



Board Meeting April 22nd , 6:30 PM

Location
Sonrisas San Mateo Conference Room
430 N. El Camino Real, San Mateo

Join Zoom Meeting
<https://us02web.zoom.us/j/89106886427?from=addon>

Meeting ID: 891 0688 6427

One tap mobile
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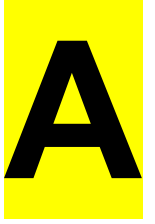
AGENDA

TABS

1. 6:30 CALL TO ORDER AND ROLL CALL – Board Secretary Henry Sánchez
2. 6:35 MISSION MOMENT – Spandan Chakrabarti
3. 6:40 PUBLIC COMMENTS
4. 6:40-6:50 APPROVAL OF MARCH 25th BOARD MINUTES – Board Secretary Henry Sánchez
5. 6:50-7:20 STRATEGIC PLAN FY23-FY25
 - A. Sonrisas Culture
 - B. Sustainable Growth
 - a. FQHC Pathways Project Update – CEO Fecher
 - b. Pescadero Clinic Update – CEO Fecher
 - c. Cooking for a Cause Sponsorship Progress – Spandan Chakrabarti
 - C. Community and Patient Engagement
6. 7:20-7:35 DATA INCIDENT – CEO Fecher
7. 7:35-7:50 FY26 BUDGET ASSUMPTIONS – CEO Fecher
8. 7:50-7:55 REPORTS
 - A. CEO Report – CEO Fecher
 - B. CFO Report - February 2025 Financials– CFO Yee
 - C. Fundraising Report – Spandan Chakrabarti
 - D. Outreach Report– Dr. Bonnie Jue
 - E. Quality Committee Report – Director Kneepel
 - F. Board Nomination Committee – Director Hinshelwood
9. 7:55-8:00 SUGGESTED AGENDA ITEMS FOR NEXT MEETING – Board Secretary Henry Sánchez
10. ADJORN

A

**B
C
D
E**





Board Meeting March 25th, 6:30 PM

Location
Sonrisas San Mateo Conference Room
Zoom Teleconference

MINUTES

1. **CALL TO ORDER AND ROLL CALL** – **Chair Taverner** called the meeting to order at 6:33 pm.
 - A. **Present:** Board Chair Nigel Taverner, Vice Chair Dennis Kneepfel, Secretary Henry Sánchez, Board Members: Larry Cappel (Zoom), Larissa Cutler, Paramita Roy, Steve Stielstra (Zoom)
 - B. **Also Present:** CEO Tracey Fecher, CFO Vickie Yee (Zoom), PHCD CEO Ana Pulido, Development Director Spandan Chakrabarti, Administrative Assistant Veronica Le
 - C. **Absent:** Clyde Hinshelwood, Rick Navarro

2. **MISSION MOMENT**— **CEO Fecher** reflected on the recent data incident, emphasizing the care and diligence exercised throughout the process. Mr. Chakrabarti also shared a community engagement moment during a donor meeting at Café Capistrano in Half Moon Bay, where a local resident—later identified as a well-known figure in the community—recognized the Sonrisas name and expressed interest in the organization's work.

3. **PUBLIC COMMENTS**—No public comments.

4. **APPROVAL OF FEBRUARY 25th BOARD MINUTES**

Secretary Henry Sánchez moved to approve the minutes of the February 25th meeting. Vice Chair Dennis Kneepfel seconded the motion and was approved by roll call. Ayes: Nigel Taverner, Dennis Kneepfel, Henry Sanchez, Larry Cappel, Larissa Cutler, Paramita Roy, Steve Stielstra.

5. **STRATEGIC PLAN FY23-FY25**
 - A. **Sonrisas Culture**—No updates at this time.
 - B. **Sustainable Growth**
 - a. **FQHC Pathways Project Update** – **Chair Taverner** updated the board on the FQHC Pathways Project.
 1. **CEO Fecher** informed the Board that outstanding payments from SMMC have been received.
 2. A partnership with NEMS is being explored. **CEO Fecher**, Dr. Torrey, and COO Patel toured one of their dental clinics.
 3. Given the current ambiguity around Medicaid funding at a federal level and the demands of launching a new clinic at the Sequoia Healthcare District, Ravenswood has decided to withdraw their interest in partnering with Sonrisas.
 4. HPSM suggested UCSF and University of the Pacific as two potential partners.
 5. There was a discussion about how the Outreach Program and RV project could be included in any potential partnerships. **CEO Fecher** acknowledged how partnership with any other organizations affecting those programs would be taken into consideration.
 - b. **Pescadero Clinic Update**—**CEO Fecher** briefly updated the Board on the fundraising efforts for the RV project, including a grant request to the Irwin Foundation and the Atkinson Foundation.

1. Currently, approximately 70% of the \$725,000 goal has been secured through committed contributions. A few major donor commitments are still pending, with follow-up efforts currently underway.
 2. The public phase of the campaign is scheduled to launch on April 17th in Half Moon Bay at the Chamber of Commerce, with sponsorship support from Kaiser Permanente.
 3. Prior to tonight's meeting, **Director Roy** met with Mr. Chakrabarti to review the April 17th event itinerary and expressed enthusiasm in her role as Event Champion.
 - c. **Cooking for a Cause Sponsorship Progress** – Since the last board meeting in February, Mr. Chakrabarti met with six board members and will follow up with the three remaining board members to create relationship-focused plans.
 1. **Vice Chair Kneoppel** shared his personal experiences and strategies with fundraising, emphasizing the importance of personal connections and storytelling to the mission in order to encourage people to donate.
 - It was agreed that personal connections play a significant role in motivating people to donate.
 - C. **Community and Patient Engagement**—No updates at this time.
6. **DATA INCIDENT – CEO Fecher** updated the Board on the progress so far as a result of a recent data incident.
- A. Notifications are currently in progress.
 - B. A post-mortem meeting with the Cyber Security Committee will be coordinated in the second half of April.
 - C. The insurance company made a recommendation to conduct an annual external cybersecurity audit. **CEO Fecher** will obtain a quote to consider for the budget.
7. **REPORTS**
- A. **CEO Report** – No comments or questions.
 - B. **COO Clinical Operations Report – Chair Taverner** would like to know examples of quality improvement processes.
 - a. Improvements so far have been made to hygiene SOAP notes and invoice approvals.
 - C. **CFO Report – Secretary Sánchez** would like to know a timeline of when the books will be closed.
 - a. CFO Yee will meet with the Finance team to finalize the books, with plans to present them to the Board within two weeks.
 - D. **Fundraising Report** – Mr. Chakrabarti highlighted that early giving for Coastside Gives begins on April 1st and will provide Board members with campaign links to share within their networks.
 - E. **Outreach Report**—No report at this time.
 - F. **Quality Committee Report – Vice Chair Kneoppel** announced an upcoming Quality Committee meeting focused on introducing staff to the Process Improvement (PI) process and engaging more deeply with quality metrics, including identifying key measures and discussing performance outcomes.
 - G. **Board Nomination Committee** – No updates at this time
8. **SUGGESTED AGENDA ITEMS FOR NEXT MEETING**
- A. February and March financials
 - B. Chair Taverner and Vice Chair Kneoppel will not be present; Secretary Sánchez to Chair April meeting
 - C. FY26 Budget Assumptions
 - a. Recommendation of merit increase percentages and clinical staffing plans
 - D. Data Incident update
9. **ADJOURN**—The meeting was adjourned at 8:05 pm.





