

MONDAY, JUNE 12, 2023 1:00 P.M. MEETING

BOARD OF DIRECTORS

PLEASE SEE PAGE 2 FOR MEETING LOCATION

			Time	Page	Target
I.	CALL TO ORDER				1:00
II.	PUBLIC COMMENTS		15		1:15
	<i>5 minutes allowed per speaker, with a cumulative total of 15 minutes per group¹</i>				
III.	INFORMATION ITEM(S)				
A.	Administrative Oversight for Palomar Health Development	Hugh King	3		1:18
IV.	OLD BUSINESS – NONE				
A.	Board Meeting Follow-up – NONE				1:18
V.	MINUTES				
A.	Monday, June 6, 2022 (<i>SEPARATE COVER</i>)	Tanya Howell	2	5	1:19
B.	Monday, December 12, 2022 (<i>SEPARATE COVER</i>)	Tanya Howell	2	6	1:21
VI.	PRESENTATION(S)				
A.	Update on Grants & Contracts Inventory (Addendum A – <i>Pp22-25</i>)	Aimee Ebner	10	7	1:31
B.	First 5 Commission Funded Programs at Palomar Health				
i.	First Steps (Addendum B – <i>Pp26-32</i>)	Shirin Strauss	10	8	1:41
ii.	Healthy Development Services (Addendum C – <i>Pp33-39</i>)	Cindy Linder	10		1:51
VII.	NEW BUSINESS				
*A.	Resolution No. 06.12.23(01)-1 – Acknowledging Selection of the New Board, Ratifying the Appointment of the Chairperson and Confirming the Election of the Vice-Chairperson for Calendar Year 2023	Tanya Howell	4	9-12	1:55
*B.	Resolution No. 06.12.23(02)-2 – Confirming Appointment of Corporate Officers for Calendar Year 2023	Tanya Howell	5	13-14	2:00
*C.	Amendment 4 to the Administrative Services Agreement with Mary Spencer, MD, for Administrative Oversight of the New Alternatives Contract 1.1.2020 – 1.1.2023	Michelle Shores	5	15-17	2:05
*D.	April 2023 & YTD FY2023 Financial Report (Addendum D – <i>Pp40-44</i>)	Aimee Ebner	10	18	2:15
*E.	Resolution No. 06.12.23(03)-3– Setting the Date, Time & Location for the Remaining Board Meeting for Calendar Year 2023	Tanya Howell	5	19-21	2:20
VIII.	BOARD MEMBER COMMENTS/FUTURE AGENDA ITEMS		5	—	2:25
IX.	ADJOURNMENT				2:25

Next Regular Meeting: TBD

Palomar Health Development, Inc., Board of Directors		
Terry Corrales, RN, Chairperson	Linda Greer, RN	Laurie Edwards-Tate, MS
Hubert U. King, Director	Diane L. Hansen, CPA, Director	

¹ For further details, see Request for Public Comment on Page 3

- **The Linda Greer Conference Room, 2125 Citracado Parkway, Suite 300, Escondido, CA 92029**
 - PHD Board members who are also elected members of the Palomar Health Board of Directors will attend at this location, unless otherwise noticed below
 - Elected members of the Board of Directors of Palomar Health who are not members of the PHD Board and wish only to observe, non-Board member attendees, and members of the public may also attend at this location
- **Join on your computer, mobile app or room device:**
 - [Click here to join the meeting](#) | Meeting ID: 289 216 153 423; Passcode: 8ZgGoq

OR
- **Dial in using your phone (*audio only*):**
 - **929.352.2216** | Phone Conference ID: **976 989 862#** |
 - Elected members of the Board of Directors of Palomar Health who are not members of the PHD Board and wish only to observe, non-Board member attendees, and members of the public may attend the meeting virtually utilizing the above options
- **1522 Brighton Glen Road, San Marcos, CA 92078**
 - Member of the PHD Board **Laurie Edwards-Tate** will be attending the meeting virtually from this location



BOARD OF DIRECTORS

REQUEST FOR PUBLIC COMMENT

MEETING DATE: _____

NAME: _____

ADDRESS: _____

PHONE NO: _____

REPRESENTING: _____

SUBJECT: _____

DESIRED ACTION: _____

Notice

One "Request for Public Comment" to be completed by each individual speaker, irrespective of a group, and submitted to the Board Assistant prior to the meeting. A complete statement of presentation should also be attached to this form and submitted to the Board Assistant prior to the meeting.

Presentations are limited by time and confined to the subject requested.

Five minutes is allowed per speaker, with a cumulative total of fifteen minutes per group.

The time and date of presentation are at the discretion of the Board Chair. Questions or comments will be entertained either during the "Public Comment" section on the agenda or at the time the subject is discussed.

Members of the public are asked to be seated in the area designated for the public.

Palomar Health Development, Inc.
Administrative Oversight for Health Development

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Hubert U. King, Chief Financial Officer

Background: At the regularly scheduled meeting of the Health Development Board in October 2011, the Board approved the creation of a Financial and Accounting Services Agreement between Palomar Health Development (PHD) and Palomar Health (PH) for reimbursement of the time spent by the PH Finance Department to provide administrative oversight both for the grants being managed through PHD and the studies being conducted through the Research Institute (RI).

The agreement has been amended by the Board from time to time, most notably by:

- The addition of an automatic renewal clause to the agreement’s term;
- The removal of reimbursement for Research Institute studies as those are no longer being conducted; and,
- A periodic “true-up” of the monthly compensation to PH, which is administratively reviewed on an annual basis.

Following this year’s review, it was determined that the compensation currently being paid (\$3,500 per month) was in an appropriate amount. Therefore, no action is required at the Board level.

Budget Impact: None.

