



BOARD OF DIRECTORS: Peter C. Fung, MD | Julia E. Miller | Carol A. Somersille, MD | George O. Ting, MD | John L. Zoglin

**AGENDA**  
**MEETING OF THE**  
**EL CAMINO HEALTHCARE DISTRICT BOARD OF DIRECTORS**

**Tuesday, March 19, 2024 – 5:30 pm**

El Camino Hospital | 2500 Grant Road, Mountain View, CA 94040 | Sobrato Boardroom 1

THE PUBLIC IS INVITED TO JOIN THE OPEN SESSION PORTION OF THE MEETING LIVE AT THE ADDRESS ABOVE  
OR VIA TELECONFERENCE AT:

**1-669-900-9128, MEETING CODE: 989 1455 4425#. No participant code. Just press #.**

To watch the meeting, please visit:

[ECHD Meeting Link](#)

Please note that the livestream is for **meeting viewing only** and, there is a slight delay; to provide public comment, please use the phone number listed above.

**Mission:** Dedicated to improving the health and well-being of the people in our community.

	AGENDA ITEM	PRESENTED BY	ACTION	ESTIMATED TIMES
1.	<b>CALL TO ORDER/ROLL CALL</b>	George Ting, M.D., Board Chair	Information	<b>5:30 – 5:31</b>
2.	<b>CONSIDER APPROVAL FOR AB 2449 REQUESTS</b>	George Ting, M.D., Board Chair	Possible Motion	<b>5:31 – 5:32</b>
3.	<b>SALUTE TO THE FLAG</b>	Dan Woods, CEO	Information	<b>5:32 – 5:34</b>
4.	<b>POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	George Ting, M.D., Board Chair	Information	<b>5:34 – 5:35</b>
5.	<b>PUBLIC COMMUNICATION</b> a. Oral Comments <i>This opportunity is provided for persons desiring to address the Board on any matter within the subject matter jurisdiction of the Board that is not on this agenda. Speakers are limited to three (3) minutes each.</i> b. Written Public Comments <i>Comments may be submitted by mail to the El Camino Hospital District Board of Directors at 2500 Grant Road, Mountain View, CA 94040. Written comments will be distributed to the Board as quickly as possible. Please note it may take up to 24 hours for documents to be posted to the agenda.</i>	George Ting, M.D., Board Chair		<b>5:35 – 5:38</b>
6.	<b>CONSENT CALENDAR</b> <i>Items removed from the Consent Calendar will be considered separately.</i>  <b>Action Items</b> a. <a href="#">Approve Minutes of the Open Session of the District Board Meeting (02/13/2024)</a> b. <a href="#">Approve Minutes of the Open Session of the Special Meeting of the District Board (02/16/2024)</a> c. <a href="#">Receive report FY24 Pacing Plan</a> d. <a href="#">Receive Q2 FY24 ECHD Sponsorships Report</a>	George Ting, M.D., Board Chair	Motion Required	<b>5:38 – 5:45</b>

A copy of the agenda for the Special Board Meeting will be posted and distributed at least seventy-two (72) hours prior to the meeting. In observance of the Americans with Disabilities Act, please notify us at **(650) 988-3218** prior to the meeting so that we may provide the agenda in alternative formats or make disability-related modifications and accommodations.

