



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

[Microsoft Teams Meeting](#)

Phone: (628) 212-0105 ID: 375 101 729#

November 12th, 8-8:45am

AGENDA

AGENDA ITEM	SPEAKER(S)	TIME
A. CALL TO ORDER	Robert Anderson	8:00 AM
B. CHANGES TO ORDER OF AGENDA		8:01 AM
C. PUBLIC COMMENT		8:02 AM
<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>		
D. CONSENT AGENDA		
1. Meeting minutes from October 8 th , 2020	Sofia Recalde	8:06 AM
DI. REPORTING AGENDA		
1. HCH/FH Contractor YTD Financial Update	Sofia Recalde	8:10 AM
2. Budget & Finance Report through October 2020	Jim Beaumont	8:20 AM
3. COVID-19 Awards Report (<i>to be presented at meeting</i>)	Jim and Sofia	8:30 AM
DII. BOARD COMMUNICATIONS & ANNOUNCEMENTS		
<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>		
OTHER ITEMS		
1. Next Regular Meeting December 10th 2020; 8:00 A.M. – 8:45 A.M. Microsoft Teams Virtual Future meetings – Every 2 nd Thursday of the month (unless otherwise stated)		
G. ADJOURNMENT	Robert Anderson	8:45 AM

**Healthcare for the Homeless/Farmworker Health Program
Co-Applicant Board Finance Sub-Committee Meeting Minutes (October 8th, 2020)
San Mateo Medical Center**

Co-Applicant Board Members Present

Robert Anderson
Eric DeBode
Christian Hansen

County Staff Present

Jim Beaumont
Sofia Recalde

Members of the Public

ITEM	DISCUSSION/RECOMMENDATION	ACTION
Call to Order	Meeting was called to order by Robert Anderson at 8:01 AM. Everyone present introduced themselves.	
Change to Order of the Agenda	No changes	
Public Comment	No Public Comment at this meeting.	
Closed session	No closed session	
Consent Agenda: Meeting Minutes from August 13, 2020	All items on the Consent Agenda were approved.	Consent agenda was <u>MOVED</u> by Eric Debode, <u>SECONDED</u> by Robert Anderson, <u>APPROVED</u> by all Board Members present.
Reporting Agenda: HCH/FH Contractor YTD Update	COVID-19 continues to have an impact on Contractor's ability to deliver services. As of August 2020, contracted service providers have spent 59% of the Contractor budget compared to 66% in August 2019.	
Budget & Finance Report through September 2020	Preliminary expenditure numbers for September 2020 show a total expenditure of \$165,593 of which \$160,725 is claimable against the grant. For the year to date, HCH/FH has expended approximately \$2,116,267 in grant funds, about 72% of the Base Grant (including carryover but not including the IBHS Expanded Services award) through 75% of the grant year. HCH/FH currently projects an unexpended balance of approximately \$383,000 at the end of the grant year.	
Budget(s) for RFP service streams	Staff reviewed the estimated budget ranges for the 3 service streams to be included in the RFP and explained that any unused funds will be redirected towards support behavioral health efforts.	

Other Items:	None	
Adjournment	Meeting was adjourned at 8:46am.	

RFP 2020 Services

HCH/FH Board Meeting October 8th, 2020



SAN MATEO COUNTY HEALTH

**SAN MATEO
MEDICAL CENTER**

Three RFP Service Streams

**Promotores
on the North
Coast**

**Care Navigator
linked to Street
Medicine, Mobile,
and NPCC**

**Care
Coordination
linked to
newly housed**

Excluded from RFP:

- Mobile Clinic
- Street & Field Medicine
- Saturday Dental Clinic at Coastside Clinic
- Operational costs

