



Board Meeting September 15, 2022

6:30 PM

MINUTES

- **CALL TO ORDER AND ROLL CALL – Chair Taverner called the meeting to order at 6:33 pm.**
 - **Present:** Board Chair Nigel Taverner, Vice Chair Helen Galligan, Secretary Clyde Hinshelwood; Board Members: Larissa Cutler, Rick Navarro, Steve Stielstra, Sheryl Young
 - **Also Present:** CEO Tracey Fecher, Administrative Assistant Veronica Le
 - **Absent:** Larry Cappel, Dennis Kneepfel

- **MISSION MOMENT –** CEO Fecher shared that rather than feeling overwhelmed with preparations for Cooking for a Cause (like last year), the team is going into this event with excitement. With the Board's support and The Aurora Collective's guidance, the planning was much easier this time around. The Aurora Collective also suggested creating a New Donor package for potential donors that may arise after attending the event.

- **PUBLIC COMMENTS—**No public in attendance.

- **APPROVAL OF AUGUST BOARD MINUTES**
 - **Chair Taverner** noted the grammar regarding closed accounts on page 3 should be corrected, and to change the verbiage for **Vice Chair Galligan's** inquiry on the CDs in Boston Private. The minutes will be updated to reflect this.
 - **Secretary Hinshelwood** moved to approve the minutes for the board meeting on August 18th, 2022. The motion was seconded by **Director Young** and approved by majority vote. Ayes: **Helen Galligan, Clyde Hinshelwood, Larissa Cutler, Rick Navarro, Steve Stielstra, Sheryl Young.** Abstained: **Nigel Taverner**

- **NEW BUSINESS**
 - **Sonrisas Panel Truck—**CEO Fecher updated the Board on the status of Sonrisas' panel truck, which is currently not in use.
 - Resale value could be between \$30,000 and \$85,000
 - Plan to repaint truck before donating and placing Sonrisas' logo somewhere on the truck
 - Mobile equipment is used at pop up on Wednesdays at Puente and is stored there for now
 - The truck along with its monthly expense (\$422) is an unneeded overhead:
 - Unable to keep up with monthly maintenance
 - Moving of equipment could be outsourced when needed
 - The two healthcare districts made large donations (along with Burlingame Rotary) for the truck; and they have encouraged Sonrisas to consider donating the truck to another non-profit
 - Board members would like to know the value of the panel truck which could be considerable
 - **Director Young** inquired if a motion for the Board's approval is needed to move forward. Since an action regarding the panel truck was not requested for this board meeting, it will be requested in the next board meeting
 - **Board Chair Taverner** summarized that there is approval to get rid of the truck but, before voting on donating it, we should find out its market value.

 - **Board of Directors Retreat and Social Event -** Traditionally, an all-day workshop would be held in the Fall

to look primarily at strategic issues. The Strategic Planning Retreat in April was a success, so would another strategic workshop this Fall be needed? If yes, coordination of the Board's schedules and researching venues can be started. If not, rather than a workshop, should an additional social event take place?

- It was agreed that the idea of the Board members meeting in person is a wonderful opportunity to become well-acquainted with each other
 - Board members felt a full retreat this fall was not required but a social event would be great.
 - **CEO Fecher** will present to the Board 4-5 potential dates of when the gathering will be held at the next meeting, as well as suitable locations.
 - **Director Cutler** offered to hold the gathering at Vinoteca
 - That appeared to be an excellent suggestion with thanks to **Director Cutler**
 - In the upcoming months, **CEO Tracey** suggested holding another staff and board retreat in March or April.
 - **Director Young** recommended a board consider a session in the Spring to get to know each other, discussing strengths, reasons why each member joined Sonrisas' Board and what board members would like to focus on in the next year related to the Strategic Plan
 - **Director Stielstra** suggested adding specific discussions around elements of the Strategic Plan to scheduled board meetings; that way the plan can be discussed throughout the year.
 - Facilitator **Eric Ryan** will be meeting with **Chair Taverner** and **CEO Fecher** to consider implementing a focused conversation during board meetings in relation to the strategic plan.
- **Board Resolution to Continue Virtual Meetings ACTION Requested**
- **Board Chair Taverner** asked whether we should continue to have zoom Board meetings. **Director Navarro** suggested that zoom saves gas while **Director Hinshelwood** pointed out that we do miss something not being face to face
 - Once we have the right equipment installed, we can consider hybrid meetings
 - **Director Navarro** proposed that the October 20th board meeting take place virtually. The motion was seconded by **Vice Chair Galligan** and approved by roll call. Ayes: **Nigel Taverner, Helen Galligan, Clyde Hinshelwood, Larissa Cutler, Rick Navarro, Steve Stielstra, Sheryl Young.**
- **OLD BUSINESS**
- **Cooking for a Cause September 2022 Event Update**—It was requested that Board members notify **CEO Fecher** if they would like her to meet any of their guests during the event. In addition, not all guests provided email addresses to receive notifications regarding event details, so Board members were asked to provide their guests' emails or themselves forward the details to their guests.
- **Strategic Plan Update**—**CEO Fecher** presented to the Board an example of focus area action items now included in the Strategic Plan.
- The plan now includes specific goals, objectives, and timelines for accomplishing them for each focus area. **CEO Fecher** will send out the entire Strategic Plan to the Board the following day
 - It was suggested that during each board meeting, discussions on goals or focus areas would be constructive. If the Board is interested, they can request access to the Mission Met website to review the strategic plan at any time by asking **Veronica Le** for access.
- **Partnership Update**
- **Sequoia Healthcare District**
 - SHD is considering a \$1 million dental grant—taking patients from Medi-Cal Dental Fee for Services Providers or FQHCs waiting lists, then finding local dentists for immediate treatment. Services will be paid for by the healthcare district and patients will maintain dental home at Sonrisas or FQHC:
 - Before participating, **Dental Director Dr. Torrey Rothstein** will be reviewing