	AGENDA ITEM	PRESENTED BY	ACTION	ESTIMATED TIMES
7.	<b>COMMUNITY BENEFIT SPOTLIGHT: YWCA Golden Gate Silicon Valley</b> a. <a href="#">Adopt Resolution 2024-04</a>	Jonathan Cowan, Senior Director, Relations and Community Partnerships  Jennifer Sanchez Nieto, Associate Director of Clinical Services, YWCA Golden Gate Silicon Valley	Motion Required	<b>5:45 – 6:00</b>
8.	<a href="#">ECHD COMMUNICATIONS UPDATE</a>	Dan Woods, CEO Jeff Cowart, Consultant, ECH Marketing and Communications	Possible Motion	<b>6:00 – 6:15</b>
9.	<b>RECEIVE ECHD FY24 FINANCIAL REPORT</b> a. <a href="#">FY24 Period 7</a>	Carlos Bohorquez, CFO	Motion Required	<b>6:15 – 6:30</b>
10.	<a href="#">APPROVE CAPITAL EXPENDITURE REQUEST (APN 406-27-022)</a>	Dan Woods, CEO King King, CAO	Motion Required	<b>6:30 – 6:35</b>
11.	<b>APPROVE REQUEST FOR AND CONSENT TO CONSOLIDATION FOR ELECTION</b> a. <a href="#">Adopt Resolution 2024-05 – Request for and Consent to Consolidation of Election</a>	George Ting, M.D., Board Chair	Motion Required	<b>6:35 – 6:40</b>
12.	<b>EL CAMINO HEALTHCARE DISTRICT BOARD HEALTH AND SAFETY CODE § 32103: DIRECTOR COMPENSATION</b> a. <a href="#">Consider Initiating Process to Increase Board Compensation</a>	George Ting, M.D., Board Chair	Possible Motion	<b>6:40 – 6:50</b>
13.	<b>ECHD POLICY UPDATE</b> a. <a href="#">El Camino Healthcare District Board Compliance Issue Review Process</a>	George Ting, M.D., Board Chair	Motion Required	<b>6:50 – 7:00</b>
14.	<b>ECHD TEAMBUILDING/FACILITATOR EVENT</b>	George Ting, M.D., Board Chair	Discussion	<b>7:00 – 7:05</b>
15.	<b>RECESS TO CLOSED SESSION</b>	George Ting, M.D., Board Chair	Motion Required	<b>7:05 – 7:06</b>
16.	Report involving Gov't Code Section 54957 for discussion and report on personnel performance matters – Senior Management: <b>EXECUTIVE SESSION</b>	George Ting, M.D., Board Chair	Discussion	<b>7:06 – 7:11</b>
17.	<b>ADJOURN TO OPEN SESSION</b>	George Ting, M.D., Board Chair	Motion Required	<b>7:11 – 7:12</b>
18.	<b>RECONVENE OPEN SESSION/ REPORT OUT</b>	George Ting, M.D., Board Chair	Information	<b>7:13 – 7:14</b>
19.	<b>BOARD ANNOUNCEMENTS</b>	George Ting, M.D., Board Chair	Information	<b>7:14 – 7:24</b>
20.	<b>ADJOURNMENT</b>	George Ting, M.D., Board Chair	Motion Required	<b>7:25 pm</b>

**Upcoming Meetings:** May 21, 2024; June 18, 2024



# **El Camino Healthcare District Board of Directors Open Session Meeting Minutes**

**Tuesday, February13, 2024**

**El Camino Hospital | Sobrato Boardroom 1 | 2500 Grant Road, Mountain View, CA**

**Board Members Present**

**George O. Ting, MD**, Chair  
**Carol A. Somersille, MD**, Vice Chair  
**Peter C. Fung, MD** (*arrived at 5:37 pm*)  
**Julia E. Miller**  
**John Zoglin**, Secretary/Treasurer

**Others Present**

**Dan Woods**, CEO  
**Carlos Bohorquez**, CFO  
**Theresa Fuentes**, Chief Legal Officer  
**Deb Muro**, CIO  
**Jon Cowan**, Senior Director, Government Relations and Community Partnerships

**Others Present (cont.)**

**Tracy Fowler**, Director, Governance Services  
**Stephanie Iljin**, Manager, Administration  
**Gabriel Fernandez**, Governance Services Coordinator  
**Sarah Prabhu**, Programs Manager, NAMI Santa Clara County  
**Rovina Nimbalkar**, Executive Director, NAMI Santa Clara County

