



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

FINANCE COMMITTEE MEETING

[Microsoft Teams Meeting](#)

Phone: (628) 212-0105 ID: 907-022-494#

November 10th, 2021 8-8:45am

AGENDA

AGENDA ITEM	SPEAKER(S)	TIME
A. CALL TO ORDER	Robert Anderson	8:00 AM
B. CHANGES TO ORDER OF AGENDA		8:01 AM
C. PUBLIC COMMENT		8:02 AM
<p>Persons wishing to address on matters NOT on the posted agenda may do so. Each speaker is limited to three minutes and the total time allocated to Public Comment is fifteen minutes. If there are more than five individuals wishing to speak during Public Comment, the Chairperson may choose to draw only five speaker cards from those submitted and defer the rest of the speakers to a second Public Comment at the end of the Board meeting. In response to comments on a non-agenda item, the Board may briefly respond to statements made or questions posed as allowed by the Brown Act (Government Code Section 54954.2) However, the Boards general policy is to refer items to staff for comprehensive action or report.</p>		
D. CONSENT AGENDA		
1. Meeting minutes from September 16 th , 2021	Sofia Recalde	8:06 AM
E. REPORTING AGENDA		
1. HCH/FH Contracts 2021 YTD Financial Report	Sofia Recalde	8:10 AM
2. Budget & Finance Report	Jim Beaumont	8:20 AM
3. Budget forecast through 2024	Jim and Sofia	8:30 AM
F. BOARD COMMUNICATIONS & ANNOUNCEMENTS		
<p>Communications and Announcements are brief items from members of the Board regarding upcoming events in the community and correspondence that they have received. They are informational in nature and no action will be taken on these items at this meeting. A total of five minutes is allotted to this item. If there are additional communications and announcements, the Chairperson may choose to defer them to a second agenda item added at the end of the Board Meeting.</p>		
OTHER ITEMS		
<p>1. Next Regular Meeting December 9th, 2021; 8:00 A.M. – 8:45 A.M. Microsoft Teams Virtual Future meetings – Every 2nd Thursday of the month (unless otherwise stated)</p>		
G. ADJOURNMENT	Robert Anderson	8:45 AM

**Healthcare for the Homeless/Farmworker Health Program
Co-Applicant Board Finance Sub-Committee Meeting Minutes (October 14th, 2021)
San Mateo Medical Center**

Co-Applicant Board Members Present

Robert Anderson
Eric Debode
Christian Hansen

County Staff Present

Jim Beaumont
Sofia Recalde

Members of the Public

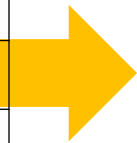
ITEM	DISCUSSION/RECOMMENDATION	ACTION
Call to Order	Meeting was called to order by Robert Anderson at 8:02AM. Everyone present introduced themselves.	
Change to Order of the Agenda	No changes	
Public Comment	None	
Closed session	No closed session	
Consent Agenda: Meeting Minutes from September 16 th , 2021	All items on the Consent Agenda were approved.	Consent agenda was <u>MOVED</u> by Christian H <u>SECONDED</u> by Robert A and <u>APPROVED</u> by all Board Members present.
Reporting Agenda: HCH/FH Contracts 2021 YTD Financial Report	As of 9/30/2021, Contracted service providers expended 56% of the Contracts & MOUs budget. Abode and ALAS are yet to begin services. Staff projects that contracts will expend 80-85% of funds by end of Calendar Year (CY) 2021.	
Supplemental CARES and ARPA funding	HCH/FH has expended 58% (368,292) of CARES funding and has fully allocated all funds to approved projects, which will all be complete by the funding deadline of 3/31/22. In addition, HCH/FH has expended 18% of ARPA funds, which expire on 3/31/23, and staff is working with partners to plan/implement projects, including the Mobile Clinic/Street Medicine expansion, SMMC Call Center expansion and County Health workforce engagement training	
Budget & Finance Report	Preliminary base grant expenditures for August 2021 were \$175,611 and \$2,2235,807 Year-to-Date. Total projected expenditures for CY 2021 are estimated at \$2.9M resulting in an anticipated \$580K balance that will carry over to CY 2022.	
Other Items:	The November Finance Committee meetings will be rescheduled to the date that the HCH/FH Board selects to hold the November Board meeting.	
Adjournment	Meeting was adjourned at 8:34am.	

