



HEALTH CARE FOR THE HOMELESS/FARMWORKER HEALTH PROGRAM (HCH/FH)

FINANCE COMMITTEE MEETING - February 13, 2025

Manzanita Hall

(500 County Center, Redwood City, California 94063)

AGENDA

AGENDA ITEM	SPEAKER(S)	TIME
A. CALL TO ORDER	Robert Anderson	9:00 AM
B. CHANGES TO ORDER OF AGENDA		9:01 AM
C. PUBLIC COMMENT		9:02 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 November 2024	Robert Anderson	9:05 AM
E. REPORTING & DISCUSSION AGENDA		
1. Management Analyst reports:	Gozel Kulieva	9:10 AM
<ul style="list-style-type: none"> - Contracts' Performance Q4 2024 - Contracts Overview 2025 - Sliding Fee Scale Update 2025 		
2. Director's reports:	Jim Beaumont	9:35 AM
<ul style="list-style-type: none"> - Budget & Finance Report - Grant Year Finance Report - Grant Year 		
F. 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>		
G. OTHER ITEMS		
H. ADJOURNMENT	Robert Anderson	9:45 AM
1. Next meetings:		
<ul style="list-style-type: none"> - Q2, 2025 – May 8th, 2025, 9:00 AM <p>HMB Library 620 Correas Street, Half Moon Bay, CA 94019</p>		

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 Gozel Kulieva at least five working days before the meeting at gzkulieva@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.smhealth.org/meeting/hchfh-meetings>.



DATE: February 13th, 2025

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

FROM: Gozel Kulieva, Management Analyst

SUBJECT: Contracts Financial Progress Report CY 2024

Contractor Financial Progress Report

The table below provides an overview of the Health Care for the Homeless/Farmworker Health (HCH/FH) Program agreements with eight community-based providers and two County-based programs for Calendar Year 2024. Contracts are for primary care services, behavioral health, dental care services, and enabling services such as care coordination and eligibility assistance.

The following is a summary of HCH/FH Contractor financial performance for CY 2024.

Contracts & Agreements Overview

Contractor	Services
Abode	Enabling Services: <ul style="list-style-type: none"> • Medical Care Coordination • Helping to establish medical home • Assisting client with scheduling and attending healthcare appointments • Transportation Assistance • Assisting client with completion and renewal eligibility benefits • Providing health related resources
ALAS Promotores Model	Enabling Services: <ul style="list-style-type: none"> • Health Navigation Assistance • Health Education Classes • Transportation Assistance
Behavioral Health & Recovery Services (BHRS)	1. Homeless Care Coordination (HCH)
	2. Homeless Engagement Assessment and Linkage (HEAL)
	3. El Centro Substance Use Services for Farmworkers and their Dependents
Life Moves	Enabling Services: <ul style="list-style-type: none"> • Medical Care Coordination • Health Insurance Assistance • Transportation Assistance • Assisting clients with scheduling and attending healthcare appointments
Public Health Policy and Planning (PHPP)	Primary Care: <ul style="list-style-type: none"> • Mobile Clinic • Street & Field Medicine
	Alcohol and Other Drug (AOD) Services

	<ul style="list-style-type: none"> • Counseling • Referral to services • Case management
Puente	<p>Enabling Services:</p> <ul style="list-style-type: none"> • Medical Care Coordination • Health Insurance Assistance • Transportation Assistance
Coastside Clinic – Saturday Dental Clinic	Dental Services
Sonrisas	Dental Services