DATE: April 14, 2025

TO: SDH Board of Directors

FROM: Tracey Fecher, CEO

RE: CEO Report

The focus of the last month has been data incident notifications and communications, the patient revenue cycle, FY26 budget and staffing. Sonrisas' CEO has joined the Executive Peer Coaching Support Group led by Bart Charlow and hosted by Thrive Alliance. This group meets monthly and is a forum for discussion and support around topics Executive Director/CEOs are facing at local non-profits, building relationships and contacts.

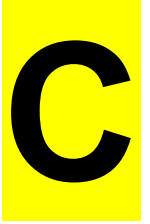
The data incident moved to the notifications phase this month. Identifying the stakeholders, the required communications as well as updates to partners has been the central focus. Due to the technical changes in Sonrisas' IT environment made to improve security, patient billing is still not fully updated. The March financial reports will be delayed by two weeks as patient insurance payments are posted.

A project to improve the patient revenue cycle was started in late March. The entire patient revenue cycle from eligibility to claims submission and payment is being reviewed for efficiency and improvement. The team meets weekly; and it is expected this project will run for three to four months. The Practice Manager, Dental Directory, Senior Accountant and CEO are on the project team.

Recruiting for a Senior Clinical Care Coordinator continues. It is challenging to find experienced front office dental staff who are knowledgeable about treatment planning and scheduling efficiencies that speak Spanish. The Chief Operating Officer position was eliminated in early April and will not be filled. The CEO, Dental Director and other team members are taking on the responsibilities of that role.

The FY26 budget is underway and is now being led by the CEO and Senior Accountant. The team has completed clinical planning as well as the fundraising plan for FY26. At the April board meeting, the FY26 budget assumptions will be presented for input with the full budget being presented in May for board approval.

As of April 16th, Sonrisas' cash position is \$1,858,000.





DATE: March 26, 2025

TO: SDH Board of Directors

FROM: Vickie Yee, CFO
Kris Kwan, Senior Accountant

RE: February 2025 Unaudited Financials and YTD Performance to Budget

FEBRUARY PERFORMANCE:

- **Revenue:** Net Patient Revenue was **\$217,646** - \$107K below the budget
 - Total visits were 1,186 -107 visits below the budget due to providers taking time off.
 - Total gross revenue was \$543,506 – \$21K below the budget.
 - Total uncompensated care deduction was **(\$325,860)** – 60% of gross revenue.
- **Expenses:** **\$488,884** – \$7.8K better than the budget.
 - Direct Expenses - \$33K better than budget from personnel expenses due to fewer days in the month.
 - Indirect Expenses -\$45K better than budget from personnel, depreciation, and fundraising expenses.
- **Donations/Grants & Other Income:** **\$181,229**- \$23K below the budget.
 - \$102,020 was released from restricted grants, including \$46K from Sequoia Health District
 - \$66,666 in PHCD grant accrual.
 - \$3,370 in donations from various donors.
 - \$9,174 in Investments and Interest

NET INCOME: (\$90,040) - \$51K below the budget

YTD PERFORMANCE:

- 1) While YTD visits are under budget by 5%, total direct care expenses are under budget by 7.6%.
- 2) -As of February, the current balance at City National Bank is \$1,094,801 (our initial investment was \$1.05M) and an unrealized gain of \$37,294.



YTD PERFORMANCE TO BUDGET: YTD's net income is **\$36,542**, better than the budget by \$306,955. The estimated cash flow is \$138,131, which is better than the budget of \$86K. The estimated PHCD grant to date is \$1,101,642.

| | YTD Actual | YTD Budget | Performance |
|---------------------------------|------------------|--------------------|-------------|
| <i>Visits</i> | <i>9,826</i> | 10,394 | (568) |
| Gross Patient Revenue | \$4,272,794 | \$4,571,115 | -7% |
| Uncompensated Care (Deductions) | (\$2,018,486) | (\$2,020,364) | 0% |
| Grants/Donations/Other Income | \$2,062,924 | \$1,873,690 | 10% |
| Direct Cost | (\$2,791,126) | (\$3,023,395) | 8% |
| Indirect Cost | (\$1,489,564) | (\$1,671,459) | 11% |
| Net Income | \$36,542 | (\$270,413) | 114% |
| Non-cash items adj. | | | |
| Depreciation | \$185,356 | \$221,543 | 16% |
| Capital Expenditure | (\$83,767) | (\$174,859) | 52% |
| Estimated Cash Flow | \$138,131 | (\$223,729) | 162% |

FINANCIAL OPERATIONS:

- Due to technical issues, insurance checks received in February were not recorded to patient accounts in Open Dental. As a result, we are unable to identify any fee adjustments, write-offs, or prior period adjustments. We are working with IT to resolve the issue.