STAFF RECOMMENDATION:

Motion:

Individual Action:

Information: X

Required Time:

**Board Meeting Minutes
Monday, June 6, 2022**

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Tanya Howell, Corporate Secretary

Background: The minutes of the Meeting of the Board held on Monday, June 6, 2022, were still being finalized at the time of publication. If completed before the meeting date, they will either be submitted under separate cover or presented at the meeting.

Budget Impact: N/A

STAFF RECOMMENDATION: Recommendation will be made at the meeting.

Motion: X

Individual Action:

Information:

Required Time:

**Board Meeting Minutes
Monday, December 12, 2022**

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Tanya Howell, Corporate Secretary

Background: The minutes of the Meeting of the Board held on Monday, December 12, 2022, were still being finalized at the time of publication. If completed before the meeting date, they will either be submitted under separate cover or presented at the meeting.

Budget Impact: N/A

STAFF RECOMMENDATION: Recommendation will be made at the meeting.

Motion: X

Individual Action:

Information:

Required Time:

**Palomar Health Development, Inc.
Update on Grants**

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Hubert U. King, Chief Financial Officer

Background: Aimee Ebner will update the Board on grants managed by Health Development (*Addendum A*).

Budget Impact: None.

STAFF RECOMMENDATION:

Motion:

Individual Action:

Information: X

Required Time:

**First 5 Commission Funded Programs
At Palomar Health**

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Shirin Strauss, MA, ICCE, IBCLC, Program Director North Region First Steps
Cindy Linder, RN, BSN, North Inland Regional Coordinator, HDS

Background: The First 5 Commission of San Diego funds two programs at Palomar Health: First 5 First Steps and Healthy Development Services (HDS).

Information about both of these programs and the progress that is being made to help the children of North San Diego County will be presented (*Addenda B & C*).

Budget Impact: None

STAFF RECOMMENDATION:

Motion:

Individual Action:

Information: X

Required Time:

**Resolution No. 06.12.23(01)-1 Acknowledging Selection of the New Board,
Ratifying Appointment of the Chairperson and
Confirming Election of Officers for Calendar Year 2023**

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Tanya Howell, Corporate Secretary

Background: *Article III, Section 4.03(a) as amended January 27, 2015*, of the Bylaws of Palomar Health Development, Inc. (“Health Development”) requires that the Board’s Annual Meeting be held in January or February, and further states that the Health Development Board shall acknowledge the appointment of the new Board, confirm the election of Board officers and appoint Corporate officers. For good cause, this Annual Meeting was pushed to later in the year.

Article III, Section 3.02 requires that the Board of Directors of Palomar Health select the Chief Executive Officer and Chief Financial Officer of Palomar Health as *ex officio* members, with vote, of the Health Development Board.

Article III, Section 3.03 requires that the Palomar Health Board shall also elect the Directors of the Health Development Board. In December 2022, the Chair of the Board of Palomar Health appointed the following to serve as Directors on the Health Development Board:

- Terry Corrales, RN
- Linda Greer, RN
- Laurie Edwards-Tate, MS
- Chief Executive Officer, Palomar Health, *ex officio* Director
- Chief Financial Officer, Palomar Health, *ex officio* Director

When the Chair of the Board of Directors of Palomar Health appointed members to the Health Development Board, Terry Corrales, RN, was appointed Chairperson of Health Development for Calendar Year 2023. That appointment requires ratification by this Board. The Health Development Board will also need to elect a Vice Chairperson, a Secretary and a Treasurer at this meeting.

Article IV, Section 4.07 requires that the Health Development Board shall organize by the election of officers, with one member elected as Chairperson, one as Vice Chairperson and one as Secretary; and that a Treasurer may also be elected at that time.

The officers for Calendar Year 2022 were:

Terry Corrales, RN	Chairperson
Laurie Edwards-Tate, MS	Vice-Chairperson
Linda C. Greer, RN	Secretary
Hubert U. King	Treasurer

**Resolution No. 06.12.23(01)-1 Acknowledging Selection of the New Board,
Ratifying Appointment of the Chairperson and
Confirming Election of Officers for Calendar Year 2023**

Budget Impact: N/A

STAFF RECOMMENDATION: Staff recommends that the Health Development Board:

- 1) Acknowledge the selection of the Chief Executive Officer and Chief Financial Officer of Palomar Health as *ex officio* Directors, with vote;
- 2) Acknowledge the selection of Terry Corrales, RN; Linda Greer, RN; and Laurie Edwards-Tate, MS, as Directors;
- 3) Ratify the appointment of Terry Corrales, RN, as the Chairperson; and,
- 4) Elect a Vice Chairperson, a Secretary and a Treasurer.

Further, it is recommended that the Health Development Board adopt Resolution No. 06.12.23(01)-1 to memorialize those actions.

Motion:

Individual Action: X

Information

RESOLUTION NO. 06.12.23(01)-1

Acknowledging Selection of the New Board, Ratifying Appointment of the Chairperson and Confirming Election of Officers for Calendar Year 2023

WHEREAS, Palomar Health (“the Member”) shall select the Chief Executive Officer and Chief Financial Officer of Palomar Health as *ex officio* members of the Board of Palomar Health Development, Inc., (“Health Development”), pursuant to Section 3.02 of the Health Development Bylaws; and,

WHEREAS, the Directors of Palomar Health Development, Inc. (“Health Development”), shall be selected by Palomar Health (“the Member”), pursuant to Section 3.03 of the Health Development Bylaws; and,

WHEREAS, the Member has duly selected the following to serve as *ex officio* Directors of the Health Development Board, with vote: the Chief Executive Officer and Chief Financial Officer of Palomar Health; and,