SAN MATEO COUNTY HEALTH

2025 Contract & MOU Expenditures



Updated

2/7/2025

Contract	Contract Amount & Target	YTD	% YTD
Abode	\$ 149,999	\$ 119,153	79%
ALAS	\$ 182,200	\$ 150,420	83%
<i>Care Coordination</i>	200	160	80%
<i>Health Education Classes</i>	50	49	98%
<i>Transportation</i>	120	98	82%
Life Moves	\$ 368,000	\$ 359,775	98%
<i>Care Coordination</i>	400	393	98%
<i>Health Insurance Assistance</i>	75	72	96%
<i>Transportation (one way)</i>	505	457	90%
<i>Medical Visits (in person)</i>	100	149	149%
<i>Medical Visits (telehealth)</i>	20	20	100%
<i>Medical Visits (street medicine)</i>	100	222	222%
Puente	\$ 173,126	\$ 156,780	91%
<i>Care Coordination</i>	200	167	84%
<i>Health Insurance Assistance</i>	160	160	100%
<i>Transportation (round trip)</i>	50	212	424%
BHRS HCH	\$ 90,000	\$ 89,400	99%
<i>BHRS HCH Patients</i>	150	212	141%
<i>BHRS HCH Visits (Televisit)</i>		376	
<i>BHRS HCH Visits (In-person)</i>		522	
BHRS HEAL	\$ 150,000	\$ 150,000	100%
BHRS EI Centro	\$ 91,469	\$ 91,469	100%
PHPP	\$ 825,000	\$ 825,000	100%
PHPP AOD	\$ 127,500	\$ 127,500	100%
Saturday Dental Clinic at Coastside Clinic	\$ 70,000	\$ 27,820	40%
Sonrisas - Base Grant	\$ 123,000	\$ 59,500	48%
<i>Dental Visit</i>	384	306	80%
<i>Dental Visit No-Show</i>		29	
<i>New Patients</i>		2	
Sonrisas - Measure-K	\$ 123,000	\$ 57,750	47%
University of Pacific (UOP) (non-base grant funding)	\$ 300,000	\$ -	0%
TOTAL	\$ 2,222,794	\$ 2,029,317	91%

San Mateo County Health Care for the Homeless/Farmworker Health Program Contracts Summary 2025-2027

1. Contracts Overview

	<p style="text-align: center;">Abode Services</p> <p>Background: Abode Services is one of the region's largest providers of housing and services for people experiencing homelessness – including homeless veterans - offering evidence-based housing, clinical, and supportive services to people experiencing homelessness to more than 15,000 people in six counties (Santa Clara, San Mateo, Napa, Alameda, Santa Cruz, and San Francisco) every year.</p> <p>Website: https://abode.org/services</p> <p>Services:</p> <ul style="list-style-type: none"> • Enabling Services: Medical care coordination to newly housed patients including: <ul style="list-style-type: none"> ○ Helping to establish medical home ○ Assisting client with scheduling and attending healthcare appointments ○ Transportation Assistance ○ Assisting client with completion and renewal eligibility benefits ○ Providing health related resources
	<p style="text-align: center;">Ayudando Latinos A Soñar (ALAS)</p> <p>Background: ALAS, a nonprofit 501(c)(3) organization based in Half Moon Bay, California, provides free programs in cultural arts, mental health, education, basic needs, and social justice for Latino families, essential workers, and farmworkers on the Coastside. Founded with a vision to empower children and their families, ALAS strives to foster pride in their identity and culture while amplifying their voices.</p> <p>Website: http://alasdreams.com</p> <p>Services:</p> <ul style="list-style-type: none"> • Enabling Services: Care coordination to farmworkers and dependents, including: <ul style="list-style-type: none"> ○ Health Navigation Assistance ○ Health Education Classes ○ Transportation Assistance ○ Promotor • Behavioral Health Services



Coastside Hope

Background:

Coastside Hope is one of San Mateo County's core human services agencies with the mission to provide necessities to enhance quality of life for all our neighbors.

Website: www.coastsidehope.org

Services:

- **Enabling Services:** Care coordination to farmworkers (and dependents) and people experiencing homelessness.



LifeMoves

Background:

LifeMoves is the largest provider of interim housing and services for people experiencing homelessness in San Mateo and Santa Clara counties with the mission to end homelessness by providing interim housing, support services, and collaborative partnerships.

Website: www.lifemoves.org

Services:

- **Enabling Services:** Care coordination to people experiencing homelessness, including:
 - Health Insurance Assistance
 - Outreach and Engagement (support to PHPP Street & Field Team)



Palo Alto University (PAU)

Background:

Palo Alto University is a private, nonprofit educational institution that offers bachelor's, master's, and doctoral degree programs in psychology, clinical psychology, counseling, and related fields in the behavioral analysis.