Sonrisas Dental Health
Revenues and Expenditures - Budget vs Actual
As of February 28, 2025

As of Date:

Location:

Restriction:

| | Month Ending 02/28/2025 | | | Year To Date 02/28/2025 | | |
|---|----------------------------|------------------|--------------|----------------------------|------------------|--------------|
| | Actual | 2024 2025 BUDGET | Budget Diff | Actual | 2024 2025 BUDGET | Budget Diff |
| Revenue and Expenditures | | | | | | |
| Net Program Income | | | | | | |
| Patient Revenue | | | | | | |
| Patient Services | | | | | | |
| Commercial Insurance | 15,737.00 | 15,757.66 | (20.66) | 119,908.00 | 127,438.09 | (7,530.09) |
| PPO | 59,383.00 | 88,184.14 | (28,801.14) | 555,433.52 | 712,665.69 | (157,232.17) |
| Private Pay | 6,444.00 | 11,165.74 | (4,721.74) | 73,888.00 | 90,218.42 | (16,330.42) |
| Medi-Cal Dental | 38,887.00 | 45,599.78 | (6,712.78) | 333,540.00 | 356,132.03 | (22,592.03) |
| HPSM | 298,743.00 | 204,004.39 | 94,738.61 | 2,096,214.12 | 1,895,766.84 | 200,447.28 |
| Tobacco Tax | 0.00 | 0.00 | 0.00 | 1,240.00 | 0.00 | 1,240.00 |
| PDI Community of Care Incentives | 0.00 | 0.00 | 0.00 | 19,690.00 | 25,000.00 | (5,310.00) |
| Affordable Scale | 11,092.00 | 20,451.00 | (9,359.00) | 86,916.00 | 165,794.06 | (78,878.06) |
| Farmworker | 14,456.00 | 14,688.61 | (232.61) | 92,664.00 | 119,534.72 | (26,870.72) |
| FQHC | 98,764.00 | 164,736.96 | (65,972.96) | 893,300.00 | 1,078,564.88 | (185,264.88) |
| Gross Patient Revenue | 543,506.00 | 564,588.28 | (21,082.28) | 4,272,793.64 | 4,571,114.73 | (298,321.09) |
| Uncompensated Care | | | | | | |
| Prior Period Adjustment | 0.00 | (1,000.00) | 1,000.00 | (14,631.07) | (8,000.00) | (6,631.07) |
| Uncompensated Care - Commercial Insurance | (2,500.62) | (2,514.01) | 13.39 | (25,614.07) | (20,362.88) | (5,251.19) |
| Uncompensated Care - PPO | (21,744.00) | (34,334.12) | 12,590.12 | (218,273.15) | (277,495.41) | 59,222.26 |
| Uncompensated Care -Medi-Cal Dental | (26,108.95) | (29,458.31) | 3,349.36 | (215,450.94) | (230,067.60) | 14,616.66 |
| Uncompensated Care -HPSM | (228,994.90) | (120,560.33) | (108,434.57) | (1,250,696.74) | (1,121,307.13) | (129,389.61) |
| Uncompensated Care - Private Pay | 0.00 | 0.00 | 0.00 | (1,105.10) | 0.00 | (1,105.10) |
| Uncompensated Care - Affordable Scale | (4,782.00) | (8,905.42) | 4,123.42 | (36,487.00) | (72,195.43) | 35,708.43 |
| Uncompensated Care - Farmworker | (6,536.00) | (2,084.79) | (4,451.21) | (13,492.55) | (19,191.45) | 5,698.90 |
| Uncompensated Care - FQHC | (31,444.00) | (38,847.88) | 7,403.88 | (207,864.90) | (255,744.51) | 47,879.61 |
| Fee Adjustments | (3,749.90) | (2,000.00) | (1,749.90) | (34,282.47) | (16,000.00) | (18,282.47) |
| Patient Account - Bad Debt Write-off | 0.00 | 0.00 | 0.00 | (587.83) | 0.00 | (587.83) |
| Total Uncompensated Care | (325,860.37) | (239,704.86) | (86,155.51) | (2,018,485.82) | (2,020,364.41) | 1,878.59 |
| Other Program Revenue | | | | | | |
| Other Program Revenue | 0.00 | 0.00 | 0.00 | 5,492.00 | 0.00 | 5,492.00 |
| Total Other Program Revenue | 0.00 | 0.00 | 0.00 | 5,492.00 | 0.00 | 5,492.00 |
| Net Patient Revenue | 217,645.63 | 324,883.42 | (107,237.79) | 2,259,799.82 | 2,550,750.32 | (290,950.50) |
| Total Expenses | | | | | | |
| Direct Expenses | | | | | | |
| Direct Personnel Expense | | | | | | |
| Direct Program Salaries | 251,520.32 | 278,249.48 | 26,729.16 | 2,142,862.42 | 2,225,995.84 | 83,133.42 |
| Payroll Taxes | 16,555.13 | 21,286.09 | 4,730.96 | 147,139.71 | 170,288.72 | 23,149.01 |
| Unemployment Taxes | 219.67 | 3,429.58 | 3,209.91 | 3,066.03 | 27,436.64 | 24,370.61 |
| Benefits | 8,245.67 | 8,275.98 | 30.31 | 63,706.25 | 62,107.74 | (1,598.51) |
| 401k Match | 6,454.83 | 6,400.94 | (53.89) | 50,739.09 | 51,207.52 | 468.43 |
| Worker's Comp | 2,157.27 | 2,261.68 | 104.41 | 19,153.31 | 18,093.44 | (1,059.87) |
| Continuing Education | 195.17 | 200.00 | 4.83 | 2,758.90 | 1,600.00 | (1,158.90) |
| License and Registration | 468.03 | 1,333.00 | 864.97 | 8,351.10 | 10,664.00 | 2,312.90 |
| Total Direct Personnel Expense | 285,816.09 | 321,436.75 | 35,620.66 | 2,437,776.81 | 2,567,393.90 | 129,617.09 |
| Clinic Expenses | | | | | | |
| Sterilization Services | 927.67 | 900.00 | (27.67) | 7,156.34 | 7,200.00 | 43.66 |
| Shredding | 0.00 | 82.00 | 82.00 | 410.00 | 656.00 | 246.00 |
| Dental Specialist-Claims Processing | 4,506.31 | 4,916.98 | 410.67 | 40,236.80 | 42,011.92 | 1,775.12 |
| Dental Supplies | 25,908.63 | 23,955.18 | (1,953.45) | 151,371.69 | 192,698.19 | 41,326.50 |
| Small Dental Equipment | 2,263.67 | 833.00 | (1,430.67) | 7,226.45 | 6,664.00 | (562.45) |
| Dental Equipment Repair | 2,757.14 | 3,180.00 | 422.86 | 12,728.49 | 25,440.00 | 12,711.51 |
| Lab Fees | 16,220.82 | 14,312.05 | (1,908.77) | 87,219.62 | 115,134.61 | 27,914.99 |
| Uniforms | 100.00 | 0.00 | (100.00) | 200.00 | 300.00 | 100.00 |
| PPE& Covid Related | 4,575.62 | 6,800.78 | 2,225.16 | 36,881.80 | 54,695.98 | 17,814.18 |
| Patient Notification | 798.00 | 800.00 | 2.00 | 6,384.00 | 6,400.00 | 16.00 |
| Claims Processing | 485.27 | 600.00 | 114.73 | 3,533.53 | 4,800.00 | 1,266.47 |
| Total Clinic Expenses | 58,543.13 | 56,379.99 | (2,163.14) | 353,348.72 | 456,000.70 | 102,651.98 |
| Total Direct Expenses | 344,359.22 | 377,816.74 | 33,457.52 | 2,791,125.53 | 3,023,394.60 | 232,269.07 |

