

# CEO Report



**DATE:** August 19, 2021

**TO:** SDH Board of Directors

**FROM:** Tracey Fecher, CEO

**RE: CEO Monthly Report**

1. Patient Visit Volume:

- July visit volume and the mix of payer types was on budget:

	July			
	Budget	Actual	Actual vs. Budget	% of Actual Visits
Comm/PPO	312	316	4	30%
Private Pay	30	37	7	0%
Medi-Cal Dental	646	641	(5)	50%
Affordable Plan	74	63	(11)	10%
FQHC	118	122	4	10%
<b>Access to Care Subtotal</b>	<b>839</b>	<b>826</b>	<b>(13)</b>	<b>70%</b>
<b>Total Visits</b>	<b>1,180</b>	<b>1,179</b>	<b>(1)</b>	

- The forecast for August – October is ahead of budget due to being ahead of plan in hiring new hygienists. Another full-time hygienist starts in early September and the part time position for a January start has already been filled.

	Aug 21	Sep 21	Oct 21
<b>Budgeted Visits</b>	1,127	1,167	1,251
<b>Adjusted Visit Forecast</b>	1,134	1,207	1,391

2. Clinic Operations:

- Sonrisas has been invited to submit a grant to the Children's Health Initiative to build out the remaining open operatory in San Mateo. The grant request is for \$105,000, which includes the equipment, pediatric instruments, and outreach. The Outreach team would hold two screenings in zip codes identified by HPSM where children with Medi-Cal underutilize their dental benefit. It

would also include time for an Outreach Care Coordinator to work with community clinics, providing a referral pathway to Sonrisas. We expect to hear back in September.

3. FQHC Contract Update:

- While the VPN tunnel is now working, and the x-ray software is not working over the VPN. Troubleshooting continues and the team hopes this is the last large hurdle to using Sonrisas computers to access SMMC systems.

4. Farmworkers:

- Puente approached Sonrisas about providing care for individuals who have not been able to get dental care from the SMMC Coastside Dental Clinic. This led to discussions with Puente, SMMC and Sonrisas.
- Puente has a space in Pescadero they'd be willing to dedicate as a "pop-up" dental clinic.
- A contract amendment to the SMMC FQHC contract for Sonrisas to provide dental care for 8 months for the Puente waitlist patients is in the works. The contract amendment will pay \$305/visit, including for no-show appointments, for treating farmworkers in Pescadero. Sonrisas will use SMMC's electronic health record for the visits.
- The Sonrisas team is very pleased to have the opportunity to provide much needed care to the waitlist of farmworkers, a community we have been committed to for many years.

5. Half Moon Bay Clinic Refresh and Lease:

- A contract for HVAC, adding air conditioning, has been signed for the Half Moon Bay clinic. The system is tentatively scheduled to be installed in mid-October. The team is working closely with the contractor to determine when the clinic will need to be closed for the installation.
- A contractor for the refresh of the clinic (floors, paint, ceiling tiles, cabinets) has been selected and a contract will be signed next week. The work is scheduled to be done while the Batemans are on maternity leave in December.
- The lease for the clinic expired 7/31/21. We are waiting for a copy of the new lease from landlord's attorney. We are operating under the old lease until it arrives.

6. Covid Vaccinations:

- Sonrisas will be requiring all staff to be vaccinated as of September 30<sup>th</sup> as our healthcare partners, SMMC, Sutter and Kaiser, are. The change in policy has been communicated to staff.

7. Financial Updates:

- On August 20<sup>th</sup>, 2021, Sonrisas' current cash position was \$1,657,076.
- The cash flow projection follows for August, September, and October. It is based on the budget numbers and not current actual trends, due to new budget year.

**Estimated Cash as of 7/31:** **\$ 1,768,008**

**Aug-21**

Assumptions

Percent Visits over/under Budget	0%
Estimated Visits	1134
Average Net Revenue/Visit	\$ 176

**Actual Cash as of 7/31/31** **\$ 1,657,076**

Estimated Revenue

Patient Services	\$ 199,607
Unrestricted Grants Expected	\$ 5,000
PHCD Grant	\$ 75,000
<b>Total Revenue</b>	<b>\$ 279,607</b>

Estimated Expenses

Salaries, Benefits, 401K	\$ 285,200
Clinic General Expenses	\$ 3,231
Dental Supplies	\$ 16,500
Lab Fees	\$ 10,044
PPE & COVID Related	\$ 8,175
Fundraising Expenses	\$ 8,433
Outreach Expenses	\$ 1,256
Indirect Expenses	\$ 85,000

**Total Expenses** **\$ 417,839**

Estimated Capital Spending \$ 26,000

**Estimated Cash at Month End** **\$ 1,518,844**

**Sep-21**

Assumptions

Percent Visits over/under Budget	0%
Estimated Visits	1207
Average Net Revenue/Visit	\$ 176

**Estimated Cash** **\$ 1,518,844**

Estimated Revenue

Patient Services	\$ 212,456
Unrestricted Grants Expected	\$ 5,000
Restricted Grants Expected	\$ 60,000
PHCD Grant	\$ 75,000
<b>Total Revenue</b>	<b>\$ 352,456</b>

Estimated Expenses

Salaries, Benefits, 401K	\$ 285,200
Clinic General Expenses	\$ 3,231
Dental Supplies	\$ 16,500
Lab Fees	\$ 10,044
PPE & COVID Related	\$ 8,175
Fundraising Expenses	\$ 8,433
Outreach Expenses	\$ 1,256
Indirect Expenses	\$ 85,000

**Total Cash Expenses** **\$ 417,839**

Estimated Capital Spending

**Estimated Cash at Month End** **\$ 1,453,461**

**October**

Assumptions

Percent Visits over Budget	0%
Estimated Visits	1391
Average Net Revenue/Visit	\$ 168

