

Posted Thursday June 19, 2025



WEDNESDAY, JUNE 25, 2025 – 11:00 A.M. MEETING

BOARD OF DIRECTORS

PLEASE SEE PAGE 2 FOR MEETING LOCATION OPTIONS

		Time	Page	Target
l.	CALL TO ORDER		_	11:00
II.	PUBLIC COMMENTS	15		11:15
	5 minutes allowed per speaker, with a cumulative total of 15 minutes per group			
VI.	PRESENTATION (Out of order due to presenter availability)			
C.	First 5 Commission Funded Programs at Palomar Health i. Healthy Development Services (Addendum C – Pp21-29) Tara Dominguez	10	3	11:25
III.	INFORMATION ITEM(S)			
A.	Administrative Oversight for Palomar Health Development Melissa Wallace	3	4	11:28
В.	First 5 Commission of San Diego Fiscal Reviews i. Contract No. 546245 (Healthy Development Services-North Inland) – May 2025 ii. Contract No. 545639 (First Steps-North Region) – February 2025 Tanya Howell	3	5-7	11:31
IV.	OLD BUSINESS			
A.	Prior Meeting Follow-up Tanya Howell	2	8	11:34
٧.	MINUTES			
A.	Tuesday, December 12, 2024 (Addendum A – Pp30-35) Tanya Howell	3	9	11:37
VI.	PRESENTATION(S)			
A.	Employee Recognition Diane Hansen	10		11:47
В.	Update on Grants & Contracts Inventory (Addendum B – Pp36-39) Aimee Ebner	10	10	11:57
C.	First 5 Commission Funded Programs at Palomar Health ii. First Steps (Addendum D – Pp40-50) Shirin Straus	10	11	12:07
VII.	NEW BUSINESS			
*A	Resolution No. 06.25.25(01)-1 – Confirming the Election of the Vice-Chairperson, Secretary and Treasurer for Calendar Year 2025 Tanya Howell	6	12-14	12:13
*B	Resolution No. 06.25.25(02)-2 – Confirming Appointment of Corporate Officers for Calendar Year 2025 Tanya Howell	6	15-16	12:19
*C	April 2025 & YTD FY2025 Financial Report (Addendum E – Pp51-55) Aimee Ebner	10	17	12:29
*D	Resolution No. 06.25.25(03)-3– Setting the Date, Time & Location for the Remaining Board Meeting for Calendar Year 2025	6	18-20	12:35
VIII	BOARD MEMBER COMMENTS/FUTURE AGENDA ITEMS	5		12:40
IX.	ADJOURNMENT			1:30

Next Regular Meeting: TBD

	Andrew Tokar, Director	-	Diane L. Hansen, CPA, Director
	Terry Corrales, RN, Chairperson	Linda C. Greer, RN, Director	Abbi Jahaaski, MSN, BSN, RN, Director
	Paloma	r Health Development, Inc., Board of Dire	ectors
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Board Meeting Location Options



- 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: 286 737 318 389 4 | Passcode: w2vu9UA6 |

OR

- Dial in using your phone (audio only):
 - 929.352.2216 | Phone Conference ID: 183 004 480# |
 - 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

First 5 Commission Funded Programs At Palomar Health – Healthy Development Services

TO:	Palomar Health Development Board	
MEETING DATE:	Wednesday, June 25, 2025	
FROM:	Tara Dominguez, MSW, North Inland Regional Coordinator, HDS	
_	e First 5 Commission of San Diego funds two programs at Palomar Health: Healthy (HDS) and First 5 First Steps.	
	HDS program and the progress that is being made to help the children of North San resented (Addendum A).	
NOTE: The HDS prograd date/time of this meet	m is being presented out of agenda order due to a calendaring conflict with the new ing.	
Budget Impact: None		
STAFF RECOMMENDA	TION:	
Motion:		
Individual Action:		
Information:	x	
Required Time:		

Palomar Health Development, Inc. Administrative Oversight for Health Development

Palomar Health Development Board

TO:

MEETING DATE:	Wednesday, June 25, 2025		
FROM:	Melissa Wallace, PH VP of Finance, PHD Financial Services Advisor		
Board approved the creat Development (PHD) and Department to provide ac	larly scheduled meeting of the Health Development Board in October 2011, the tion of a Financial and Accounting Services Agreement between Palomar Health Palomar Health (PH) for reimbursement of the time spent by the PH Finance dministrative oversight both for the grants being managed through PHD and the 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 discontinued; and,		
 A periodic "tr on an annual 	rue-up" of the monthly compensation to PH, which is administratively reviewed basis.		
	ew, it was determined that the compensation currently being paid (\$3,500 per riate amount. Therefore, no action is required at the Board level.		
Budget Impact: None.			
STAFF RECOMMENDATION	DN:		
Motion:			
Individual Action:			
Information: X			
Required Time:			

Palomar Health Development, Inc. Information Items

Palomar Health Development Board

TO:

MEETING DATE:	Wednesday, June 25, 2025
FROM:	Tanya Howell, Corporate Secretary
	ral audits conducted this calendar year by the First 5 Commission they fund (Healthy Development Services and First Steps) are
Budget Impact:None.	
STAFF RECOMMENDAT	TION:
Motion:	
Individual Action:	
Information: X	
Required Time:	