WHEREAS, the Member has duly selected the following to serve as the Directors of the Health Development Board: Terry Corrales, RN; Linda Greer, RN; and Laurie Edwards-Tate, MS; and,

WHEREAS, the Member has duly appointed the following to serve as the Chairperson: Terry Corrales, RN; and,

WHEREAS, the Health Development Board shall elect officers at its annual meeting, pursuant to Section 4.07 of the Health Development Bylaws.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Health Development that the selection by the Member of the following slate for the Board of Directors, is hereby acknowledged, and the appointment of the Chairperson is hereby ratified:

- Terry Corrales, RN, Chairperson
- Linda Greer, RN, Director
- Laurie Edwards-Tate, Director
- Chief Executive Officer, Palomar Health, *ex officio* Director
- Chief Financial Officer, Palomar Health, *ex officio* Director

IT IS HEREBY FURTHER RESOLVED by the Board of Directors of Health Development that the remaining slate of officers is hereby elected for Calendar Year 2023:

Terry Corrales, RN

Chairperson

Vice-Chairperson

Secretary

Treasurer

PASSED AND ADOPTED at the meeting of the Board of Directors of Health Development held on June 12, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

DATED: June 12, 2023

APPROVED:

ATTESTED:

Terry Corrales, RN, Chairperson
Board of Directors
Palomar Health Development, Inc.

, Secretary
Board of Directors
Palomar Health Development, Inc.

**Resolution No. 06.12.23(02)-2 Confirming Appointment
of the Corporate Officers for Calendar Year 2023**

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Tanya Howell, Corporate Secretary

Background: The Bylaws of Palomar Health Development, Inc. {*ARTICLE IV, Sections 5.01-5.02*} state the officers of the Corporation shall be a President, a Secretary, and a Chief Financial Officer. Further, the officers of the Corporation shall be chosen annually by, and shall serve at the pleasure of, the Board.

The current slate of Corporate Officers was appointed at the June 6, 2022, meeting:

- Diane Hansen, President
- Hubert U. King, Chief Financial Officer
- Tanya Howell, Secretary

The officers, "...shall hold their respective offices until their resignation, removal...or until their respective successors are elected and qualified."

As this is the Annual meeting of the Health Development Board, the Corporate Officers must again be chosen.

Budget Impact: N/A

STAFF RECOMMENDATION: Staff recommends that the Board appoint the following slate: Diane L. Hansen, Hubert U. King, and Tanya Howell, to serve as President, Chief Financial Officer and Secretary, respectively, of the Corporation. Staff further recommends that the Board adopt Resolution No. 06.12.23(02)-2 Confirming Appointment of the Officers of the Corporation, as amended to include the names of those officers appointed at this meeting.

Motion:

Individual Action: X

Information:

RESOLUTION NO. 06.12.23(02)-2

**RESOLUTION OF THE BOARD OF DIRECTORS OF
PALOMAR HEALTH DEVELOPMENT, INC.
CONFIRMING APPOINTMENT OF THE OFFICERS OF THE CORPORATION**

WHEREAS, the Officers of the Corporation Palomar Health Development, Inc. [Health Development] shall be a President, a Chief Financial Officer and a Secretary – pursuant to Section 5.01 of the Health Development Bylaws; and,

WHEREAS, the Officers of the Corporation of Health Development shall be chosen annually by, and shall serve at the pleasure of, the Board – pursuant to Section 5.02 of the Health Development Bylaws.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Health Development that the following slate is hereby appointed Officers of the Corporation of Health Development, to remain in those offices until the Annual Meeting for 2024:

Diane L. Hansen

President

Hubert U. King

Chief Financial Officer

Tanya L. Howell

Secretary

PASSED AND ADOPTED at the meeting of the Board of Directors of Palomar Health Development held on June 12, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

DATED: June 12, 2023

APPROVED:

ATTESTED:

Terry Corrales, RN, Chairperson
Board of Directors
Palomar Health Development, Inc.

, Secretary
Board of Directors
Palomar Health Development, Inc.

**Amendment 4 to the Administrative Services Agreement
Oversight of the New Alternatives Contract – Mary Spencer, MD**

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Michelle Shores, RN, MSN, Director Forensic Health Services

Background: Mary Spencer, MD, provides medical director oversight for both the Child Abuse Program (CAP) and the Sexual Assault Response Team (SART) at Palomar Health's Forensic Health Services sites. Dr. Spencer has provided reliable forensic professional services to Palomar Health for a number of years and has been responsive to the medical staff and health system in meeting the clinical needs of its patients.

This Amendment 4 extends the Agreement from January 1, 2023, through December 31, 2023.

Palomar Health provides services to the Child Assessment Network North, which requires physician leadership and support of the New Alternatives, Inc.'s, contract with the County of San Diego to support the Child Assessment Network North ("Program"). This agreement calls for Dr. Spencer to serve as supervising physician of the Program ("Supervising Physician"), with responsibility for the physician supervision of the Program and the performance of the other medical administrative services set forth in the agreement, including all of the duties customarily associated therewith, to the reasonable satisfaction of PHO.

- Physician's duties as Supervising Physician shall include:
 - Review North County Assessment Center charts for quality control;
 - Review charts on request by the Nurse Practitioner for professional feedback;
 - Supervise the work of the Nurse Practitioner and provide consultation as needed;
 - Examine children who need a specialized exam by a physician; and,
 - Provide expert testimony as required.
- Physician shall also keep track of administrative time per the timecard attached to the Supervising Physician Agreement.

Dr. Spencer is compensated separately for this provision of services from grant-funded programs through Palomar Health Development, Inc.

Budget Impact: Grant funded by reimbursement.

STAFF RECOMMENDATION: Staff recommends approval of Amendment 4 to the Administrative Services Agreement with Mary Spencer, MD, for the Oversight of the New Alternatives Contract.