**Estimated Cash** **\$ 1,403,714**

Estimated Revenue

Patient Services	\$ 227,743
Unrestricted Grants Expected	\$ 10,000
Restricted Grants Expected	\$ 25,000
PHCD Grant	\$ 75,000
<b>Total Revenue</b>	<b>\$ 337,743</b>

Estimated Expenses

Salaries	\$ 203,341
Clinic General Expenses	\$ 1,300
Dental Supplies	\$ 12,500
Lab Fees	\$ 5,350
PPE & COVID Related	\$ 8,198
Indirect Expenses	\$ 25,564

**Total Cash Expenses** **\$ 256,253**

Estimated Capital Spending

**Estimated Cash at Month End** **\$ 1,485,204**

# CFO Report



**DATE:** August 23, 2021

**TO:** SDH Board of Directors

**FROM:** Cheryl A. Fama, CFO

**RE:** CFO Report

**1. Financial Performance for FY 2021:**

- **Gross Patient Revenue *exceeded budget by \$437K*.** Commercial, PPO, Public Dental and FQHC were over budget by \$321K; Private Pay, Affordable and Farmer Workers were under by **<\$116K>**.
- **Net Patient Revenue was \$1,968M, \$131K better than budget.**
- **Net Program Income was **<\$1.7M>**, \$252K better than budget.**
  - Total Direct Expense continues to be under budget at \$122K YTD.
  - Total Clinic Expenses were **<\$46K>** due to **<\$83K>** in Dental Supplies and Lab Fees.
  - Total Indirect Expenses were **\$9K** under budget.
  - Total Direct and Indirect Expenses were **\$120K under budget**.
- **Grants and Donations** ended the year at **\$1.40M**, under budget by **<\$88K>**. However, this total **reflects** receipt in June of **\$248K** more than budget from an HHS Cares Act grant and pediatric Denta-Cal Incentive pay and the decision **not** to draw \$650K from the PHCD funding grant.
- **Other Income** was **\$640K**, \$636K better than budget due to PPP Loan Forgiveness Program.
- **Net Income for FY 2021 was a positive \$373K, \$800K better than budget!**

Sonrisas has wrapped up an unprecedented pandemic year with a positive Net Income of \$373K, the best performance achieved in its 20-year history! Noteworthy contributing factors:

- Exceeding total budgeted visits primarily due to County FQHC and Medi-Cal pediatric patients. The latter contributing to Incentive Pay exceeding budget by \$87K.
- Holding Total Program expenses under budget by 3% while absorbing significant increases in cost of dental supplies, lab fees and PPE.
- Successfully applying for and using forgivable Covid PPP loans and applying for and receiving an HHS Cares Act grant.
- Exceeding fundraising goal for anniversary event and increased levels of support by local hospital systems, Sequoia Healthcare District, and other funding entities due to quality of care and relationships.
- Declining to draw down \$650K of PHCD's 3-year funding grant that was available for FY '21 in anticipation of fewer Covid-related, one-time funding opportunities.

- 2. FY '21 Audit Process:** The first phase of the audit has been completed. The second and final phase will be carried out in early October. Final audit should be done and presented at the Board's November meeting.
- 3. SDH Finance Policy:** CEO & CFO will be developing a draft policy for presentation at a future Board meeting.

# **June Unaudited Financials**



**DATE:** August 19, 2021  
**TO:** SDH Board of Directors  
**CC:** Cheryl Fama, CFO  
**FROM:** Tina Wang, Senior Accountant  
**RE:** June Unaudited Financials and YTD Performance to Budget

#### JUNE PERFORMANCE:

- 1<sup>st</sup> PPP loan of \$395,650 was officially forgiven and written off from books.
- 1/6 of the 2<sup>nd</sup> PPP loan of \$67,035 was recognized as revenue in June. The remaining balance will be recognized in FY22.
- Incentive checks received - \$60K San Mateo center and \$27K Coastsides center.
- \$199K HHS (CARES Act) stimulus check was received.
- \$66K Farmworker restricted funds were released as the contract ended on June 21.
- \$42K in proceeds from Norcal Insurance company equity conversion were received.

**A. Revenue: Net Patient Revenue was \$267,335**

- Total gross revenue was \$477,500 - \$54K more than budget
- 1,121 visits - 77 visits more than budget.
- Total deduction was **(\$210,165)** – 44% of gross revenue, including \$66K from farmworker funds released in uncompensated care.

**B. Total Expense: (\$393,301)** – \$64,903 worse than budget due to year-end accrual of PTO - \$35K PTO expenses in direct salary and \$26K PTO expenses in indirect salary.

**C. Donations/Grants & Other Income: \$475,702**

- Grants and Donations - \$231,468 released from restricted grants, including \$119K from HHS CARES Act; \$88,750 incentive checks; \$17,506 from individual donations; and \$28,885 for the 20<sup>th</sup>-anniversary event were received.
- Other income includes \$67,035 - 1/6 of second PPP loan; \$41,800 Norcal Insurance distribution; and \$261 from an adjustment to accrued interest.