Jan-Oct 2021 MOU & Contract Expenditures

Contract	Contract Amount	Amount Spent	% YTD 2021
Abode	\$43,750	\$0	0%
ALAS - Mental Health and Case Management	\$43,500	\$23,220	53%
ALAS - Promotores Model	\$45,000	\$0	0%
LifeMoves	\$166,500	\$67,675	41%
Puente	\$65,500	\$55,170	84%
BHRS	\$120,000	\$27,600	23%
PHPP	\$825,000	\$618,750	75%
Saturday Dental Clinic (Coastside Clinic)*	\$15,000	\$7,180	48%
Sonrisas*	\$55,000	\$0	0%
Jan-Jun 2021 contracts	\$795,950	\$676,865	85%
TOTAL	\$2,175,200	\$1,476,460	68%

Jan-Jun 2021 MOU & Contract Expenditures

Contractor	Contract Amount	Amount Spent
Ayudando Latinos a Soñar (ALAS)	\$71,000	\$61,650
Behavioral Health & Recovery Services	\$42,500	\$42,500
El Centro de Libertad	\$40,500	\$32,400
LifeMoves	\$154,900	\$144,085
Puente de la Costa Sur	\$123,250	\$123,250
Ravenswood - Medical	\$59,400	\$59,400
Ravenswood - Dental	\$29,700	\$11,340
Ravenswood - Enabling	\$42,000	\$42,000
Samaritan House - Safe Harbor	\$56,300	\$56,300
Sonrisas Dental	\$80,150	\$59,540
StarVista	\$96,250	\$44,400
TOTAL	\$795,950	\$676,865





San Mateo Medical Center
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smchealth.org/smmc

DATE: November 10, 2021

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

FROM: Jim Beaumont
Director, HCH/FH Program

SUBJECT: HCH/FH PROGRAM BUDGET and FINANCIAL REPORT

For non-COVID operations, preliminary expenditure numbers for October 2021 show expenditures for the month of approximately \$94,604. Total expenditures for the year-to-date are \$2,341,945 of which \$2,289,611 is claimable against the grant. Total projected claimable expenditures for the year are estimated at approximately \$2.9M. With carryover from 2020, we expect to have available funding around \$3.6M, providing for an estimated \$680K of unexpended funds for year's end.

COVID Award expenditures for October totaled \$76,790. We expect the level of activity for the COVID awards to continue to pick up as more of the projects with SMMC come online. Our original COVID awards do not expire until March/April 2022 and the APR award runs through March 2023.

Attachment:

- GY 2021 Summary Grant Expenditure Report Through 10/31/21



GRANT YEAR 2021

October \$\$

Details for budget estimates	Budgeted [SF-424]		To Date (10/31/21)	Projection for end of year	Projected for GY 2022
EXPENDITURES					
<u>Salaries</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	631,050	42,636	465,750	577,114	690,000
<u>Benefits</u>					
Director, Program Coordinator Management Analyst ,Medical Director new position, misc. OT, other, etc.	171,990	14,177	117,935	155,000	225,000
<u>Travel</u>					
National Conferences (2500*8)	25,000	2,360	2,685	3,000	25,000
Regional Conferences (1000*5)	5,000			150	5,000
Local Travel	1,500			100	1,500
Taxis	1,000		163	250	1,000
Van & vehicle usage	2,000		706	1,000	1,500
	34,500		3,554	4,500	34,000
<u>Supplies</u>					
Office Supplies, misc.	12,000	1,115	5,566	7,500	10,000
Small Funding Requests			81,767	82,000	
	12,000		87,333	89,500	10,000
<u>Contractual</u>					
2019 Contracts			129,225	129,225	
2019 MOUs			144,645	144,645	
Current 2020 MOUs	872,000	11,242	645,390	925,000	1,200,000
Current 2020 contracts	1,034,000	20,770	660,775	850,000	850,000
ES contracts (SUD-MH & IBHS) ---unallocated---/other contracts	150,000				
	2,056,000		1,580,035	2,048,870	2,050,000
<u>Other</u>					
Consultants/grant writer	30,000			5,000	25,000
IT/Telcom	20,000	2,232	18,576	24,000	25,000
New Automation				0	-
Memberships	5,000			2,500	5,000
Training	10,000		16,356	25,000	20,000
Misc	500	72	72	500	500
	65,500		35,004	57,000	75,500
TOTAL	2,971,040	94,604	2,289,611	2,931,984	3,084,500
GRANT REVENUE					
Available Base Grant	2,691,632			2,691,632	2,858,632
Carryover	922,375			922,375	
Available Expanded Services Awards **					682,023 carryover
HCH/FH PROGRAM TOTAL	3,614,007			3,614,007	3,540,655
BALANCE	642,967		PROJECTED AVAILABLE	682,023	456,155
					based on est. grant of \$2,691,632
<u>Non-Grant Expenditures</u>					
Salary Overage	13750	1442	11,723	16,000	22,000
Health Coverage	57000	10092	40,611	56,000	57,000
base grant prep	-				
food	2500			750	1,500
incentives/gift cards	1,000				1,500
	74,250	11,534	52,334	72,750	82,000
TOTAL EXPENDITURES	3,045,290	106,138	2,341,945	3,004,734	NEXT YEAR 3,166,500