MONICA MONTGOMERY STEPPE – Chair

SANDRA L. MCBRAYER – Vice Chair

DR. KELLY MOTADEL – Secretary

DR. KIMBERLY GIARDINA – Commissioner

RICK RICHARDSON – Commissioner

ALETHEA ARGUILEZ – Executive Director

May 12, 2025

Tara Dominguez, Program Manager Palomar Health Development Inc., HDS-North Inland 1320 W. Valley Parkway, Ste. 301 Escondido, CA 9202

RE: First 5 Commission of San Diego Fiscal Review for Contract No. 546245

Dear Ms. Dominguez:

On May 12, 2025, the First 5 Commission of San Diego completed a Fiscal Review of Palomar Health, HDS-North Inland Region. The Fiscal Review included examining, on a test basis, evidence supporting the amounts stated in the Fiscal Invoice Claims for the month of **June 2024 for FY23/24 and November 2024 for FY24/25** to obtain reasonable assurance of compliance with Contract No. 546245.

The Fiscal Review involved limited tests of the financial records used to support the amounts submitted in the Fiscal Invoice Claim. The results of the Fiscal Review disclosed no instances of noncompliance under the terms of the agreement set forth in Contract No. 546245. The records presented were well maintained and substantiated the charges made to the First 5 Commission of San Diego under the contract agreement.

This report is intended solely for the information and use of the contractor and pertains exclusively to Contract No. 546245.

Sincerely,

FORTUNE CHENG Fiscal Manager

cc: Alicia Castro



MONICA MONTGOMERY STEPPE – Chair

SANDRA L. MCBRAYER – Vice Chair

RICK RICHARDSON – Secretary

DR. KIMBERLY GIARDINA – Commissioner

DR. KELLY MOTADEL – Commissioner

ALETHEA ARGUILEZ – Executive Director

February 20, 2025

Shirin Strauss, Program Manager Palomar Health Development Inc., F5FS-North Region 120 Craven Road, Ste. 200 San Marcos, CA 92078

RE: First 5 Commission of San Diego Fiscal Review for Contract No. 545639

Dear Ms. Strauss:

On February 14, 2025, the First 5 Commission of San Diego completed a Fiscal Review of Palomar Health, F5FS-North Region. The Fiscal Review included examining, on a test basis, evidence supporting the amounts stated in the Fiscal Invoice Claim for **Fiscal Year 23/24 the month of December 2023 and for Fiscal Year 24/25 the month of August 2024** to obtain reasonable assurance of compliance with Contract No. 545639.

The Fiscal Review involved limited tests of the financial records used to support the amounts submitted in the Fiscal Invoice Claim. The results of the Fiscal Review disclosed no instances of noncompliance under the terms of the agreement set forth in Contract No. 545639. The records presented were well maintained and substantiated the charges made to the First 5 Commission of San Diego under the contract agreement.

This report is intended solely for the information and use of the contractor and pertains exclusively to Contract No. 545639.

Sincerely,

FORTUNE CHENG Fiscal Manager

cc: Juanita Garcia

Board Follow-Ups

TO:	Health Development Board		
MEETING DATE:	Wednesday, June 25, 2025		
FROM:	Tanya Howell, Corporate Secretary		
-	Board's request, a list of those items on which follow-up information has intained, with items to remain on the list until each matter has been		
6/21/2024 & 12/12/20	<u>)24</u>		
on PHF funding acti a) Kristin Gaspar,	 Director Hansen was going to review options for having Ms. Brown and/or Ms. Knight report on PHF funding activities at a future PH Board meeting a) Kristin Gaspar, VP of Philanthropy, will be making a presentation on grants received through the Foundation at the July 14th Palomar Health Board meeting 		
Budget Impact:	N/A		
STAFF RECOMMENDAT	TION:		
Motion:			
Individual Action:			
Information: X			

Required Time:

Board Meeting Minutes Tuesday, December 12, 2024

Palomar Health Development Board

Tanya Howell, Corporate Secretary

Wednesday, June 25, 2025

TO:

FROM:

MEETING DATE:

	minutes of the meeting of the Board had been done of the Board had been don	neld on Tuesday, De	ecember 12, 2024, are
Budget Impact: N/A			
STAFF RECOMMENDA	ATION: Staff recommends approval of the	ne minutes of the me	eting of the Board held
on Tuesday, Decembe			S
Motion:	X		
Individual Action:			
Information:			
Required Time:			

Palomar Health Development, Inc. Update on Grants

TO:	Palomar Health Development Board
MEETING DATE:	Wednesday, June 25, 2025
FROM:	Tanya Howell, Corporate Secretary
Background: Aimee Eb (Addendum C).	oner will update the Board on grants managed by Health Development
Budget Impact: None.	
STAFF RECOMMENDATION	DN:
Motion:	
Individual Action:	
Information: X	
Required Time:	

First 5 Commission Funded Programs At Palomar Health – First 5 First Steps

TO:	Palomar Health Development Board
MEETING DATE:	Wednesday, June 25, 2025
FROM:	Shirin Strauss, MA, ICCE, IBCLC, Program Director North Region First Steps
_	First 5 Commission of San Diego funds two programs at Palomar Health: Healthy (HDS) and First 5 First Steps.
	First 5 First Steps program and the progress that is being made to help the children unty will be presented (Addendum D).
Budget Impact: None	
bauget impact. None	
STAFF RECOMMENDA	TION:
	TION.
Motion:	
Individual Action:	
Information:	(
Required Time:	

