289	244,512	20,223
Total Cost	261,103	262,878	523,981	537,972	13,991
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TOTAL	(132,077)	(112,621)	(244,698)	(265,554)	20,856
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Dividend/Other Income	2,440	376	2,816	3,300	(484)
Grants/Donations Received	7,320	14,366	21,686	47,417	(25,731)
Grant from PHCD	75,000	75,000	150,000	125,000	25,000
OTHER INCOME	84,760	89,742	174,502	175,717	(1,215)
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NET INCOME	(47,317)	(22,879)	(70,196)	(89,837)	19,641



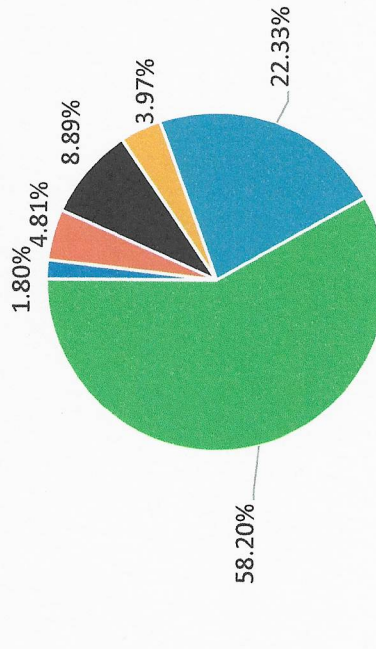
Visits by Center

	Jul 18	Aug 18	Total	Budget	Variance
San Mateo Visits	608	569	1177	1250	(73)
Coastside Visits	338	375	713	682	31
Total Visits	946	944	1890	1932	(42)

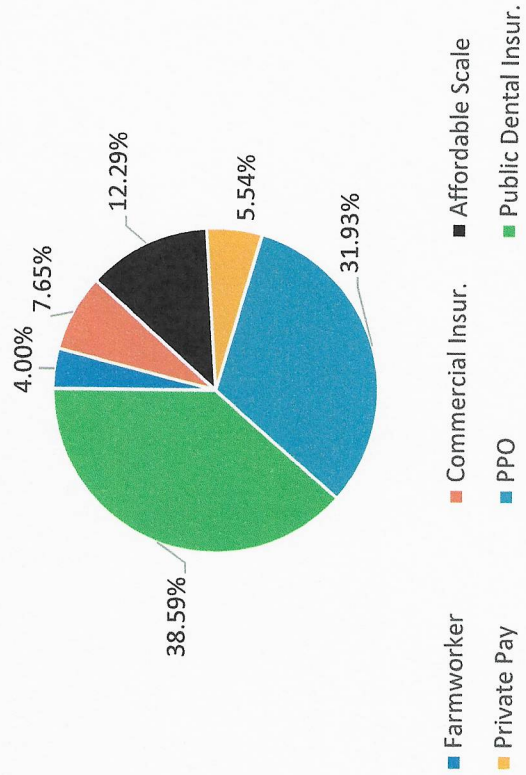
Visits by Payer

	Jul 18	Aug 18	Total	Budget	Variance
Commercial Insurance	51	40	91	110	(19)
PPO	236	186	422	440	(18)
Public Dental Insurance	517	583	1100	1102	(2)
Private Pay	34	41	75	50	25
Affordable Scale	89	79	168	190	(22)
Farmworker	19	15	34	40	(6)
Total Visits	946	944	1,890	1932	(42)