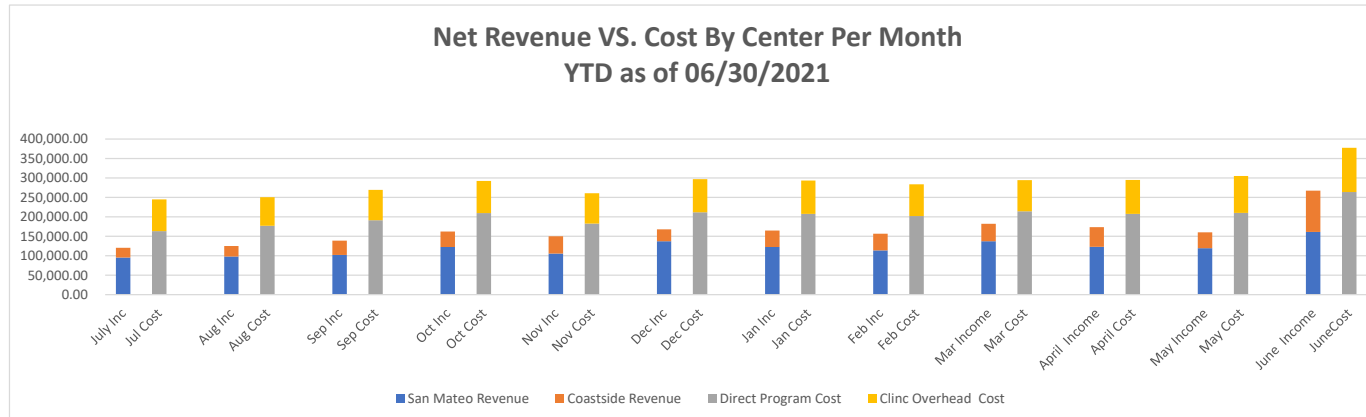
**Net Income: \$349,736**

**YTD PERFORMANCE TO BUDGET:** YTD net income is **\$803K**, better than budget. Cash-flow is **\$781K**, better than the budget. PHCD grant received to date is **\$250,000**.

	YTD Actual	YTD Budget	Performance
<i>Visits</i>	<i>10,791</i>	<i>10,714</i>	<i>77</i>
Gross Patient Revenue	\$4,394,613	\$3,957,496	11%
Uncompensated Care (Deductions)	<b>\$(2,426,452)</b>	<b>\$(2,120,661)</b>	<b>(14%)</b>
Grants/Donations/Other Income	\$2,035,740	\$1,488,080	37%
Direct Cost	<b>\$(2,440,684 )</b>	<b>\$(2,562,800)</b>	5%
Indirect Cost	<b>\$(1,190,554 )</b>	<b>\$(1,192,406)</b>	0%
<b>Net Income</b>	\$372,663	<b>(\$430,292)</b>	187%
<i>Non-cash items adj.</i>			
Depreciation	\$256,183	\$278,424	8%
<b>Estimated Cash Flow</b>	\$628,846	<b>(\$151,868)</b>	<b>514%</b>



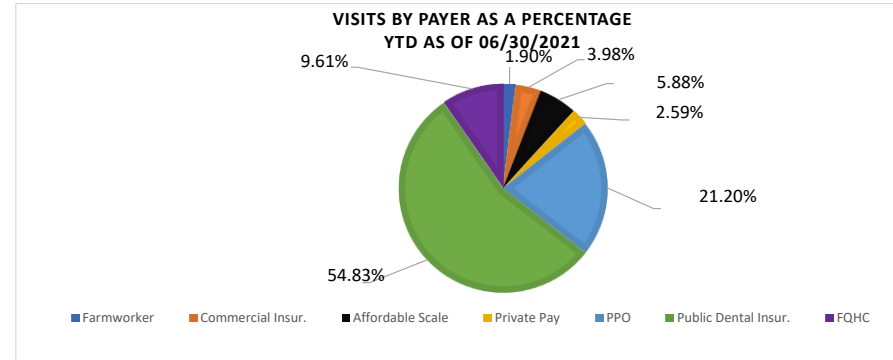
Sonrisas Dental Health Operations															
	Jul 20	Aug 20	Sept 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Total	YTD Budget	B(W)
San Mateo Revenue	95,445	97,967	101,872	122,334	105,804	137,249	122,313	114,003	137,275	122,736	119,267	161,273	1,437,536	1,427,433	10,104
Coastside Revenue	25,056	26,925	36,790	39,908	43,971	30,796	42,374	42,587	44,679	50,490	40,992	106,061	530,629	409,402	121,227
<b>Total Net Revenue</b>	120,496	124,892	138,662	162,242	149,774	168,045	164,686	156,590	181,954	173,226	160,259	267,334	1,968,160	1,836,834	131,326
<b>Direct Program Cost</b>	163,038	176,821	191,421	209,430	182,639	211,713	207,446	202,167	214,204	207,477	209,963	263,857	2,440,175	2,562,800	(122,625)
<b>Indirect Program Cost</b>	95,187	88,873	93,432	100,264	89,760	99,218	98,033	96,675	101,983	103,270	94,923	129,444	1,191,062	1,192,406	(1,344)
<b>Total Cost</b>	258,225	265,694	284,853	309,694	272,399	310,931	305,479	298,842	316,187	310,746	304,885	393,301	3,631,237	3,755,206	(123,969)
<b>TOTAL</b>	<b>(137,729)</b>	<b>(140,802)</b>	<b>(146,191)</b>	<b>(147,452)</b>	<b>(122,625)</b>	<b>(142,886)</b>	<b>(140,793)</b>	<b>(142,252)</b>	<b>(134,232)</b>	<b>(137,521)</b>	<b>(144,627)</b>	<b>(125,967)</b>	<b>(1,663,077)</b>	<b>(1,918,372)</b>	255,295
<b>Dividend/Other Income</b>	(89)	65,908	65,899	66,290	65,900	65,976	65,905	80	0	67,050	67,742	244,234	774,895	138,080	636,815
<b>Donations Received</b>	51,683	62,483	33,562	51,751	65,232	52,261	107,151	77,508	125,092	54,119	98,533	231,468	1,010,844	450,000	560,844
<b>Grant from PHCD</b>	75,000	25,000	0	0	0	0	0	75,000	75,000			0	250,000	900,000	(650,000)
<b>OTHER INCOME</b>	126,594	153,391	99,461	118,041	131,132	118,237	173,056	152,588	200,092	121,169	166,275	475,702	2,035,739	1,488,080	547,659
<b>NET INCOME</b>	<b>(11,136)</b>	<b>12,589</b>	<b>(46,730)</b>	<b>(29,411)</b>	<b>8,507</b>	<b>(24,649)</b>	<b>32,263</b>	<b>10,336</b>	<b>65,860</b>	<b>(16,352)</b>	<b>21,649</b>	<b>349,735</b>	<b>372,662</b>	<b>(430,292)</b>	<b>802,954</b>