	BUDGETED	This month	TO DATE	PROJECTED
COVID Expenditures (not included either COVID APR awards)	2021	76790	485,827	535,500
	2020		254,669	
[thru 03/23] Total	2,480,000		740496	

Jan-Sep 2021 MOU & Contract Expenditures + Projections

Contract	Contract Amount	Amount Spent	% YTD 2021	Projections	
Abode	\$43,750	\$0	0%	\$21,875	50%
ALAS - Mental Health and Case Management	\$43,500	\$22,180	51%	\$43,500	100%
ALAS - Promotores Model	\$45,000	\$0	0%	\$15,000	33%
LifeMoves	\$166,500	\$12,075	7%	\$149,850	90%
Puente	\$65,500	\$39,930	61%	\$65,500	100%
BHRS	\$120,000	\$9,000	8%	\$48,000	100% of HCH only
PHPP	\$825,000	\$412,500	50%	\$825,000	100%
Saturday Dental Clinic (Coastside Clinic)*	\$15,000	\$4,338	29%	\$12,000	80%
Sonrisas*	\$55,000	\$0	0%	\$35,750	60% - based on 8 pt/day * 15 weeks
<i>Jan-Jun 2021 contracts</i>	\$795,950	\$676,865	85%	\$676,865	85% completed
TOTAL	\$2,175,200	\$1,176,888	54%	\$1,893,340	87%
*Combined 70K - amount of SMMC Dental Clinic MOU					

Budget projections 2021-2024

Expenditures	2021	2022	2023	NEW SAC 2024
Personnel costs	\$700,000	\$914,410	\$960,131	\$1,008,137
Jan-Jun 2021 contracts (excludes PHPP)	\$795,950	\$0	\$0	\$0
External contracts	\$295,725	\$722,500	\$765,000	\$630,000
PHPP Mobile + S/F Med	\$825,000	\$840,000	\$825,000	\$825,000
AOD Case Manager	\$135,000	\$135,000	\$135,000	\$135,000
Dental/Sonrisas	\$47,750	\$70,000	\$70,000	\$70,000
BHRS	\$48,000	\$276,500	\$231,000	\$240,000
Consultants	\$5,000	\$50,000	\$100,000	\$50,000
Training and conferences	\$5,000	\$10,000	\$10,000	\$10,000
Other SMMC (Care closet, dei, disparity)	\$10,125	\$40,175	\$10,000	\$10,000
Other (IT, phone, office supplies)	\$25,000	\$30,000	\$30,000	\$30,000
2020 Small funding expenditures (paid 2021)	\$90,000			
Expenses	\$2,982,550	\$3,088,585	\$3,136,131	\$3,008,137
Funding Sources	2021	2022	2023	2024
Base grant	\$2,691,632	\$2,858,632	\$2,858,632	\$2,858,632
IBHS	\$167,000	\$0		
QI	\$40,105	\$0		
Carryover	\$715,270	\$631,457	\$401,504	\$124,005
Budget	\$3,614,007	\$3,490,089	\$3,260,136	\$2,982,637
Balance or excess	\$631,457	\$401,504	\$124,005	-\$25,500