Visits by Payer As a Percentage YTD as of Aug 2018

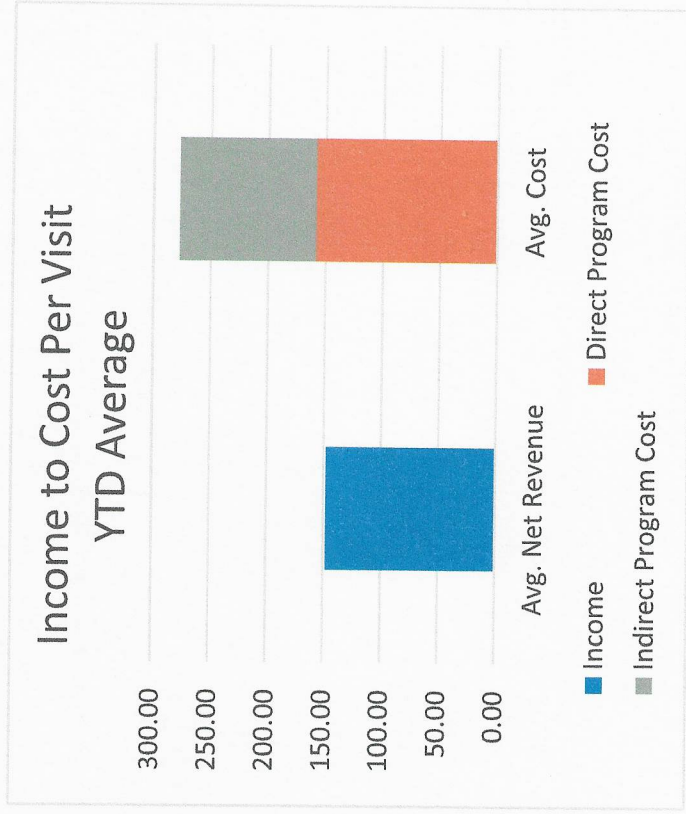
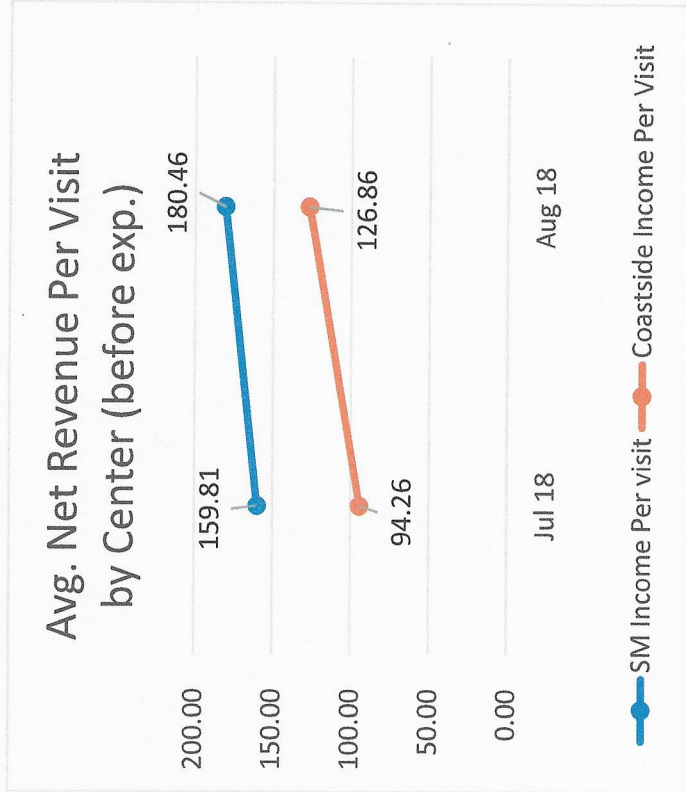


Net Revenue by Payer As a Percentage YTD as of Aug 2018



Avg. Income (Loss) per Visit	
	YTD
Net Revenue per Visit	\$ 147.78
Direct Cost per Visit	\$ (158.57)
Indirect Cost per Visit	\$ (118.67)
Net Income per Visit	\$ (129.46)

Income (Loss) per Visit by Payer	
Payer	Avg. YTD
Commercial Insurance	\$ 107.49
PPO	\$ (20.77)
Public Dental Insurance	\$ (251.21)
Private Pay	\$ 127.62
Affordable Scale	\$ 105.35