		Visits by Center														
		Jul 20	Aug 20	Sept 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	year to Date	Budget	Variance
San Mateo Visits		533	537	548	587	551	608	610	658	750	687	703	797	7569	7457	112
Coastside Visits		166	228	263	283	261	225	260	255	332	335	290	324	3222	3257	(35)
Total Visits		699	765	811	870	812	833	870	913	1082	1022	993	1121	10791	10714	77

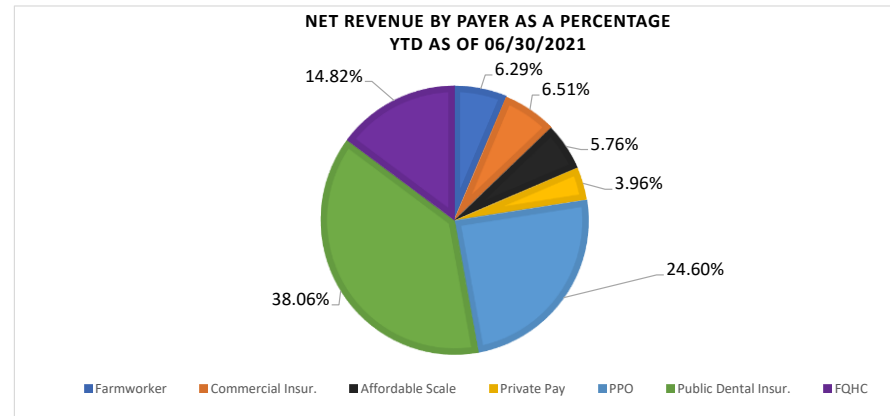
## Visits by Payer -San Mateo

	Jun 21	Budget	Variance
Commercial Insurance	36	34	2
PPO	214	226	(12)
Private Pay	25	38	(13)
Affordable Scale	20	16	4
Farmworker		24	(24)
FQHC	112	91	21
Public Dental Insurance(Adult)	132	190	(58)
Public Dental Insurance (Child)	258	215	43
Total Visits	797	834	(37)



## Visits by Payer -Coastside

	Jun 21	Budget	Variance
Commercial Insurance	7	9	(2)
PPO	37	32	5
Private Pay	5	3	2
Affordable Scale	44	56	(12)
Farmworker	25	6	19
Public Dental Insurance (Adult)	127	108	19
Public Dental Insurance (Child)	79	91	(12)
Total Visits	324	305	19



Avg. Income (Loss) per Visit		
		YTD
Net Revenue per Visit	\$	181.47
Direct Cost per Visit	\$	(227.32)
Indirect Cost per Visit	\$	(95.59)

True Income (Loss) per Visit by Payer		
Payer		Avg. YTD
Commercial Insurance	\$	33.89
PPO	\$	(46.97)
Public Dental Insurance	\$	(261.71)
Private Pay	\$	188.60
FQHC	\$	(24.73)
Affordable Scale	\$	55.26

\* Indirect Cost only includes clinic overhead cost without fundraising and outreach expenses.

Sonrisas Dental Health Operations FY21 VS. FY20						
	Jun 21	Jun 20	Variance B(W)	YTD 21	YTD 20	Variance B(W)
<b>Visits</b>	<b>1,121</b>	<b>352</b>	<b>769</b>	<b>10,791</b>	<b>8,862</b>	<b>1,929</b>
<b>San Mateo Revenue</b>	161,273	49,230	112,043	1,437,536	1,096,388	341,148
<b>Coastside Revenue</b>	106,061	8,210	97,851	530,629	354,526	176,103
<b>Total Net Revenue</b>	267,334	57,439	209,895	1,968,160	1,450,914	517,246
<b>Direct Program Cost</b>	263,857	132,944	(130,912)	2,440,175	1,967,965	(472,210)
<b>Indirect Program Cost</b>	129,444	109,650	(19,794)	1,191,062	1,197,534	6,473
<b>Total Cost</b>	393,301	242,594	(150,707)	3,631,237	3,165,500	(465,737)
<b>TOTAL</b>	<b>(125,967)</b>	<b>(185,155)</b>	<b>59,188</b>	<b>(1,663,077)</b>	<b>(1,714,585)</b>	<b>51,508</b>
<b>Dividend/Other Income</b>	244,234	3,239	240,995	774,895	72,384	702,511
<b>Donations Received</b>	231,468	41,133	190,335	1,010,844	685,029	325,815
<b>Grant from PHCD</b>	0	100,000	(100,000)	250,000	925,000	(675,000)
<b>OTHER INCOME</b>	475,702	144,372	331,330	2,035,739	1,682,413	353,326
<b>NET INCOME</b>	<b>349,735</b>	<b>(40,783)</b>	<b>390,518</b>	<b>372,662</b>	<b>(32,173)</b>	<b>404,835</b>

Sonrisas Dental Health  
Revenues and Expenditures - Budget vs Actual  
As of June 30, 2021

As of Date:  
Location:  
Restriction:

06/30/2021  
Sonrisas Dental Health  
Unrestricted

	Month Ending 06/30/2021			Year To Date 06/30/2021		
	Actual	2020 2021 BUDGET	Budget Diff	Actual	2020 2021 BUDGET	Budget Diff
Revenue and Expenditures						
Net Program Income						
Patient Revenue						
Patient Services						
Commercial Insurance	18,709.00	14,608.60	4,100.40	154,804.00	134,306.47	20,497.53
PPO	93,953.61	87,959.36	5,994.25	879,397.61	793,938.96	85,458.65
Public Dental Insurance	270,403.00	245,010.76	25,392.24	2,517,167.41	2,278,698.95	238,468.46
Private Pay	10,599.00	11,538.91	(939.91)	81,788.00	102,115.35	(20,327.35)
Affordable Scale	22,326.00	22,355.91	(29.91)	201,009.00	227,080.35	(26,071.35)
Farmworker	13,563.00	15,752.19	(2,189.19)	86,887.00	156,585.47	(69,698.47)
FQHC	47,946.00	26,390.00	21,556.00	473,560.00	264,770.00	208,790.00
Gross Patient Revenue	477,499.61	423,615.73	53,883.88	4,394,613.02	3,957,495.55	437,117.47
Uncompensated Care						
Prior Period Adjustment	(1,285.91)	(1,500.00)	214.09	(27,913.49)	(18,000.00)	(9,913.49)
Uncompensated Care - Commercial Insurance	(2,969.80)	(2,578.87)	(390.93)	(23,309.20)	(24,603.03)	1,293.83
Uncompensated Care - PPO	(43,062.57)	(36,175.57)	(6,887.00)	(382,705.58)	(326,961.64)	(55,743.94)
Uncompensated Care - Public Dental Insurance	(191,023.42)	(170,461.21)	(20,562.21)	(1,748,864.51)	(1,587,221.97)	(161,642.54)
Uncompensated Care - Affordable Scale	(10,113.00)	(11,040.71)	927.71	(84,778.87)	(112,737.61)	27,958.74
Uncompensated Care - Farmworker	54,450.11	(1,374.98)	55,825.09	40,083.20	(13,668.06)	53,751.26
Uncompensated Care - FQHC	(15,973.40)	0.00	(15,973.40)	(174,454.10)	0.00	(174,454.10)
Fee Adjustments	(1,615.27)	(2,400.00)	784.73	(24,791.45)	(28,800.00)	4,008.55
Patient Account - Bad Debt Write-off	1,428.23	(8,669.00)	10,097.23	282.33	(8,669.00)	8,951.33
Total Uncompensated Care	(210,165.03)	(234,200.34)	24,035.31	(2,426,451.67)	(2,120,661.31)	(305,790.36)
Net Patient Revenue	267,334.58	189,415.39	77,919.19	1,968,161.35	1,836,834.24	131,327.11
Total Expenses						
Direct Expenses						
Direct Personnel Expense						
Direct Program Salaries	207,561.96	172,369.40	(35,192.56)	1,845,600.78	1,974,806.16	129,205.38
Payroll Taxes	12,301.80	13,789.55	1,487.75	130,187.75	157,984.44	27,796.69
Unemployment Taxes	444.45	1,551.33	1,106.88	14,146.98	17,773.29	3,626.31
Benefits	5,156.93	5,682.68	525.75	46,124.67	64,921.89	18,797.22
401k Match	4,845.22	1,292.77	(3,552.45)	28,463.25	14,811.06	(13,652.19)
Worker's Comp	829.12	864.70	35.58	10,458.47	10,376.40	(82.07)
Continuing Education	0.00	125.00	125.00	635.00	3,500.00	2,865.00
License and Registration	375.38	863.00	487.62	10,390.34	10,356.00	(34.34)
Total Direct Personnel Expense	231,514.86	196,538.43	(34,976.43)	2,086,007.24	2,254,529.24	168,522.00