Sonrisas Dental Health
Revenues and Expenditures - Budget vs Actual
As of February 28, 2025

As of Date:

Location:

Restriction:

| | Month Ending 02/28/2025 | | | Year To Date 02/28/2025 | | |
|---|----------------------------|------------------|-------------|----------------------------|------------------|-------------|
| | Actual | 2024 2025 BUDGET | Budget Diff | Actual | 2024 2025 BUDGET | Budget Diff |
| Indirect Expenses | | | | | | |
| Indirect Personnel Expenses | | | | | | |
| Salaries/Wages | 62,258.25 | 86,417.64 | 24,159.39 | 637,661.14 | 691,341.12 | 53,679.98 |
| Payroll Taxes | 6,759.80 | 6,610.95 | (148.85) | 47,914.00 | 52,887.60 | 4,973.60 |
| Unemployment Taxes | 1,159.40 | 1,041.38 | (118.02) | 14,478.64 | 8,331.04 | (6,147.60) |
| Benefits | 2,626.34 | 3,722.73 | 1,096.39 | 20,254.04 | 27,937.56 | 7,683.52 |
| 401k Match | 2,689.24 | 2,803.68 | 114.44 | 21,837.03 | 22,429.44 | 592.41 |
| Worker's Comp | 0.00 | 881.45 | 881.45 | 4,235.66 | 7,051.60 | 2,815.94 |
| Outreach Fellowship Stipend | 1,667.00 | 500.00 | (1,167.00) | 8,309.00 | 4,000.00 | (4,309.00) |
| Total Indirect Personnel Expenses | 77,160.03 | 101,977.83 | 24,817.80 | 754,689.51 | 813,978.36 | 59,288.85 |
| Facility Expenses | | | | | | |
| Auto Expenses | 53.22 | 200.00 | 146.78 | 658.09 | 1,600.00 | 941.91 |
| Building Maintenance | 3,079.46 | 2,100.00 | (979.46) | 16,891.46 | 16,800.00 | (91.46) |
| Janitorial Service | 1,000.00 | 3,187.00 | 2,187.00 | 16,332.00 | 25,496.00 | 9,164.00 |
| Rent | 3,484.00 | 3,484.00 | 0.00 | 27,872.00 | 27,872.00 | 0.00 |
| Phone/Internet | 1,819.99 | 2,100.00 | 280.01 | 16,282.32 | 16,800.00 | 517.68 |
| Utilities | 5,404.16 | 5,115.00 | (289.16) | 38,885.92 | 40,920.00 | 2,034.08 |
| Total Facility Expenses | 14,840.83 | 16,186.00 | 1,345.17 | 116,921.79 | 129,488.00 | 12,566.21 |
| Office Expenses | | | | | | |
| Office. Equip. Maintenance | 0.00 | 0.00 | 0.00 | 22.53 | 0.00 | (22.53) |
| Property Taxes | 0.00 | 0.00 | 0.00 | 51.97 | 250.00 | 198.03 |
| Employee Goodwill | 685.89 | 1,680.83 | 994.94 | 12,890.90 | 13,346.64 | 455.74 |
| Volunteer Appreciation | 681.53 | 333.75 | (347.78) | 2,439.31 | 2,670.00 | 230.69 |
| Outreach Storage Rent | 500.00 | 500.00 | 0.00 | 3,500.00 | 4,000.00 | 500.00 |
| Recruitment Expense | 3,518.00 | 700.00 | (2,818.00) | 29,830.57 | 28,100.00 | (1,730.57) |
| Office Supplies | 1,373.81 | 1,922.50 | 548.69 | 10,302.68 | 15,380.00 | 5,077.32 |
| Postage and Shipping | 50.00 | 362.25 | 312.25 | 1,659.67 | 2,998.00 | 1,338.33 |
| Total Office Expenses | 6,809.23 | 5,499.33 | (1,309.90) | 60,697.63 | 66,744.64 | 6,047.01 |
| Insurance | | | | | | |
| Insurance - Auto | 255.21 | 228.00 | (27.21) | 2,007.43 | 1,859.00 | (148.43) |
| Insurance - Malpractice | 677.15 | 850.00 | 172.85 | 6,271.45 | 6,800.00 | 528.55 |
| Insurance - Liability & Property | 451.40 | 560.00 | 108.60 | 4,154.20 | 4,480.00 | 325.80 |
| Insurance - Directors & Officer Liability | 1,156.50 | 958.00 | (198.50) | 8,259.48 | 7,664.00 | (595.48) |
| Total Insurance | 2,540.26 | 2,596.00 | 55.74 | 20,692.56 | 20,803.00 | 110.44 |
| Fundraising Department | | | | | | |
| Fundraising Expenses | 32.10 | 3,412.00 | 3,379.90 | 91,174.59 | 102,982.00 | 11,807.41 |
| Fundraising Consulting | 2,410.00 | 5,250.00 | 2,840.00 | 27,640.00 | 34,000.00 | 6,360.00 |
| Total Fundraising Department | 2,442.10 | 8,662.00 | 6,219.90 | 118,814.59 | 136,982.00 | 18,167.41 |
| Professional fee | | | | | | |
| Consultant - General | 5,200.00 | 416.00 | (4,784.00) | 9,100.00 | 3,328.00 | (5,772.00) |
| Consultant - HR Professionals | 2,600.00 | 3,166.80 | 566.80 | 18,200.00 | 24,278.80 | 6,078.80 |
| Consultant-Project Manager | 0.00 | 0.00 | 0.00 | 21,700.00 | 9,000.00 | (12,700.00) |
| Consultant-Outreach System | 230.00 | 0.00 | (230.00) | 420.00 | 0.00 | (420.00) |
| Consultant-FQHC | 6,666.66 | 2,083.00 | (4,583.66) | 6,666.66 | 16,664.00 | 9,997.34 |
| Consultant - Legal | 0.00 | 100.00 | 100.00 | 15,784.50 | 800.00 | (14,984.50) |
| Consultant - Leadership Coaching | (6,666.66) | 0.00 | 6,666.66 | 0.00 | 4,000.00 | 4,000.00 |
| Total Professional fee | 8,030.00 | 5,765.80 | (2,264.20) | 71,871.16 | 58,070.80 | (13,800.36) |
| General | | | | | | |
| Depreciation Expense | 16,364.13 | 28,193.10 | 11,828.97 | 185,355.82 | 221,543.16 | 36,187.34 |
| Marketing Expense | 0.00 | 2,383.00 | 2,383.00 | 3,471.09 | 17,564.00 | 14,092.91 |
| Meeting & Travel Expenses | 240.63 | 527.00 | 286.37 | 2,430.59 | 13,091.00 | 10,660.41 |
| Fees and Interest | 5,637.96 | 6,448.00 | 810.04 | 49,891.66 | 51,584.00 | 1,692.34 |
| Outreach Supplies | 363.03 | 800.00 | 436.97 | 11,002.02 | 30,166.00 | 19,163.98 |
| Training & Membership | 0.00 | 0.00 | 0.00 | 6,008.00 | 9,500.00 | 3,492.00 |
| Board Expense | 57.05 | 0.00 | (57.05) | 9,264.51 | 12,200.00 | 2,935.49 |
| Total General | 22,662.80 | 38,351.10 | 15,688.30 | 267,423.69 | 355,648.16 | 88,224.47 |