Motion: X

Individual Action:

Information:

Required Time:

**PALOMAR HEALTH DEVELOPMENT, INC.
AGREEMENT ABSTRACT**

Section Reference	Term/Condition	Term/Condition Criteria
	TITLE	1) Administrative Services Agreement – Supervising Physician 2) Amendment 1 to Administrative Services Agreement 3) Amendment 2 to Administrative Services Agreement 4) Amendment 3 to Administrative Services Agreement 5) Amendment 4 to Administrative Services Agreement
	AGREEMENT DATE	1) This Agreement shall be effective as of January 1, 2020 2) This Amendment 1 shall be effective as of January 1, 2021 3) This Amendment 2 shall be effective as of January 1, 2022 4) This Amendment 3 shall be effective as of July 1, 2022 5) This Amendment 4 shall be effective as of January 1, 2023
	PARTIES	The Administrative Services Agreement and Amendments ("Agreement") are entered into and executed by and between Palomar Health Development, Inc., a California nonprofit public benefit corporation ("PHD"), and Mary Spencer, M.D. ("Physician").
	PURPOSE	A. PHD provides services to the Child Assessment Network North, which requires physician leadership and support of the New Alternatives, Inc. 's contract with the County of San Diego to support the Child Assessment Network North ("Program"). B. Physician is duly licensed to practice medicine under the laws of the State of California. C. PHO and Physician have agreed that Physician will provide administrative services related to the program in accordance with this Agreement. D. All current agreements between Physician and PHD are available and on file in the master list of agreements electronically maintained by Palomar Health. <ul style="list-style-type: none"> •Review North County Assessment Center charts for quality control; •Review charts on request by the Nurse Practitioner for professional feedback; •Supervise the work of the Nurse Practitioner and provide consultation as needed; •Examine children who need a specialized exam by a physician; and •Provide expert testimony as required.
	SCOPE OF SERVICES	Administrative Services Agreement
	PROCUREMENT METHOD	<input type="checkbox"/> Request For Proposal <input checked="" type="checkbox"/> Discretionary
	TERM	1) 1 year 2) 1 year 3) 6 months 4) 6 months 5) 1 year

	RENEWAL	Annual review
	TERMINATION	Without cause with 30 days written notice. For cause as defined in the agreement
	COMPENSATION METHODOLOGY	Maximum grant funded amount of 8 hours a month As compensation for Physician's medical direction of the Program in accordance with this Agreement, Physician shall be paid by the hour for such Supervising Physician services rendered during the term hereof subject to the limits set forth in Section 4. PHD will pay Physician within sixty (60) days from receipt of Physician's timesheets.
	FMV ASSESSMENT COMPLETED	X <input type="checkbox"/> YES <input type="checkbox"/> NO – DATE: January 20,2023 Grant funded at contracted rate
	BUDGETED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO – IMPACT: Neutral
	EXCLUSIVITY	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES – EXPLAIN: Forensic/Child Abuse pediatric expertise
	JUSTIFICATION	Physician oversight for specialty forensic nurse practitioner services
	AGREEMENT NOTICED	<input type="checkbox"/> YES <input type="checkbox"/> NO Methodology & Response:
	ALTERNATIVES/IMPACT	
	Duties	<input checked="" type="checkbox"/> Provision for Staff Education <input type="checkbox"/> Provision for Medical Staff Education <input checked="" type="checkbox"/> Provision for participation in Quality Improvement <input type="checkbox"/> Provision for participation in budget process development <ul style="list-style-type: none"> •Review North County Assessment Center charts for quality control; •Review charts on request by the Nurse Practitioner for professional feedback; •Supervise the work of the Nurse Practitioner and provide consultation as needed; •Examine children who need a specialized exam by a physician; and •Provide expert testimony as required.
	COMMENTS	
	APPROVALS REQUIRED	<input checked="" type="checkbox"/> Dept/Program Director <input checked="" type="checkbox"/> CFO <input checked="" type="checkbox"/> BOD

**Palomar Health Development, Inc.
Financial Report**

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Hugh King, Chief Financial Officer

Background: At each regularly scheduled meeting of the Board of Directors of Health Development, the staff members provide the most recent financial report. Aimee Ebner will review the April 2023 and YTD FY2023 Financial Reports (*Addendum D*).

Budget Impact: None.

STAFF RECOMMENDATION:

Motion:

Individual Action:

Information: X

Required Time:

Resolution No. 06.12.23(03)-3
Setting the Date and Time for the Remaining Regular Meeting
for Calendar Year 2023

TO: Palomar Health Development Board

MEETING DATE: Monday, June 12, 2023

FROM: Tanya Howell, Corporate Secretary

Background: The Bylaws of Palomar Health Development, Inc. {*ARTICLE IV, Section 4.03(a), amended January 7, 2015*} require that the Board pass a Resolution stating the date, time and location of the Board’s second regular meeting for the calendar year.

As this is the Annual Meeting of the Board, Resolution No. 06.12.23(03)-3—which will be edited to include the date, time and place of the Board’s remaining regular meeting for the calendar year—has been drafted and is attached for the Board’s review. The month of December has been chosen in order to allow time for completion of the Annual Audited Financials and review thereof by the Audit Committee of the Board.

The Board is requested to choose between the two following dates.