Clinic Expenses						
Sterilization Services	756.00	898.00	142.00	9,072.00	10,776.00	1,704.00
Shredding	98.00	67.00	(31.00)	840.00	804.00	(36.00)
Dental Supplies	14,931.57	10,800.00	(4,131.57)	167,823.66	111,672.00	(56,151.66)
Small Dental Equipment	187.45	600.00	412.55	4,158.83	7,200.00	3,041.17
Dental Equipment Repair	3,003.61	780.00	(2,223.61)	14,420.00	14,360.00	(60.00)
Lab Fees	10,470.91	5,941.86	(4,529.05)	83,104.99	56,179.47	(26,925.52)
Uniforms	50.00	37.50	(12.50)	157.94	450.00	292.06
PPE& Covid Related	2,844.14	10,207.00	7,362.86	75,099.46	106,829.61	31,730.15
Total Clinic Expenses	32,341.68	29,331.36	(3,010.32)	354,676.88	308,271.08	(46,405.80)
Total Direct Expenses	263,856.54	225,869.79	(37,986.75)	2,440,684.12	2,562,800.32	122,116.20
Indirect Expenses						
Indirect Personnel Expenses						
Salaries/Wages	65,475.08	45,021.76	(20,453.32)	518,109.35	515,261.73	(2,847.62)
Payroll Taxes	3,179.30	3,601.74	422.44	34,490.45	41,220.96	6,730.51
Unemployment Taxes	0.00	900.44	900.44	2,639.14	10,305.27	7,666.13
Benefits	1,288.44	1,615.38	326.94	11,135.49	18,432.64	7,297.15
401k Match	2,980.40	675.32	(2,305.08)	13,824.57	7,728.87	(6,095.70)
Worker's Comp	352.88	322.88	(30.00)	3,994.56	3,874.56	(120.00)
Total Indirect Personnel Expenses	73,276.10	52,137.52	(21,138.58)	584,193.56	596,824.03	12,630.47
Facility Expenses						
Auto Expenses	92.75	270.00	177.25	1,439.99	3,240.00	1,800.01
Building Maintenance	539.82	1,057.00	517.18	10,102.33	12,684.00	2,581.67
Janitorial Service	2,595.00	2,235.00	(360.00)	24,767.47	26,820.00	2,052.53
Rent	3,300.00	3,300.00	0.00	39,600.00	39,600.00	0.00
Phone/Internet	1,600.52	1,485.00	(115.52)	18,450.52	17,820.00	(630.52)
Utilities	3,051.54	2,315.00	(736.54)	33,396.33	27,780.00	(5,616.33)
Total Facility Expenses	11,179.63	10,662.00	(517.63)	127,756.64	127,944.00	187.36
Office Expenses						
Claims Processing	392.96	161.00	(231.96)	2,094.02	1,932.00	(162.02)
Office Exp.	0.00	0.00	0.00	0.00	0.00	0.00
Patient Notification	255.00	485.00	230.00	5,501.10	5,820.00	318.90
Office Supplies	1,709.32	824.00	(885.32)	10,886.18	9,888.00	(998.18)
Postage and Shipping	205.17	336.00	130.83	2,419.48	4,032.00	1,612.52
Printing Costs	0.00	100.00	100.00	324.18	1,200.00	875.82
Property Taxes	0.00	0.00	0.00	249.99	500.00	250.01
Dues, Fees & License	0.00	84.00	84.00	260.57	1,008.00	747.43
Employee Goodwill	32.08	650.00	617.92	2,456.97	2,612.00	155.03
Recruitment Expense	343.74	230.00	(113.74)	1,912.00	2,760.00	848.00
Total Office Expenses	2,938.27	2,870.00	(68.27)	26,104.49	29,752.00	3,647.51
Insurance						
Insurance - Auto	317.92	304.85	(13.07)	3,493.58	3,300.27	(193.31)
Insurance - Malpractice	514.33	756.99	242.66	7,437.29	8,195.22	757.93
Insurance - Liability & Property	761.68	806.44	44.76	8,728.54	8,730.57	2.03
Insurance - Directors & Officer Liability	373.20	397.33	24.13	4,410.15	4,301.49	(108.66)
Total Insurance	1,967.13	2,265.61	298.48	24,069.56	24,527.55	457.99
Fundraising Department						

Fundraising Expenses	1,686.10	1,525.00	(161.10)	13,589.86	5,274.00	(8,315.86)
Fundraising Consulting	508.50	2,250.00	1,741.50	26,829.00	27,000.00	171.00
Total Fundraising Department	2,194.60	3,775.00	1,580.40	40,418.86	32,274.00	(8,144.86)
Professional Fees						
Consultant - Professional Fees	1,650.00	0.00	(1,650.00)	23,810.00	2,500.00	(21,310.00)
Consultant - Accounting	2,600.00	0.00	(2,600.00)	2,600.00	0.00	(2,600.00)
Consultant - Legal	0.00	0.00	0.00	855.00	0.00	(855.00)
Total Professional Fees	4,250.00	0.00	(4,250.00)	27,265.00	2,500.00	(24,765.00)
General						
Depreciation Expense	22,581.31	23,202.00	620.69	256,183.30	278,424.00	22,240.70
Marketing Expense	1,962.54	791.67	(1,170.87)	6,070.20	10,580.04	4,509.84
Meeting & Travel Expenses	384.94	225.00	(159.94)	991.89	6,648.00	5,656.11
Fees and Interest	1,269.80	849.00	(420.80)	13,845.68	10,188.00	(3,657.68)
Merchant Processing	839.85	840.00	0.15	9,831.41	10,080.00	248.59
Outreach Supplies	1,987.21	0.00	(1,987.21)	5,374.65	3,744.00	(1,630.65)
Total General	29,025.65	25,907.67	(3,117.98)	292,297.13	319,664.04	27,366.91
Computer expense						
Computer Support	4,014.00	3,900.00	(114.00)	53,216.80	46,800.00	(6,416.80)
Software Support	599.00	1,010.00	411.00	15,232.00	12,120.00	(3,112.00)
Total Computer expense	4,613.00	4,910.00	297.00	68,448.80	58,920.00	(9,528.80)
Total Indirect Expenses	129,444.38	102,527.80	(26,916.58)	1,190,554.04	1,192,405.62	1,851.58
Total Total Expenses	393,300.92	328,397.59	(64,903.33)	3,631,238.16	3,755,205.94	123,967.78
Total Net Program Income	(125,966.34)	(138,982.20)	13,015.86	(1,663,076.81)	(1,918,371.70)	255,294.89
Grants and Other Income						
Grants and Donations						
Fundraiser	28,884.83	7,500.00	21,384.83	53,318.43	16,500.00	36,818.43
Donations	17,505.73	1,000.00	16,505.73	81,522.81	82,500.00	(977.19)
In-Kind Donations	0.00	0.00	0.00	17,930.00	0.00	17,930.00
Incentives	88,750.00	35,000.00	53,750.00	122,528.50	35,000.00	87,528.50
Grants	231,467.73	37,500.00	193,967.73	870,680.67	450,000.00	420,680.67
Other Events	0.00	0.00	0.00	0.00	0.00	0.00
PHCD Grants	0.00	75,000.00	(75,000.00)	250,000.00	900,000.00	(650,000.00)
Total Grants and Donations	366,608.29	156,000.00	210,608.29	1,395,980.41	1,484,000.00	(88,019.59)
Other Income						
Estimated PPP Loan Forgiveness	67,035.00	0.00	67,035.00	596,470.00	0.00	596,470.00
Interest Income	(1.79)	0.00	(1.79)	25.54	0.00	25.54
Dividends	0.00	340.00	(340.00)	0.00	4,080.00	(4,080.00)
Other Income	42,060.64	0.00	42,060.64	43,263.92	0.00	43,263.92
Sale of Fixed Asset	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Income	109,093.85	340.00	108,753.85	639,759.46	4,080.00	635,679.46
Total Grants and Other Income	475,702.14	156,340.00	319,362.14	2,035,739.87	1,488,080.00	547,659.87
Net income	349,735.80	17,357.80	332,378.00	372,663.06	(430,291.70)	802,954.76

