

Board Meeting October 1st 6:30 PM

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

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AGENDA

1.	6:30 CALL TO ORDER AND ROLL CALL – Vice Chair Sánchez	
2.	6:35 MISSION MOMENT – Spandan Chakrabarti	
3.	6:40 REPORT OUT ON AUGUST 20 TH CLOSED SESSION – Chair Taverner	TABS
4.	6:40 PUBLIC COMMENTS	.,
5.	$6:40$ - $6:45$ APPROVAL OF AUGUST 7^{TH} AND AUGUST 20^{TH} BOARD MINUTES- Vice Chair Sánchez	Α
6.	 6:45-7:30 STRATEGIC PLAN FY23-FY25 A. Sonrisas Culture B. Sustainable Growth a. FQHC Pathways Project Update – CEO Fecher b. Cooking for a Cause Update – Spandan Chakrabarti C. Community and Patient Engagement 	
7.	7:30-7:45 November Board Retreat – Chair Taverner A. Agenda Review	
8.	7:45-7:55 REPORTS A. CEO Report – CEO Fecher B. CFO Report – CEO Yee a. July and August 2024 Profit and Loss, Balance Sheet, Dashboards C. Fundraising Report – Spandan Chakrabarti D. Outreach Report – Dr. Bonnie Jue E. Quality Committee Report – Director Kneeppel F. Board Nomination Committee – Director Hinshelwood	B C D
9.	7:55-8:00 SUGGESTED AGENDA ITEMS FOR NEXT MEETING – Vice Chair Sánchez A. Date of November Board Meeting (November 19 th or 26 th)	





Special Board Meeting August 7th 1:00 PM

Teleconference Via Zoom

MINUTES

- CALL TO ORDER AND ROLL CALL Chair Taverner called the meeting to order at 1:03 pm.
 - **A. Present:** Board Chair Nigel Taverner, Vice Chair Henry Sanchez, Secretary Clyde Hinshelwood, Board Members: Larry Cappel, Dennis Kneeppel, Rick Navarro, Paramita Roy, Steve Stielstra
 - **B.** Also Present: CEO Tracey Fecher, Community Resources Director Spandan Chakrabarti, Senior Accountant Tina Wang, Administrative Assistant Veronica Le
 - C. Absent: Larissa Cutler
- 2. PUBLIC COMMENTS No public in attendance.

3. NEW BUSINESS

- A. Pescadero Clinic ACTION REQUESTED CEO Fecher presented the case for a dental clinic RV in Pescadero, including the patient data for those communities, and the capital, startup and operating budget.
 - a. There is a long history working in the South Coast, consisting of La Honda, Loma Mar, San Gregorio and Pescadero, serving farmworkers since the mid 2000's
 - **b.** In partnership with Puente, a clinic is currently being operated with mobile dental equipment, which was purchased back in 2015 and can no longer be serviced since parts are discontinued. Without replacements, Sonrisas will not be able to provide dental care for farmworkers.
 - **c.** Number of unique challenges serving this community:
 - 1. No buildings available to rent.
 - 2. Unable to build a building due to sewer and water limitations.
 - 3. Lack of potable water.
 - 4. Power outages.
 - **5.** Various road closures when the weather is bad.
 - **d.** Given these challenges, the proposal is for a mobile clinic in the form of a dental RV; this would provide two chairs, a lift, a generator, storage for water and the ability to dispose of water without a sewer connection. The RV would be parked at either the Pescadero School District or at Puente.
 - **e. CEO Fecher** has been discussing this clinic with Rita Mancera, Executive Director of Puente, for several years and both believe now is the right time.
 - f. The Capital and Startup costs would be \$725,000. Puente and Sonrisas are committed to fundraising this amount. The clinic will become its own cost center once the capital is raised and it will require raising approximately \$200,000 for operating costs annually, which Puente will assist with.
 - 1. The Operating budget does not include admin staff.
 - **2. CEO Fecher** plans to meet with various stakeholders to gain their support for this project.
 - g. Vice-Chair Sanchez noted that some Pescadero patients have attended eight times: that means over eight years. Director Stielstra asked if the patient mix would be similar to the Coastside clinic's (yes) while Director Hinshelwood asked about no shows. CEO Fecher pointed out that there is a provision for no shows in the Farmworkers Contract with SMC, while Puente works very hard to keep them to a minimum.

Director Cappel also asked about the demographic growth in the area; **CEO Fecher** said she didn't know but they expect to serve 400 patients of which

200 are existing patients. **Director Cappel** believes there are a lot more potential patients out there – who currently travel some distance to get treatment. He also likes the project from the district's POV – providing healthcare where it's needed.

There were concerns expressed about recruiting staff to commute to the RV clinic, four days a week (48 minutes from Santa Cruz) and how long it will take to fully credential the dental provider.

1. **CEO Fecher** suggested that the length of the commute would range depending on where they are driving from. She will follow up with the recruiter for a realistic expectation on recruiting challenges. The dental provider would be credentialed with SMMC by their first day.

Vice Chair Henry Sanchez motioned to approve the Business Plan for the Dental Clinic RV for Pescadero. Secretary Clyde Hinshelwood seconded the motion and was approved by roll call. Ayes: Nigel Taverner, Henry Sanchez, Clyde Hinshelwood, Larry Cappel, Dennis Kneeppel, Rick Navarro, Paramita Roy, Steve Stielstra

4. ADJOURN—The meeting was adjourned at 1:33 pm.



Board Meeting August 20nd 6:30 PM

Location
Sonrisas San Mateo Conference Room
Zoom Meeting Teleconference

MINUTES

- CALL TO ORDER AND ROLL CALL Chair Taverner called the meeting to order at 6:48 pm.
 - **A. Present:** Chair Nigel Taverner, Vice Chair Henry Sanchez, Secretary Clyde Hinshelwood, Board Members: Larry Cappel, Larissa Cutler, Dennis Kneeppel, Rick Navarro, Paramita Roy, Steve Stielstra
 - **B.** Also Present: CEO Tracey Fecher, CFO Vickie Yee, Community Resources Director Spandan Chakrabarti, Administrative Assistant Veronica Le
- 2. MISSION MOMENT CEO Fecher shared the success of implementing leadership coaching with the Leadership team and Supervisors. With the positive outcomes and feedback from the team about the coaching, work with the consultant will continue in January with a different format
- 3. PUBLIC COMMENTS No public in attendance.
- 4. APPROVAL OF JUNE BOARD MINUTES

