



**HEALTH CARE FOR THE HOMELESS/FARMWORKER HEALTH PROGRAM (HCH/FH)  
 FINANCE COMMITTEE MEETING**

[Microsoft Teams Meeting](#)

Phone: (628) 212-0105 ID: 907-022-494#

July 8<sup>th</sup>, 2021 8-8:45am

**AGENDA**

<b>AGENDA ITEM</b>	<b>SPEAKER(S)</b>	<b>TIME</b>
<b>A. CALL TO ORDER</b>	Robert Anderson	<b>8:00 AM</b>
<b>B. CHANGES TO ORDER OF AGENDA</b>		<b>8:01 AM</b>
<b>C. PUBLIC COMMENT</b>		<b>8:02 AM</b>
<p>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.</p>		
<b>D. CONSENT AGENDA</b>		
1. Meeting minutes from June 10 <sup>th</sup> , 2021	Sofia Recalde	<b>8:06 AM</b>
<b>E. REPORTING AGENDA</b>		
1. HCH/FH Contracts 2021 YTD Financial Report	Sofia Recalde	<b>8:10 AM</b>
2. Budget & Finance Report	Jim Beaumont	<b>8:20 AM</b>
3. HCH/FH Budget projections through CY 2024	Jim and Sofia	<b>8:30 AM</b>
<b>F. BOARD COMMUNICATIONS &amp; ANNOUNCEMENTS</b>		
<p>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.</p>		
<b>OTHER ITEMS</b>		
1. <b>Next Regular Meeting TBD</b>   Microsoft Teams   Virtual Future meetings – Every 2 <sup>nd</sup> Thursday of the month (unless otherwise stated)		
<b>G. ADJOURNMENT</b>	Robert Anderson	<b>8:45 AM</b>

Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternate format for the agenda, meeting notice, or other documents that may be distributed at the meeting, should contact the HCH/FH staff at least five working days before the meeting at [SMMC\\_HCH\\_FH\\_Program@smcgov.org](mailto:SMMC_HCH_FH_Program@smcgov.org) in order to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. The HCH/FH Co-Applicant Board regular meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.smchealth.org/meeting/hchfh-meetings>.

**Healthcare for the Homeless/Farmworker Health Program  
Co-Applicant Board Finance Sub-Committee Meeting Minutes (June 10<sup>th</sup>, 2021)  
San Mateo Medical Center**

Co-Applicant Board Members Present

Robert Anderson  
Christian Hansen

County Staff Present

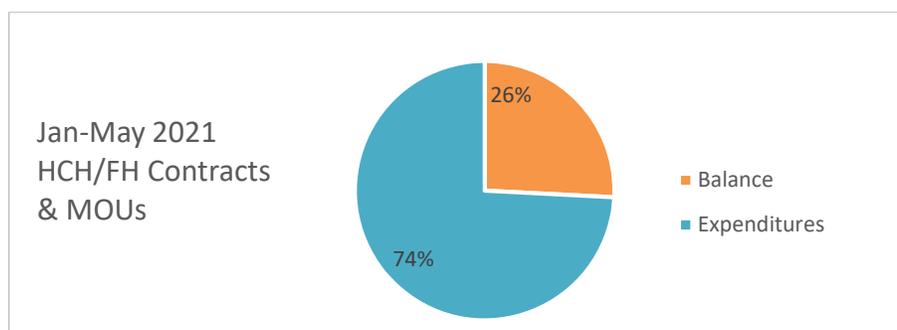
Jim Beaumont  
Sofia Recalde

Members of the Public

ITEM	DISCUSSION/RECOMMENDATION	ACTION
<b>Call to Order</b>	Meeting was called to order by Robert Anderson at 8:03 AM. Everyone present introduced themselves.	
<b>Change to Order of the Agenda</b>	No changes	
<b>Public Comment</b>	No Public Comment at this meeting.	
<b>Closed session</b>	No closed session	
<b>Consent Agenda:</b> Meeting Minutes from April 8 <sup>th</sup> , 2021	All items on the Consent Agenda were approved.	Consent agenda was <u>MOVED</u> by Christian Hansen, <u>SECONDED</u> by Robert Anderson, <u>APPROVED</u> by all Board Members present.
<b>Reporting Agenda:</b> HCH/FH Contracts 2021 YTD Financial Report	As of April 30, 2021, contracted service providers have spent approximately \$875,000 (65%) of the funds allocated to contracts and MOUs for the first half of 2021. Staff shared the budget for calendar year 2021 that includes the current agreements and new, upcoming agreements that will start soon. It is anticipated that contracted service providers will spend 85-90% of funds allocated to contracts and MOUs.	
Budget & Finance Report	<p>Preliminary expenditure numbers for non-COVID expenses in May 2021 show a total expenditure for the year-to-date as \$1,525,541 of which \$1,505,277 is claimable against the grant. Total projected expenditure for the year is approximately \$3.06M. With carryover from 2020, it is anticipated that we will have around \$3.6M, providing for an estimated \$550K of unexpended funds for year's end.</p> <p>HRSA released a new Capital Improvements funding opportunity (up to \$562,000) with a June 24 submission deadline. HCH/FH is working with SMMC to identify projects to include in this proposal.</p> <p>HRSA also recently announced a competitive funding opportunity for optimizing virtual</p>	