Resolution No. 06.25.25(01)-1 Confirming Election of Officers for Calendar Year 2025

TO: Palomar Health Development Board

MEETING DATE: Wednesday, June 25, 2025

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 Health Development 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 appoint the directors of the Health Development Board. In December 2024, the Chair of the Board of Palomar Health verbally appointed Director Abbi Jahaaski, MSN, BSN, RN, to serve as a Director on the Health Development Board, replacing Director Laura Barry. In February 2025, the Chair of the Palomar Health Board formalized Director Jahaaski's appointment, and he made no other changes to the previous Palomar Health Board appointments:

- Terry Corrales, RN, Chairperson
- Linda C. Greer, RN
- Abbi Jahaaski, MSN, BSN, RN
- Chief Executive Officer, Palomar Health, ex officio Director
- Chief Financial Officer, Palomar Health, ex officio Director

As Director Jahaaski's appointment was acknowledged by Resolution at the December 2024 Health Development Board meeting, no further action is required regarding the Palomar Health Board appointments.

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 2024 were:

Terry Corrales, RN Chairperson Vacant Vice-Chairperson

Linda C. Greer, RN Secretary
Andrew Tokar Treasurer

Resolution No. 06.25.25(01)-1 Confirming Election of Officers for Calendar Year 2025

Budget Impact:	N/A

STAFF RECOMMENDATION: Staff recommends that the Health Development Board elect a Vice Chairperson, a Secretary and a Treasurer.

Further, it is recommended that the Health Development Board adopt Resolution No. 06.25.25(01)-1 to memorialize that action.

Motion:

Individual Action: X

Information

RESOLUTION NO. 06.25.25(01)-1

Confirming Election of Officers for Calendar Year 2025

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 remaining slate of officers is hereby elected for Calendar Year 2025:

Terry Corrales, RN

	Vice-Chairperson
	Secretary
	Treasurer
PASSED AND ADOPTED at the m June 25, 2025, by the following vote:	neeting of the Board of Directors of Health Development held on
AYES:	
NOES:	
ABSENT:	
ABSTAINING:	
DATED: June 25, 2025	
APPROVED:	ATTESTED:
Terry Corrales, RN, Chairperson Board of Directors	, Secretary Board of Directors
Palomar Health Development, Inc.	Palomar Health Development, Inc.
raiomar ricular bevelopment, me.	r diomar fiedich bevelopment, me.

Chairperson

Resolution No. 06.25.25(02)-2 Confirming Appointment of the Corporate Officers for Calendar Year 2025

Palomar Health Development Board

TO:

MEETING DATE:	Wednesday, June 25, 2025		
FROM:	Tanya Howell, Corporate Secretary		
state the officers of the Further, the officers	Background: The Bylaws of Palomar Health Development, Inc. <i>{ARTICLE IV, Sections 5.01-5.0.</i> state the officers of the Corporation shall be a President, a Secretary, and a Chief Financial Office Further, the officers of the Corporation shall be chosen annually by, and shall serve at the pleasure of, the Board.		
The current slate of Co	orporate Officers was appointed at the June 21, 2024, meeting:		
• Tanya F	Hansen, President Howell, Secretary v Tokar, Chief Financial Officer		
	nold their respective offices until their resignation, removalor until their are elected and qualified."		
As this is the Annual again be chosen.	meeting of the Health Development Board, the Corporate Officers must		
Budget Impact:	N/A		
Diane L. Hansen, Carla Financial Officer, resp adopt Resolution No. (ATION: Staff recommends that the Board appoint the following slate: a Albright, and Andrew Tokar to serve as President, Secretary and Chief pectively, of the Corporation. Staff further recommends that the Board 06.25.25(02)-2 Confirming Appointment of the Officers of the Corporation, e the names of those officers appointed at this meeting.		
Motion:			
Individual Action: X			
Information:			

RESOLUTION NO. 06.25.25(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 Secretary and a Chief Financial Officer – 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 2026:

Diane Hansen President
Carla Albright Secretary
Andrew Tokar Chief Financial Officer

PASSED AND ADOPTED at the meeting of the Board of Directors of Palomar Health Development held on June 25, 2025, by the following vote:

AYES:	
NOES:	
ABSENT:	
ABSTAINING:	
DATED: June 25, 2025	
APPROVED:	ATTESTED:
Terry Corrales, RN, Chairperson	, Secretary
Board of Directors	Board of Directors
Palomar Health Development, Inc.	Palomar Health Development, Inc.

Palomar Health Development, Inc. Financial Report

Palomar Health Development Board

TO:

MEETING DATE:	Wednesday, June 25, 2025					
FROM:	Tanya Howell, Corporate Secretary					
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 Health Development's April 2025 and YTD FY2025 Financial Reports (Addendum E).						
Budget Impact:	None.					
	DATION: Staff recommends approval of Health Development's Y2025 Financial Report.					
Motion:	(
Individual Action:						
Information:						
Required Time:						

Resolution No. 06.25.25(03)-3 Setting the Date and Time for the Remaining Regular Meeting for Calendar Year 2025

TO: Palomar Health Development Board

MEETING DATE: Wednesday, June 25, 2025

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. 06.25.25(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 three following dates.