Director Rick Navarro moved to approve the minutes of the June 25th's meeting with the correction of adding Vice Chair Henry Sanchez as "Absent" in the Approval of the May Board Minutes vote. **Director Larry Cappel** seconded the motion and was approved by roll call. Ayes: **Nigel Taverner, Clyde Hinshelwood, Larry Cappel, Larissa Cutler, Dennis Kneeppel, Rick Navarro, Steve Stielstra.** Abstained: **Henry Sanchez, Paramita Roy.**

5. STRATEGIC PLAN FY23-FY25

- A. Sonrisas Culture
 - a. Board Member Terms, Officers and Officer Elections Director Hinshelwood updated the Board on the Succession Planning for the Board Chair. The job descriptions for the Vice Chair and Secretary are being drafted and will be reviewed by the Board Nominating Committee (BNC) at their next meeting.
 - 1. Currently, all Board members have 3-year terms with no term limit. After some best practices research, it may be a good idea to implement term limits for all board positions. The BNC will focus on Board Officer rotation and officer terms initially. In a year, the BNC will review term limits for all board positions. The BNC is considering a recommendation for officer rotation with the expectation that the Vice Chair will become the Chair after the Chair's term ends.
 - The Board Chair could become the Chair Emeritus to guide its successor.
 - 2. The slate process for electing officers will remain in place.
 - CEO Fecher elaborated the responsibilities of the three officers of the Board of Directors
 - Director Kneeppel suggested that being an officer would not reduce your Board member tenure i.e. Officer terms do not count as Board member terms
 - · Director Roy asked if the Board would have to be smaller if

we become an FQHC (not necessarily but the composition would probably have to change to match the patient profile).

- **3.** The next steps will be to draft language for the bylaws for review at the October board meeting.
- **4.** The board had a conversation on the term limits and succession planning used in other Boards.
- **5.** The Board Nominating Committee is interested in having additional members join. **CEO Fecher** will be reaching out to Board members to inquire if they would like to join the BNC.

B. Sustainable Growth

- a. FQHC Pathways Project Update
 - 200 SMMC visits were budgeted in July. The actual was over 300 visits.
 - Reached out to Ravenswood in July but still waiting for their response.
 - CEO Fecher had a meeting with the CEO of Samaritan House. They
 are currently planning on converting one of their medical clinics to a
 fee-for-service Medi-Cal clinic. There remains potential to partner with
 Samaritan House.
 - 4. Chair Taverner reflected on the development of this project and how the status of partnerships has shifted and changed as the project moves forward. Vice-Chair Sanchez suggested that the changes could be (partly) due to our work; it opens doors if there's a partner they can trust.
- **b.** Cooking for a Cause Update Mr. Chakrabarti was immensely thankful to the Board for actively promoting the event, from looking for sponsorships to gathering auction items to talking with donors.
 - 1. The fundraising goals are close to being met (provisionally \$105,650 committed, \$65k from sponsorships to date) and are ahead of last year's financial outcomes.
 - **2.** Mr. Chakrabarti updated the Board on the ticket sales, donations, the patient story for the event and auction packages.
 - **3. Vice Chair Sanchez** inquired about the Fund-a-Need menu; Mr. Chakrabarti will send the finalized menu to all board members.
- C. Community and Patient Engagement Nothing to report.
- **6. FY24 Unaudited Year End Financials ACTION REQUESTED CFO Yee** updated the Board on the FY24 Unaudited Year End Financials.
 - **A.** The overall numbers from last year were good. Visits were 15% below but the direct costs were 14% below, causing a positive variance.
 - **B.** Incentive income was lower than budget due to various reasons: low number of visits, number of patients converted to either FQHC or Medi-Cal and it was the first year estimating the incentive checks. The team hopes this year's estimated numbers will be more accurate.
 - **C. Chair Taverner** was delighted to see that the cost of Dental Supplies was lower than budgeted
 - **D.** Total direct and indirect expenses both had a positive variance.
 - **E.** Grants, donations and other income exceeded the budget.
 - a. Chair Taverner expressed his appreciation towards the Fundraising team.
 - **F.** The organization's cash flow, along with investment accounts, are in good standing.
 - a. Sonrisas follows PHCD's investment strategy.
 - **G.** There were discussions regarding the numbers budgeted for public dental insurance, visit volumes, expenses and revenue.

Vice Chair Henry Sanchez moved to approve the FY24 Unaudited Year End Financials. Director Rick Navarro seconded the motion and was approved by roll call. Ayes: Nigel Taverner, Henry Sanchez, Clyde Hinshelwood, Larry Cappel, Larissa Cutler, Dennis Kneeppel, Rick Navarro, Paramita Roy, Steve Stielstra.

7. FY 25 Board Cash Reserve - ACTION REQUESTED - CFO Yee updated the Board on the latest cash reserve calculation - \$1.2M. CEO Fecher added that she and CFO Yee will review the policy in the new year and will come back with a recommendation on changes to make the

policy meet Sonrisas' needs more closely.

- **A.** The calculation shown on page 20 of the Board report uses the estimated difference between revenues and limited operational expenses over six months. The three months calculation uses estimated direct and indirect expense for full operations.
 - **a.** The six-month model mirrors what happened during the pandemic. The expenses include staffing required to treat patients' dental emergencies and required administrative duties, occupancy and office costs.

Vice Chair Henry Sanchez moved to approve the FY25 Board Cash Reserve. Director Steve Stielstra seconded the motion and was approved by roll call. Ayes: Nigel Taverner, Henry Sanchez, Clyde Hinshelwood, Larry Cappel, Larissa Cutler, Dennis Kneeppel, Rick Navarro, Paramita Roy, Steve Stielstra

- **8. November Board Retreat Chair Taverner** briefly reflected on what was done historically at previous board retreats before opening the floor to discuss the agenda items and focus of the retreat.
 - A. Agenda
 - a. The current strategic plan is a 3-year plan but could potentially be extended because of its success.
 - 1. Progress on focus area's vision
 - 2. What has worked well/not worked well
 - 3. Reconsiderations
 - b. FQHC Pathways Project
 - 1. History and progress—timeline
 - 2. Current status
 - 3. Potential future possibilities
 - c. Discussion
 - 1. Brainstorming new ideas
 - 2. Pros and cons of different pathways
 - B. Location It was decided the board retreat will be held on the coast.
 - C. Board Retreat Dinner is held the night before the retreat. CEO Fecher asked if any of the Board members would like to host dinner. If not, dinner can be held at a restaurant.