logistics and clinical concerns.

- Currently researching and documenting the needs of the population in their community
 - Intending to build a 10-14 chair clinic and ways to fund the gap in providing care to Medi-Cal patients year over year.
 - Ravenswood (an FQHC) plans on expanding into Redwood City and is interested in operating that clinic
 - Sonrisas remains a potential partner as they are in network with most insurances
 - **Puente:**
 - **CEO Fecher** recently visited the Puente clinic with **Director Cutler** in preparation for Puente's upcoming event
 - **Director Cutler** enjoyed speaking with Ophelie Vico and the promotoros, who coordinate Sonrisas' services to farmworkers. Their services also include:
 - Distributing oral health kits regularly to homes, including instructions on how to brush teeth properly
 - We have seen 62 farmworker patients since last year and have a waiting list of 42.
 - **SMMC FQHC**
 - **CEO Fecher** is speaking with David McGrew, CFO of SMMC, about the possibility of a subrecipient FQHC contract
 - Currently preparing Sonrisas' Half Moon Bay location to see FQHC patients
 - Working on a contract amendment to allow our resident to see patients as well
 - Sonrisas requested \$130,000 contract next year to see farmworkers at Puente, which ends December 31st
 - Discussions on possibility if Health Care for the Homeless and Farmworkers Program is unable to provide funds, then seek other methods of obtaining funds, such as a Measure K funds.
 - **HPSM**
 - **CEO Fecher** spoke with Pat Curran, CEO of Health Plan of San Mateo, about conversations with local healthcare leaders in terms of differences between FQ rates and fees for service and Medi-Cal Dental.
 - CEO Curran confirmed the importance of Sonrisas and their system of care for patients in need of a dental home in San Mateo County
 - Willingness to support Sonrisas is evident as Health Plan of San Mateo readily assists with resolving issues with claims
 - There are funds for capacity building that could potentially help with capacity projects.
 - **CEO Fecher** emphasized the importance of partnerships as they are key to the strategic plan focus on maximizing ongoing patient revenue and will continue to present updates on each partnership to the Board.
- **REPORTS**
 - **CEO Report**—**CEO Fecher** received an invitation to join the American Leadership Forum's Leadership Program, which will take place over two fiscal years. She would like to hear from the Board any concerns of applying the budget for her professional development towards the program, which the Board encouraged her to join. **CEO Fecher** will also apply for scholarships and grants to fund the program instead of using budgeted funds.
 - An annual competitive program for 28 leaders, with five being nonprofits leaders
 - Various types of businesses are invited to learn in a diverse environment
 - **CEO Fecher** spoke with two nonprofit leaders who graduated from the program, wanting to confirm the program is worth the investment
 - Provides a wide network of connections
 - **Director Young** suggested contacting the Packard Foundation, since they give out leadership scholarship grants

- Other ongoing staff training initiatives at Sonrisas include:
 - Supervisory training taught by San Mateo County
 - Leadership Development
 - Excel
 - **CEO Fecher** plans on speaking with Dr. Bonnie Jue, about her plans for the year
 - **CFO Report—Director Young** asked if a breakdown of Accounts Receivable could be included in the balance sheet or the CFO report. She also asked about the cost per visit by payer type and why the patterns fluctuate. **Director Galligan** wondered about the mismatch of payer types. **CEO Tracey** updated the Board on the initiative to review the way the cost of visits is calculated and how it should be included in the dashboard (which is used by staff as well as reported to the Board).
 - **Fundraising Report** – No report
 - **Outreach Report**– No comments or questions
 - **Board Nomination Committee**—Will meet at the end of October to discuss next steps for the Nominating Committee
- **SUGGESTED AGENDA ITEMS FOR NEXT MEETING**
 - Panel Truck
 - Value of truck
 - Strategic Plan Update
 - Partnerships Update
 - Dashboards
 - Cash Reserve Policy
 - Cheryl Fama is working on it and searching for outside assistance
 - Report on successful event
- **ADJOURN**—The meeting was adjourned at 8:05 pm.

Written by
Veronica Le

Approved by

 Nigel Taverner, Board Chair