**Board Members Absent**

None

*\*via teleconference*

Agenda Item	Comments/Discussion	Approvals/ Action
<b>1. CALL TO ORDER/ ROLL CALL</b>	Chair Ting called to order the open session of the Regular Meeting of the El Camino Healthcare District Board of Directors (the "Board") at 5:30 pm and reviewed the logistics for the meeting. A verbal roll call was taken; Directors Miller, Somersille, Ting and Zoglin were present, constituting a quorum. Director Fung was absent at roll call and joined the meeting at 5:37 p.m.	<b><i>Call to Order at 5:32 pm.</i></b>
<b>2. CONSIDER AB 2449 REQUESTS</b>	Chair Ting asked the Board for declarations of AB2449 request for approval. None were noted.	
<b>3. SALUTE TO THE FLAG</b>	Chair Ting asked Dan Woods, CEO, to lead all present in the Pledge of Allegiance.	
<b>4. POTENTIAL CONFLICT OF INTEREST DISCLOSURES</b>	Chair Ting asked if any Board members had a conflict of interest with any of the items on the agenda. No conflicts were noted.	
<b>5. PUBLIC COMMUNICATION</b>	Chair Ting asked if there were any members of the public with comments for any items not listed on the agenda. There were no members of the public present.	
<b>6. CONSENT CALENDAR</b>	<p>Chair Ting inquired if any member of the Board intended to remove any item from the consent calendar. No items were removed</p> <p><b>Motion:</b> To approve the consent calendar items.</p> <p><b>Movant:</b> Somersille  <b>Second:</b> Miller  <b>Ayes:</b> Miller, Somersille, Ting, Zoglin  <b>Noes:</b> None  <b>Abstentions:</b> None  <b>Absent:</b> Fung  <b>Recused:</b> None</p>	<b><i>The consent calendar was approved.</i></b>

<p><b>7. COMMUNITY BENEFIT SPOTLIGHT: NAMI Santa Clara County</b></p>	<p>Mr. Cowan introduced Ms. Prabhu from NAMI Santa Clara who gave an overview of their peer mentoring program. The work of NAMI focuses on mental health recovery resources within the community.</p> <p>During a question session after the presentation, board members expressed their gratitude towards NAMI's work and acknowledged the growing crisis of mental health disorders in society, emphasizing further need for funding and healthcare providers in this area. There was a discussion about potential impacts of Proposition 1 to amend the Mental Health Services Act. There was a request for further information from their efficacy study from Director Somersille.</p> <p><b>Motion:</b> To approve Resolution 2024-01 recognizing the work of NAMI Santa Clara County.</p> <p><b>Movant:</b> Miller  <b>Second:</b> Zoglin  <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin  <b>Noes:</b> None  <b>Abstentions:</b> None  <b>Absent:</b> None  <b>Recused:</b> None</p>	<p><b>Resolution 2024-01 recognizing the work of NAMI Santa Clara County was approved.</b></p> <p><b>Action:</b> NAMI asked to share efficacy study on the peer support approach with the board.</p>
<p><b>8. RECEIVE ECHD FY24 FINANCIAL REPORT</b></p>	<p>Mr. Bohorquez presented the ECHD financial report covering the first two quarters of FY24. He highlighted significant changes which included operating revenues showed year-over-year growth due to strong volumes across organizations; total operating income exceeded budget expectations; net income increased significantly compared to previous fiscal years mainly due to strong returns on investments and robust cash flow operations despite significant capital improvements.</p> <p><b>Motion:</b> To receive the ECHD Financial Report.</p> <p><b>Movant:</b> Fung  <b>Second:</b> Zoglin  <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin  <b>Noes:</b> None  <b>Abstentions:</b> None  <b>Absent:</b> None  <b>Recused:</b> None</p>	<p><b>Action:</b> Staff to follow up with details on marketing and advertising expense.</p>
<p><b>9. RECEIVE AD HOC COMMITTEE REPORT</b></p>	<p>Ad Hoc Committee Chair Zoglin described the reappointment process for the two candidates, including the role of the advisors in the process. He noted that the process went well and there was beneficial discussion about long term issues on how the Board can integrate more closely with board evaluation process to identify needed skills in the future. Director Somersille agreed with Director Zoglin's impressions and noted that they were already seeing good results from the robust discussions during the process.</p>	<p><b>Resolution 2024-02 was approved.</b></p> <p><b>Resolution 2024-03 was approved.</b></p>