## Sonrisas Dental Health Balance Sheet

As of Date:

06/30/2021

Location:

Sonrisas Dental Health

Year To Date

06/30/2021

Current Year Balance

### Assets

#### Current Assets

##### Cash and Cash Equivalents

11205 - Operating - Boston Private Checking	1,548,635.41
11210 - Operating - Boston Private Savings	110,155.75
11215 - Operating - Wells Fargo Checking	21,280.03
11600 - Petty Cash	581.41

Total Cash and Cash Equivalents 1,680,652.60

Accounts Receivable, Net 291,494.82

Other Current Assets 38,109.28

Total Current Assets 2,010,256.70

#### Long-term Assets

##### Property & Equipment

17000 - Fixed Asset Clearing	15,640.21
17300 - Improvements	1,059,161.96
17400 - Equipment	1,046,074.16
17500 - Furniture/Fixtures	128,033.06
17600 - Vehicle	111,934.08
17999 - Accum Depreciation	(1,438,134.67)

Total Property & Equipment 922,708.80

Other Long-term Assets 14,697.00

Total Long-term Assets 937,405.80

#### Investments

##### Long Term Investments

11410 - Investment Acct. - Merrill Lynch	204,069.73
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Total Long Term Investments 204,069.73

Total Investments 204,069.73

### Total Assets

**3,151,732.23**

### Liabilities and Net Assets

#### Liabilities

##### Short-term Liabilities

##### Accounts Payable

21110 - Accounts Payable	81,613.58
23100 - Patient Prepayments	24,342.98
23200 - Patient Refunds Payable	7,290.39

Total Accounts Payable 113,246.95

##### Accrued Liabilities

22210 - Accrued Payroll	94,390.91
22220 - Accrued PTO	110,995.52
22250 - Accrued 401k Funds Payable	11,832.96
22255 - Accrued 401k Match Fund	840.84
22260 - Accrued HSA Fund Payable	630.35
22320 - FSA Employee Account	4,493.01

Total Accrued Liabilities 223,183.59

Withholding Tax Payable	
22230 - Accrued Payroll Taxes	37,897.43
Total Withholding Tax Payable	<u>37,897.43</u>
Total Short-term Liabilities	374,327.97
Long Term Liabilities	
Notes Payable - Long Term	
28000 - PPP Loan	402,210.00
28001 - Estimated PPP Loan Forgiveness	(201,105.00)
Total Long Term Notes Payable	201,105.00
Other Long-term Liabilities	<u>8,721.06</u>
Total Long Term Liabilities	209,826.06
Other Liabilities	<u>83,988.56</u>
Total Liabilities	<u>668,142.59</u>
Net Assets	<u>2,483,589.64</u>
<b>Total Liabilities and Net Assets</b>	<b><u><u>3,151,732.23</u></u></b>

Created on: 08/20/2021 11:41 AM PDT



# **Community Engagement Report**



**DATE:** August 19, 2021

**TO:** SDH Board of Directors

**FROM:** Bonnie Jue, DDS

**RE:** **Community Engagement Director Report – August 2021**

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As local schools begin their new academic year, Sonrisas Dental Health (SDH) has been in the process of coordinating dental screening events and connecting community members with dental resources amidst the ever-evolving pandemic landscape. Fortunately, many community volunteers and dental providers have already reached out to offer their help with SDH's screening program this fall.

Highlights since last month's report:

- 1) Received grant funding from NICOS Chinese Health Coalition in San Francisco to customize cultural content and translate SDH's oral health education videos into Cantonese/Mandarin
  - At NICOS' Chinatown Taskforce for Children's Oral Health monthly meetings, I give updates about SDH's Community Programs, which the committee has praised for its focus on serving a diverse population of community members. NICOS was originally formed by the following agencies in San Francisco, some of which now have sites in San Mateo County, and are aligned with SDH's mission to improve access to care for underserved populations:
    - North East Medical Services (NEMS)
    - IPA (Chinese Community Health Care Association)
    - Chinese Hospital
    - On-Lok Lifeways
    - Self-Help for the Elderly
- 2) Currently in discussions with Wender Weis Foundation for Children and Sequoia Hospital for potential funding to expand SDH's unique online education module to high school students in East Palo Alto and Santa Clara
  - This interactive digital app features a "tour" of a dental office that introduces students to basic dental facts and information about various career opportunities in the dental field
- 3) SDH is scheduled to participate in "Fiesta Gardens International School Resource Fair" next month in San Mateo

# Development Report



**DATE:** August 18, 2021  
**TO:** SDH Board of Directors  
**FROM:** Maura LeBaron-Hsieh, MPH, Director of Development  
**RE:** Development Update

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This summer, the development team has focused on planning for our October 22<sup>nd</sup> Cooking for a Cause event, producing our FY20-21 Annual Report, and submitting an auspicious flurry of grant reports and grant proposals.

**Please see the attached Fundraising Report for visual overview of our progress toward our annual fundraising goals.**

### 1. Individual Donations

- As of July 31<sup>st</sup>, we have received \$4,507 in individual donations.
- We anticipate an uptick in individual donations via ticket sales for our upcoming Cooking for a Cause event.