Website: <https://www.paloaltou.edu/>

Services:


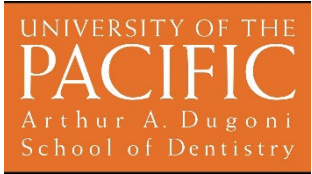

- **Behavioral Health Therapy**





Puente

Background:

Puente's mission is to foster wellness and prosperity in the San Mateo County South Coast communities of Pescadero, La Honda, Loma Mar, and San Gregorio by promoting and

	<p>advocating for equitable access to education, health, and economic security. Puente is one of San Mateo County’s core services agencies. Website: www.mypuente.org</p> <p>Services:</p> <ul style="list-style-type: none"> • Enabling Services for farmworkers and dependents, including: <ul style="list-style-type: none"> ○ Medical Care Coordination ○ Health Insurance Assistance ○ Transportation Assistance • Behavioral Health Services
	<p style="text-align: center;">Sonrisas</p> <p>Background: Sonrisas Dental Health, Inc is a non-profit dental center dedicated to providing access to quality dental care and oral health education to our community. Website: Sonrisas Dental Health</p> <p>Service:</p> <ul style="list-style-type: none"> • Dental: Sonrisas provides comprehensive dental services to farmworkers and their families at Puente’s Pescadero location once a week. Sonrisas and Puente work closely together to coordinate dental care for patients. This program is prioritized for farmworkers and their families.
	<p style="text-align: center;">University of Pacific, Dugoni School of Dentistry</p> <p>Background: University of the Pacific, Arthur A. Dugoni School of Dentistry is the dental school of University of the Pacific. HCHF Program contracted with the school to provide dental services (general and specialty) to homeless residents & other people experiencing homelessness at the County’s Navigation Center in Redwood City. Website: https://www.pacific.edu/dental</p> <p>Service:</p> <ul style="list-style-type: none"> • Dental: UOP provides comprehensive dental services to homeless residents of San Mateo County, with the priority given to Navigation Center residents where the clinic is located.
	<p style="text-align: center;">Behavioral Health and Recovery Services (BHRS)</p> <p>Background: San Mateo County Behavioral Health and Recovery Services (BHRS) provides services for residents who are on Medi-Cal or are uninsured including children, youth, families, adults, and</p>

	<p>older adults, for the prevention, early intervention, and treatment of mental illness and/or substance use conditions. Website: https://www.smchealth.org/bhrs</p> <p>Service:</p> <ul style="list-style-type: none"> • Health Care for the Homeless: One of the HCH/FH Program’s longest standing agreements is with BHRS to provide care coordination to people experiencing homelessness with mental illness. The BHRS team assesses and links homeless clients to medical, mental health, and/or substance use treatment, acts as a liaison between clients and their health care providers, and provides peer support to homeless clients. The team works with both sheltered and unsheltered clients via referrals.
 <p>SAN MATEO COUNTY HEALTH PUBLIC HEALTH, POLICY & PLANNING</p>	<p style="text-align: center;">Public Health, Policy and Planning (PHPP)</p> <p>Background: Public Health, Policy and Planning protects the health of everyone who lives, works, learns and plays in San Mateo County by preventing the spread of communicable diseases, delivering targeted health care services, providing public health laboratory testing and building communities that make it easy to stay healthy. Website: https://www.smchealth.org/division-public-health-policy-and-planning</p> <p>Service:</p> <ul style="list-style-type: none"> • San Mateo County Mobile Health Clinic: A state-of-the-art van provides drop-in primary care services to people experiencing homelessness throughout San Mateo County at regularly scheduled sites. • San Mateo County Street/Field Medicine Team: To meet people where they are, this backpack medicine program provides primary care, mental health and alcohol and other drug (AOD) case management to people experiencing homelessness living on the street or in tent encampments and to farmworkers in the field. • Alcohol and Other Drug (AOD) Services <ul style="list-style-type: none"> ○ Counseling ○ Referral to services ○ Case management
 <p>SAN MATEO COUNTY HEALTH SAN MATEO MEDICAL CENTER</p>	<p style="text-align: center;">Coastside Clinic Saturday Dental Clinic for Farmworkers</p> <p>Background: Coastside Clinic is one of San Mateo Medical Center’s (SMMC) outpatient clinics located in Half Moon Bay. Website: https://www.smchealth.org/location/coastside-clinic</p> <p>Service:</p>

- | | |
|--|---|
| | <ul style="list-style-type: none">• Saturday Dental Clinic for Farmworkers: SMMC launched the Saturday Dental Clinic in June 2021 to provide free dental services to farmworkers who cannot easily take time off work to access dental care during the week. This monthly clinic aims to hold weekly dental clinics in the future, and the priority population for this program is farmworkers and their families. |
|--|---|