Sonrisas Dental Health
Revenues and Expenditures - Budget vs Actual
As of February 28, 2025

As of Date:

Location:

Restriction:

| | Month Ending 02/28/2025 | | | Year To Date 02/28/2025 | | |
|------------------------------------|----------------------------|------------------|-------------|----------------------------|------------------|-------------|
| | Actual | 2024 2025 BUDGET | Budget Diff | Actual | 2024 2025 BUDGET | Budget Diff |
| Computer expense | | | | | | |
| Computer Support | 8,045.83 | 7,406.25 | (639.58) | 59,864.24 | 59,250.00 | (614.24) |
| Software Support | 1,475.74 | 2,570.07 | 1,094.33 | 13,548.60 | 22,360.56 | 8,811.96 |
| Computer Accessories | 549.42 | 1,016.66 | 467.24 | 5,040.04 | 8,133.28 | 3,093.24 |
| Total Computer expense | 10,070.99 | 10,992.98 | 921.99 | 78,452.88 | 89,743.84 | 11,290.96 |
| Total Indirect Expenses | 144,556.24 | 190,031.04 | 45,474.80 | 1,489,563.81 | 1,671,458.80 | 181,894.99 |
| Total Total Expenses | 488,915.46 | 567,847.78 | 78,932.32 | 4,280,689.34 | 4,694,853.40 | 414,164.06 |
| Total Net Program Income | (271,269.83) | (242,964.36) | (28,305.47) | (2,020,889.52) | (2,144,103.08) | 123,213.56 |
| Grants and Other Income | | | | | | |
| Grants and Donations | | | | | | |
| Fundraiser | 0.00 | 0.00 | 0.00 | 187,044.61 | 189,000.00 | (1,955.39) |
| Donations | 3,370.00 | 7,000.00 | (3,630.00) | 44,615.98 | 48,000.00 | (3,384.02) |
| In-Kind Donations | 0.00 | 0.00 | 0.00 | 7,500.00 | 0.00 | 7,500.00 |
| Grants | 102,019.83 | 129,069.81 | (27,049.98) | 1,101,642.15 | 1,073,087.24 | 28,554.91 |
| PHCD Grants | 66,666.00 | 66,667.00 | (1.00) | 659,132.00 | 533,336.00 | 125,796.00 |
| Total Grants and Donations | 172,055.83 | 202,736.81 | (30,680.98) | 1,999,934.74 | 1,843,423.24 | 156,511.50 |
| Other Income | | | | | | |
| Interest Income-Heritage | 123.60 | 200.00 | (76.40) | 831.82 | 1,600.00 | (768.18) |
| Other Income | 0.00 | 0.00 | 0.00 | 14,985.91 | 15,000.00 | (14.09) |
| Unrealized gain(loss)-CityNational | 4,281.27 | 0.00 | 4,281.27 | 24,696.78 | 0.00 | 24,696.78 |
| Investment Income | 4,768.74 | 1,708.33 | 3,060.41 | 16,982.40 | 13,666.64 | 3,315.76 |
| Sale of Fixed Asset | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Other Income | 9,173.61 | 1,908.33 | 7,265.28 | 57,496.91 | 30,266.64 | 27,230.27 |
| Total Grants and Other Income | 181,229.44 | 204,645.14 | (23,415.70) | 2,057,431.65 | 1,873,689.88 | 183,741.77 |
| Net income | (90,040.39) | (38,319.22) | (51,721.17) | 36,542.13 | (270,413.20) | 306,955.33 |

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Sonrisas Dental Health
Balance Sheet

As of Date:

02/28/2025

Location:

Sonrisas Dental Health

| | Year To Date 02/28/2025 | Month Ending 01/31/2025 |
|---|----------------------------|----------------------------|
| | Current Year Balance | Actual |
| Assets | | |
| Current Assets | | |
| Cash and Cash Equivalents | | |
| 11218 - Heritage -Operating | 399,956.65 | 445,548.00 |
| 11600 - Petty Cash | 198.84 | 198.84 |
| Total Cash and Cash Equivalents | 400,155.49 | 445,746.84 |
| Accounts Receivable, Net | | |
| Accounts Receivable | | |
| 12100 - Accounts Receivable-Patients | 269,220.86 | 323,078.89 |
| 12210 - Accounts Receivable - Grants | 442,253.58 | 516,727.58 |
| 12220 - Accounts Receivable - Agencies | 634,356.00 | 653,049.00 |
| Total Accounts Receivable | 1,345,830.44 | 1,492,855.47 |
| Total Accounts Receivable, Net | 1,345,830.44 | 1,492,855.47 |
| Other Current Assets | | |
| Prepaid Expenses | | |
| 13110 - Prepaid - General | 36,108.12 | 40,205.81 |
| Total Prepaid Expenses | 36,108.12 | 40,205.81 |
| Total Other Current Assets | 36,108.12 | 40,205.81 |
| Total Current Assets | 1,782,094.05 | 1,978,808.12 |
| Long-term Assets | | |
| Property & Equipment | | |
| 17300 - Improvements | 1,239,525.21 | 1,239,525.21 |
| 17400 - Equipment | 1,569,195.64 | 1,569,195.64 |
| 17500 - Furniture/Fixtures | 127,358.07 | 127,358.07 |
| 17600 - Vehicle | 51,107.70 | 51,107.70 |
| 17999 - Accum Depreciation | (2,340,348.79) | (2,323,984.66) |
| Total Property & Equipment | 646,837.83 | 663,201.96 |
| Other Long-term Assets | | |
| Deposits and Prepayments | | |
| 14110 - Deposits | 16,297.00 | 16,297.00 |
| Total Deposits and Prepayments | 16,297.00 | 16,297.00 |
| Total Other Long-term Assets | 16,297.00 | 16,297.00 |
| Total Long-term Assets | 663,134.83 | 679,498.96 |
| Investments | | |
| Long Term Investments | | |
| 11412 - Investment Acct. - City National | 1,094,801.19 | 1,090,146.04 |
| 11415 - Unrealized Gain(loss) on Investment | 37,293.97 | 33,012.70 |
| Total Long Term Investments | 1,132,095.16 | 1,123,158.74 |
| Total Investments | 1,132,095.16 | 1,123,158.74 |
| Total Assets | 3,577,324.04 | 3,781,465.82 |