Budget per Service Stream

Promotores in
the North
Coast

Up to \$250K

Care Navigator
linked to Street
Medicine, Mobile,
and NPCC

Up to \$400K

Care
Coordination
linked to newly
housed

Up to \$250K

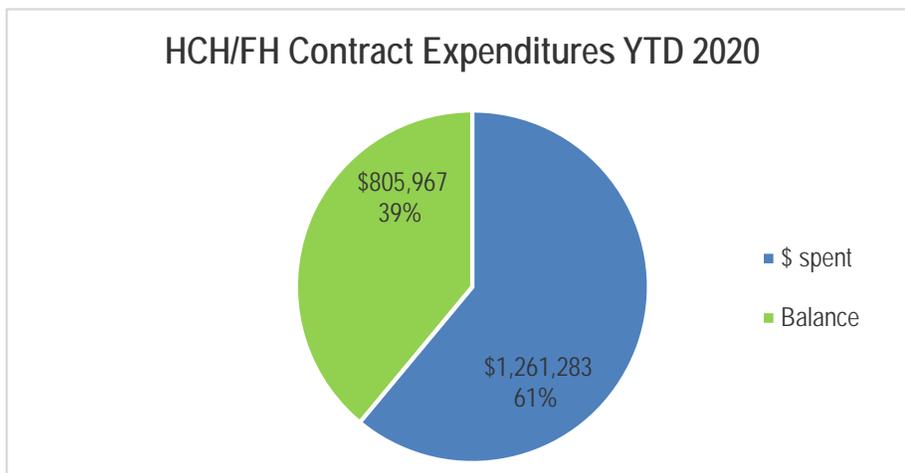


HCH/FH Contractor Financial Progress | Jan - Sep 2020

Contractor	Contract Amount	Amount Spent	% YTD 2020	% YTD 2019	EOY 2019
Ayudando Latinos a Soñar (ALAS) **	\$71,000	\$0	0%	NA	NA
Behavioral Health & Recovery Services	\$90,000	\$55,500	62%	38%	57%
El Centro de Libertad	\$73,500	\$24,450	33%	29%	51%
LifeMoves	\$295,750	\$224,740	76%	82%	99%
PHPP Mobile Van & Expanded Services	\$482,250	\$272,000	56%	75%	93%
PHPP Street & Field Medicine	\$249,750	\$249,750	100%	100%	100%
Puente de la Costa Sur	\$183,500	\$125,550	68%	80%	96%
Ravenswood - Medical *	\$107,100	\$41,157	38%	64%	81%
Ravenswood - Dental *	\$54,725	\$22,487	41%	74%	89%
Ravenswood - Enabling *	\$97,000	\$21,534	22%	48%	60%
Samaritan House - Safe Harbor	\$81,000	\$60,480	75%	94%	94%
Sonrisas Dental	\$131,675	\$60,685	46%	70%	83%
StarVista	\$150,000	\$102,950	69%	68%	79%
TOTAL	\$2,067,250	\$1,261,283	61%		

* Invoices updated through June 2020

** Awaiting first invoice





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

DATE: November 12, 2020

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

Preliminary expenditure numbers for October 2020 show a total expenditure of \$155,580 of which \$150,543 is claimable against the grant. For the year to date, we have expended approximately \$2,334,310 in grant funds, about 84% of our Base Grant (including carryover but not including the Expanded Services – IBHS – award) through 83% of the grant year.

Contractor expenditures appeared robust this past month for the time of year. At current rates, our contracts and MOUs will under-expend at around \$150,000 for the year. Additionally, with no National Conference expenditures, the staff vacancy and other COVID impacted activities, we currently project an unexpended balance of approximately \$302,000 at the end of the grant year. Note that HRSA does not typically allow for carryover of unexpended funds.

We continue our efforts in support of activities to address the COVID-19 pandemic; those efforts resulted in over \$180,000 in COVID award expenditures this month, mostly from testing support. We continue our efforts to provide education and testing support for the homeless and farmworkers in the County. With the unknown status of any future federal awards for COVID, and the high likelihood that we will be dealing with the pandemic for an extended period of time, having available funding (~\$650,000) is not necessarily a bad idea.

Attachment:

- GY 2020 Summary Grant Expenditure Report Through 10/31/20



GRANT YEAR 2020

allocated to
SUD-MH or
IBHS

Details for budget estimates	Budgeted [SF-424]	October \$\$	To Date (10/31/20)	Projection for end of year		Projected for GY 2021
EXPENDITURES						
<u>Salaries</u>						
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	601,000	39,072	481,514	560,000		631,050
<u>Benefits</u>						
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	160,000	8,894	117,966	136,000		171,990
<u>Travel</u>						
National Conferences (2500*8)	16,000	240	2,769	2,769		25,000
Regional Conferences (1000*5)	5,000		8,671	8,671		5,000
Local Travel	1,500	49	49	49		1,500
Taxis	1,000		789	1,500		1,000
Van & vehicle usage	1,000		314	500		2,000
	24,500		12,592	13,489		34,500
<u>Supplies</u>						
Office Supplies, misc. Small Funding Requests	10,000	3,186	8,934	15,000		12,000
	10,000		46,990	97,000		12,000
			55,924	112,000		
<u>Contractual</u>						
2019 Contracts			54,817	54,817		
2019 MOUs			33,145	33,145		
Current 2020 MOUs	822,000	29,470	578,995	780,000		872,000
Current 2020 contracts	1,033,250	67,400	870,247	925,000		1,034,000
ES contracts (SUD-MH & IBHS)	150,000		102,050	125,000	132,250	150,000
---unallocated---/other contracts						
	2,005,250		1,639,254	1,917,962		2,056,000
<u>Other</u>						
Consultants/grant writer	30,000		3,594	8,000		30,000
IT/Telcom	10,000	2,232	19,367	28,000		20,000
New Automation				0		-
Memberships	2,500		500	2,500		5,000
Training	3,000		3,499	8,000		10,000
Misc	500			500		500
	46,000		26,960	47,000		65,500
TOTAL	2,846,750	150,543	2,334,210	2,786,451	132,250	2,971,040
GRANT REVENUE						
Available Base Grant	2,625,049			2,625,049		2,625,049
Carryover	132,709			166,213		167,000 IBHS
Available Expanded Services Awards **	317,000			297,250		302,061 carryover
HCH/FH PROGRAM TOTAL	3,074,758			3,088,512		3,094,110
BALANCE	228,008		PROJECTED AVAILABLE	302,061		123,070
	(88,992)		BASE GRANT PROJECTED AVAILABLE	137,061		based on est. grant of \$2,678,621 before reduction
** includes \$150,000 of SUD-MH (allocated) & \$167,000 for IBHS not yet allocated						
Total special allocation required	\$ 138,446					
<u>Non-Grant Expenditures</u>						
Salary Overage	12500	1442	11,536	15,800		13,750
Health Coverage	57000	3415	29,981	39,000		57,000
base grant prep	-					0
food	2500		300	750		1,500
incentives/gift cards	1,000					1,500
	73,000	4,857	41,817	55,550		73,750
TOTAL EXPENDITURES	2,919,750	155,400	2,376,027	2,842,001	NEXT YEAR	3,044,790
	BUDGETED	<i>This month</i>	TO DATE	PROJECTED		