

**HEALTH CARE FOR THE HOMELESS/FARMWORKER HEALTH PROGRAM (HCH/FH)
Finance Committee Meeting**

Mission Hospice & Home Care | San Mateo
December 13, 2018, 8:00 A.M – 8:45 A.M.

AGENDA

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|-----------|-----------------------------------|--|----------------|
| A. | CALL TO ORDER | | 8:00 AM |
| B. | CHANGES TO ORDER OF AGENDA | | 8:01 AM |
| C. | PUBLIC COMMENT | | 8:03 AM |

Persons wishing to address on matters NOT on the posted agenda may do so. Each speaker is limited to three minutes and the total time allocated to Public Comment is fifteen minutes. If there are more than five individuals wishing to speak during Public Comment, the Chairperson may choose to draw only five speaker cards from those submitted and defer the rest of the speakers to a second Public Comment at the end of the Board meeting. In response to comments on a non-agenda item, the Board may briefly respond to statements made or questions posed as allowed by the Brown Act (Government Code Section 54954.2) However, the Boards general policy is to refer items to staff for comprehensive action or report.

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| D. | CONSENT AGENDA | | |
| | 1. Meeting minutes from October 10, 2018 | Jim Beaumont | TAB 1 8:08 AM |

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| E. | REPORTING AGENDA: | | |
| | 1. Review of Budget & Finance Report through November 2018 | Jim Beaumont | TAB 2 8:10 AM |
| | 2. Small Funding Request Update | Jim Beaumont | 8:30 AM |

BOARD COMMUNICATIONS AND ANNOUNCEMENTS

Communications and Announcements are brief items from members of the Board regarding upcoming events in the community and correspondence that they have received. They are informational in nature and no action will be taken on these items at this meeting. A total of five minutes is allotted to this item. If there are additional communications and announcements, the Chairperson may choose to defer them to a second agenda item added at the end of the Board Meeting.

OTHER ITEMS

1. Future meetings – every 2nd Thursday of the month (unless otherwise stated)
Next Regular Meeting January 10, 2019; 8:00 A.M. – 8:45 A.M. | LifeMoves, Menlo Park

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| H. | ADJOURNMENT | | 8:45 AM |
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**Healthcare for the Homeless/Farmworker Health Program (Program)
Co-Applicant Board Meeting Minutes (Oct 11, 2018)
San Mateo Medical Center | 222 W. 39th Ave , 2nd floor (Board room) San Mateo**

Co-Applicant Board Members Present

Christian Hansen
Robert Anderson
Mother Champion

County Staff Present

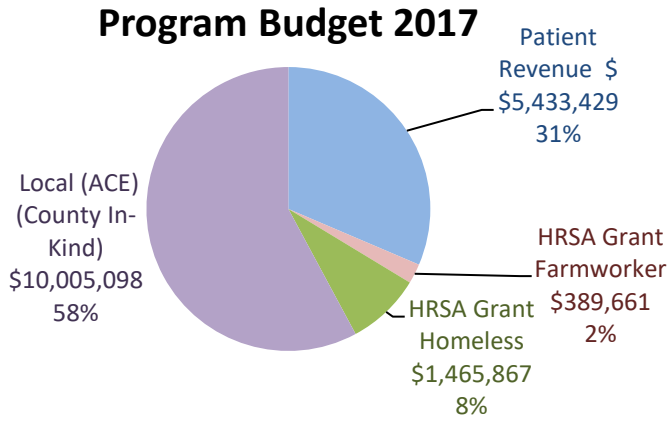
Jim Beaumont

Members of the Public

ITEM	DISCUSSION/RECOMMENDATION	ACTION
Call To Order	Meeting was called to order at __8:06__ A.M.	
Regular Agenda Public Comment	No Public Comment at this meeting.	
Regular Agenda: Consent Agenda	All items on Consent Agenda (meeting minutes from September 13, 2018) were approved.	Consent Agenda was <u>MOVED</u> by Robert <u>SECONDED</u> by Christian, and <u>APPROVED</u> by all Board members present.
Reporting Agenda: Review of Budget & Finance Report through September	Jim Beaumont reported on status of the budget, expenditures, and unexpended funds, providing a brief background on program expenditures and how previous grants and funding efforts to specific clinics helped lend to the increases in unexpended funds. Currently projected to have ~ \$267,000 in unexpended funds, a decrease from last month and significantly better than the \$600,000 we ended up with last year.	
Reporting Agenda: Contract Spend Down 2018 January to August	Jim Beaumont reported that contractors were doing better this year, expending at an aggregate low 90% rate, but that since we pay invoices a month behind, December 2017, which was a very low month for contact expenditure, was weighing down the expenditure weight for contracts overall. Note that LifeMoves expenditure rate was up substantially the past 3 months.	
Reporting Agenda: Small Funding Request update	Reported that we had received a new template to use for approving/agreeing to small funding proposals and that the process would now be able to go forward this year. Committee decided no meeting for November.	
Adjournment	Time 11:43____ A.M.	