2. Contracts Financial Overview

Agency		Contracted Service				Population		Contract Amount	Contract Period
		Dental	Behavioral Health	Enabling	Medical	Homeless	Farmworker		
Contracts	Abode Services			x		x		\$457,666	2025-2027
	Alas			x			x	\$602,271	2025-2027
	Alas - BHSE		x					\$320,000	2025-2026
	Coastside Hope			x		x	x	\$424,232	2025-2027
	Life Moves			x		x		\$215,000*	2025
	Palo Alto University		x			x		\$245,000	2025-2026
	Puente		x	x		x		\$511,590	2025-2027
	Puente - BHSE		X					\$300,000	2025-2026
	Sonrisas	x					x	\$380,646	2025-2027
University of Pacific	x				x		\$1,500,000	09/24/2023-06/30/2028	
MOU	BHRS HCH		x			x		\$270,000	2025-2027
	PHPP		x	x	x	x	x	\$2,775,000	2025-2027
	Coastside Clinic Saturday Dental	x					x	\$210,000	2024-2026



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DATE: February 13, 2025

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

FROM: Gozel Kulieva, HCH/FH Management Analyst

SUBJECT: REQUEST TO APPROVE UPDATES TO THE SLIDING FEE DISCOUNT SCHEDULE FOR 2025

One of the HRSA health center program requirements is having an approved Sliding Fee Discount Program (SFDP). This Board approved SFDP policy in October 2013 and has been approving an updated fee schedule annually based on federal poverty guidelines. The last Sliding Fee Discount Schedule was updated in March 2024.

According to the HCH/FH Sliding Fee Discount Program Policy "The income levels included in the SFDS shall be updated annually based on the annual release of the Federal Poverty Level" (FPL). The attached revisions to the Sliding Fee Scale Schedule are based on the updates to the 2025 (FPL) guidelines.

This request is for the Co-Applicant Board to approve revisions to its approved Sliding Fee Discount Program Policy Schedule to adjust for the new FPL for 2025. A majority vote of the members present is necessary and sufficient to approve the request.

ATTACHMENTS:

- 2025 Federal Poverty Guidelines
- Revised 2023 Sliding Fee Scale Discount Schedule

San Mateo County Health Care for the Homeless Farmworker Health (HCH/FH) Program

(HRSA 330 Program/FQHC)

Sliding Fee Discount Schedule 2025

Monthly Income Thresholds by Family Size for Sliding Fee Discount Policy

Poverty Level*	0-100%	101-138%	139-175%	176-200%	>200%
Family Size					
1	\$1,304	\$1,800	\$2,282	\$2,608	\$2,609
2	\$1,763	\$2,432	\$3,084	\$3,525	\$3,526
3	\$2,221	\$3,065	\$3,886	\$4,442	\$4,443
4	\$2,679	\$3,697	\$4,689	\$5,358	\$5,359
5	\$3,138	\$4,330	\$5,491	\$6,275	\$6,276
6	\$3,596	\$4,962	\$6,293	\$7,192	\$7,193
7	\$4,054	\$5,595	\$7,095	\$8,108	\$8,109
8	\$4,513	\$6,227	\$7,897	\$9,025	\$9,026
For each additional person add:	\$458	\$633	\$802	\$917	\$917
Patient Cost	No Charge	\$20	\$25	\$30	No sliding fee discount**

* Based on 2025 HHS Poverty Guidelines ([Poverty Guidelines | ASPE](#))

** Reduced payments may be available through other state or locally funded discount programs

SAN MATEO COUNTY

HEALTHCARE FOR THE HOMELESS/FARMWORKER HEALTH PROGRAM

Program Policy

Policy Area: Fiscal	Effective Date: October 20, 2014
Subject: Sliding Fee Discount Program (SFDP)	Revised Date: July 13, 2023
Title of Policy: Sliding Fee Discount Policy	Approved by: Co-Applicant Board

1. Rationale or background to policy:

To reduce financial barriers to care in an organized manner and maximize the use of HCH/FH Program’s 330 Federal Grant Funding. This Policy is meant to assure that no patient will be denied healthcare services due to an individual’s inability to pay for such services. It is also meant to assure that any fees or payments required by the center for such services will be reduced or waived to enable the health center to fulfill the assurance.

2. Policy Statement:

The HCH/FH Program maintains a standard procedure for qualifying patients for a reduction in fees for services rendered at sites where HCH/FH patients receive care. In general, a sliding fee scale discount is available to a patient with income at or below 200% of the Federal Poverty Guidelines (FPG), which consider the household size. The sliding fee scale discounts apply to all HCH/FH medical and specialty services (within the HRSA approved Scope of Service) provided to eligible patients. Patients with insurance coverage who otherwise qualify may participate in the SFDP.