SONRISAS DENTAL HEALTH, INC.
Profit & Loss Budget Performance
August 2018

	<u>Jul 18</u>	<u>Aug 18</u>	<u>Jul - Aug 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
Program Revenue					
Patient Services					
4103 · Commercial Insurance	14,502.00	8,009.00	22,511.00	32,786.00	171,380.00
4102 · PPO	68,480.00	61,260.00	129,740.00	129,004.00	754,966.00
4100 · Public Dental Insurance	155,280.00	188,292.00	343,572.00	329,834.00	2,071,049.00
4106 · Private Pay	5,659.00	9,169.00	14,828.00	12,350.00	134,190.00
4101 · Affordable Scale	16,539.00	31,805.00	48,344.00	44,332.00	258,996.00
4104 · Farmworker	8,427.00	5,524.00	13,951.00	11,450.00	69,357.00
Total Patient Services	<u>268,887.00</u>	<u>304,059.00</u>	<u>572,946.00</u>	<u>559,756.00</u>	<u>3,459,938.00</u>
Uncompensated Care					
5020 · Prior Period Adjustment	6,137.00	15,045.24	21,182.24	(4,000.00)	(24,800.00)
5005 · Commercial Insurance	(1,740.50)	(298.10)	(2,038.60)	(1,110.00)	(5,802.00)
5004 · PPO	(26,119.00)	(18,136.20)	(44,255.20)	(48,584.00)	(284,326.00)
5009 · Public Dental Insurance	(104,864.20)	(135,412.60)	(240,276.80)	(218,462.00)	(1,371,383.00)
5006 · Private Pay	0.00	0.00	0.00	0.00	(31,500.00)
5007 · Affordable Scale	(5,027.70)	(10,414.60)	(15,442.30)	(15,182.00)	(88,692.00)
5003 · Farmworker Program	(2,632.30)	(606.40)	(3,238.70)	0.00	0.00
5001 · Fee Adjustments	(5,614.10)	(3,979.40)	(9,593.50)	0.00	0.00
Total Uncompensated Care	<u>(139,860.80)</u>	<u>(153,802.06)</u>	<u>(293,662.86)</u>	<u>(287,338.00)</u>	<u>(1,806,503.00)</u>
Total Program Revenue	<u>129,026.20</u>	<u>150,256.94</u>	<u>279,283.14</u>	<u>272,418.00</u>	<u>1,653,435.00</u>
Donations and Incentives					
5100 · Donations	183.90	41.59	225.49	3,000.00	27,500.00
5103 · Incentives	0.00	0.00	0.00	0.00	50,000.00
Events/Fundraisers					
5105 · Raffle	2,135.00	80.00	2,215.00	3,000.00	4,500.00
5106 · Other Events	0.00	0.00	0.00	0.00	9,000.00
Total Events/Fundraisers	<u>2,135.00</u>	<u>80.00</u>	<u>2,215.00</u>	<u>3,000.00</u>	<u>13,500.00</u>
515 PHCD Grants	75,000.00	75,000.00	150,000.00	125,000.00	750,000.00
5199 · Net Assets Released from Restr	7,136.25	14,324.06	21,460.31	44,416.00	267,996.00
Total Donations and Incentives	<u>84,455.15</u>	<u>89,445.65</u>	<u>173,900.80</u>	<u>175,416.00</u>	<u>1,108,996.00</u>
Total Income	<u>213,481.35</u>	<u>239,702.59</u>	<u>453,183.94</u>	<u>447,834.00</u>	<u>2,762,431.00</u>
Gross Profit	<u>213,481.35</u>	<u>239,702.59</u>	<u>453,183.94</u>	<u>447,834.00</u>	<u>2,762,431.00</u>
Expense					
Direct Program Costs					
Personnel					
5250 · Direct Program Salaries	118,356.67	110,238.76	228,595.43	219,760.00	1,441,179.00
5260 · Payroll Taxes	8,870.46	8,255.40	17,125.86	16,489.00	111,208.00
5261 · Unemployment Taxes	447.76	608.66	1,056.42	2,246.00	15,210.00
5270 · Benefits	1,735.88	1,907.49	3,643.37	8,734.00	56,713.00
5275 · 401k Match	767.59	781.33	1,548.92	2,512.00	16,307.00
5278 · Worker's Comp.	1,144.33	1,144.33	2,288.66	2,721.00	16,548.00
5280 · Continuing Educ.	0.00	0.00	0.00	200.00	1,200.00
5281 · Licenses and Registrations	60.91	60.91	121.82	0.00	0.00
Total Personnel	<u>131,383.60</u>	<u>122,996.88</u>	<u>254,380.48</u>	<u>252,662.00</u>	<u>1,658,365.00</u>
5320 · Dental Supplies	9,407.21	14,386.23	23,793.44	21,868.00	135,040.00
5325 · Small Dental Equipment	0.00	0.00	0.00	326.00	1,938.00
5326 · Dental Equipment Repair	747.07	214.00	961.07	1,636.00	9,711.00
5330 · Lab Fees	6,480.38	12,255.79	18,736.17	15,568.00	98,421.00
5331 · Uniforms	83.89	384.74	468.63	0.00	1,600.00
Contracted Services					
5301 · Contract Employees	0.00	0.00	0.00	0.00	13,800.00
5303 · Sterilization Services	614.37	614.37	1,228.74	1,270.00	7,544.00
5304 · Pathogen Testing	0.00	0.00	0.00	0.00	0.00
5305 · Shredding	62.00	62.00	124.00	130.00	780.00

SONRISAS DENTAL HEALTH, INC.
Profit & Loss Budget Performance
August 2018

	<u>Jul 18</u>	<u>Aug 18</u>	<u>Jul - Aug 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total Contracted Services	676.37	676.37	1,352.74	1,400.00	22,124.00
Total Direct Program Costs	148,778.52	150,914.01	299,692.53	293,460.00	1,927,199.00
Indirect Costs					
Administrative Personnel					
5450 · Salaries/Wages	38,619.94	30,743.67	69,363.61	78,418.00	515,508.00
5460 · Payroll Taxes, Admin/Mgmt	2,924.82	2,226.39	5,151.21	5,882.00	40,656.00
5461 · Unemployment Taxes	253.85	265.37	519.22	784.00	5,154.00
5470 · Benefits	1,416.89	1,527.83	2,944.72	5,490.00	36,090.00
5475 · 401k Match, Admin/Mgmt.	319.34	298.01	617.35	1,020.00	6,705.00
5478 · Worker's Comp.	286.09	286.09	572.18	700.00	4,200.00
Total Administrative Personnel	43,820.93	35,347.36	79,168.29	92,294.00	608,313.00
Facilities Expenses					
5600 · Auto Expenses	105.58	325.49	431.07	1,200.00	7,200.00
5610 · Building Maintenance	927.60	628.60	1,556.20	1,400.00	8,400.00
5611 · Janitorial Service	1,655.00	1,655.00	3,310.00	3,718.00	22,308.00
5670 · Rent	18,529.00	19,129.00	37,658.00	38,368.00	233,058.00
5672 · Phone / Internet	1,007.02	1,382.26	2,389.28	2,200.00	13,200.00
5680 · Utilities	2,015.90	2,425.76	4,441.66	4,400.00	26,400.00
Total Facilities Expenses	24,240.10	25,546.11	49,786.21	51,286.00	310,566.00
Office Exp.					
5502 · Claims Processing	133.14	87.08	220.22	240.00	1,440.00
5504 · Payroll Processing / BG Checks	562.20	1,082.99	1,645.19	1,000.00	6,400.00
5616 · Patient Notification	494.95	494.95	989.90	1,000.00	6,000.00
5660 · Office Supplies	550.14	1,152.08	1,702.22	1,600.00	9,600.00
5665 · Postage and Shipping	256.26	316.80	573.06	300.00	1,800.00
5668 · Printing Costs	103.73	281.37	385.10	400.00	2,400.00
Total Office Exp.	2,100.42	3,415.27	5,515.69	4,540.00	27,640.00
Equipment Expenses					
5507 · Computer Support	3,292.88	3,495.45	6,788.33	7,000.00	42,000.00
5608 · Software Support	781.00	751.00	1,532.00	1,200.00	7,200.00
5630 · Office. Equip. Maintenance	0.00	0.00	0.00	200.00	1,200.00
Total Equipment Expenses	4,073.88	4,246.45	8,320.33	8,400.00	50,400.00
Insurance					
5635 · Auto Insurance	610.48	610.48	1,220.96	900.00	5,400.00
5636 · Malpractice (Prof. Liab.)	416.66	416.66	833.32	840.00	5,040.00
5637 · Liability & Property	935.50	935.50	1,871.00	1,850.00	11,100.00
5638 · Directors & Officer Liability	294.50	180.50	475.00	600.00	3,600.00
Total Insurance	2,257.14	2,143.14	4,400.28	4,190.00	25,140.00
Outsourced Services					
5503 · Consultants	0.00	0.00	0.00	0.00	5,700.00
5508 · Professional Fees	0.00	0.00	0.00	0.00	200.00
Total Outsourced Services	0.00	0.00	0.00	0.00	5,900.00
Fundraising Expenses					
5632 · Fundraising Expenses	0.00	192.10	192.10	220.00	2,700.00
5633 · Fundraising Consulting	2,436.00	7,439.50	9,875.50	8,000.00	48,000.00
Total Fundraising Expenses	2,436.00	7,631.60	10,067.60	8,220.00	50,700.00
Fees and Interest					
5605 · Service Charges	0.00	0.00	0.00	150.00	900.00
5641 · Finance Charges	82.45	140.36	222.81	0.00	0.00
5642 · Loan Interest	4,682.98	4,759.26	9,442.24	9,600.00	57,600.00
5650 · Merchant Processing	667.19	777.16	1,444.35	1,608.00	9,548.00
Total Fees and Interest	5,432.62	5,676.78	11,109.40	11,358.00	68,048.00
5615 · Depreciation Expense	22,278.86	22,278.86	44,557.72	46,558.00	287,348.00
5618 · Dues, Fees & License	115.65	302.65	418.30	1,600.00	2,800.00
5620 · Employee Goodwill	83.84	83.55	167.39	400.00	2,400.00
5639 · Recruitment Expense	225.00	480.15	705.15	500.00	3,000.00