	<p><b>Motion:</b> To approve Resolution 2024-02 reappointing Lanhee Chen to the El Camino Hospital Board.</p> <p><b>Movant:</b> Miller  <b>Second:</b> Somersille  <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin  <b>Noes:</b> None  <b>Abstentions:</b> None  <b>Absent:</b> None  <b>Recused:</b> None</p> <p><b>Motion:</b> To approve Resolution 2024-03 reappointing Don Watters to the El Camino Hospital Board.</p> <p><b>Movant:</b> Zoglin  <b>Second:</b> Miller  <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin  <b>Noes:</b> None  <b>Abstentions:</b> None  <b>Absent:</b> None  <b>Recused:</b> None</p>	
<b>10. APPROVE POLICY UPDATE</b>	<p>Ms. Fuentes shared the policy update that had come from the El Camino Hospital Board with inclusion of an additional provision allowing Committee members to contact the executive sponsor of their assigned Committee directly with a copy to the chair of the Committee. Director Miller noted that one section was missing language “or designee” to be consistent with the other sections. There was additional discussion about quantifying substantive staff work.</p> <p><b>Motion:</b> To approve Guidelines for Board and Committee Member Communication with the CEO and Other El Camino Hospital Staff with insertion included as discussed.</p> <p><b>Movant:</b> Zoglin  <b>Second:</b> Miller  <b>Ayes:</b> Miller, Somersille, Ting, Zoglin  <b>Noes:</b> Fung  <b>Abstentions:</b> None  <b>Absent:</b> None  <b>Recused:</b> None</p>	<b><i>Policy was approved.</i></b>
<b>11. BOARD ANNOUNCEMENTS</b>	<p>Director Miller raised concerns about the microphones that were addressed in the meeting. The updated microphone system will be implemented for the next District Board meeting. Topics discussed included planning for the March meeting, with input and interest from all Board members to create a community newsletter and team building activities.</p>	
<b>12. ADJOURNMENT</b>	<p><b>Motion:</b> To adjourn at 6:28 pm.</p>	<b><i>Adjourned at 6:28 pm.</i></b>

	<b>Movant:</b> Zoglin <b>Second:</b> Ting <b>Ayes:</b> Fung, Miller, Somersille, Ting, Zoglin <b>Noes:</b> None <b>Abstentions:</b> None <b>Absent:</b> None <b>Recused:</b> None	
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**Attest as to the approval of the foregoing minutes by the Board of Directors of El Camino Healthcare District:**

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John Zoglin  
Secretary/Treasurer, ECHD Board

Prepared by: Gabriel Fernandez, Governance Services Coordinator





# **El Camino Healthcare District Board of Directors Site Visit Meeting Minutes**

**Friday, February 16th, 2024**

**Community Services Agency | 204 Stierlin Rd., Mountain View, CA 94040**

**Board Members Present**

**George O. Ting, MD**, Chair  
**Carol A. Somersille, MD**, Vice Chair  
**Julia E. Miller**

**Others Present**

**Jon Cowan**, Senior Director,  
 Government Relations and Community Partnerships  
**Gabriel Fernandez**, Coordinator,  
 Governance Services  
**Arielle Hernandez**, Sr. Community Partnerships Specialist

**Others Present (cont.)**

**Tom Myers**, Executive Director, Community Services Agency  
**Sophia Cheng**, LVN, Community Services Agency  
**Jennifer Johnson**, Intensive Case Manager