9. REPORTS

- A. CEO Report Chair Taverner was delighted the budgeted visit volumes and forecast exceeded the budget and praised CEO Fecher's success in filling different clinical positions. The question was raised as to why dentists work at more than one office. Director Roy explained.
- **B.** Fundraising Report Mr. Chakrabarti is mainly focusing on Cooking for a Cause. The new Development Associate is settling in well.
- **C. Outreach Report Chair Taverner** commented that every month, Dr. Bonnie's accomplishments surpass his expectations.
 - a. Fellows in the Outreach team help with capacity and morale.
 - b. It was agreed that Dr. Bonnie and the Outreach team have done phenomenal work.
- D. Quality Committee Report Director Kneeppel shared that the Quality Committee continues to meet as a small group to develop the foundation of the committee. They are anticipating the start of the COO, who will have accountability for the Committee from an operational perspective.
 - **a.** A meeting with the COO will be scheduled once she is onboard.
 - b. Membership and priorities for the Committee are drafted and after the COO is familiarized with the Quality Committee, final decisions will be made around clinical indicators that should be pursued, in addition to what the Quality Committee is focused on.
- E. Board Nomination Committee No comments or questions.

10. SUGGESTED AGENDA ITEMS FOR NEXT MEETING

- **A.** The September meeting was merged with the October meeting, so the next meeting will be on October 1st.
- B. Full Agenda for Board Retreat
- C. Debrief on Cooking for a Cause
- **D.** Quality Committee

- **E.** Possible COO Introduction
- 11. ADJOURN The meeting was adjourned at 8:17 pm.





DATE: September 23, 2024

TO: SDH Board of Directors

FROM: Tracey Fecher, CEO

RE: CEO Report

1. In the August CEO report, the team reported that July visits were ahead of budget and forecast. This was not accurate due to an error in the Budget, Forecast and Actuals file used to track the visit volume for the new fiscal year. Below are the updated results for July as well as August's results.

July 2024 % of Actual vs. % of Actual Budget Forecast Actual Budgeted Budget Visits Visits Comm/PPO 281 258 265 (16)22% 21% 4% Private Pay 32 29 48 16 2% **HPSM** 461 485 413 (48)33% 36% Medi-Cal Dental 127 89 98 (29)8% 10% Affordable Plan 43 43 8% Farmworker 57 31 34 (23)3% 5% **FQHC** 212 220 332 120 27% 17% Access to Care Subtotal 952 867 920 (32) 75% 75% (32)**Total Visits** 1,265 1,154 1,233

	Budget	Forecast			% of Actual Visits	% of Budgeted Visits
Comm/PPO	324	300	267	(57)	20%	22%
Private Pay	36	34	37	1	3%	3%
HPSM	532	564	487	(45)	37%	37%
Medi-Cal Dental	145	104	97	(48)	7%	10%
Affordable Plan	108	50	40	(68)	3%	7%
Farmworker	64	36	27	(37)	2%	4%
FQHC	244	255	375	131	28%	17%
Access to Care Subtotal	1,094	1,009	1,026	(68)	77%	75%
Total Visits	1,454	1,343	1,330	(124)		

August

 The revised forecast for July and August accounted for a dentist being on maternity leave, and one open day for a dentist and two open days for a hygienist. The new hires for the one day a week dentist and a two day a week hygienist in San Mateo both started in late August.

- In both July and August, there was 11% and 12% provider PTO/Time Off Without Pay while the budget planned 7%.
- Patient no-shows were 3% under the budgeted amount in July at both clinics, meaning that more patients attended their appointments than planned.
- July visit volume was positively affected by patients attending their appointments, even though there was a higher rate of provider time off. August did not meet the forecasted visit volume due to the additional provider time off.
- Of note is that the team was able to convert more pediatric HPSM patients to the FQHC contract than expected, with more than 330 visits in July and 375 in August. This rate will not likely continue over the fall due to other patients that are not FQHC eligible needing treatment that must be added to the schedule.
- **2.** FQHC Contract: There are several on-going issues/projects that may affect the volume of FQHC visits.
 - Contract limit: The team estimates the contract limit for SMMC patients will be met in January or February and an extension of the contract limit will require the Board of Supervisors approval. This has been brought to the attention of SMMC.
 - EPIC Implementation: SMMC is moving to EPIC for their electronic health record; and
 the Sonrisas' team will be trained on EPIC in October. This will affect visit volume and
 may have a larger impact than the budget planned since the training is more involved
 than originally shared by SMMC. As EPIC goes live in early November, the volume of
 clinic visits will be reduced to allow the team to get used to the new electronic health
 record.
- **3.** SMMC Healthcare for the Homeless/Farmworker Health (HCH/FH) Contract: The team has been notified that Sonrisas was selected for the 2025-2027 contract to provide dental services in Pescadero. Contract negotiations are underway.
- **4.** Staffing: For FY25, all provider positions have been hired and will begin in the clinic by late August. A COO has been hired and their first day will be October 9th. The team is recruiting for a Spanish speaking dental assistant as well as a Care Coordinator for the Half Moon Bay Clinic that has dental front office experience.
- **5.** Financial Update: On August 13th, Sonrisas' current cash position was \$1,700,000.





DATE: September 18, 2024

TO: SDH Board of Directors

FROM: Vickie Yee, CFO

Tina Wang, Senior Accountant

RE: July & August Unaudited Financials and YTD Performance to Budget

JULY PERFORMANCE:

Revenue: Net Patient Revenue was \$302,964 - \$3K higher than the budget

- Total visits were 1,233 31 below the budget
- Total gross revenue was \$524,283 \$30K below the budget due to fewer visits
- Total uncompensated care deduction was (\$221,319) 42% of gross revenue.
- Expenses: \$509,958 \$76K better than the budget.
 - Direct Expenses \$37K better than budget from \$21k savings in the clinic payroll and \$16K in clinic expenses. A few positions, including the COO position, are still open.
 - Indirect Expenses -\$38K better than budget, mainly from payroll savings and outreach supplies.
- **Donations/Grants & Other Income**: \$184,177- \$24K below the budget.
 - \$93,371 was released from restricted grants, including \$45K from Sequoia Health District.
 - \$8,500 in sponsorships for the Cooking for a Clause Event
 - \$1,083 individual donations
 - \$66,666 PHCD grant (estimated)
 - \$2500 TriNet credit
 - \$4,080 from interest and capital gain
 - \$7,977 in unrealized gain