DATE		
TIME	PURPOSE OF MEETING	LOCATION
Monday December 8, 2025	Second Regular Meeting Calendar Year 2025	See below
11:00 a.m.		
	OR	
Thursday December 11, 2025	Second Regular Meeting	See below
1:00 p.m.	Calendar Year 2025	
	OR	
Monday December 15, 2025	Second Regular Meeting Calendar Year 2025	See below
11:00 a.m.	Calcinaal Teal 2023	

LOCATION OPTIONS:

IN PERSON:

- 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 when the agenda is published
 - 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 PHD Board 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. 06.25.25(03)-3 Setting the Date and Time for the Remaining Regular Meeting for Calendar Year 2025

STAFF RECOMM	ENDATIO	N: Staff	reco	mmends	that th	ie Boar	d set	the	date,	time a	nd locat	tion for the
Board's second	regular	meeting	for	Calendar	Year	2025,	and	that	the	Board	adopt	Resolution
No. 06.25.25(03)	-3 after it	has beer	n am	ended to i	reflect	the dat	e and	l time	e cho	sen.		

Motion:

Individual Action: X

Information:

RESOLUTION NO. 06.25,25(03)-3

RESOLUTION OF THE BOARD OF DIRECTORS OF PALOMAR HEALTH DEVELOPMENT, INC. SETTING THE DATE, TIME AND LOCATION FOR THE REMAINING BOARD MEETING FOR CALENDAR YEAR 2025

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 2025 (January – December):

CALENDAR YEAR 2025 BOARD MEETING SCHEDULE

DATE	PURPOSE OF MEETING	<u>LOCATION</u>
Monday December 8, 2025 11:00 a.m. OR Thursday December 11, 2025 1:00 p.m. OR Monday December 15, 2025 11:00 a.m.	Regular Meeting Fiscal Year 2025	IN PERSON OR VIRTUAL ¹

PASSED AND ADOPTED at the meeting of the Board of Directors of Health Development, held on June 25, 2025, by the

toli	lowing vote:				
	AYES:				
	NOES:				
	ABSENT:				
	ABSTAINING:				
DA	TED:	June 25, 2025			
	APPROVED:		ATTESTED:		
	Tama Camalaa	DNI Chairmann			_
		, RN, Chairperson		cretary	
	Board of Direc		Board of Directors		
	Palomar Healt	h Development, Inc.	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 when the agenda is published
 - 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 PHD Board 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







Healthy Development Services (HDS)

Tara Dominguez, MSW
Valerie Martinez, RN, BSN, MHA, CIC, CPIHQ, CPPS
Omar Khawaja, MD, Executive Director









June 25, 2025

First 5 Funding at Palomar Health

Tobacco Tax Initiative - 1998

Welcome Home Baby 2001

Palomar Health Lead Agency 2009





Healthy Development **Services** 2006

First Steps Home Visiting 2013

Funding To Date: \$57,828,075

> 2001 - 2025**HDS** and **First Steps**

Number of **Children Served:** 47,727





Annual Funding \$1,851,499 (15 FTE)



"I am very grateful to Francisco for equipping us with the tools and knowledge to understand our child's development."

1100

Children Served (est.)

8,000

Treatment Sessions (est.)

100%

HDS Families Would Recommend HDS to Family or Friends



HDS Services

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

evel 1

- ASQ Screening & HELP Assessment
- Parent Workshops
- Specialized
 Treatment Classes

• Care Coordination

Level 2

• 1:1 Coaching with Parent & Child

Care Coordination

evel 3

- Speech, Physical & Occupational Therapy
- Behavior Therapy

Care Coordination



Impact to the Early Childhood System of Care





HDS Services

Pathmakers at HDS

- Hands on support in specialized tx classes
- Observation in therapy
- Support clinicians with prep, set up, clean up
- Assist with department specific special projects
- Joining meetings and trainings when appropriate





HDS Services

99% of families report that with HDS they have more confidence in parenting.

92% of families feel their ability to help their child learn and develop has improved. 95% of children who complete an assessment make improvements.

Spotlight on North Inland

- Kinder ready specialized treatment class
- Kindergarten and speech camp
- Infant Massage classes
- Co-treat therapy groups for ST/OT
- Hybrid developmental/behavioral treatment classes for infants, toddlers, preschoolers
- Weekly case conference with multidisciplinary team including subcontractors
- Healthy Steps referral pathway with our 2 largest community clinic health systems



HDS is turning 20!

Reflecting on the important work we have accomplished and all of the families with young children that have come through our doors and our screens. We have an incredible team that has shared in many success stories right alongside those families.





Contact Information

Thank you Health Development Board for your support!



Tara Dominguez

Regional Coordinator HDS North Inland

Phone: 760-583-6761

Email: <u>tara.dominguez@palomarhealth.org</u>





PALOMAR HEALTH DEVELOPMENT, INC.