**Board Members Absent**

**Peter C. Fung, MD**  
**John Zoglin**, Secretary/Treasurer

*\*via teleconference*

Agenda Item	Comments/Discussion	Approvals/ Action
<b>1. CALL TO ORDER/ ROLL CALL</b>	Chair Ting called to order the open session of the Special Site Visit Meeting of the El Camino Healthcare District Board of Directors (the "Board") at 3:05 pm and reviewed the logistics for the meeting. A verbal roll call was taken; Directors Miller, Somersille, and Ting were present, constituting a quorum. Directors Fung and Zoglin were absent.	<b><i>Meeting Called to Order at 3:05 pm.</i></b>
<b>2. PUBLIC COMMUNICATION</b>	Chair Ting asked if there were any members of the public with comments for any items not listed on the agenda. There were no members of the public present.	
<b>3. BOARD AND TEAM INTRODUCTIONS</b>	Mr. Myers introduced members of the Community Services Agency (CSA) staff to the District Board and accompanying El Camino Health staff.	
<b>4. SITE TOUR</b>	Mr. Myers led a tour around the Community Services Agency, Mountain View center. Mr. Myers described the history of the Community Services Agency and overviewed the day to day operations of the center.	
<b>5. GRANT PARTNER PRESENTATION</b>	Mr. Myers and the CSA staff led a presentation on the metrics and successes of the organization. Ms. Johnson provided accounts of how intensive case management, operationally, provides vital services to more than 80 clients annually. Additionally, the staff explained how the agencies offering of in-home assessments, counseling services, and vast referrals to community resources help achieve the goal to enable seniors to maintain independence in their own homes, reducing the likelihood of premature institutionalization and unnecessary hospitalizations.	
<b>6. DISCUSSION and Q&amp;A</b>	The Board inquired on various topics covered throughout the presentation, such as personal accounts of the staff, opened up discussion on the current state of the agency, and ways in which El Camino Health can continue to be a	

	beneficial collaborator in providing helpful services to the community.	
<b>7. ADJOURNMENT</b>	<b>Motion:</b> To adjourn at 4:26 pm  <b>Movant:</b> Somersille <b>Second:</b> Miller <b>Ayes:</b> Miller, Somersille, Ting, <b>Noes:</b> None <b>Abstentions:</b> None <b>Absent:</b> Fung, Zoglin <b>Recused:</b> None	<b>Meeting Adjourned at 4:26 pm</b>

**Attest as to the approval of the foregoing minutes by the Board of Directors of El Camino Healthcare District:**

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John Zoglin  
Secretary/Treasurer, ECHD Board

Prepared by: Gabriel Fernandez, Governance Services Coordinator





## EL CAMINO HEALTHCARE DISTRICT FY2024 PACING PLAN / MASTER CALENDAR

AGENDA ITEM	Q1			Q2			Q3			Q4		
	JUL	AUG	SEP	10/17	NOV	DEC	JAN	2/13	3/19	APR	5/21	6/15
<b>STANDARD</b>												
Public Communication				✓				✓	✓		✓	✓
Spotlight Recognition				✓				✓			✓	
<b>FINANCE<sup>4</sup></b>												
Financials				✓				✓	✓			✓
Budget											✓	✓
Tax Appropriation												✓
<b>COMPLIANCE</b>												
Financial Audit – Consolidated ECH District Financials				✓								
Approve Hospital Audit				✓								
<b>COMMUNITY BENEFIT</b>												
CB Year-End Report				✓								
CBAC Policy – Annual Approval				✓								
CB Plan Study Session											✓	
CB Mid-Year Metrics											✓	
Approval of CB Plan												✓
<b>GOVERNANCE</b>												
Appointment of El Camino Hospital Board Member Election Ad Hoc Committee & Advisors				✓								
El Camino Hospital Board Member Election Ad Hoc Committee Update								✓	✓		✓	
Possible Re-appointment of El Camino Hospital Board Member								✓				
Possible Election of El Camino Hospital Board Member											✓	
Review Process for Board Officer Election											✓	
Appointment of Liaison to the Community Benefit Advisory Council												✓
Approval of Pacing Plan & Meeting Dates												✓
<b>EXECUTIVE PERFORMANCE</b>												
CEO Performance Review				✓								



## EL CAMINO HEALTHCARE DISTRICT BOARD MEETING COVER MEMO

**To:** El Camino Healthcare District Board of Directors  
**From:** Jon Cowan, Executive Director Government Relations & Community Partnerships  
**Date:** March 19, 2024  
**Subject:** Community Benefit Sponsorships

### **Purpose:**

To provide the Board with FY24 ECHD Sponsorships January 2024 – March 2024.