SONRISAS DENTAL HEALTH, INC.
Profit & Loss Budget Performance
August 2018

	<u>Jul 18</u>	<u>Aug 18</u>	<u>Jul - Aug 18</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5648 · Marketing Expense					
5651 · Outreach	0.00	0.00	0.00	1,666.00	9,996.00
5648 · Marketing Expense - Other	4,985.47	4,804.80	9,790.27	13,000.00	69,000.00
Total 5648 · Marketing Expense	4,985.47	4,804.80	9,790.27	14,666.00	78,996.00
Meeting & Travel Expenses					
5676 · Travel Costs	0.00	0.00	0.00	300.00	1,800.00
5677 · Meals	0.00	0.00	0.00	100.00	600.00
5678 · Mileage	274.86	7.09	281.95	100.00	600.00
Total Meeting & Travel Expenses	274.86	7.09	281.95	500.00	3,000.00
Total Indirect Costs	112,324.77	111,963.81	224,288.58	244,512.00	1,524,251.00
Total Expense	261,103.29	262,877.82	523,981.11	537,972.00	3,451,450.00
Net Ordinary Income	(47,621.94)	(23,175.23)	(70,797.17)	(90,138.00)	(689,019.00)
Other Income/Expense					
Other Income					
Other Income					
6121 · Dividends	305.25	296.18	601.43	300.00	1,800.00
Total Other Income	305.25	296.18	601.43	300.00	1,800.00
Total Other Income	305.25	296.18	601.43	300.00	1,800.00
Net Other Income	305.25	296.18	601.43	300.00	1,800.00
Net Income	(47,316.69)	(22,879.05)	(70,195.74)	(89,838.00)	(687,219.00)

SONRISAS DENTAL HEALTH, INC.