This policy and the Sliding Fee Scale and resultant Discounts (Sliding Fee Discount Scale – SFDS) shall be reviewed and approved by the Co-Applicant Board at a minimum of every three (3) years to ensure that it is not a barrier to care. The income levels included in the SFDS shall be updated annually based on the annual release of the Federal Poverty Level (FPL) data, with an effective date of no later than April 1 of the year.

For purposes of this policy, the Co-Applicant Board establishes these definitions:

Income. Income shall be defined as the total sum of money that is currently typically becomes available, or is projected to typically become available, to the family on a monthly basis for use in their support and livelihood. Irregular income may be assessed on an annual basis and prorated as monthly.

Household. Household shall be defined as those individuals who share a common residence, are related by blood, marriage, adoption, or otherwise present themselves as related, and share the costs and responsibilities of the support and livelihood of the group.

At no time will a patient be denied services because of an inability to pay.

All partner programs outside of the San Mateo County Health System with whom the HCH/FH Program

has agreements for services must have a Co-Applicant Board approved Sliding Fee Discount Program if they ever change patients/clients for services rendered under the agreement.

3. Procedures:

1. Sites where HCH/FH patients receive services will ask patients who call for an appointment, arrive for an appointment, or drop in for services if they have health insurance. If so, the insurance information is documented in the Electronic Health Record (EHR) system at the time of registration and the insurance card is copied and filed in the patient's health record. Prior to receiving services, the staff member will also inform these patients that they have the option of applying for a sliding fee scale discount on co-payments, deductibles, coinsurance, or any other patient responsible charge, with the staff of the onsite eligibility unit.
2. If the patient does not have insurance, the scheduler or front desk staff will advise the patient that they may be eligible for discounts under the SFDP, and health coverage programs. In order to qualify, the patient must make application with staff of the eligibility unit, and be willing to share **Household Size and Income** (in the case of Homeless and Farmworker patients income may be adjusted as is reasonable). If the patient agrees to begin the qualification process, the patient is directed to the eligibility unit where a staff member assures that the patient gets the information necessary to complete application for any coverage programs they may be eligible for and choose to apply for, and to determine eligibility for the SFDP. The eligibility unit staff person assigned to these duties will do recertification of existing Sliding Fee Scale Discount patients.
3. Application is made for the SFDP through completion of the SFDP Application Form. The Sliding Fee Scale Discount Application form is complete when the following has been achieved:
 - a. The form has been filled out in its entirety, signed, and dated by the applicant.
 - b. Income has been documented as appropriate. This may include:
 - Recent Federal IRS 1040 tax return form,
 - Two current pay stubs or
 - Unemployment stub or
 - Letter from employer on company letterhead - If no letter head is available, a notarized letter will be accepted or
 - Award or benefit letter orIf patient has none of the above, they must provide a signed self-declaration of their income.

Note: A patient is eligible for sliding fee scale discounts even if their residency status is unknown or they are disqualified from government benefits.

4. The patient is eligible for a sliding fee discount when:
 - The Sliding Fee Scale Discount Application form is complete AND
 - All documentation is received by the eligibility unit staff member assigned to these duties AND
 - The income criteria are met. The proof of income must be attached to the application and placed in the patient's eligibility record.

Using the attached sliding fee scale, the appropriate eligibility unit staff person determines the specific amount of discount for which the patient is eligible. All eligibility and EHR systems will be updated with the information.

The HCH/FH Program has prepared the sliding fee discount schedule (SFDS), so that the amounts owed for covered services by eligible patients are adjusted based on the patient's ability to pay.