DATE TIME	PURPOSE OF MEETING	LOCATION
Monday December 11, 2023 11:00 a.m.	Second Regular Meeting Calendar Year 2023	See below
OR		
Tuesday December 19, 2023 12:30 p.m.	Second Regular Meeting Calendar Year 2023	See below

LOCATION OPTIONS:

- IN PERSON:
 - o The Linda Greer Conference Room, 2125 Citracado Parkway, Suite 300, Escondido, CA 92029
 - PHD Board members who are also elected members of the Palomar Health Board of Directors will attend at this location, unless otherwise noticed below
 - Elected members of the Board of Directors of Palomar Health who are not members of the PHD Board and wish only to observe, non-Board member attendees, and members of the public may also attend at this location
- VIRTUAL:
 - o Elected members of the Board of Directors who are not members of the Committee and wish only to observe, non-Board member attendees, and members of the public may attend the meeting virtually utilizing an option that will be provided on the agenda and in the meeting invitation

Budget Impact: N/A

Resolution No. 06.12.23(03)-3
Setting the Date and Time for the Remaining Regular Meeting
for Calendar Year 2023

STAFF RECOMMENDATION: Staff recommends that the Board set the date, time and location for the Board's second regular meeting for Calendar Year 2023, and that the Board adopt Resolution No. 06.12.23(03)-3 after it has been amended to reflect the date and time chosen.

Motion:

Individual Action: X

Information:

RESOLUTION NO. 06.12.23(03)-3

RESOLUTION OF THE BOARD OF DIRECTORS OF
PALOMAR HEALTH DEVELOPMENT, INC.
SETTING THE DATE AND TIME FOR THE
REMAINING BOARD MEETING FOR CALENDAR YEAR 2023

WHEREAS, Palomar Health Development, Inc. [Health Development] is required, pursuant to Section 54954 of the California Government Code and Section 4.03(b) of the Health Development Bylaws, to pass a resolution adopting the date, time and location of the regular board meetings.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of Health Development that the following are the date, time and location for the remaining regular meeting for Calendar Year 2023 (January – December):

CALENDAR YEAR 2023 BOARD MEETING SCHEDULE

<u>DATE</u>	<u>PURPOSE OF MEETING</u>	<u>LOCATION</u>
<p style="text-align: center;">Monday December 11, 2023 11:00 a.m. OR Tuesday December 19, 2023 12:30 p.m.</p>	<p>Regular Meeting Fiscal Year 2023</p>	<p>IN PERSON OR VIRTUAL¹</p>

PASSED AND ADOPTED at the meeting of the Board of Directors of Health Development, held on June 12, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINING:

DATED: June 12, 2023

APPROVED:

ATTESTED:

Terry Corrales, RN, Chairperson
Board of Directors
Palomar Health Development, Inc.

_____, Secretary
Board of Directors
Palomar Health Development, Inc.

¹IN PERSON:

- o The Linda Greer Conference Room, 2125 Citracado Parkway, Suite 300, Escondido, CA 92029
 - PHD Board members who are also elected members of the Palomar Health Board of Directors will attend at this location, unless otherwise noticed below
 - Elected members of the Board of Directors of Palomar Health who are not members of the PHD Board and wish only to observe, non-Board member attendees, and members of the public may also attend at this location

VIRTUAL:

- o Elected members of the Board of Directors who are not members of the Committee and wish only to observe, non-Board member attendees, and members of the public may attend the meeting virtually utilizing an option that will be provided on the agenda and in the meeting invitation

ADDENDUM A

Grant Update

June 12, 2023

Current Grants

TITLE	GRANTOR	PURPOSE	AWARDED	FY23 FUNDS REMAINING	BEG/END DATE	UPDATES
Healthy Development Services (HDS)	First 5 Commission	To serve as lead agency for the North Inland Region to provide integrated care and treatment services that address the health, developmental and behavioral needs of children ages birth through 5 years	\$1,916,968 Renewed Annually *includes rollover of \$65,469 from FY22	\$658,944 *\$252,065 will rollover to FY24 budget	07/01/22-06/30/23	*\$1,258,024 invoiced in FY23 (Jul22-Apr23) *\$139,974 overhead received in FY23 *Overhead budget of \$217,138 for FY23
First 5 First Steps	First 5 Commission	To provide a comprehensive, community-based Targeted at Risk Home Visiting project for the North Inland/North Coastal regions using the Healthy Families America (HFA) and Parents As Teachers (PAT) nationally-recognized evidence-based models. Palomar Health leads this project and provides education, resources and support through direct home visiting services, parenting workshops, and special events for children and families.	\$888,174 Renewed Annually *includes rollover of \$33,000 from FY22 + \$10K bridge funding	\$199,042 *\$35,298 will rollover to FY24 budget	07/01/22-06/30/23	*\$689,132 invoiced in FY23 (Jul22-Apr23) *\$72,752 overhead received in FY23 *Overhead budget is \$89,910 for FY23
CalWORKs Home Visiting Program	County of San Diego HHSA	To provide direct home visiting services to North Inland/North Coastal families who are enrolled in CalWORKs (the California Work Opportunities and Responsibility to Kids program).	\$615,546 Renewed Annually	\$198,328	07/01/22-06/30/23	*\$417,218 invoiced in FY23 (Jul22-Apr23) *\$51,457 overhead received in FY23 *Overhead budget is \$72,248 for FY23