Balance Sheet

As of August 31, 2018

	<u>Jul 31, 18</u>	<u>Aug 31, 18</u>
ASSETS		
Current Assets		
Checking/Savings		
Checking/Savings		
1010 · Boston Private BusinessChecking	202,254.01	336,530.87
1050 · Wells Fargo Checking	21,320.03	21,320.03
1070 · Merrill Lynch	198,698.42	198,994.60
Total Checking/Savings	<u>422,272.46</u>	<u>556,845.50</u>
1175 · Petty Cash - Coastsides	381.41	381.41
1176 · Petty Cash -San Mateo	200.00	200.00
Total Checking/Savings	<u>422,853.87</u>	<u>557,426.91</u>
Accounts Receivable		
Accounts Receivable		
1250 · Accounts Receivable - Services	157,147.33	185,090.22
1260 · Accts.Rec.- Other Agencies	4,580.00	2,290.00
Total Accounts Receivable	<u>161,727.33</u>	<u>187,380.22</u>
Total Accounts Receivable	<u>161,727.33</u>	<u>187,380.22</u>
Other Current Assets		
1400 · Prepaid Expense	40,915.28	39,719.61
1405 · Work Comp Deposit	1,898.00	1,898.00
1450 · Allowance for Bad Debt	(46,415.80)	(46,415.80)
1499 · Undeposited Funds	5,725.00	5,231.80
Total Other Current Assets	<u>2,122.48</u>	<u>433.61</u>
Total Current Assets	<u>586,703.68</u>	<u>745,240.74</u>
Fixed Assets		
Fixed Assets		
1320 · Leasehold Impvmnt. - Coastsides	25,886.14	25,886.14
1321 · Leasehold Improv. - S. Mateo	1,016,755.76	1,016,755.76
1335 · Dental Equipment - Coastsides	117,755.81	117,755.81
1336 · Dental Equipment - San Mateo	460,259.48	464,255.20
1340 · Computers - Coastsides	35,725.63	35,725.63
1341 · Computers - San Mateo	65,633.05	65,633.05
1350 · Mobile Equipment	188,945.09	188,945.09
1370 · Furniture/Fixtures - Coastsides	8,515.46	8,515.46
1371 · Furniture/Fixtures - S.Mateo	109,021.12	109,021.12
1380 · Truck	111,934.08	111,934.08
Less Accumulated Depr.		
1390 · Accum. Depreciation-Coastsides	(141,462.63)	(142,698.91)
1395 · Accum. Depreciation - San Mateo	(525,513.47)	(546,556.05)
Total Less Accumulated Depr.	<u>(666,976.10)</u>	<u>(689,254.96)</u>
Total Fixed Assets	<u>1,473,455.52</u>	<u>1,455,172.38</u>
Total Fixed Assets	<u>1,473,455.52</u>	<u>1,455,172.38</u>
Other Assets		
1420 · Security Deposits	14,697.00	14,697.00
Total Other Assets	<u>14,697.00</u>	<u>14,697.00</u>
TOTAL ASSETS	<u><u>2,074,856.20</u></u>	<u><u>2,215,110.12</u></u>
LIABILITIES & EQUITY		
Liabilities		

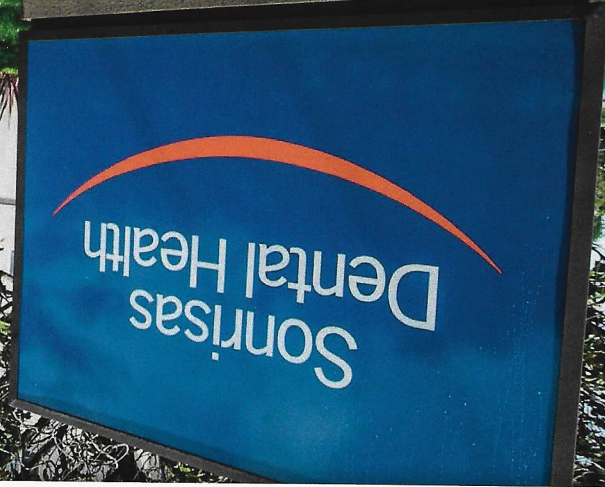
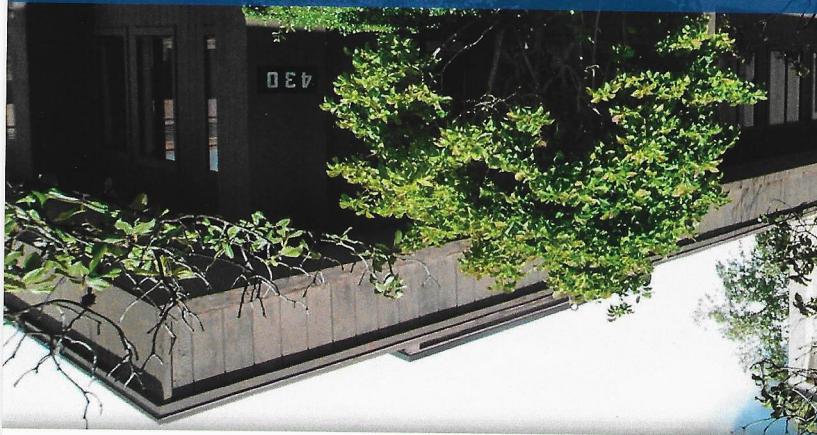
SONRISAS DENTAL HEALTH, INC.