**HCH/FH Co-Applicant Board Finance Committee
Financial Summary as of 10/11/2018**

Program Budget 2017

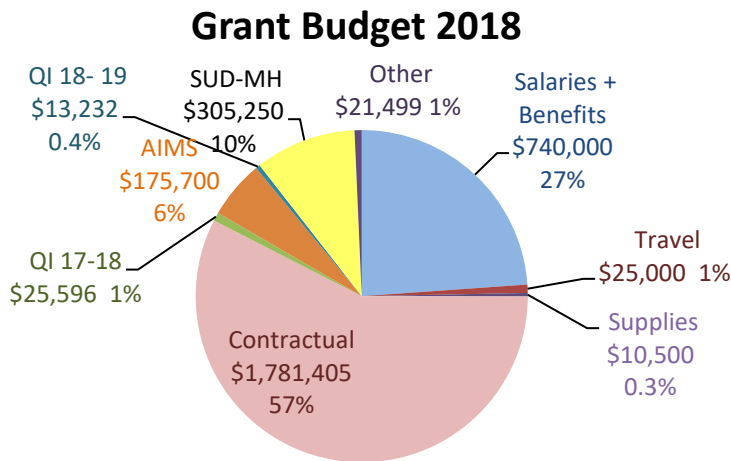


Revenue	Amount	% of Total
Patient Revenue	\$ 5,433,429	31%
HRSA Grant - Farmworker	\$ 389,661	2%
HRSA Grant - Homeless	\$ 1,465,867	8%
Local (ACE) (County In-kind)	\$ 10,005,098	58%
Total Revenue	\$ 17,294,055	

*HRSA Grant Total
Claimed \$ 1,855,528

Source: Uniform Data System (UDS) Report 2017 First Submission

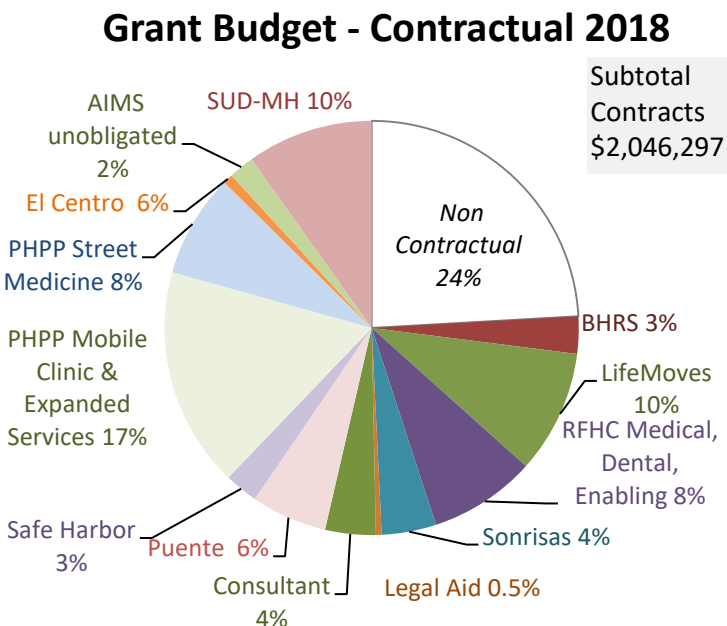
Grant Budget 2018



	Total	% of Total
Salaries + Benefits	\$ 740,000	24%
Travel	\$ 25,000	1%
Supplies	\$ 10,500	0.3%
Contractual	\$ 1,781,405	57%
QI Funding 17-18	\$ 25,596	1%
AIMS Funding	\$ 175,700	6%
QI Funding 18-19	\$ 13,232	0.4%
SUD-MH Funding	\$ 305,250	10%
Other	\$ 21,499	1%
Total	\$ 3,098,182	