NET INCOME: \$(22,816) - \$54K better than budget



August PERFORMANCE:

- Revenue: Net Patient Revenue was \$341,280 \$3K below the budget
 - Total visits were 1,330 124 below the budget
 - Total gross revenue was \$585,946 \$52K below the budget due to fewer visits
 - Total uncompensated care deduction was (\$224,666) 38% of gross revenue.
- Expenses: \$564,293 \$37K better than the budget.
 - Direct Expenses \$45K better than budget from \$28K savings in payroll and \$17K savings in clinic expenses. A few positions, including the COO position, are still open. The new COO has been hired and will start in October.
 - Indirect Expenses \$8K over the budget, mainly due to recruitment fees paid for the COO position, which is budgeted in the next month.
- Donations/Grants & Other Income: \$226,678- \$46K below the budget.
 - \$100,865 released from restricted grants, which includes an estimated \$45K from Sequoia Health District.
 - \$43,500 sponsorship for the Cooking for a Clause Event
 - \$3,738 individual donations
 - \$66,666 PHCD grant (estimated)
 - \$5000 in TriNet credit.
 - \$956 from interest and capital gains.
 - \$5,953 in unrealized gains

NET INCOME: \$3,666 - \$12.6 K below the budget



YTD PERFORMANCE:

- 1) While visits are under budget by 6%, total direct care expenses are under budget by 10%.
- 2) Although down by 157 visits, YTD net patient revenue was only down by \$200 due to a higher conversation rate of patients from HPSM to FQHC. For comparison the HPSM rate is approx. \$194/visit vs FQHC rate of \$351/visit.
- 3) Visit volume is down mainly from
 - a) The Saturday hygienist position is not filled.
 - b) Higher staff PTO/leave % budgeted 7%/month vs 11% in July & 12% in August
- 4) Net Fundraising efforts are behind by \$92K due to timing. We have received 70% of the donations from the Cooking for a Clause event and are also waiting for the Measure K funds.
- 5) \$250K of excess cash was transferred to City National Bank. As of August, the current balance is \$1,282,844 (our initial investment was \$1M) and an unrealized gain of \$26,527.

<u>YTD PERFORMANCE TO BUDGET:</u> YTD's net income is \$(19,150), better than the budget by \$42K. The estimated cash flow is \$28,513, which is better than the budget of \$57K. The estimated PHCD grant to date is \$133k.

	YTD Actual	YTD Budget	Performance
Visits	2,563	2,720	(157)
Gross Patient Revenue	\$1,110,230	\$1,192,233	(7%)
Uncompensated Care (Deductions)	(\$465,985)	(\$547,799)	15%
Grants/Donations/Other Income	\$410,856	\$481,485	(15%)
Direct Cost	(\$679,008)	(\$761,609)	11%
Indirect Cost	(\$395,243)	(\$425,367)	7%
Net Income	\$(19,151)	(\$61,057)	69%
Non-cash items adj.			
Depreciation	\$50,220	\$54,315	8%
Capital Expenditure	\$2,556	\$21,857	88%
Estimated Cash Flow	\$28,513	(\$28,599)	200%

Sonrisas Dental Health Revenues and Expenditures - Budget vs Actual As of August 31, 2024 As of Date:

08/31/2024

Location: Sonrisas Dental Health

Restriction: Unrestricted

<u>-</u>	07/31/2024		Month To Date 07/31/2024	08/31/2024				Year To Date 08/31/2024	
Revenue and Expenditures	Actual 0	24 2025 BUDGET	Budget Difference	Actual	2025 BUDGET	Budget Diff	Actual 20	024 2025 BUDGET	Budget Diff
Net Program Income									
Patient Revenue									
Patient Services									
Commercial Insurance	16,696.00	15,413.45	1,282.55	13,695.00	17,726.36	(4,031.36)	30,391.00	33,139.81	(2,748.81)
PPO	79,521.52	86,016.41	(6,494.89)	75,033.00	99,203.76	(24,170.76)	154,554.52	185,220.17	(30,665.65)
Private Pay	12,609.00	10,882.70	1,726.30	14,866.00	12,561.10	2,304.90	27,475.00	23,443.80	4,031.20
Medi-Cal Dental	40,811.00	40,645.20	165.80	43,873.00	46,750.14	(2,877.14)	84,684.00	87,395.34	(2,711.34)
HPSM	199,553.12	254,343.30	(54,790.18)	224,743.00	292,604.04	(67,861.04)	424,296.12		(122,651.22)
Tobacco Tax	140.00	0.00	140.00	1,100.00	0.00	1,100.00	1,240.00	0.00	1,240.00
Affordable Scale	15,158.00	20,192.30	(5,034.30)	12,361.00	23,004.36	(10,643.36)	27,519.00	43,196.66	(15,677.66)
Farmworker	11,899.00	14,717.49	(2,818.49)	11,887.00	16,520.55	(4,633.55)	23,786.00	31,238.04	(7,452.04)
FQHC	147,896.00	112,304.70	35,591.30	188,388.00	129,347.51	59,040.49	336,284.00	241,652.21	94,631.79
Gross Patient Revenue	524,283.64	554,515.55	(30,231.91)	585,946.00	637,717.82		1,110,229.64	1,192,233.37	(82,003.73)
Uncompensated Care			(==,==::)	,-		(= 1,1 1 110_)	.,,===::	.,,	(=,::::)
Prior Period Adjustment	(576.85)	(1,000.00)	423.15	3,926.66	(1,000.00)	4,926.66	3,349.81	(2,000.00)	5,349.81
Uncompensated Care - Commercial Insu	(2,611.80)	(2,473.78)		(1,962.70)	(2,827.96)	865.26	(4,574.50)	(5,301.74)	727.24
Uncompensated Care - PPO	(31,537.61)	(33,500.50)	,	(30,028.39)	(38,624.48)	8,596.09	(61,566.00)	(72,124.98)	10,558.98
Uncompensated Care -Medi-Cal Dental	(25,504.25)	(26,257.56)	•	(26,271.32)	· /	3,930.15	(51,775.57)	(56,459.03)	4,683.46
Uncompensated Care -HPSM	(115,430.43)	(150,497.85)		(127,347.30)		45,818.23	(242,777.73)	(323,663.38)	80,885.65
Uncompensated Care - Affordable Scale	(6,480.00)	(8,792.81)			(10,017.29)	4,963.29	(11,534.00)	(18,810.10)	7,276.10
Uncompensated Care - Farmworker	1.00	(2,456.71)		(2,372.55)	(2,757.69)	385.14	(2,371.55)	(5,214.40)	2,842.85
Uncompensated Care - FQHC	(32,137.40)	(27,949.70)	(4,187.70)	(51,481.75)	(32,275.90)	(19,205.85)	(83,619.15)	(60,225.60)	(23,393.55)
Fee Adjustments	(7,041.68)	(2,000.00)	(5,041.68)	(4,074.67)	(2,000.00)	(2,074.67)	(11,116.35)	(4,000.00)	(7,116.35)
Total Uncompensated Care	(221,319.02)	(254,928.91)	33,609.89	(244,666.02)	(292,870.32)	48,204.30	(465,985.04)	(547,799.23)	81,814.19
Other Program Revenue									
Other Program Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Program Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Patient Revenue	302,964.62	299,586.64	3,377.98	341,279.98	344,847.50	(3,567.52)	644,244.60	644,434.14	(189.54)
Total Expenses									
Direct Expenses									
Direct Personnel Expense									
Direct Program Salaries	266,862.98	278,249.48	11,386.50	256,495.65	278,249.48	21,753.83	523,358.63	556,498.96	33,140.33