BOARD OF DIRECTORS

CALENDAR YEAR 2024

Meeting Minutes

ATTENDANCE ROSTER				
	MEETIN	IG DATE		
MEMBERS	6/21/2024	12/12/2024		
Terry Corrales, RN, Chairperson	Р	Р		
Linda Greer, RN	Р	Р		
Laurie Edwards-Tate, MS	Resigned prior to meeting			
Laura Barry (Didn't win re-election to PH Board in November)	P (Voted onto BoD during meeting)			
Abbi Jahaaski (Selected by PH Board Chair in December)		V		
Diane L. Hansen	Р	Р		
Andrew Tokar	Р	Р		
Staff Attendee				
Tanya Howell Board Assistant/Corporate Secretary	Р	Р		
Guest Presenters ¹				

V = Virtual P = Present E = Excused

¹ See text of minutes for names of invited guests/presenters

BOARD OF DIRECTORS – MEETING MINUTES – THURSDAY, DECEMBER 12, 2024						
AGENDA ITEM						
DISCUSSION	CONCLUSIONS/ACTIONS	FOLLOW-UP/				
		RESP PARTY				
I. CALL TO ORDER						
Chairperson Corrales called the meeting to order.	at 1:04 p.m.					
Quorum comprised of Directors Corrales, Greer, Ja	ahaaski, Hansen & Tokar					

Notice of Meeting and Full Agenda Packet were posted at Palomar Health's (PH) Administrative Offices on Friday, December 13, 2024, and on the Palomar Health Development, Inc. (PHD) home page on the PH website on Monday, December 9, 2024, which is consistent with legal requirements. Notice of that posting was also made via email to the PHD Board and staff members.

II. PUBLIC COMMENTS

There were no public comments

VII. NEW BUSINESS (Out of order due to selection of a new Board member)

VIII IVE VV DOSINESS (Out of Graci ade to sciect	······································					
A. Resolution No. 12.12.24(01)-6 – Acknowledging Selection of a New Board Member	MOTION: By Director Greer, seconded by Director Hansen, and carried to approve Resolution No. 12.12.24(01)-6 Acknowledging Selection of a New Board Member Carried by the following vote, taken by roll call: Director Greer – aye; Chairperson Corrales – aye; Director Tokar – aye; Director Hansen – aye; Director Jahaaski – abstained; Absent:					
Motion to Exclude Director Jahaaski from Vote Due to Virtual Attendance	MOTION: By Director Greer, seconded by Director Hansen, and carried to exclude Director Jahaaski from Vote Due to Virtual Attendance Carried by the following vote, taken by roll call: Director Greer – aye; Chairperson Corrales – aye; Director Tokar – aye; Director Hansen – aye; Director – Jahaaski – abstained; Absent:					

- Board Assistant Howell commented that the Resolution had been changed following initial distribution, and PH's Board Chair, Jeff Griffith, had decided to only add one member to the PHD Board at this time, and the initial Resolution had contemplated other actions that did not occur
 - o The new member to the PHD Board was Abbi Jahaaski, who was joining the meeting virtually from her vehicle while driving
- Following the passage of the Resolution acknowledging Director Jahaaski's selection to the PHD Board, Director Greer made a motion to allow Director Jahaaski to listen to the meeting, but not to participate
 - o Director Greer elaborated that the motion was being made for the benefit of Director Jahaaski, as she was new to the Board and was on the road, so unable to actually see any of the materials being presented
 - Director Tokar added that, were Director Jahaaski to be allowed to vote, each matter before the Board would require a motion and approval from the other Board members to allow Director Jahaaski's vote from off site, before those matters could then be discussed and moved forward for vote, as required by Board-approved parliamentary steps for off-site Board member participation

A	GENDA ITEM						
•	DISCUSSION CONCLUSIONS/ACTIONS						
VI	. PRESENTATION (Out of order due to prese	nter availability)					
A	. Update on Grants & Contract Inventory	Information only	• Director Hansen will Foundation report on grain the near future				
•	Utilizing the presentation included as Adde	ndum A, Aimee Ebner, Financial Services Manager, presented ar	n update on grants				
•		behind PHD not obtaining new grants, which was basically bec grant writers already on the PH Foundation team	ause PHD didn't have any gr	ant writers on staff			
•		ow-up from a prior meeting was still pending, as she had previo ned on behalf of the District by the PH Foundation	ously been requested by this	Board to schedule			
V	II. NEW BUSINESS (Out of order due to preser	nter availability [D&E] & guest presenter [B])					
D	D. Ratification of the FY2025 Operating Budget for Palomar Health Development FY2025 Operating Budget for Palomar Health Development FY2025 Operating Budget for Palomar Health Development as presented.						
		Carried by the following vote, taken by roll call: Director Greer – aye; Director Jahaaski – abstained; Director Tokar – aye; Dire	•				
• bo	Referencing the table on page 9, Ms. Ebner	reviewed the budget, which had been approved by the Paloma	ar Health Board and require	d ratification by this			
•	In response to an inquiry, Ms. Ebner stated	that the Interest Expense listed was on the Line of Credit with P	PH				
	 The Line of Credit was \$1.7M, and it was accounting treatment 	s a zero interest loan; however, the auditors had advised that a	in imputed interest needed t	o be provided as ar			
	October 2024 & YTD FY2025 Financial	MOTION: By Director Greer, seconded by Director Hansen a					
Ε.	Report	October 2024 & YTD FY2025 Financial Report as presented.					