	care with a mid-July deadline to submit a brief project proposal in Grants.gov. The full proposal is due to HRSA in mid-August. HCH/FH is evaluating staff bandwidth and SMMC need to handle additional funding for telehealth.	
COVID-19 supplemental funding awards update	<p>Since the COVID-19 pandemic started in March 2020, HCH/FH has received 4 supplemental, one time funding awards to address concerns related to COVID-19 and/or enhance/improve health center capacity and infrastructure that total ~\$2.5M.</p> <p>HCH/FH has spent down two awards for \$57,581 and \$184,144 each. HCH/FH has spent ~\$110K of the \$639,995 CARES award but has identified several projects (e.g, funding a community based organization to support vaccine education and registration, behavioral health services for farmworkers in HMB, supporting the SMMC interpreter service transition and local, state and federal COVID-19 data reporting) to spend down the remaining funds.</p> <p>HCH/FH recently submitted a \$1.6M American Rescue Plan (ARP) proposal to HRSA to support the following projects:</p> <ul style="list-style-type: none"> <li>- Public Health Policy &amp; Planning Mobile Clinic expansion</li> <li>- SMMC Call Center improvements</li> <li>- Workstation on Wheels for vaccine clinics / outpatient clinics</li> <li>- COVID-19 home testing kits</li> <li>- OBGYN clinic equipment</li> <li>- Digital tools to support case management, population health initiatives, patient satisfaction and workforce engagement</li> <li>- Recuperative care at Baden House</li> <li>- Miscellaneous supplies – medical, lab and hygiene</li> </ul> <p>Staff will continue to keep the finance committee and Board up-to-date on COVID-19 funding, projects and expenditures.</p>	
<b>Other Items:</b>	None	
<b>Adjournment</b>	Meeting was adjourned at 8:45am.	

## Jan-May 2021 HCH/FH MOU & Contract Expenditures



Contractor	Contract Amount	Amount Spent	% YTD 2021
Ayudando Latinos a Soñar (ALAS)*^	\$ 71,000	\$61,650	87%
Behavioral Health & Recovery Services	\$ 42,500	\$39,500	93%
El Centro de Libertad	\$ 40,500	\$29,700	73%
LifeMoves	\$ 154,900	\$139,070	90%
PHPP Mobile Van & Expanded Services^	\$ 295,095	\$265,245	90%
PHPP Street & Field Medicine^	\$ 249,750	\$98,050	39%
Puente de la Costa Sur	\$ 123,250	\$104,800	85%
Ravenswood - Medical	\$ 59,400	\$59,400	100%
Ravenswood - Dental	\$ 29,700	\$10,800	36%
Ravenswood - Enabling	\$ 42,000	\$32,400	77%
Samaritan House - Safe Harbor	\$ 56,300	\$56,300	100%
Sonrisas Dental	\$ 80,150	\$56,105	70%
StarVista	\$ 96,250	\$41,850	43%
<b>TOTAL</b>	<b>\$ 1,340,795</b>	<b>\$ 994,870</b>	<b>74%</b>

\*ALAS contract period Jun 2020-Mar 2021

^ April and invoices not yet processed



San Mateo Medical Center  
222 W 39th Avenue  
San Mateo, CA 94403  
650-573-2222 T  
smchealth.org/smmc

DATE: July 08, 2021

TO: Co-Applicant Board, San Mateo County Health Care for the Homeless/Farmworker Health (HCH/FH) Program

FROM: Jim Beaumont  
Director, HCH/FH Program

SUBJECT: HCH/FH PROGRAM BUDGET and FINANCIAL REPORT

For non-COVID operations, preliminary expenditure numbers for June 2021 show a total expenditure for the year-to-date as \$1,664,661 of which \$1,639,367 is claimable against the grant. Total projected expenditure for the year continues at approximately \$3.06M. With carryover from 2020, we expect to have available funding around \$3.6M, providing for an estimated \$550K of unexpended funds for year's end, the same as projected last month. We have been tracking at around this number for a few months, but the profile may change post-July 1 when new and different agreements come online.