Sonrisas Dental Health
Balance Sheet

As of Date:

02/28/2025

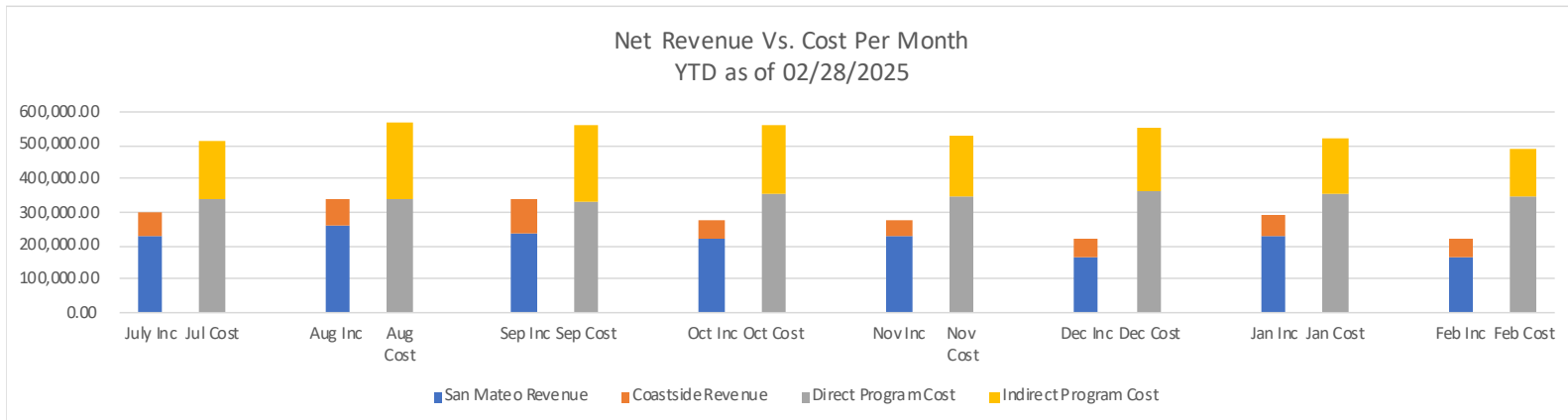
Location:

Sonrisas Dental Health

| | Year To Date 02/28/2025 | Month Ending 01/31/2025 |
|---|----------------------------|----------------------------|
| | Current Year Balance | Actual |
| Liabilities and Net Assets | | |
| Liabilities | | |
| Short-term Liabilities | | |
| Accounts Payable | | |
| 21110 - Accounts Payable | 58,795.31 | 71,343.77 |
| 22110 - Accrued Payable - General | 254.33 | 532.00 |
| 23100 - Patient Prepayments | 32,926.06 | 32,926.06 |
| 23200 - Patient Refunds Payable | 674.25 | 1,119.25 |
| Total Accounts Payable | 92,649.95 | 105,921.08 |
| Accrued Liabilities | | |
| 22210 - Accrued Payroll | 165,153.88 | 175,790.31 |
| 22220 - Accrued PTO | 93,913.95 | 93,913.95 |
| Total Accrued Liabilities | 259,067.83 | 269,704.26 |
| Withholding Tax Payable | | |
| 22230 - Accrued Payroll Taxes | 7,184.57 | 7,184.57 |
| Total Withholding Tax Payable | 7,184.57 | 7,184.57 |
| Total Short-term Liabilities | 358,902.35 | 382,809.91 |
| Long Term Liabilities | | |
| Other Long-term Liabilities | 2,093.26 | 2,332.26 |
| Total Long Term Liabilities | 2,093.26 | 2,332.26 |
| Total Liabilities | 360,995.61 | 385,142.17 |
| Net Assets | 3,216,328.43 | 3,396,323.65 |
| Total Liabilities and Net Assets | 3,577,324.04 | 3,781,465.82 |

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| Sonrisas Dental Health Operations | | | | | | | | | | | |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------------------|--------------------|------------------|
| | Jul 24 | Aug 24 | Sep 24 | Oct24 | Nov24 | Dec24 | Jan25 | Feb25 | Total | Budget | B(W) |
| San Mateo Revenue | 224,660 | 257,350 | 239,621 | 219,703 | 226,536 | 166,414 | 228,739 | 162,310 | 1,725,333 | 1,696,032 | 29,301 |
| Coastside Revenue | 78,305 | 83,930 | 101,718 | 53,763 | 45,869 | 50,446 | 60,662 | 55,336 | 530,028 | 529,835 | 192 |
| Total Net Revenue | 302,965 | 341,280 | 341,338 | 273,466 | 272,405 | 216,860 | 289,401 | 217,646 | 2,255,360 | 2,225,867 | 29,494 |
| Direct Program Cost | 339,895 | 339,188 | 353,129 | 346,383 | 348,665 | 365,013 | 351,197 | 344,359 | 2,787,829 | 2,645,578 | (142,251) |
| Indirect Program Cost | 170,154 | 225,983 | 205,241 | 200,963 | 181,807 | 183,133 | 171,493 | 144,556 | 1,483,331 | 1,481,421 | (1,909) |
| Total Cost | 510,049 | 565,171 | 558,374 | 547,348 | 530,466 | 548,146 | 522,696 | 488,915 | 4,271,166 | 4,127,006 | (144,160) |
| TOTAL | (207,084) | (223,891) | (217,035) | (273,882) | (258,062) | (331,286) | (233,295) | (271,270) | (2,015,805) | (1,901,139) | (114,667) |
| Dividend/Other Income | 14,557 | 11,909 | 12,787 | (841) | 3,703 | 5,082 | 6,617 | 9,174 | 62,989 | 28,358 | 34,630 |
| Donations Received | 102,955 | 148,103 | 255,494 | 181,455 | 128,255 | 244,462 | 174,689 | 105,390 | 1,340,802 | 1,174,017 | 166,785 |
| Grant from PHCD | 66,666 | 66,666 | 148,068 | 66,666 | 66,666 | 111,068 | 66,666 | 66,666 | 659,132 | 466,669 | 192,463 |
| OTHER INCOME | 184,171 | 226,671 | 416,341 | 247,280 | 198,624 | 360,611 | 247,971 | 181,221 | 2,062,921 | 1,669,041 | 393,879 |
| NET INCOME | (22,906) | 2,787 | 199,314 | (26,602) | (59,438) | 29,326 | 14,678 | (90,040) | 47,118 | (232,094) | 279,212 |