- Income Statement at 6/30/2024
 - o The Change in Net Assets fell \$21K short as a result of staffing levels, which hadn't been as high as anticipated in the budget and, therefore, generated less revenue
 - The loss of just over \$4K in Other Direct Expense was due to one of the funders having paid on an estimated invoice, which wound up being lower once the final invoice was issued, so the vendor had to be repaid to refund the overpayment

BOARD (OF DIRECTORS – MEETING MINUTES – THURSDAY, DECEMBER 12, 2024	
AGENDA ITEM		
• DISCUSSION	CONCLUSIONS/ACTIONS	FOLLOW-UP/ RESP PARTY
Balance Sheet at 10/31/2024		
m o Total Cash was down to \$613K, as the To	otal Note Payable to PH (LoC) of \$1.7M had been paid off in October, bringing the Total Liabil	ities down to \$637K
 The Cash in Bank – Money Market (the LoC, now at zero 	MMF) was now at a zero balance, as that account had been liquidated, with the funds utilize	ed toward paying off
 PH VP of Finance Melissa Wallace of District wasn't having to support PH 	ommented that it was positive that PHD had been able to pay off and no longer carry a Loo ID any more	C, as that meant the
 Income Statement at 10/31/2024 		
o As noted above, income was dependent	t on salaries and benefits; and Other Revenue was primarily interest derived from the MMF	
 As the liquidation of the MMF had of 	occurred in September, so even though Other Revenue was under budget, YTD it had still ea	rned just over \$5K
o The total Change in Net Assets was a \$1	.6K loss, which Ms. Ebner anticipated would be recovered through revenues from the grant	funding programs
B. Resolution No. 12.12.24(02)-7 – Authorizing Acceptance of the Independent Audit of the Annual Financial Report of Palomar Health Development, Inc., for Fiscal Year End 2024 as the Annual Report	MOTION: By Director Greer, seconded by Director Hansen and carried to approve Resolution No. 12.12.24(02)-7 – Authorizing Acceptance of the Independent Audit of the Annual Financial Report of Palomar Health Development, Inc., for Fiscal Year End 2024 as the Annual Report Carried by the following vote, taken by roll call: Director Greer – aye; Chairperson Corrales – aye; Director Jahaaski – abstained; Director Tokar – aye; Director Hansen – aye; Absent:	
No discussion		
III. INFORMATION ITEM(S)		
• None		
IV. OLD BUSINESS		
A. Tuesday, December 19, 2023	MOTION: By Director Hansen, seconded by Director Greer, and carried to approve the minutes of the Tuesday, December 19, 2023, Board meeting	
	Carried by the following vote, taken by roll call: Director Greer – aye; Chairperson Corrales – aye; Director Jahaaski – abstained; Director Tokar –abstained; Director Hansen – aye; Absent:	
 Board Assistant Tanya Howell stated that the two abstentions and Director Hansen had not you 	ne approval of the minutes had not actually been carried by a quorum vote at the June meet joined the meeting prior to the vote	eting, as there were
o Therefore, CLO Kevin DeBruin had requ	ested that this item be added for vote at this meeting in order to formalize an approval	

BOARD	BOARD OF DIRECTORS – MEETING MINUTES – THURSDAY, DECEMBER 12, 2024					
AGENDA ITEM						
• DISCUSSION	CONCLUSIONS/ACTIONS		FOLLOW-UP/			
			RESP PARTY			
B. Board Meeting Follow-ups						
Board meeting	ns for having Ms. Brown and/or Ms. Knight report on PHF fund	ling activities at a future PH				
o This matter was discussed during the gi	rants portion of the meeting					
V. MINUTES						
A. Monday, June 21, 2024 MOTION: By Director Greer, seconded by Director Hansen, and carried to approve the minutes of the Monday, June 21, 2024, Board meeting						
	Carried by the following vote, taken by roll call: Director Greer – aye; Director Jahaaski – abstained; Director Tokar – aye; Director D	• •				
No discussion						
VII. NEW BUSINESS (Continued)						
C. Executed, Budgeted, Routine Physician Agreements MOTION: By Director Hansen, seconded by Director Greer and carried to approve the Executed, Budgeted, Routine Physician Agreements as presented						
	Carried by the following vote, taken by roll call: Director Greer – aye; Director Jahaaski – abstained; Director Tokar – aye; Director	•				
	d contracts for the physician who supported the grants progran contracts to act as Medical Director for the Healthy Developme		· · · · · · · · · · · · · · · · · · ·			
F. Resolution No. 12.12.24(03)-8 – Establishing the Date, Time and Location for the Annual Organizational Meeting for Calendar Year 2025	MOTION: By Director Greer, seconded by Director Hansen and carried to approve Resolution No. 12.12.24(03)-8 – Establishing the Date, Time and Location for the Annual Organizational Meeting for Calendar Year 2025	 Mrs. Howell will send an chosen date and time 	n invitation for the			
	Carried by the following vote, taken by roll call: Director Greer – aye; Chairperson Corrales – aye; Director Jahaaski – abstained; Director Tokar – aye; Director Hansen – aye; Absent:					
Mrs. Howell stated that the date of Friday,	June 13, 2025, with a start time of noon, had been suggested b	y Management				
	o Location would be the Linda Greer Conference Room at Palomar Health's Administrative Offices, 2125 Citracado Parkway, Suite 300, Escondido, CA					
o It was likely that a virtual option would	o It was likely that a virtual option would also be provided at a later date					