Payroll Taxes	18,923.40	21,286.09	2,362.69	19,074.63	21,286.09	2,211.46	37,998.03	42,572.18	4,574.15
Unemployment Taxes	(543.98)	3,429.58	3,973.56	707.63	3,429.58	2,721.95	163.65	6,859.16	6,695.51
Benefits	4,560.70	7,592.63	3,031.93	6,023.42	7,592.63	1,569.21	10,584.12	15,185.26	4,601.14
401k Match	6,491.40	6,400.94	(90.46)	6,023.02	6,400.94	377.92	12,514.42	12,801.88	287.46
Worker's Comp	1,058.49	2,261.68	1,203.19	2,486.04	2,261.68	(224.36)	3,544.53	4,523.36	978.83
Continuing Education	585.00	200.00	(385.00)	0.00	200.00	200.00	585.00	400.00	(185.00)
License and Registration	2,142.38	1,333.00	(809.38)	2,400.16	1,333.00	(1,067.16)	4,542.54	2,666.00	(1,876.54)
Outreach Fellowship Stipend	0.00	500.00	500.00	0.00	500.00	500.00	0.00	1,000.00	1,000.00
Total Direct Personnel Expense	300,080.37	321,253.40	21,173.03	293,210.55	321,253.40	28,042.85	593,290.92	642,506.80	49,215.88
Clinic Expenses									
Sterilization Services	883.50	900.00	16.50	883.50	900.00	16.50	1,767.00	1,800.00	33.00
Shredding	74.00	82.00	8.00	78.00	82.00	4.00	152.00	164.00	12.00
Dental Specialist-Claims Processing	5,759.35	5,342.22	(417.13)	4,673.11	5,979.30	1,306.19	10,432.46	11,321.52	889.06
Dental Supplies	16,675.93	23,491.02	6,815.09	19,035.37	26,947.52	7,912.15	35,711.30	50,438.54	14,727.24
Small Dental Equipment	1,347.43	833.00	(514.43)	1,292.63	833.00	(459.63)	2,640.06	1,666.00	(974.06)
Dental Equipment Repair	2,167.43	3,180.00	1,012.57	2,403.73	3,180.00	776.27	4,571.16	6,360.00	1,788.84
Lab Fees	8,390.23	14,037.94	5,647.71	12,441.74	16,099.79	3,658.05	20,831.97	30,137.73	9,305.76
Uniforms	0.00	100.00	100.00	0.00	0.00	0.00	0.00	100.00	100.00
PPE& Covid Related	3,244.57	6,664.22	3,419.65	3,889.56	7,650.33	3,760.77	7,134.13	14,314.55	7,180.42
Patient Notification	798.00	800.00	2.00	798.00	800.00	2.00	1,596.00	1,600.00	4.00
Claims Processing	473.99	600.00	126.01	407.16	600.00	192.84	881.15	1,200.00	318.85
Total Clinic Expenses	39,814.43	56,030.40	16,215.97	45,902.80	63,071.94	17,169.14	85,717.23	119,102.34	33,385.11
Total Direct Expenses	339,894.80	377,283.80	37,389.00	339,113.35	384,325.34	45,211.99	679,008.15	761,609.14	82,600.99
Indirect Expenses									
Indirect Personnel Expenses									
Salaries/Wages	81,314.26	86,417.64	5,103.38	89,094.60	86,417.64	(2,676.96)	170,408.86	172,835.28	2,426.42
Payroll Taxes	4,918.69	6,610.95	1,692.26	7,400.06	6,610.95	(789.11)	12,318.75	13,221.90	903.15
Unemployment Taxes	0.00	1,041.38	1,041.38	370.99	1,041.38	670.39	370.99	2,082.76	1,711.77
Benefits	2,645.37	3,415.35	769.98	3,424.80	3,415.35	(9.45)	6,070.17	6,830.70	760.53
401k Match	3,061.94	2,803.68	(258.26)	3,328.12	2,803.68	(524.44)	6,390.06	5,607.36	(782.70)
Worker's Comp	217.38	881.45	664.07	277.28	881.45	604.17	494.66	1,762.90	1,268.24
Total Indirect Personnel Expenses	92,157.64	101,170.45	9,012.81	103,895.85	101,170.45	(2,725.40)	196,053.49	202,340.90	6,287.41
Facility Expenses									
Auto Expenses	105.58	200.00	94.42	70.02	200.00	129.98	175.60	400.00	224.40
Building Maintenance	3,360.05	2,100.00	(1,260.05)	1,608.97	2,100.00	491.03	4,969.02	4,200.00	(769.02)
Janitorial Service	3,083.00	3,187.00	104.00	3,083.00	3,187.00	104.00	6,166.00	6,374.00	208.00
Rent	3,484.00	3,484.00	0.00	3,484.00	3,484.00	0.00	6,968.00	6,968.00	0.00
Phone/Internet	2,388.98	2,100.00	(288.98)	1,213.95	2,100.00	886.05	3,602.93	4,200.00	597.07
Utilities	4,815.08	5,115.00	299.92	5,009.63	5,115.00	105.37	9,824.71	10,230.00	405.29
Total Facility Expenses	17,236.69	16,186.00	(1,050.69)	14,469.57	16,186.00	1,716.43	31,706.26	32,372.00	665.74
Office Expenses									
Employee Goodwill	1,301.76	1,580.83	279.07	536.87	680.83	143.96	1,838.63	2,261.66	423.03
Volunteer Appreciation	0.00	333.75	333.75	0.00	333.75	333.75	0.00	667.50	667.50
Outreach Storage Rent	500.00	500.00	0.00	500.00	500.00	0.00	1,000.00	1,000.00	0.00