Of the original COVID awards from 2020, which totaled around \$880K, approximately \$348K has been expended, which includes all of the available funding from the original COVID award and the COVID Expanded Testing Capacity award. All of the remaining available funding from 2020 (~\$535K) is from the COVID CARES award with a current end date of March 31, 2022. HCH/FH has received an additional ~\$1.6M COVID funding award from the ARP Act, which has an end date of March 31, 2023.

HRSA has also recently announced the availability of \$562,000 in Capital Projects funding which must be requested by June 24, 2021. HCH/FH reviewed this possibility with SMMC, SMC Health and our community partners and submitted a timely proposal. This is discussed additionally elsewhere on today's agenda. HRSA has also announced a competitive award for Optimizing Virtual Care, due in July. We are reviewing our capacity to handle additional funding in this area and potential collaborations.

Attachment:

- GY 2021 Summary Grant Expenditure Report Through 06/30/21



GRANT YEAR 2021

June \$\$

Details for budget estimates	Budgeted [SF-424]		To Date (05/31/21)	Projection for end of year	Projected for GY 2021
<b>EXPENDITURES</b>					
<u>Salaries</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	631,050	42,846	269,764	540,000	650,000
<u>Benefits</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	171,990	10,266	69,849	145,000	180,000
<u>Travel</u>					
National Conferences (2500*8)	25,000	325	325	5,000	25,000
Regional Conferences (1000*5)	5,000			2,000	5,000
Local Travel	1,500			500	1,500
Taxis	1,000	98	163	500	1,000
Van & vehicle usage	2,000		706	1,500	1,500
	34,500	423	1,194	9,500	34,000
<u>Supplies</u>					
Office Supplies, misc.	12,000	1,480	4,393	10,000	10,000
Small Funding Requests		10,730	81,767	95,000	
	12,000		86,160	105,000	10,000
<u>Contractual</u>					
2019 Contracts			129,225	129,225	
2019 MOUs			144,645	144,645	
Current 2020 MOUs	872,000		345,130	925,000	1,100,000
Current 2020 contracts	1,034,000	79,075	567,300	1,005,000	1,000,000
ES contracts (SUD-MH & IBHS)	150,000				
---unallocated---/other contracts					
	2,056,000		1,186,300	2,203,870	2,100,000
<u>Other</u>					
Consultants/grant writer	30,000			8,000	25,000
IT/Telcom	20,000		9,744	24,000	25,000
New Automation				0	-
Memberships	5,000			2,500	5,000
Training	10,000		16,356	25,000	20,000
Misc	500			500	500
	65,500		26,100	60,000	75,500
<b>TOTAL</b>	<b>2,971,040</b>	<b>134,090</b>	<b>1,639,367</b>	<b>3,063,370</b>	<b>3,049,500</b>
<b>GRANT REVENUE</b>					
Available Base Grant	2,691,632			2,691,632	2,691,632
Carryover	922,375			922,375	IBHS carryover
Available Expanded Services Awards **					550,637
HCH/FH PROGRAM TOTAL	3,614,007			3,614,007	3,242,269
<b>BALANCE</b>	<b>642,967</b>		<b>PROJECTED AVAILABLE</b>	<b>550,637</b>	<b>192,769</b>
					based on est. grant of \$2,691,632
<u>Non-Grant Expenditures</u>					
Salary Overage	13750	1442	7,210	19,000	22,000
Health Coverage	57000	3588	18,084	49,000	57,000
base grant prep	-				
food	2500			750	1,500
incentives/gift cards	1,000				1,500
	74,250	5,030	25,294	68,750	82,000
<b>TOTAL EXPENDITURES</b>	<b>3,045,290</b>	<b>139,120</b>	<b>1,664,661</b>	<b>3,132,120</b>	<b>NEXT YEAR 3,131,500</b>
	<b>BUDGETED</b>	<i>This month</i>	<b>TO DATE</b>	<b>PROJECTED</b>	
COVID Expenditures (not included either COVID APR awards)	2021		93408	535500	
	2020		254,669		
<b>Total</b>			<b>348077</b>	<b>880000</b>	