BOARD OF DIRECTORS – MEETING MINUTES – THURSDAY, DECEMBER 12, 2024						
AGENDA ITEM						
DISCUSSION		CONCLUSIONS/ACTIONS				FOLLOW-UP/
						RESP PARTY
VIII. BOARD MEMBER COMMENTS/FUTURE AGENDA ITEMS						
Chairperson Corrales stated that she was always amazed at how much we could do with so little, and thanked the team						
IX. ADJOURNMENT						
MOTION: Chairperson Corrales adjourned the meeting at 1:49 p.m.						
SIGNATURES:						
PHD Board Chairperson	Terry Corrales, RN			PHD Board Assistant	Tanya Howell	
Next Meeting: Friday, June 13, 2025, at noon, with both in-person (Linda Greer Board Room, 2125 Citracado Parkway, Suite 300, Escondido, CA) and virtual options (virtual TBA)						

PALOMAR HEALTH DEVELOPMENT, INC.

ADDENDUM C Grant Update

June 25, 2025

Current Grants

TITLE	GRANTOR	PURPOSE	OSE AWARDED FY25 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	\$1,851,499 Renewed Annually	\$1,242,048	07/01/24- 06/30/25	*\$609,451 invoiced n FY25 (Jul24-Oct24) *\$65,910 overhead received in FY25 *Overhead budget of \$200,199 for FY25	
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.	\$855,174 Renewed Annually	\$601,118	07/01/24- 06/30/25	*\$254,056 invoiced in FY25 (Jul24-Oct24) *\$27,148 overhead received in FY25 *Overhead budget is \$89,784 for FY25	
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	\$446,555	07/01/24- 06/30/25	*\$168,991 invoiced in FY25 (Jul24-Oct24) *\$19,403 overhead received in FY25 *Overhead budget is \$68,347 for FY25	

Current Grants

TITLE	GRANTOR	PURPOSE	AWARDED	FY25 FUNDS REMAINING	BEG/END DATE	UPDATES	
Victim Services Fund	San Diego County Sheriff's Department	To provide forensic medical exams on an on-call basis for victims in San Diego County.	\$2,785,000 Multi-Year Award	\$128,550	1/1/24 – 12/31/24	*\$126,250 invoiced in FY25 (Jul24-Oct24) *Reimbursement rate of \$1,200 per initial exam for up to 443 exams. \$550 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.	\$87,000 Multi-Year Award \$7K awarded Nov 2024	\$7,000	7/1/24 – 6/30/25	*\$7K was awarded in Nov 2024 *Additional \$14,412 remains from prior year awards	

Expired Grants

PALOMAR HEALTH DEVELOPMENT, INC.

TITLE	GRANTOR	PURPOSE	AWARDED	FY24 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	*fund was fully expended in FY24.	
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	*\$244 currently remains in fund *Additional funding is not expected at this time	







Shirin Strauss, M.A., ICCE, LC, Program Director Valerie Martinez, RN, BSN, MHA, CIC, CPIHQ, CPPS, Department Director Omar Khawaja, M.D., Executive Director



Front Desk: 760.739.3261 FAX: 760.739.2835 Firststeps@palomarhealth.org





June 25, 2025



What First Steps Families Say

- "My Family Support Specialist is kind, knowledgeable, and truly listens. This program has changed my life."
- "The books, the developmental activities, the support — its all made me a better parent. I feel more confident, and my baby is thriving."
- "At the beginning, when I had my baby, I had someone to talk to when I was all alone. That support helped me feel better and not feel so isolated in those early postpartum months."
- "Even with my second child, I learned so much. I am a better parent now. I'm so grateful for First Steps."



- Reduce child abuse and neglect, increase family self-sufficiency, all families have a medical home.
- All children enter kindergarten ready to learn.
- All children receive nurturing care from their family that leads to a healthy, long, and successful life.

First Steps FY24-25 Funding \$1,336,280 (11 FTE)

(Countywide Reduction: From \$1,470,720)

First 5 San Diego

CalWORKs

Tobacco Tax Initiative

State of California

FY24-25 207

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

1,975
Home Visits

100%

First Steps Families Would Recommend First Steps to Family or Friends



Who We Serve

First Steps Services are offered to:

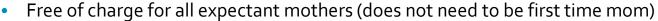
Low-Income Families (<200% FPL)

Military Families Immigrant/ Refugee Families

Teens (13-21 yrs pld) CalWORKS
Families and
FFPSA
Families







- Live in North County (North Inland or North Coastal)
- Families that do not qualify for other home visiting services (A Safety-Net Program)













What We Offer Families

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



Home Visits Culturally Sensitive Evidenced - Based Curricula



Family Goal Setting and Referral Coordination



Increase Positive, Healthy Parent-Child Relationships



Infant Feeding and Lactation Support



Positive
Parenting Skills
and Positive
Discipline



Health, Wellness, and Mental Health Support



Child Development Screening and Age Appropriate Development



Social Support
Opportunities, Parenting
and Family Workshops,
and Special Events



A Sampling of Outcomes and Referrals: FY23-24

Mental Health Support

- Of 129 Postpartum Depression Screenings, 68% (88/129)
 of our families are struggling with mild to severe depression
 (self reported).
- 82% of families who received a mental health referral (72/88) initiated and engaged in services.
- The largest number of referrals provided (662/750 or 88%) were for basic needs and child support (food, housing, clothing, childcare, etc.)