Recruitment Expense	0.00	700.00	700.00	12,532.28	700.00	(11,832.28)	12,532.28	1,400.00	(11,132.28)
Office Supplies	697.00	1,922.50	1,225.50	1,596.73	1,922.50	325.77	2,293.73	3,845.00	1,551.27
Postage and Shipping	0.00	362.25	362.25	310.50	362.25	51.75	310.50	724.50	414.00
Total Office Expenses	2,498.76	5,399.33	2,900.57	15,476.38	4,499.33	(10,977.05)	17,975.14	9,898.66	(8,076.48)
Insurance	•	,	•	,	•	,	,	•	,
Insurance - Auto	248.36	263.00	14.64	248.36	228.00	(20.36)	496.72	491.00	(5.72)
Insurance - Malpractice	848.00	850.00	2.00	848.00	850.00	2.00	1,696.00	1,700.00	4.00
Insurance - Liability & Property	560.00	560.00	0.00	560.00	560.00	0.00	1,120.00	1,120.00	0.00
Insurance - Directors & Officer Liability	958.00	958.00	0.00	958.00	958.00	0.00	1,916.00	1,916.00	0.00
Total Insurance	2,614.36	2,631.00	16.64	2,614.36	2,596.00	(18.36)	5,228.72	5,227.00	(1.72)
Fundraising Department	·	•		·	•	, ,		•	• ,
Fundraising Expenses	238.82	1,061.00	822.18	35,818.36	30,295.00	(5,523.36)	36,057.18	31,356.00	(4,701.18)
Fundraising Consulting	4,080.00	4,250.00	170.00	3,560.00	4,250.00	690.00	7,640.00	8,500.00	860.00
Total Fundraising Department	4,318.82	5,311.00	992.18	39,378.36	34,545.00	(4,833.36)	43,697.18	39,856.00	(3,841.18)
Professional fee									
Consultant - General	1,300.00	416.00	(884.00)	0.00	416.00	416.00	1,300.00	832.00	(468.00)
Consultant - HR Professionals	2,600.00	3,016.00	416.00	2,600.00	3,016.00	416.00	5,200.00	6,032.00	832.00
Consultant-Project Manager	4,800.00	4,500.00	(300.00)	4,200.00	4,500.00	300.00	9,000.00	9,000.00	0.00
Consultant-FQHC	0.00	2,083.00	2,083.00	0.00	2,083.00	2,083.00	0.00	4,166.00	4,166.00
Consultant - Legal	0.00	100.00	100.00	0.00	100.00	100.00	0.00	200.00	200.00
Consultant - Leadership Coaching	3,041.66	1,000.00	(2,041.66)	0.00	0.00	0.00	3,041.66	1,000.00	(2,041.66)
Total Professional fee	11,741.66	11,115.00	(626.66)	6,800.00	10,115.00	3,315.00	18,541.66	21,230.00	2,688.34
General									
Depreciation Expense	25,069.82	27,157.59	2,087.77	25,150.15	27,157.59	2,007.44	50,219.97	54,315.18	4,095.21
Marketing Expense	108.99	2,083.00	1,974.01	0.00	2,183.00	2,183.00	108.99	4,266.00	4,157.01
Meeting & Travel Expenses	225.94	527.00	301.06	87.92	527.00	439.08	313.86	1,054.00	740.14
Fees and Interest	4,085.46	6,448.00	2,362.54	7,453.37	6,448.00	(1,005.37)	11,538.83	12,896.00	1,357.17
Outreach Supplies	1,233.03	12,625.00	11,391.97	1,113.89	300.00	(813.89)	2,346.92	12,925.00	10,578.08
Training & Membership	443.00	7,000.00	6,557.00	640.00	0.00	(640.00)	1,083.00	7,000.00	5,917.00
Board Expense	0.00	0.00	0.00	70.21	0.00	(70.21)	70.21	0.00	(70.21)
Total General	31,166.24	55,840.59	24,674.35	34,515.54	36,615.59	2,100.05	65,681.78	92,456.18	26,774.40
Computer expense									
Computer Support	6,695.51	7,406.25	710.74	6,395.59	7,406.25	1,010.66	13,091.10	14,812.50	1,721.40
Software Support	1,633.74	2,570.07	936.33	1,633.74	2,570.07	936.33	3,267.48	5,140.14	1,872.66
Computer Accessories	0.00	1,016.66	1,016.66	0.00	1,016.66	1,016.66	0.00	2,033.32	2,033.32
Total Computer expense	8,329.25	10,992.98	2,663.73	8,029.33	10,992.98	2,963.65	16,358.58	21,985.96	5,627.38
Total Indirect Expenses	170,063.42	208,646.35	38,582.93	225,179.39	216,720.35	(8,459.04)	395,242.81	425,366.70	30,123.89
Total Total Expenses	509,958.22	585,930.15	75,971.93	564,292.74	601,045.69		1,074,250.96	1,186,975.84	112,724.88
Total Net Program Income	(206,993.60)	(286,343.51)	79,349.91	(223,012.76)	(256,198.19)	33,185.43	(430,006.36)	(542,541.70)	112,535.34
Grants and Other Income									
Grants and Donations									
Fundraiser	8,500.00	14,000.00	(5,500.00)	43,500.00	80,000.00	(36,500.00)	52,000.00	94,000.00	(42,000.00)
Donations	1,083.00	2,000.00	(917.00)	3,738.00	500.00	3,238.00	4,821.00	2,500.00	2,321.00
Grants	93,371.78	121,939.85	(28,568.07)	100,865.03	120,894.52	(20,029.49)	194,236.81	242,834.37	(48,597.56)