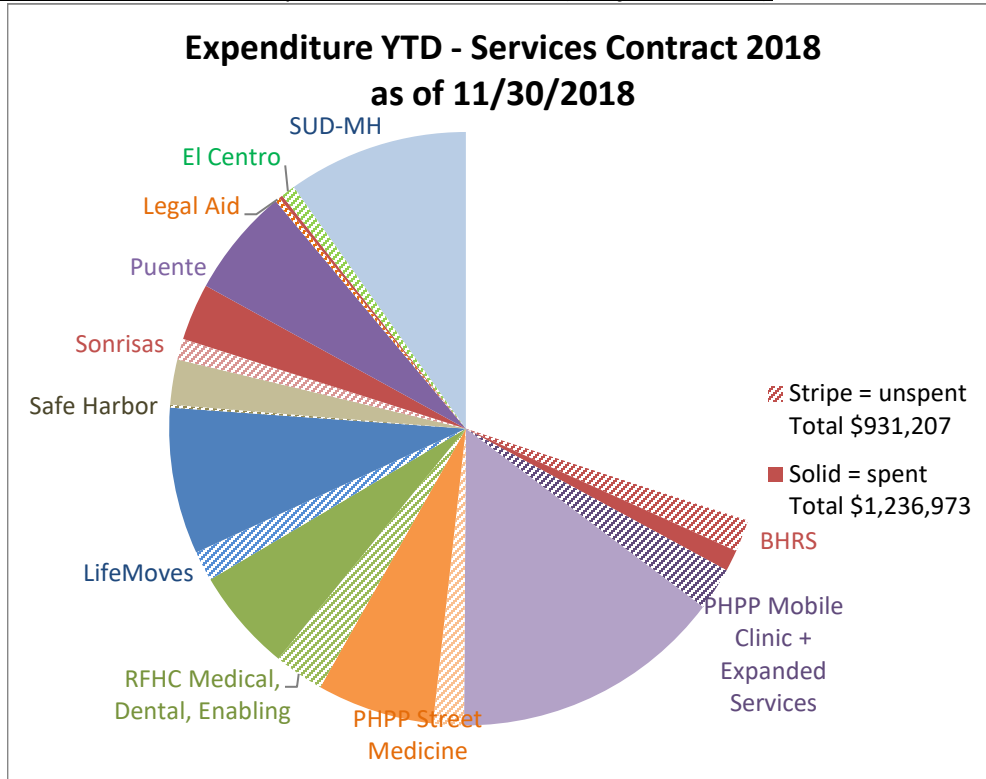
Last Updated: 9/28/2018

Grant Budget – Contractual 2018 (as of 9/28/2018)



	Total	% of Total Grant
BHRS	\$ 90,000	3%
LifeMoves	\$ 298,030	10%
RFHC Medical, Dental, Enabling	\$ 258,725	8%
Sonrisas	\$ 131,675	4%
Legal Aid	\$ 14,000	0.5%
Puente	\$ 183,500	6%
Safe Harbor	\$ 81,000	3%
PHPP Mobile Clinic + ES	\$ 532,250	17%
PHPP Street Medicine	\$ 249,750	8%
El Centro	\$ 24,000	1%
AIMS - on-going unobligated	\$ 61,200	2%
*SUD-MH Funding (pending StarVista & Consultant)	\$ 305,250	10%
Consultant (Admin + AIMS)	\$ 122,167	4%
Subtotal Contracts	\$ 2,351,547	76%
Non Contractual (Salaries, Benefits, Travel, Supplies, QI Award & Other)	\$ 746,635	24%
Total Grant	\$3,098,182	

Service Contracts 2018 – Expenditure Year to Date (as of 10/5/2018)



Invoices from January to August 2018

	Total Award	Spent		Unspent	
		\$	%	\$	%
BHRS	\$ 90,000	\$ 35,600	40%	\$ 54,400	60%
PHPP Mobile Clinic & Expanded Services	\$ 532,250	\$ 459,620	86%	\$ 72,630	14%
PHPP Street Medicine	\$ 249,750	\$ 197,950	79%	\$ 51,800	21%
RFHC Medical, Dental, Enabling	\$ 258,725	\$ 174,292	67%	\$ 84,533	33%
LifeMoves	\$ 298,030	\$ 247,320	83%	\$ 50,710	17%
Safe Harbor	\$ 81,000	\$ 76,000	94%	\$ 5,000	6%
Sonrisas	\$ 131,675	\$ 96,180	73%	\$ 35,495	27%
Puente	\$ 183,500	\$ 183,500	100%	\$	0%
Legal Aid	\$ 14,000	\$ 6,000	43%	\$ 8,000	57%
El Centro	\$ 24,000	\$ -	0%	\$ 24,000	100%
SUD-MH (Pending)	\$ 305,250	\$ -	0%	\$ 305,250	100%
Total YTD	\$2,168,180	\$1,470,462	68%	\$ 697,710	32%