Balance Sheet
As of August 31, 2018

	<u>Jul 31, 18</u>	<u>Aug 31, 18</u>
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	48,946.87	54,174.93
Total Accounts Payable	<u>48,946.87</u>	<u>54,174.93</u>
Credit Cards		
Credit Cards		
2112 · Wells Fargo Visa-Rothstein	1,102.60	1,641.08
2114 · Wells Fargo Visa-Kinniburgh	4,145.21	5,467.60
Total Credit Cards	<u>5,247.81</u>	<u>7,108.68</u>
Total Credit Cards	5,247.81	7,108.68
Other Current Liabilities		
2205 · Accrued Interest	520.83	781.24
*Payroll Liabilities		
2300 · Accrued Salaries/Wages	64,325.25	72,815.25
2301 · Accrued PTO	50,573.42	50,573.42
2321 · 401k Funds Payable	4,188.44	5,461.52
2383 · Accrued Payroll Taxes	22,143.80	19,720.26
2384 · Accrued PR Taxes on PTO	3,868.87	3,868.87
2387 · Accrued 401K Match	101.26	235.46
Total *Payroll Liabilities	<u>145,201.04</u>	<u>152,674.78</u>
Patient Liabilities		
2220 · Patient Prepayments - Coastsid	5,460.30	7,387.60
2221 · Patient Prepayments - SM	14,143.55	16,924.50
2225 · Patient Refunds Payable -SM	4,180.80	4,498.75
2226 · Patient Refunds Payable - CSTSE	2,881.18	2,985.08
Total Patient Liabilities	<u>26,665.83</u>	<u>31,795.93</u>
Total Other Current Liabilities	<u>172,387.70</u>	<u>185,251.95</u>
Total Current Liabilities	226,582.38	246,535.56
Long Term Liabilities		
2701 · Accrued Rent Expense	653,741.24	669,570.24
2702 · PHCD Operating Loan	250,000.00	250,000.00
2703 · PHCD T.I. Loan	1,108,354.36	1,108,354.36
2706 · Accr. Interest-TI Loan	100,365.48	103,166.49
2707 · Accr. Interest-Def. Rent	32,658.99	34,356.83
Total Long Term Liabilities	<u>2,145,120.07</u>	<u>2,165,447.92</u>
Total Liabilities	2,371,702.45	2,411,983.48
Equity		
3900 · Retained Earnings- Coastsid	1,180,974.54	1,180,974.54
3901 · Retained Earnings - San Mateo	(1,517,429.25)	(1,517,429.25)
3905 · Restricted Net Assets- Coastsid	17,324.90	83,311.67
3906 · Restricted Net Assets-S.Mateo	69,486.25	126,465.42
Net Income	<u>(47,202.69)</u>	<u>(70,195.74)</u>
Total Equity	<u>(296,846.25)</u>	<u>(196,873.36)</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,074,856.20</u></u>	<u><u>2,215,110.12</u></u>

C

OUR MISSION: Sonrisas Dental Health, Inc is a non-profit dental center dedicated to providing access to quality dental care and oral health education to our community. We provide these services with dignity, respect and compassion. We offer two convenient locations in Half Moon Bay and San Mateo.

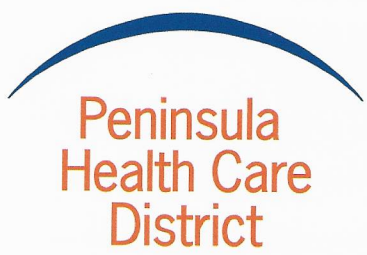


Serving the Coastside and the Peninsula

2017-2018 ANNUAL REPORT



Thank You to Our Sponsors
and Many Generous Individual Donors



HALF MOON BAY OFFICE

650-726-2144 OPEN: Mon - Fri 8 AM - 5 PM, Closed Saturday
210 San Mateo Rd, Suite 104, Half Moon Bay, CA 94019, USA

SAN MATEO OFFICE

650-727-3480 OPEN: Mon - Fri 8 AM - 5 PM, Saturday by appt.
430 N El Camino Real, San Mateo, CA, 94401, USA

2017-2018 Board of Directors

Nigel Taverner *Board President*, Helen Galligan *Vice President*, Clyde Hinshelwood *Board Secretary*, Judy Macias *Board Member*, Lawrence Cappel *Board Member*, Rick Navarro *Board Member*, Sheryl Young *Board Member*

CEO/DENTAL DIRECTOR

Bonnie Jue, DDS

CFO

Cheryl Fama

Sonrisas Dental Health, Inc. is a 501(c)(3) organization ID#94-3390196. Sonrisas Dental Health, Inc is a non-profit dental center dedicated to providing access to quality dental care and oral health education to our community. We provide these services with dignity, respect and compassion. We offer two convenient locations in Half Moon Bay and San Mateo.

WE PROVIDE COMPREHENSIVE DENTAL SERVICES & EDUCATION

Our dental services include: Preventive and Restorative Dentistry and Dental Specialists for children and older adults.



ACCESSIBILITY

Our San Mateo Clinic has a lift that can gently transfer patients from their wheelchair to the dental chair.



OUTREACH/SCREENINGS

Partnering with local school districts and senior centers, we screen hundreds of community members every year.



MOBILE DENTISTRY

When patients can't come to us, we go to them utilizing our truck and mobile equipment. We go the extra mile for a smile!



FARMWORKER

We bring comprehensive oral health treatment to farm and nursery workers directly in the community where they live and work.

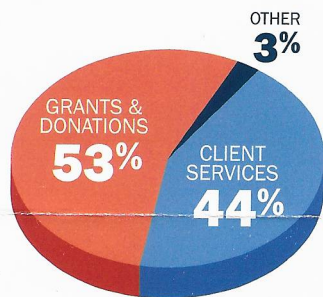


SEDATION DENTISTRY

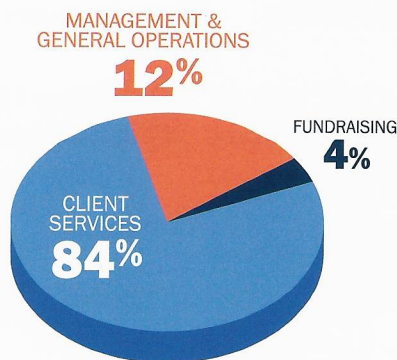
For patients who have difficulty tolerating a regular dental appointment, sedation dentistry can make treatment more comfortable.