| | Jul-24 | Aug-24 | Sep-24 | Oct-24 | Nov-24 | Dec-24 | Jan-25 | Feb-25 | Total | Budget | Variance |
|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|---------------|--------------|
| San Mateo Visits | 906 | 980 | 916 | 945 | 817 | 846 | 1006 | 911 | 7,327 | 7,823 | (496) |
| Half Moon Bay Visits | 327 | 350 | 312 | 299 | 317 | 277 | 342 | 275 | 2,499 | 2,571 | (72) |
| Total Visits | 1233 | 1330 | 1228 | 1244 | 1134 | 1123 | 1348 | 1186 | 9,826 | 10,394 | (568) |

| Budget | Jul-24 | Aug-24 | Sep-24 | Oct-24 | Nov-24 | Dec-24 | Jan-25 | Feb-25 | Total |
|----------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|
| San Mateo Visits | 947 | 1,097 | 991 | 986 | 902 | 904 | 1,021 | 975 | 7,823 |
| Half Moon Bay visits | 318 | 357 | 321 | 340 | 290 | 284 | 342 | 318 | 2,571 |
| Total | 1,265 | 1,454 | 1,312 | 1,326 | 1,192 | 1,188 | 1,363 | 1,293 | 10,394 |

Visits by Payer -San Mateo

| | 28-Feb Budget | | Variance | YTD | YTD Budget | Variance |
|------------------------|---------------|-----|----------|------|------------|----------|
| Commercial Insurance | 34 | 29 | 5 | 257 | 236 | 21 |
| PPO | 130 | 214 | (84) | 1320 | 1731 | (411) |
| Private Pay | 19 | 29 | (10) | 204 | 236 | (32) |
| Affordable Scale | 14 | 19 | (5) | 95 | 157 | (62) |
| Farmworker | 0 | 0 | 0 | 0 | 0 | 0 |
| FQHC | 182 | 292 | (110) | 1534 | 1868 | (334) |
| Public Dental-HPSM | 458 | 302 | 156 | 3348 | 2916 | 432 |
| Public Dental-Medi-Cal | 74 | 88 | (14) | 569 | 678 | (109) |
| Total Visits | 911 | 975 | (64) | 7327 | 7822 | (495) |

Visits by Payer -Half Moon Bay

| | 28-Feb Budget | Variance | YTD | YTD Budget | Variance | |
|------------------------|---------------|----------|------|------------|----------|------|
| Commercial Insurance | 7 | 6 | 1 | 60 | 52 | 8 |
| PPO | 36 | 38 | (2) | 271 | 310 | (39) |
| Private Pay | 3 | 3 | 0 | 33 | 25 | 8 |
| Affordable Scale | 19 | 29 | (10) | 175 | 233 | (58) |
| Farmworker | 20 | 35 | (15) | 194 | 285 | (91) |
| FQHC | 0 | 57 | (57) | 386 | 431 | (45) |
| Public Dental-HPSM | 179 | 127 | 52 | 1171 | 1055 | 116 |
| Public Dental-Medi-Cal | 11 | 22 | (11) | 209 | 181 | 28 |
| | 275 | 317 | (42) | 2,499 | 2,572 | (73) |

| Avg. Income (Loss) per Visit | | | | |
|------------------------------|-------------|-------------|------------|--|
| | YTD | Budget YTD* | FY24 | |
| Net Revenue per Visit | \$ 229.53 | \$ 214.15 | \$241.79 | |
| Direct Cost per Visit | \$ (270.73) | \$ (241.92) | (\$265.34) | |
| Indirect Cost per Visit* | \$ (105.88) | \$ (89.73) | (\$93.33) | |
| Net Income per Visit | \$ (147.07) | \$ (117.51) | (\$116.88) | |

* Indirect cost excludes costs in outreach program and fundraising department

| Sonrisas Dental Health Operations Feb-25 Vs. Feb-24 | | | |
|---|------------------|------------------|-----------------|
| | Feb-25 | Feb-24 | Variance B(W) |
| Visits | 1186 | 1159 | 27 |
| San Mateo Revenue | 162,310 | 217,293 | (54,983) |
| Coastside Revenue | 55,336 | 35,835 | 19,501 |
| Total Net Revenue | 217,646 | 253,128 | (35,482) |
| Direct Program Cost | 344,359 | 266,801 | (77,558) |
| Indirect Program Cost | 144,556 | 176,048 | 31,492 |
| Total Cost | 488,915 | 442,849 | (46,066) |
| TOTAL | (271,270) | (189,721) | (81,549) |
| Dividend/Other Income | 9,174 | 6,749 | 2,425 |
| Donations Received | 105,390 | 110,717 | (5,327) |
| Grant from PHCD | 66,666 | 66,666 | 0 |
| Grants and Donations | 181,229 | 184,132 | (2,903) |
| NET INCOME | (90,040) | (5,589) | (84,451) |





DATE: April 15, 2025
TO: SDH Board of Directors
FROM: Spandan Chakrabarti, Director of Development
RE: **Development Update**

Pescadero RV Capital Campaign: In April, Sonrisas and Puente hosted members of the Board of Directors of Atkinson Foundation at Puente's farmworker housing site where the Dental RV will be stationed. The Atkinson representatives, some of whom also represent other organizations Sonrisas has cultivated positive relationships with, left the tour impressed.