The SFDS includes the following elements:

- Applicability to all individuals and families with annual incomes at or below 200 percent of the Federal Poverty Guidelines (FPG);
 - Full discount for individuals and families with annual incomes at or below 100 percent of the FPG;
 - Adjustment of fees (partial sliding fee discount) based on family size and income for individuals and families with incomes above 100 and at or below 200 percent of the FPG; and
 - No sliding fee discounts through the HCH/FH Sliding Fee Discount Program for individuals and families with annual incomes above 200 percent of the FPG. These patients may be eligible for other state or locally funded discount programs. The eligibility unit staff will assist these patients in identifying and applying for all such programs.
5. The patient's account is updated in the EHR according to health center procedures.
 6. The discount is applied to medical and specialty services provided at HCH/FH sites according to the following:
 - a. The discount cannot be applied to any service unless the form is complete, and the patient meets the above criteria.
 - b. The discount also applies to prescriptions filled by a HCH/FH contracted pharmacy under 340B on or after the patient's eligibility has been confirmed.
 7. If a patient is in the process of applying for another coverage program such as MediCal or Medicare, s/he will be offered temporary sliding fee scale discounts based on their household income and size, but only if all other documentation is complete.
 8. Patients who are denied other coverage, or have yet to apply for other coverage, will be evaluated by the eligibility unit staff and offered assistance in applying for other programs available through private and public sectors. If the patient is deemed eligible for services and does not apply within 30 days, they will be charged full price until the appropriate applications are completed and submitted.
 9. Collection of outstanding amounts will be handled in accordance with the HCH/FH Billing & Collection Policy Approved August 11, 2016.
 10. The Sliding Fee Scale Discount Application form must be completed with updated household income and size documentation every year or sooner if financial circumstances change.
 11. No patient will be denied healthcare services due to an individual's inability to pay for such services. See policy on Waiver of Fees, currently being developed, for further information.

Approved 07/13/2023

Board Chair

Program Director



SAN MATEO COUNTY HEALTH

**SAN MATEO
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DATE: February 13, 2025

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: DIRECTOR'S REPORT & PROGRAM CALENDAR

Program activity update since January 09, 2025, Co-Applicant Board meeting.

From January 14 through January 16, the Program went through a HRSA Operational Site Visit (OSV). The OSV is intended to assess a health center's compliance with HRSA's grant and program requirements as captured in 18 Chapters comprised of 111 Elements in the HRSA Compliance Manual. We believe the Program fared well in this review, passing on 90% of the elements, with many of the non-compliant findings being minor issues to address (such as signage). There is a broader discussion on the OSV elsewhere on today's agenda.

Program has also been putting together the submission for our annual, required, Uniform Data System (UDS) Report. Significantly complicated this year with the implementation of EPIC, SMC Health's new Electronic Health Record (EHR) in November, staff have been industriously working through issues with both the Business Intelligence (BI) Team (for eCW based data) and EPIC support staff (for EPIC data). With the submission deadline on February 15th, we expect to make a full, timely submission.

On Wednesday, February 12th, The SMC Farmworker's Affairs Commission will hold a "Listening Session" to hear Farmworkers' thoughts and issues with health care access and delivery on coastside. Staff from HCH/FH have planned on attending. We will potentially have information to report from the session at future meetings.

Seven Day Update

ATTACHED:

- Program Calendar





SAN MATEO COUNTY HEALTH

**SAN MATEO
MEDICAL CENTER**

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smchealth.org/smmc

DATE: February 13, 2025

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 FINANCE REPORT

Preliminary numbers for January show a total of \$134,240. This only includes a couple of invoices for closing out Grant Year (GY) 2024 contracts/MOUs, a very little outside of salaries and benefits for actual 2025 expenditures so far. Based on this, there is little projection capability at this point.

Based on our authorized grant (\$2,858.632) and anticipated carry-over (\$650,000), our full expenditure capacity for the year will be around \$3.5 Million. However, the plan is to expend only about 30% of the carry-over available, as Program has budgeted across the coming three (3) years and will be using some of that carry-over to pay future (year 2 and year 3) expenditures. Based on this, our target for the year is to spend between \$3 and \$3.1 million.

Attachment:

- GY 2024 Summary Grant Expenditure Report Through 01/31/25





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

DATE: February 13, 2025

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 2024 GRANT YEAR (GY) FINANCIAL REPORT

Drawdown totals for our grant totaled \$3,221,323 for GY 2024. With a Base Grant of \$2,858,632, we expended \$362,691 from our carryover funding. This is on-track with the planned actual expenditures for the year.

The expenditures broke down as follows:

Salaries	\$ 701,260	
Benefits	218,100	
Travel & Supplies	65,579	
Contracts	1,131,044	[includes \$418,150 in prior year invoices]
MOUs	916,871	
Consultants	61,925	
Training & Memberships	8,977	
IT & Phones	67,827	
Miscellaneous	49,740	
	<hr/>	
	\$ 3,221,323	

We do not expect to have as significant a total of invoices for 2024 paid on GY 2025, so our total expenditure for GY 2025 should end up closer to an even \$3 million.