FINANCIALS

\$3.1 M ANNUAL BUDGET

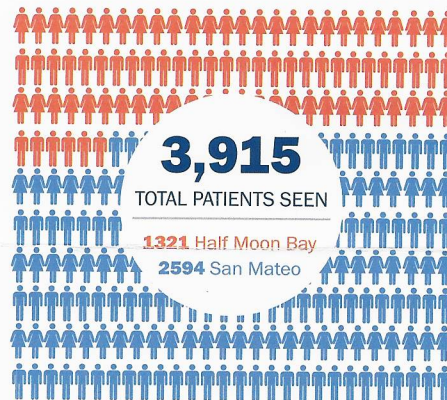


SONRISAS FUNDING SOURCES



SONRISAS EXPENSES

OUR PATIENTS



11,176
TOTAL PATIENT VISITS
IN 2017-18

3,943 total patient visits at our Half Moon Bay office (est 2001)

7,233 total patient visits at our San Mateo office (est 2015)

WE SERVE ALL AGES

0 - 18 YEARS OLD

approximately 38% of patients

19 - 61 YEARS OLD

approximately 45% of patients

61+ YEARS OLD

approximately 17% of patients

SONRISAS MADE A DIFFERENCE IN MY LIFE!

S.L. 03/09/18

Very patient with children. Came in today with my daughter and my son for their bi-annual teeth cleaning and I was so impressed with how they were so patient with my kids especially my son who has sensory processing disorder which makes him gag every time he gets a cleaning done. They were so patient and explained everything to him. It was such a positive experience for us. Thank you!

W.S. 01/20/18

Friendly, professional, and knowledgeable. Both my husband and I had our dental checkups here. The Dr. was gentle, thorough, and explained each step well. The assistant was efficient and kind. Since we are getting up in age, some issues were found. The Dr. was very caring, and will formulate a plan and schedule future appointments for us to resolve our problems. We are confident we are in good hands.

GET INVOLVED

BE A KEY PLAYER IN SUPPORTING OUR MISSION!

You can support our mission of providing dental care to those who need it most. Your donation would cover direct costs of a dental procedure for a person in need. Your support could help someone get a job or help young students enjoy school more because they are not in pain and can show their smile. Make a change in someone's life!

STEP ONE: CHOOSE YOUR GIVING LEVEL

Smile Giver
\$1 to \$999

Cheerful Smile Giver
\$1,000 to \$4,999

Radiant Smile Giver
\$5,000 to \$9,999

Smile Ambassador
\$10,000 and up

What does my donation provide?

\$200 addresses a person's immediate pain - \$500 saves a child's tooth - \$800 provides a crown - \$1,500 helps a person eat better - \$3,000 gives someone a new smile!

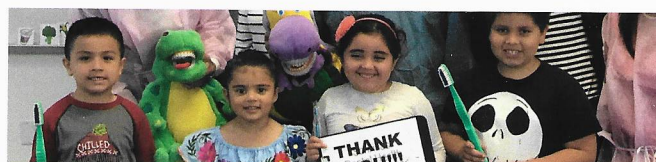
STEP TWO: CHOOSE YOUR FUND TO SUPPORT



THE HOPE FUND

The Hope Fund enables Sonrisas Dental Health to treat the underserved in our community and removes barriers to critical oral health care. Your support is more important than ever!

\$750,000 enables Sonrisas Dental Health to provide access to quality dental care for a year. Sonrisas Dental Health is one of the only options available for patients of all ages on Denti-Cal. Sonrisas Dental Health also provides mobile dentistry to ensure oral health care is accessible to people who face mobility challenges and have trouble getting to a dental office. With our mobile unit, Sonrisas provides care on-site at senior facilities, schools, and other remote areas, such as, the Pescadero farming community. We believe oral care IS health care and should be accessible to those less fortunate in our community.



THE EDUCATION/OUTREACH FUND

The Outreach Fund enables us to provide school based dental screenings and oral health promotion education through customized, engaging community outreach to people of all ages.

\$10,000 can provide dental screenings and oral health education to over 1,500 kids in schools on the Coastside and the Peninsula for a year! For many of these children, Sonrisas Dental Health is their first introduction to oral health care. The fund covers Sonrisas Dental Health's costs to coordinate, execute and have the necessary supplies for these services. Additionally, we provide education and screenings to senior community facilities in San Mateo County.

Join us in addressing one of the biggest health problems in America - access to oral health care. Thank you for your generous support for Sonrisas Dental Health! To donate, please go to sonrisasdental.org or call (650) 727-3507

**Grant / Fundraising Status
October 15, 2018**

CS = Coastside
SM = San Mateo
ATC = Access to Care
To Be Submitted

GRANT SUBMISSION / PENDING						
Name	Submittal Date	Requested	Center	Program	Period	
George H Sandy Foundation	7/26/2018	\$20,000	SM/CS	ATC	1 year	
Dignity Health	7/20/2018	\$20,000	SM/CS	Screenings	1 year	
Pierre Fauchard Foundation	5/25/2018	\$10,000	SM/CS	ATC	1 year	
Sidney Memorial Trust	4/28/2018	\$5,000	CS	ATC	1 year	
The Gellert Foundation	8/15/2018	\$50,000	SM/CS	Procedures	1 year	
Get Healthy San Mateo County	9/14/2015	\$6,500	SM/CS	Screenings	1 year	
Bristol Meyer		\$10,000				
Sobrato Family Foundation						
SM Credit Union		\$5,000				
Total		\$126,500				