### 2. Grant-seeking

- As of July 31<sup>st</sup>, Sonrisas has received \$88,022 in grant awards this fiscal year.
- In the first half of August, we submitted proposals to Kaiser Permanente and Stanford Health Care to renew our Access to Care program support grants, with several more renewal proposals upcoming.
- Sonrisas is currently in consideration for grants totaling \$349,000.

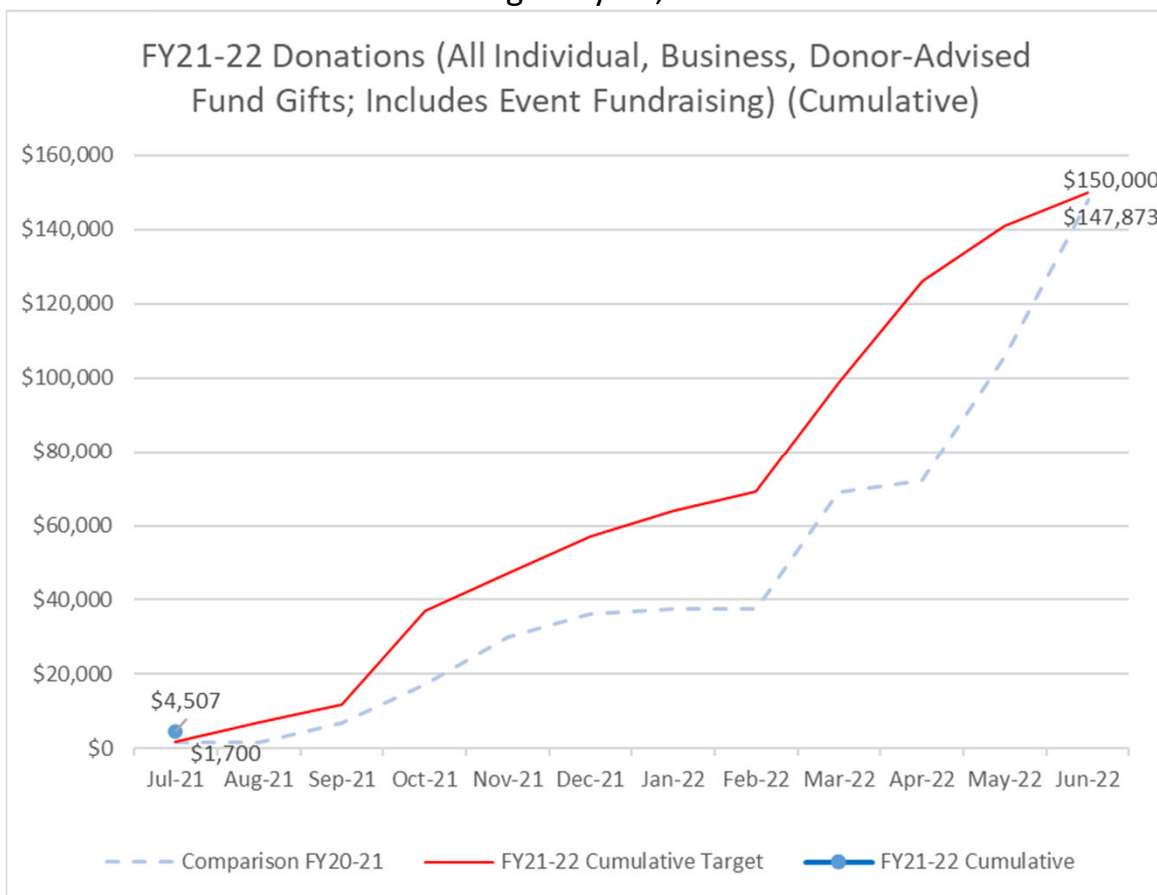
### 3. Events

- Sonrisas' 7<sup>th</sup> Annual Cooking for a Cause event is scheduled for Friday, October 22nd, outdoors at the Half Moon Bay Library. Please save the date!
- In a return to events of past years, SDH will welcome supporters from throughout San Mateo County to gather together and enjoy a live paella cooking demonstration, a group dinner with refreshments, and a live band and dancing.
- We will require guests to verify that they are fully vaccinated for COVID-19 in order to attend.



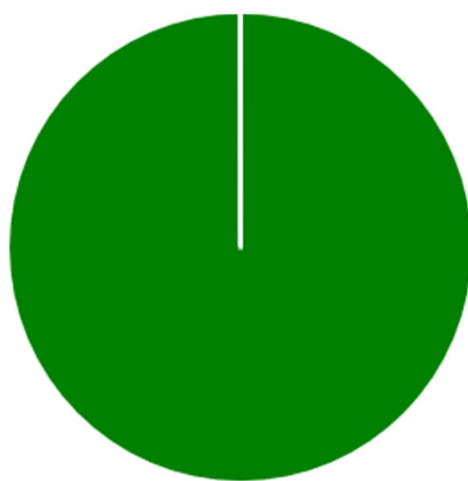


## SDH Fundraising Report Through July 31, 2021



### Grants Awarded: FY21-22 7/1/2021– 6/30/2022 Budget Goal: \$640,000

Denied: \$0  
(0%)



Awarded: \$88,022  
(100%)

*\*Excluding PHCD Grant Dollars.*

■ Awarded ■ Denied

Sonrisas  
Dental Health

Stage	Total
Research	58,001
Planned	232,600
In-Progress	200,000
LOI-Draft	0
LOI-Submitted	0
Application-Draft	0
Application-Submitted	349,000
Awarded	1,491,309
Awarded-Closed	0
Denied	75,000
Withdrawn	0
Abandoned	0

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