PHCD Grants	66,666.00	66,667.00	(1.00)	66,666.00	66,667.00	(1.00)	133,332.00	133,334.00	(2.00)
Total Grants and Donations	169,620.78	204,606.85	(34,986.07)	214,769.03	268,061.52	(53,292.49)	384,389.81	472,668.37	(88,278.56)
Other Income									
Interest Income-Heritage	220.97	200.00	20.97	169.85	200.00	(30.15)	390.82	400.00	(9.18)
Other Income	2,500.00	2,500.00	0.00	5,000.00	2,500.00	2,500.00	7,500.00	5,000.00	2,500.00
Unrealized gain(loss)-CityNational	7,976.55	0.00	7,976.55	5,953.54	0.00	5,953.54	13,930.09	0.00	13,930.09
Investment Income	3,859.48	1,708.33	2,151.15	786.10	1,708.33	(922.23)	4,645.58	3,416.66	1,228.92
Total Other Income	14,557.00	4,408.33	10,148.67	11,909.49	4,408.33	7,501.16	26,466.49	8,816.66	17,649.83
Total Grants and Other Income	184,177.78	209,015.18	(24,837.40)	226,678.52	272,469.85	(45,791.33)	410,856.30	481,485.03	(70,628.73)
Net income	(22,815.82)	(77,328.33)	54,512.51	3,665.76	16,271.66	(12,605.90)	(19,150.06)	(61,056.67)	41,906.61

Sonrisas Dental Health Balance Sheet

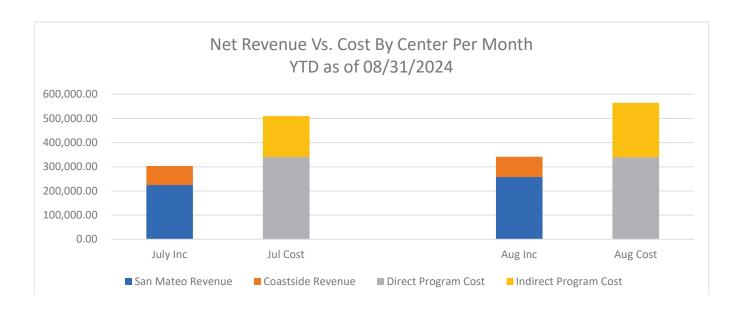
As of Date: 08/31/2024

Location: Sonrisas Dental Health

	Month To Date 08/31/2024	Prior Month To Date 07/31/2024
_	Current Year Balance	Actual
Assets		
Current Assets		
Cash and Cash Equivalents		
11218 - Heritage -Operating	550,168.70	1,021,787.54
11600 - Petty Cash	198.84	198.84
Total Cash and Cash Equivalents	550,367.54	1,021,986.38
Accounts Receivable, Net		
Accounts Receivable		
12100 - Accounts Receivable-Patients	292,560.16	287,074.89
12210 - Accounts Receivable - Grants	283,332.00	216,666.00
12218 - Contra Acct - Allowance for Bad Debt	587.83	587.83
12220 - Accounts Receivable - Other Agencies	392,803.00	251,728.00
Total Accounts Receivable	969,282.99	756,056.72
Total Accounts Receivable, Net	969,282.99	756,056.72
Other Current Assets	25,883.50	46,656.53
Total Current Assets	1,545,534.03	1,824,699.63
Long-term Assets		
Property & Equipment		
17300 - Improvements	1,212,103.95	1,212,103.95
17400 - Equipment	1,527,859.51	1,525,303.10
17500 - Furniture/Fixtures	117,651.21	117,651.21
17600 - Vehicle	48,361.29	48,361.29
17999 - Accum Depreciation	(2,205,212.94)	(2,180,062.79)
Total Property & Equipment	700,763.02	723,356.76
Other Long-term Assets	16,297.00	16,297.00

717,060.02 11,154.04 1 282 844 11	739,653.76
	11 112 62
	11 112 62
	11 112 62
1 282 844 11	11,112.02
1,202,011.11	1,032,058.01
26,527.28	20,573.74
1,320,525.43	1,063,744.37
1,320,525.43	1,063,744.37
3,583,119.48	3,628,097.76
· · · · · · · · · · · · · · · · · · ·	
69,672.86	68,677.02
22,975.65	23,029.65
4,810.37	4,880.81
97,458.88	96,587.48
190,012.07	129,017.56
93,913.95	93,913.95
	3,504.93
283,926.02	226,436.44
7,184.57	16,412.35
7,184.57	16,412.35
388,569.47	339,436.27
3,258.66	3,449.86
3,258.66	3,449.86
391,828.13	342,886.13
•	3,285,831.28
	3,628,717.41
	1,282,844.11 26,527.28 1,320,525.43 1,320,525.43 3,583,119.48 69,672.86 22,975.65 4,810.37 97,458.88 190,012.07 93,913.95 0.00 283,926.02 7,184.57 7,184.57 3,88,569.47 3,258.66 3,258.66

	Sonrisas Dental Health Operations										
	Jul 24	Jul 24 Aug 24 Total Budget									
San Mateo Revenue	224,660	257,350	482,010	489,269	(7,259)						
Coastside Revenue	78,305	83,930	162,235	155,165	7,069						
Total Net Revenue	302,965	341,280	644,245	644,434	(190)						
Direct Program Cost	339,895	339,113	679,008	761,609	82,601						
Indirect Program Cost	170,063	170,063 225,179 395,243 425,3		425,367	30,124						
Total Cost	509,958	564,293	1,074,251	1,186,976	112,725						
TOTAL	(206,994)	(223,013)	(430,006)	(542,542)	112,535						
Dividend/Other Income	14,557	11,909	26,466	8,817	17,650						
Donations Received	102,955	148,103	251,058	339,334	(88,277)						
Grant from PHCD	66,666	66,666	133,332	133,334	(2)						
OTHER INCOME	184,178	226,679	410,856	481,485	(70,629)						
NET INCOME	(22,816)	3,666	(19,150)	(61,057)	41,907						



		Jul-24	Aug-24	Total	Budget	Variance
San Mateo Visits		906	980	1,886	2,044	(158)
Half Moon Bay Visits		327	350	677	676	1
	Total Visits	1233	1330	2,563	2,720	(157)

Visits by Payer -San Mateo

	31-Jul	Budget	Variance	YTD	YTD Budget	Variance
Commercial Insurance	34	28	6	34	28	6
PPO	193	208	(15)	193	208	(15)
Private Pay	43	28	15	43	28	15
Affordable Scale	18	19	(1)	18	19	(1)
Farmworker			0	0	0	0
FQHC	220	189	31	220	189	31
Public Dental-Medi-Cal Dental	75	76	(1)	75	76	(1)
Public Dental-HPSM	323	398	(75)	323	398	(75)
Total Visits	906	946	(40)	906	946	(40)