Current Grants

TITLE	GRANTOR	PURPOSE	AWARDED	FY23 FUNDS REMAINING	BEG/END DATE	UPDATES
Green Oaks Ranch	New Alternatives, Inc.	Provides an intake center for assessment and placement of abused, neglected, and/or abandoned children taken into immediate protective custody by Law Enforcement Officers and/or Health & Human Services Agency Social Workers.	\$157,000 per calendar year Terms 6/30/2023	\$30,154	1/1/23-6/30/23	*\$126,846 invoiced in FY23 (Jul22-Apr23) *contract will term 6/30/2023
Victim Services Fund	San Diego County Sheriff's Department (eff. 1/1/2021)	To provide forensic medical exams on an on-call basis for victims in San Diego County.	\$2,285,000 Through Dec 2023 Multi-Year Award	\$279,000	7/1/22 – 6/30/23	*\$221,000 invoiced in FY23 (Jul22-Apr23) *Reimbursement rate of \$1,000 per initial exam for up to 443 exams. \$500 per follow-up exam for up to 114 exams.
In-N-Out Burger Child Abuse Prevention Project	In-N-Out Burger Foundation	To provide funding for SART/Child Abuse Program community education and bilingual interviewing at the center. Funds to be used to provide follow-up with families and children who have been through counseling.	\$73,000 Multi-Year Award \$7K awarded Nov 2022	\$7,000	7/1/22 – 6/30/23	*\$7K was awarded in Nov 2022 *Additional \$7,878 remains from prior year awards *2024 grant application was submitted on 6/1. Award notification is typically received in Nov/Dec.

Expired Grants

TITLE	GRANTOR	PURPOSE	AWARDED	FY23 FUNDS REMAINING	BEG/END DATE	UPDATES
Bioterrorism/ Emergency Preparedness	County of San Diego, Health & Human Agency	To enhance San Diego's Emergency Preparedness by utilizing HPP funding to purchase priority equipment and supplies including evacuation equipment, interoperable communications equipment, and surge capacity for pandemic influenza and fatality management.	\$1,625,483 Multi-Year Award July 2005 – June 2019	\$0	5/25/05-6/30/19	*\$40,023 currently remains in fund
Marjorie Mosher Schmidt Foundation - Child Abuse Program	Marjorie Mosher Schmidt Foundation	To provide funds for Nurse education as well as forensic imaging equipment.	\$27,000 Multi-Year Award Dec 2009 – Dec 2012	\$0	12/14/09	*\$829 currently remains in fund *Additional funding is not expected at this time
CalOES XC Victim Services	County of San Diego, District Attorney's Office	To expand victim services and specialty trauma therapy services.	\$100,000 Apr 2022 – Dec 2022	\$0	4/7/22-12/31/22	*\$93,565 was received in FY23 *contract termed 12/31/2022
Cal Learn Home Visiting Program	County of San Diego HHSA	To provide direct home visiting services to North Inland/North Coastal families who are enrolled in Cal Learn (statewide program for pregnant and parenting teens).	\$112,709 Renewed Annually	\$0	07/01/22-12/31/22	*\$55,563 received in FY23 (Jul-Dec22) *\$6,584 overhead received in FY23 *contract termed 12/31/2022

ADDENDUM B

First 5 First Steps (First Steps)

**Shirin Strauss, M.A., ICCE, IBCLC
Virginia Barragan, FACHE, PT, MOMT, DPT**

June 12, 2023

Passion. People. Purpose.™



All children receive nurturing care from their family that leads to a healthy, long, and successful life.



Annual Funding \$1,471,198 (17 FTE)

First 5 San Diego
Tobacco Tax Initiative

CalWORKs/CalLEARN
State of California

FY 21-22

185

Families Served (Enrolled)
(Enrolled for 3 ½ Years on Average)

1,963

Home Visits

100%

First Steps Families Would
Recommend First Steps
to Family or Friends



Palomar Health First Steps Family Support Program

2013-2023



20,047
Parent and Child Assessments

100%
All Families Have a Medical Home

150
Parent and Family Workshops
and Special Events

34,082
Referrals Provided for Healthcare,
Food, Childcare and More

640
Families Enrolled
(For 3 ½ Years: Prenatal to Age 3)

20,374
Home Visits

100%
First Steps Families Would
Recommend First Steps
to Family or Friends

Families We Support

Low-Income Families

- Families below 200% Federal Poverty Level

Immigrant/Refugee

- Foreign born parents

Military

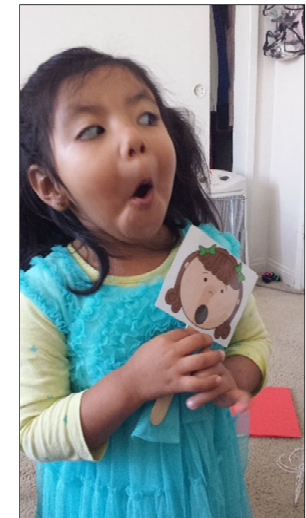
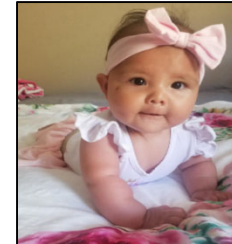
- Child is dependent of active duty, guard, reserve, or veteran service member

Teens

- Pregnant or parenting teens between the ages of 13-21

CalWORKs Recipients

- Families receiving CalWORKs; can enroll up to child's age two

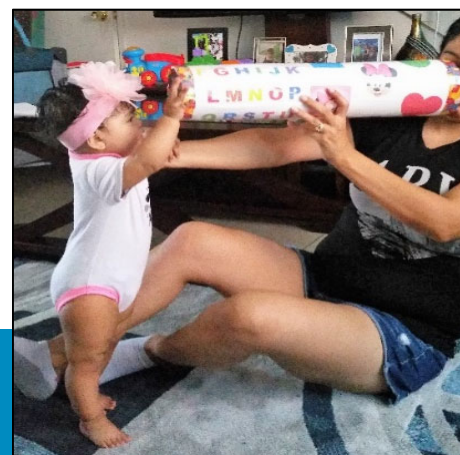
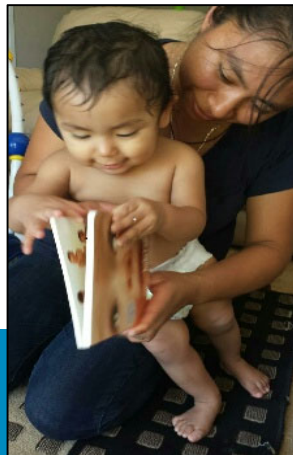


- ▶ First Steps Serves all of San Diego County
- ▶ Expectant parents and parents of infants and toddlers
- ▶ Families that do not qualify for other home visiting services

What Services Does First Steps Provide?