A Sampling of Outcomes, continued: FY23-24

Medical Home and Health Insurance

- By 30 days: 97% of our families are linked to a medical home
- By 60 days in our program, 100% of our families have a medical home, and have or are in the process of enrolling in health insurance options.

Breastfeeding

• Exclusive breastfeeding at 6 months of age was 49%, higher than the national average of 27.2%, and exceeds the Healthy People 2030 goal of 42.4%.

Immunizations

• 97% of infants in First Steps are up to date with their immunizations.

Parent Satisfaction Survey Highlights

- 100% of respondents (parents) STRONGLY AGREE or AGREE that their **Family Support Specialist** helps them set goals that are important to their family
- 100% of our families STRONGLY AGREE that the program increases their understanding of their children's development, and they would recommend the program to a friend
- 100% of respondents STRONGLY AGREE that their Family Support Specialist respects their beliefs and values and have helped them make important changes in their family's health and well-being













Palomar Health First Steps A Recognized Industry Leader

February 2025

First Steps Program Commendation

Supervisor Jim Desmond Fifth District, San Diego





Nationally-Recognized









Thank you to our exceptional team of home visitors, who transform lives — one child and one family at a time.

Our First Steps Home Visiting Program supports families through the joys and uncertainties of parenting by providing education, resources and guidance. Through home visiting, our Family Support Specialists help ensure children are healthy, nurtured and ready to learn — while strengthening parent-child relationships, supporting family self-sufficiency and promoting overall wellbeing.





FY25-26: What's New

Contractual

- FY26 30 First Steps
 Contract Re-Procurement
 - RFP Released Mid-June 2025: Proposal Due 6 Weeks Later
 - FY25-26 Contract Extension (July- Sept 2025)
 - New Contract Executed Fall 2025: Renewal FY26-30
- 2. 5-Year Re-Accreditation with Healthy Families America
 - Internationally-Recognized Best Practices for Positive Family Outcomes
 - December 2026

Programmatic

- 1. County Pilot Project
 - Family First Prevention Services Act (FFPSA)
 - Leveraging Funds Through Existing Service Provision
- 2. County Partnership: Public Health Nurse First Steps
 - PHNs join Home Visitors
 - Prenatal Visit, Postpartum Visit, Follow Up As Needed
- 3. New Classes/Workshops
 - Childbirth Preparation Series
 - Positive Discipline Workshop
 - Prenatal Breastfeeding Classes
 - Infant Massage Classes

- 4. County Partnership: Dr. Seuss Books
 - \$100,000 of donated books
 - 22 titles, 500 of each book
 - For: 0-3 yr. olds 90%, and
 3-5 yr. olds 10%
 - Distributed monthly to families
- 5. Strengthening Family Support
 - Coffee Hour 2x/Month
 - Infant Feeding Support
 - Breastfeeding, Formula Feeding
 - 1:1, and Groups
- 6. Enhanced Staff Support
 - Intensive, Targeted Training
 - Engaging Higher Risk, County-Referred Families



Contact Information

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ADDENDUM E Financial Performance

Fiscal Year 2025 - April 2025

June 25, 2025



Balance Sheet For the Period Ending April 30, 2025

Assets				
Cash				
Cash in Bank - Operating	740,665			
Cash in Bank-Money Market				
Total Cash	740,665			
Prepaid Services				
Prepaid Service Contracts	4,836			
Total Prepaid Services	4,836			
Software License	12,230			
Accumulated Amortization	(12,230)			
Total Assets	\$ 745,502			
Liabilities & Fund Balance				
Payables				
Accounts Payable - Customer	3,500			
Total Payables	3,500			
Note Payable - PPH				
Note Payable - PPH	0			
Note Payable - Current Portion	0			
Note Payable - Debt Discount	0			
Total Note Payable - PPH	0			
Accrued Payables				
Accrued Audit Expense	4,680			
Total Accrued Payables	4,680			
Fund Balance	621,086			
Excess Revenue over Expenditures	116,236			
Total Liabilities & Fund Balance	\$ 745,502			



Income Statement For the Period Ending April 30, 2025

	 YTD Actual	 YTD Budget	Budge	t Variance YTD
Revenue and Support				
Grants and Contracts				
Revenue - Grants/Contracts	276,149	298,333		(22,185)
Revenue - Other	5,201	15,000		(9,799)
Total Revenue	\$ 281,349	\$ 313,333	\$	(31,984)
Expense				
Accounting Fees	21,680	21,680		-
Consulting Fees	35,000	35,000		-
Supplies Hospitality	124	500		376
Repair & Maintenance	4,550	4,541		(9)
Interest	102,328	54,424		(47,904)
Insurance	1,404.00	1,170		(234)
License Fees	-	167		167
Other Direct Expense	28	17		(11)
Total Expenses	\$ 165,113	\$ 117,498	\$	(47,615)
Change in Net Assets	\$ 116,236	\$ 195,836	\$	(79,599)



Financial Trend

FY 2021 - FY 2025 YTD





Palomar Health Development

April 2025 FYTD Indirect Revenue Sources