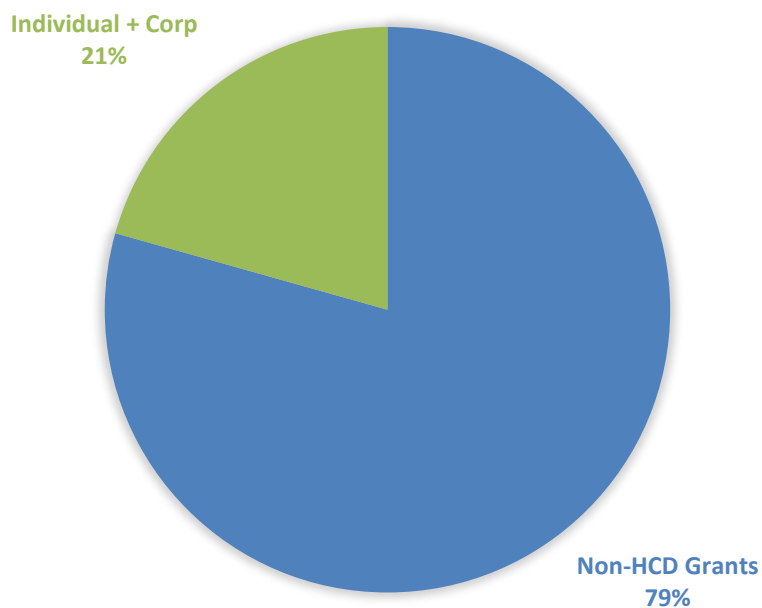
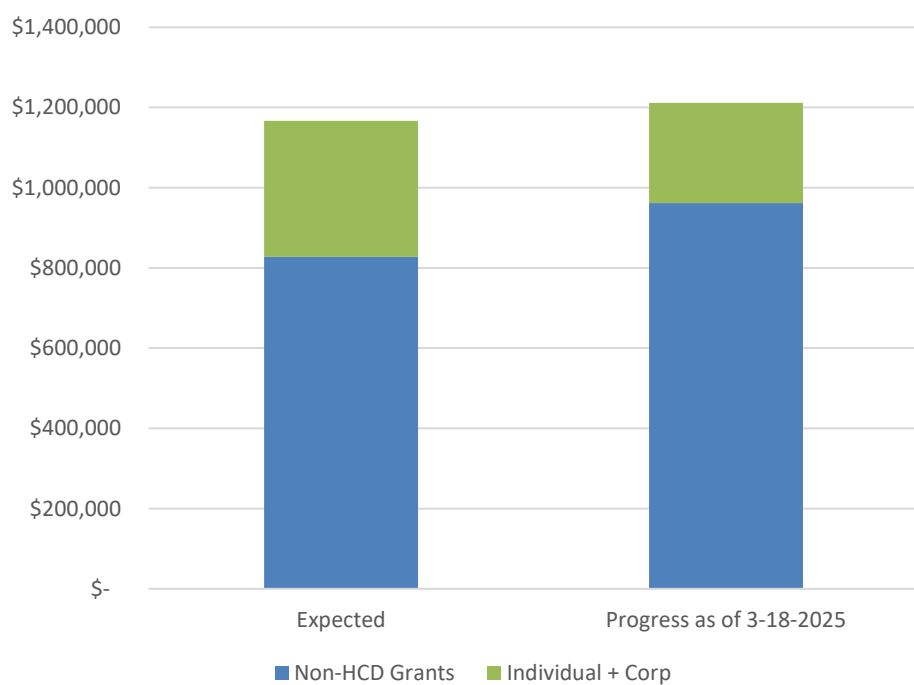
On April 17, Sonrisas and our partners at Puente will host a kickoff for the public phase of our capital campaign to fund a dental RV clinic to sustain and expand our operations in the rural South Coast of San Mateo County. The kickoff event will feature a service recipient of Sonrisas' clinical services for farmworkers, a video featuring a Sonrisas clinician, remarks from Sonrisas and Puente leaders, and a welcome by the office of Sup. Ray Mueller. We expect 30 attendees.

Coastside Gives: During the month of April, Sonrisas is engaged in two major giving campaigns through Coastside Gives: a \$25,000 campaign for children's screening, and a \$50,000 towards the Pescadero RV capital campaign funds (in concert with Puente).

- The Development team recorded radio ads at the KHMB studios that will play during the last two weeks leading up to Coastside Gives day of May 1.
- I will appear on KHMB at 10 am on May 1 to Sonrisas and our Coastside Gives efforts.
- Toolkits with images and suggested social media posts and emails have been sent to Board members and Sonrisas staff.

Cooking for a Cause 2025: Director Hinshelwood and I met with Bastian Schoell, the owner of Spanish Table, this month. We presented Spanish Table with a plaque recognizing their decade-long partnership through CFAC. Spanish Table will sponsor food and demonstrations, create a distinctly upscale Spanish flavor, at this year's VIP reception.

Other Significant Notes: Sonrisas presented a one-year funding proposal to the Sequoia Healthcare District in the amount of \$664,965 for the 2025-26 fiscal year. This proposal significantly increases funding for screenings in district schools by 37%, while extending clinical access funding for district residents for an additional year while a new District-partnered dental facility is operationalized by Ravenswood. A decision on Sonrisas' proposal is expected in May.

Sonrisas Dental Health**Development Update. Dashboard Visuals.****NON-HCD FUNDRAISING REVENUE SOURCES****Non-HCD Source by Type**





DATE: April 15, 2025

TO: SDH Board of Directors

FROM: Bonnie Jue, DDS

RE: **Community Engagement Director Report – April 2025**

Did you know that Sonrisas Dental Health’s Community Outreach Program distributes over 5,000 oral health kits to community members every year?

And who’s behind the scenes putting these goodie bags together? It’s not the tooth fairy—it’s our incredible volunteers!

Throughout the year, these dedicated individuals generously give their time and energy to support Sonrisas—assisting at local health fairs and dental screening events and assembling oral health kits for those in need. A toothbrush might seem like a small thing, but for many families, sharing one is a daily reality – often due to financial constraints or limited awareness about the importance of preventing bacteria through proper oral hygiene. We’re here to help ensure everyone has access to the basic tools they need for a healthy smile.

Just last month, thanks to Cheryl Fama’s initiative, members of the Rotary Club of Burlingame rolled up their sleeves and assembled nearly 1,000 kits during one of their meetings, joined by Dr. Bonnie Jue and Spandan Chakrabarti. Sonrisas also appreciates the polio vaccines that they donated in our name!

Our volunteers come from all walks of life, including:

- High school and college students throughout the Bay Area eager to explore careers in the dental field
- Dental professionals who generously donate their time and expertise to provide screenings
- Community members who are committed to supporting Sonrisas’ mission of expanding access to care

As we celebrate *National Volunteer Month*—and especially *Volunteer Recognition Day* on April 20th—Sonrisas would like to recognize and thank all the amazing community members who selflessly serve others. Their contributions play a vital role in improving the health and well-being of so many and help us fulfill our mission every day.