- Parent education, mental health support, trauma-informed care, and linkages to resources for families with children from prenatal to age 3
 - Screening and Assessment
 - Home Visiting Services: Evidence-Based Curriculums
 - Mental Health Services
 - Enhanced Lactation Support
 - Parent and Family Workshops and Special Events
 - Socialization Opportunities/Connections for Isolated Families
- Our goal is to strengthen parent-child interaction and family relationships, decrease child abuse and neglect, and build family self-sufficiency
- All services are NO COST to families

*All services provided
In-person and Virtually,
and in
English and Spanish.*



**Let's hear from our
families and partners.
(3-4 min. video here)**

Contact Information



Shirin Strauss, M.A., ICCE, IBCLC

Program Director

North Region First 5 First Steps

Phone: 760-739-3990

Email: shirin.strauss@palomarhealth.org

ADDENDUM C

Healthy Development Services (HDS)

Cindy Linder, RN, BSN

Virginia Barragan, FACHE, PT, MOMT, DPT

June 12, 2023

Passion. People. Purpose.™

Healthy Development Services (HDS)



Annual Funding
\$1,851,499 (17.5 FTE)

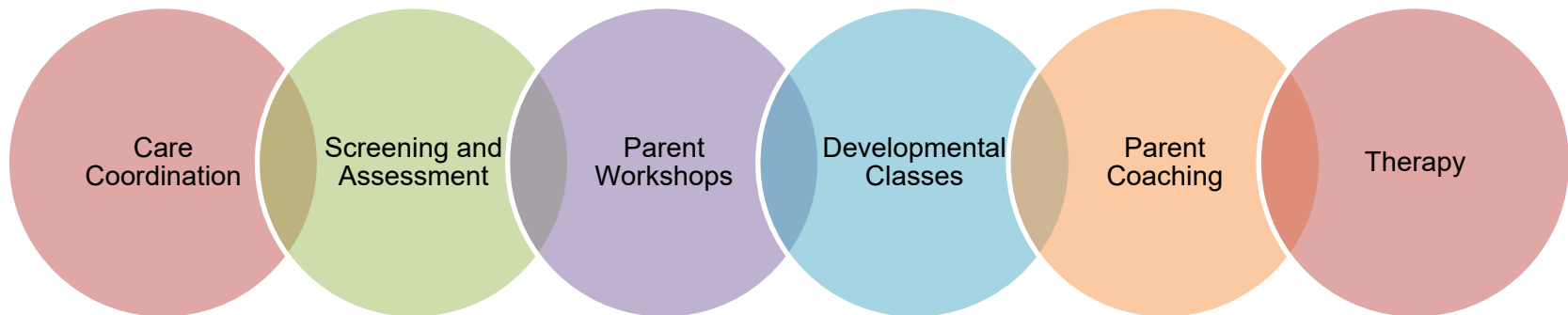
962 Children Served
7,291 Treatment Sessions

“ We are so grateful to have HDS services to guide us through our toughest times, we have all learned so much!

100%
HDS Families Would Recommend HDS to Family or Friends

What Services Does HDS Provide?

- A network of services for children from birth to age 5 with mild to moderate developmental and behavioral concerns.



Outcomes - Areas of Need

- More families engaged in services! 16% increase in the number of unduplicated children seen at HDS from the previous year 😊
- 32% increase in the number of children showing a “concern” on their developmental screening 😞
 - In the areas of Communication, Fine Motor and Problem Solving
- Children are presenting with significant delays in the moderate range (34% to 66% of chronological age) 😞
 - Consider a 3yr old with the abilities of an 18 month old

Here is What's Next

- Outreach to our Primary Care Physicians and Community Clinics
 - We want to see these kiddos earlier!
- Obtain Mental Health Screening on Parents/Caregivers
 - Parent mental health plays a HUGE role in the development of young children
- Provide Trauma-informed and Equitable services
 - Understanding past and present experiences of our families
- Continuing Close Collaborations with Community Partners
 - To ensure a warm hand-off for children and families needing additional support
- Utilize Additional Funding
 - Our wait times are increasing (up to 12 weeks for first appointment)
- Support Staff in this Complex World
 - Through Reflective Supervision, Mindfulness Practices, and Learning Opportunities

thank you
for
your support!



Contact Information

Cindy Linder, RN, BSN

Regional Coordinator HDS North Inland

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Email: cynthia.linder@palomarhealth.org

ADDENDUM D

Financial Performance

Fiscal Year 2023 – April 2023

June 12, 2023

Combined Balance Sheet For the Period Ending April 30, 2023

	Palomar Health Development, Inc.	Research Institute	Total
Assets			
Cash			
Cash in Bank - Operating	1,752,795	-	1,752,795
Cash in Bank-Money Market	303,264	-	303,264
Total Cash	<u>2,056,059</u>	<u>-</u>	<u>2,056,059</u>
Receivables			
Interfund Receivable	23,000	-	23,000
Total Receivables	<u>23,000</u>	<u>-</u>	<u>23,000</u>
Prepaid Services			
Prepaid Service Contracts	4,185	-	4,185
Total Prepaid Services	<u>4,185</u>	<u>-</u>	<u>4,185</u>
Software License	12,230	2,779	15,008
Accumulated Amortization	(12,230)	(2,779)	(15,008)
Total Assets	<u>\$ 2,083,244</u>	<u>\$ -</u>	<u>\$ 2,083,244</u>
Liabilities & Fund Balance			
Payables			
Accounts Payable - Customer	13,500	-	13,500
Total Payables	<u>13,500</u>	<u>-</u>	<u>13,500</u>
Note Payable - PPH			
Note Payable - PPH	933,167	872,732	1,805,899
Note Payable - Current Portion	120,000	-	120,000
Note Payable - Debt Discount	(180,575)	-	(180,575)
Total Note Payable - PPH	<u>872,592</u>	<u>872,732</u>	<u>1,745,324</u>
Fund Balance	1,033,956	(872,732)	161,224
Excess Revenue over Expenditures	163,196	-	163,196
Total Liabilities & Fund Balance	<u>\$ 2,083,244</u>	<u>\$ -</u>	<u>\$ 2,083,244</u>