January \$\$

Details for budget estimates	Budgeted [SF-424]		To Date (01/31/25)	Projection for end of year	Projected for GY 2026
EXPENDITURES					
<u>Salaries</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	725,000	56,467	56,467	740,000	750,000
<u>Benefits</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	225,000	17,923	17,923	225,000	235,000
<u>Travel</u>					
National Conferences (2500*8)	20,000			10,000	12,000
Regional Conferences (1000*5)	5,000	250	250	3,000	1,500
Local Travel	500			500	250
Taxis	500			500	250
Van & vehicle usage	1,000			1,000	1,000
	27,000		250	15,000	15,000
<u>Supplies</u>					
Office Supplies, misc. Small Funding Requests	10,000	27	27	10,000	2,500
	10,000		27	10,000	2,500
<u>Contractual</u>					
2022 Contracts		56,067	56,067	75,000	
2022 MOUs				10,000	
Current 2023 MOUs	1,000,000			900,000	1,000,000
Current 2023 contracts	950,000			875,000	900,000
---unallocated---/other contracts					
	1,950,000		56,067	1,860,000	1,900,000
<u>Other</u>					
Consultants/grant writer	40,000			25,000	10,000
IT/Telcom	55,000	3,506	3,506	55,000	60,000
New Automation				0	-
Memberships	5,000			5,000	5,000
Training	10,000			5,000	2,500
Misc	5,000			5,000	5,000
	115,000		3,506	95,000	82,500
TOTAL	3,052,000	134,240	134,240	2,945,000	2,985,000
<u>GRANT REVENUE</u>					
Available Base Grant	2,858,632		2,858,632	2,858,632	2,858,632
Prior Year Unexpended to Carryover	315,058		315,058	315,058	
Other					228,690 carryover
HCH/FH PROGRAM TOTAL	3,173,690		3,173,690	3,173,690	3,087,322
<u>BALANCE</u>	121,690	Available	3,039,450 Current Estimate	228,690 Projected	102,322 based on est. grant of \$2,858,632
<u>Non-Grant Expenditures</u>					
Salary Overage	10,000	250	250	11,000	12,000
Health Coverage	123,000	9,925	9,925	135,000	143,000
base grant prep	0			0	
food	6,000	789	789	6,500	7,500
incentives/gift cards	1,000			1,500	1,500
	140,000		10,964	154,000	164,000
TOTAL EXPENDITURES	3,192,000	145,204	145,204	3,099,000	NEXT YEAR 3,149,000



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

November 14th, 2024, 9:00-9:45am

Meeting Minutes

Co-Applicant Board Members	County Staff Present	Members of the Public
Robert Anderson Steve Kraft Jim Beaumont, Program Director Absent: Francine Serafin Dickson Victoria Sanchez De Alba	Gozel Kulieva, Management Analyst	

Agenda Item	Discussion / Recommendations	Action Items/Notes
A. Call to order	Meeting was called to order by Robert Anderson at 9:00am.	
B. Changes to order of agenda	No changes.	
C. Public comment	None	
D. Consent agenda: 1. Meeting minutes from August 2024	Meeting minutes from August were approved.	Consent agenda was moved by Steve, seconded by Robert
E. Reporting & Discussion agenda 1. Management Analyst report – Contracts’ Performance Q3 2024 • Saturday Dental Clinic	Gozel Kulieva reviewed the CY 2024 Q3 performance of program contracts. All contracts are performing as expected averaging a 75% expenditure of their annual budget in the 3 two quarters of the year. Saturday Dental Clinic at Coastside has seen an increase in the number of patients seen and Saturday dental clinics held due to a recent addition of a new dental provider earlier in the year. However, in preparation for Epic rollout number of appointments have been limited. We anticipate the schedules to return to normal over the next 2-3 months.	

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 member Gozel Kulieva at least five working days before the meeting at gakulieva@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 meeting documents are posted at least 72 hours prior to the meeting and are accessible online at: <http://www.smchealth.org/smmc-hfhf-board>

<ul style="list-style-type: none"> University of Pacific Updates 	Supervising dentist hired in October 2024.	
F. Board communications and announcements	None	
G. Adjournment	Meeting was adjourned at 9:45 am. The next finance committee meeting is scheduled for February 13 th , 2025 in person. Location - CHANGED Manzanita Room 500 Country Center Redwood City	

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