AWARDED (Pledges - Cash Not Rec'd)						
Name	Awarded	Amount	Received	Center	Program	Period
Peninsula Health Care District	5/24/2018	\$ 750,000	\$150,000	SM	ATC	July18-June19
Total		\$ 750,000				

GRANTS AVAILABLE IN FY19 (Cash Rec'd)							
Name	Beginning Bal	Addition	Released	Ending Bal	Period	Purpose	Center
Hope Fund	\$5,971		\$659	\$5,312	On Going	Uncompensated Care	CS
Hope Fund	\$7,817		\$0	\$7,817	On Going	Fund Development	CS
Gassert - School Screenings	\$600		\$0	\$600	On Going	School Screenings	CS
Bohin Foundation	\$40,000		\$0	\$40,000	Ext. to Aug 31, 2018	IV Sedation	SM
Farmworkers	\$27,480	\$6,870	\$8,301	\$26,049	01/01/18-12/31/18	Farmworkers	SM
City of HMB	\$0	\$10,000	\$2,499	\$7,501	07/01/18-6/30/2019	General Support	CS
Atkinson Foundation	\$0	\$7,500	\$2,500	\$5,000	07/01/2018-6/30/2019	General Support	SM/CS
Sand Hill Foundation	\$0	\$30,000	\$2,500	\$27,500	10/01/2018-9/31/2019	General Support	SM/CS
California Wellness	\$0	\$125,000	\$31,250	\$93,750	08/01/2018-07/31/2020	Senior/Children	SM/CS
Delta Dental Community Foundation	\$0	\$35,000	\$2,917	\$32,083	10/01/2018-10/30/2019	General Support	SM/CS
Wells Fargo	\$0	\$2,500	\$208	\$2,292	10/01/2018-9/30/2019	Uncompensated Care	SM/CS
Individual Donation (HMB Brewing Company)	\$0	\$300	\$25	\$275	10/01/2018-9/30/2019	Uncompensated Care	SM/CS
Individual Donation (Mirni Hancock)	\$0	\$12,500	\$1,041	\$11,459	10/01/2018-9/30/2019	Uncompensated Care	SM/CS
Total	\$81,868	\$216,870.00	\$51,900	\$ 247,904			CS

GRANTS AVAILABLE IN FY18 (Cash Rec'd)		Jul-17			Jun-18			Period	Purpose	Center
Name	Beginning Bal	Addition	Released	Ending Bal						
Hope Fund	\$ 21,377		\$ 15,406	\$ 5,971	On Going	Uncompensated Care	CS			
Hope Fund	\$ 7,817		\$ -	\$ 7,817	On Going	Fund Development	CS			
California Wellness	\$ 65,000		\$ 65,000	\$ -	Completed	Older Adults	CS			
Atkinson, Aging Outreach	\$ 5,625		\$ 5,625	\$ -	Completed	General Support	CS			
Delta Dental Community Foundation	\$ -	\$ 10,000	\$ 10,000	\$ -	Completed	General Support	CS			
ADHA Institute for Oral Health (Wrigley)	\$ 2,083		\$ 2,083	\$ -	Completed	General Support	CS			
Sand Hill Foundation	\$ 11,667		\$ 11,667	\$ -	Completed	General Support	CS			
Gassert - School Screenings	\$ 600		\$ -	\$ 600	On Going	School Screenings	CS			
Kaiser Permanente	\$ 15,000		\$ 15,000	\$ -	Completed	General Support	CS/SM			
Sutter Bay Hospitals	\$ -	\$ 50,000	\$ 50,000	\$ -	Completed	General Support	CS/SM			
Hurlbut-Johnson Charitable Trust	\$ -	\$ 40,000	\$ 40,000	\$ -	Completed	General Support	CS/SM			
Wells Fargo Foundation	\$ -	\$ 2,500	\$ 2,500	\$ -	Completed	General Support	CS			
Bothin Foundation	\$ 40,000		\$ -	\$ 40,000	Ext. to Aug 31, 2018	Uncompensated Care	CS/SM			
Casa de Redwood - Resident Care	\$ 4,960		\$ 4,960	\$ -	Completed	IV Sedation	SM			
Farmworkers	\$ -	\$ 55,916	\$ 28,436	\$ 27,480	1/1/18-12/31/18	Resident Care	SM			
Touch Point Foundation	\$ -	\$ 3,000	\$ 3,000	\$ -	Completed	Farmworkers	SM			
Coastside Womens Club	\$ -	\$ 7,839	\$ 7,839	\$ -	Completed	General Support	SM			
National Children's Oral Health Foundation	\$ -	\$ 1,292	\$ 1,292	\$ -	Completed	General Support	CS			
Individual Donations	\$ -	\$ 10,015	\$ 10,015	\$ -	Completed	Gap Award	CS			
Peninsula Health Care District	\$ -	\$ 900,000	\$ 900,000	\$ -	Completed	General Support	CS/SM			
Total	\$ 174,129	\$ 1,080,562	\$ 1,172,823	\$ 81,868			SM			