Income Statement

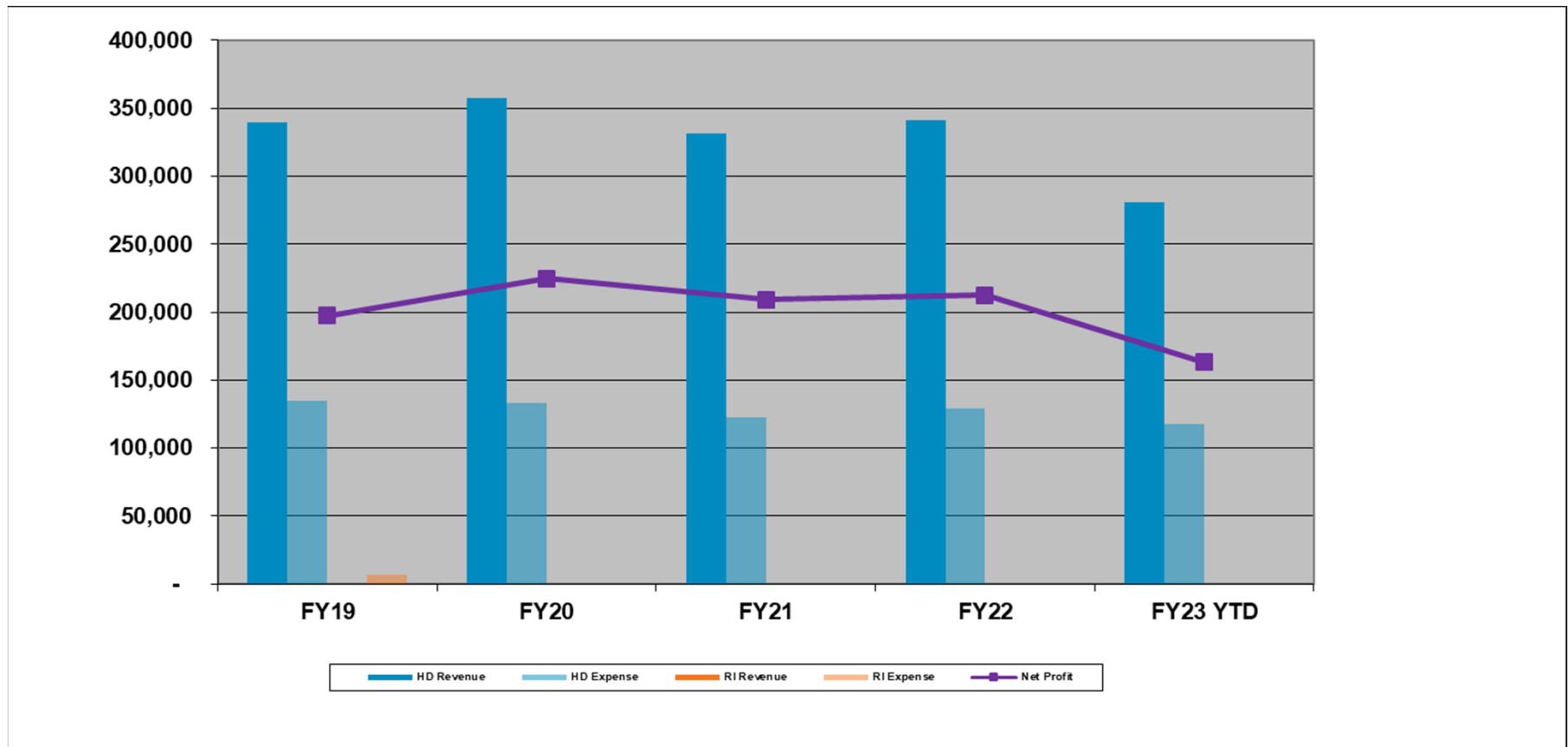
For the Period Ending April 30, 2023

	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Budget Variance YTD</u>
Revenue and Support			
Grants and Contracts			
Revenue - Grants/Contracts	270,766	275,000	(4,234)
Revenue - Other	9,723	100	9,623
Total Revenue	\$ 280,489	\$ 275,100	\$ 5,389
Expense			
Accounting Fees	18,525	15,000	(3,525)
Consulting Fees	35,000	30,000	(5,000)
Supplies Hospitality	0	333	333
Repair & Maintenance	3,949	4,142	194
Purchased Services Other	5	17	12
Interest	57,314	57,314	0
Insurance	1,404	1,170	(234)
License Fees	200	167	(33)
Other Direct Expense	897	0	(897)
Total Expenses	\$ 117,293	\$ 108,143	\$ (9,150)
Change in Net Assets	\$ 163,196	\$ 166,957	\$ (3,761)

* No activity for Research Institute during period ending April 30, 2023

Financial Trend

FY 2019 - FY 2023 YTD



April 2023 FYTD Indirect Revenue Sources