Visits by Payer -Half Moon Bay

	31-Jul I	Budget	Variance	YTD	YTD Budget	Variance
Commercial Insurance	9	6	3	9	6	3
PPO	29	38	(9)	29	38	(9)
Private Pay	5	3	2	5	3	2
Affordable Scale	25	29	(4)	25	29	(4)
Farmworker	34	35	(1)	34	35	(1)
FQHC	112	51	61	112	51	61
Public Dental-Medi-Cal Dental	23	22	1	23	22	1
Public Dental-HPSM	90	134	(44)	90	134	(44)
	327	318	9	327	318	9

Visits by Payer -San Mateo

_	31-Aug	Budget	Variance	YTD	YTD Budget	Variand	се
Commercial Insurance	38	33	5	72	61	11	
PPO	189	241	(52)	382	450	(68)	
Private Pay	32	33	(1)	75	61	14	
Affordable Scale	11	22	(11)	29	41	(12)	
Farmworker		0	0	0	0	0	
FQHC	258	219	39	478	409	69	
Public Dental-Medi-Ca	72	88	(16)	147	163	(16)	
Public Dental-HPSM	380	461	(81)	703	858	(155)	
Total Visits	980	1097	(117)	1886	2044	(158)	

Visits by Payer -Half Moon Bay

_	31-Aug l	Budget	Variance	YTD	YTD Budget	Varian	ce
Commercial Insurance	6	7	(1)	15	14	1	
PPO	34	43	(9)	63	81	(18)	
Private Pay	5	4	1	10	7	3	
Affordable Scale	29	32	(3)	54	61	(7)	
Farmworker	27	39	(12)	61	74	(13)	
FQHC	117	57	60	229	108	121	
Public Dental-Medi-Ca	25	25	(0)	48	47	1	
Public Dental-HPSM _	107	150	(43)	197	284	(87)	
	350	357	(7)	677	676	1	

Avg. Income (Loss) per Visit						
		YTD Budget YTC		dget YTD*	FY24	
Net Revenue per Visit	\$	251.36	\$	236.92	\$241.79	
Direct Cost per Visit	\$	(249.55)	\$	(265.88)	(\$265.34)	
Indirect Cost per Visit*	\$	(100.23)	\$	(95.32)	(\$93.33)	
Net Income per Visit	\$	(98.41)	\$	(124.27)	(\$116.88)	

^{*} Indirect cost excludes costs in outreach program and fundraising department

Sonrisas Dental Health Operations July 24 Vs. July 23					
	Jul-24	Jul-23	Variance B(W)		
Visits	1233	1103	130		
San Mateo Revenue	224,660	181,811	42,849		
Coastside Revenue	78,305	43,960	34,345		
Total Net Revenue	302,965	225,771	77,194		
Direct Program Cost	339,895	310,943	(28,952)		
Indirect Program Cost	170,063	152,058	(18,005)		
Total Cost	509,958	463,001	(46,957)		
TOTAL	(206,994)	(237,230)	30,237		
Dividend/Other Income	14,557	4,535	10,022		
Donations Received	102,955	128,140	(25,185)		
Grant from PHCD	66,666	66,666	0		
Grants and Donations	184,178	199,341	(15,164)		
NET INCOME	(22,816)	(37,889)	15,073		

Sonrisas Dental Health Operations Aug 24 Vs. Aug 23					
	Aug-24	Aug-23	Variance B(W)		
Visits	1330	1240	90		
San Mateo Revenue	257,350	254,513	2,838		
Coastside Revenue	83,930	44,659	39,270		
Total Net Revenue	341,280	299,172	42,108		
Direct Program Cost	339,113	310,629	(28,484)		
Indirect Program Cost	225,179	162,745	(62,434)		
Total Cost	564,293	473,374	(90,919)		
TOTAL	(223,013)	(174,202)	(48,811)		
Dividend/Other Income	11,909	4,520	7,390		
Donations Received	148,103	136,132	11,971		
Grant from PHCD	66,666	80,667	(14,001)		
Grants and Donations	226,679	221,318	5,360		
NETINCOME	3,666	47,116	(43,450)		









DATE: September 24, 2024 **SDH Board of Directors** TO:

FROM: Spandan Chakrabarti, Director of Development

RE: **Development Update**

Cooking for a Cause Update: Sonrisas hosted its 10th Annual Cooking for a Cause community celebration and fundraiser on September 21 at Domenico Winery in San Carlos, CA. Over 180 guests enjoyed an evening of mission, comradery, support, and paella. Guests heard from a family of Sonrisas patients how the caring clinical and care coordinator staff at Sonrisas had changed the course of their oral and overall health. While final financial numbers are still pending, the generosity of the Sonrisas community has caused us to exceed this year's fundraising goal of \$189,000, a target that raised the previous year's revenue by over 30%.

The contributions of Board members featured prominently in the success of the highest-grossing Cooking for a Cause in Sonrisas history. Every member of the Board contributed, including by stewarding donors, inviting guests, serving as table hosts, sponsoring activities, donating auction items, and, of course, creating the main attraction of the night: authentic paella served for dinner. Secretary Hinshelwood and his team of volunteer chefs continue to delight guests at this unique event.

An all-hands-on-deck production, I am deeply humbled by the contributions of volunteers, staff across teams, the community, and donors who partnered with us to make this incredible evening possible.

Grantseeking update: The Sonrisas Development team has secured 85% of non-HCD grant support budgeted to be secured for the 2025 fiscal year. This is a different metric than disbursements, which can be found in the financials. The Development team is responsible for grantseeking, and this report reflects measurements of success for that metric. Two notable continuing funders, Stanford Medicine Children's Health and Woodlawn Foundation, have increased their grant awards to Sonrisas. Stanford Children's has increased their award from \$75,000 to \$100,000. Woodlawn invited Sonrisas to apply for a two year proposal, and through it we secured \$100,000 two-year funding (\$45,000 in FY25 and \$55,000 in FY26). In FY24, Sonrisas received an award of \$35,000 from Woodlawn.

Stanford Children's will also feature Sonrisas in its impact report this year.

We continue to seek opportunities to build upon existing partnerships and pursue new ones to diversify our strong institutional support. As the landscape of institutional giving continues to evolve, our team is moving strategically to showcase our impact and strengthen partnerships.

Sonrisas Dental Health
Development Update. Dashboard Visuals.