### **Summary:**

1. **Situation:** Community Partnerships staff was asked to keep the Board informed regarding Community Benefit Sponsorships YTD.
2. **Authority:** Board reviewed and approved \$85,000 for Sponsorships in the FY24 Community Benefit Plan in June 2023.
3. **Background:**
  - Sponsorship information and instructions are available on the District website.
  - Requests include sponsorship packets that outline event date, purpose, levels of sponsorship and requirements for sponsor acknowledgement. These requests are reviewed throughout the year as they come in by Community Partnerships staff and the other designated departments that provide community sponsorships (e.g., Marketing & Communications and Government Relations & Community Partnerships).
  - Community Benefit-funded Sponsorships provide general support for health-related agencies improving the well-being of the community.
  - Community Benefit Sponsorships from **January 1, 2024 - March 31, 2024** totaled **\$0** (sponsorships occur at different times throughout the fiscal year).

**Suggested Board Discussion Questions:** None. This is an informational consent item.

# EL CAMINO HEALTHCARE DISTRICT

RESOLUTION 2024-04

## RESOLUTION OF THE BOARD OF DIRECTORS OF EL CAMINO HEALTHCARE DISTRICT REGARDING RECOGNITION OF SERVICE TO THE COMMUNITY

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**WHEREAS**, the Board of Directors of the El Camino Healthcare District values and wishes to recognize the contribution of individuals and organizations who serve the District's community as well as individuals and organizations who exemplify the El Camino Healthcare District's mission and values.

**WHEREAS**, the Board wishes to honor and recognize YWCA Golden Gate Silicon Valley for providing therapy and counseling services to low-income community members who are survivors of domestic violence and sexual assault.

**WHEREAS**, The El Camino Healthcare District and YWCA Golden Gate Silicon Valley began a partnership in fiscal year 2020 for mental health care to enable domestic violence and sexual assault survivors to heal from complex trauma through therapy and counseling.

**WHEREAS**, the Board acknowledges the YWCA Golden Gate Silicon Valley for its commitment to providing licensed clinicians and clinical trainees that lead trauma-informed counseling services for low-income and LGBTQ+ survivors of domestic violence and sexual assault. Through this grant program, the YWCA Golden Gate Silicon Valley has served more than 95 individuals in the community with nearly 1,000 services.

**NOW THEREFORE BE IT RESOLVED** that the Board does formally and unanimously recognize, thank and pay tribute to:

### YWCA Golden Gate Silicon Valley

**PASSED AND ADOPTED**, I have here unto set my hand this **19 DAY OF MARCH, 2024**.

#### EL CAMINO HEALTHCARE DISTRICT BOARD OF DIRECTORS:

Peter C. Fung, MD • Julia E. Miller • Carol A. Somersille, MD

George O. Ting, MD • John Zoglin

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**JOHN ZOGLIN**  
**SECRETARY/TREASURER**  
**EL CAMINO HEALTHCARE DISTRICT BOARD OF DIRECTORS**





## **EL CAMINO HEALTHCARE DISTRICT BOARD MEETING MEMO**

**To:** El Camino Healthcare District (ECHD) Board of Directors  
**From:** Jeff Cowart, Vice President for Marketing and Communications, Interim  
**Date:** March 13, 2024  
**Subject:** ECHD Public Relations & Communications Update

### **Purpose**

To update the Board on progress in improving the public relations and communication efforts of the District Board of Directors and receive input from the Board related to a District newsletter program.

### **Background**

The ECHD Board members desire to increase relevant communications with its community constituency related to community benefit achievements of the Board.

To this end, the Board has engaged a contracted communications specialist to: 1) produce content for increased social media communications; and, 2) actively promote news about Board actions to local news media.

These efforts have increased public visibility of the Board as shown in accompanying data. Specific examples are reflected in the appendix of the attached data. The cost of this investment is \$86,400 annually.

The Board has asked to explore creating a community newsletter to be distributed by mail to community constituents three times per year.

### **Recommendation:**

While we don't recommend a printed newsletter, should the Board wish to create a community newsletter, the recommendation is to use a fold-over postcard format for effectiveness and cost reasons. Further, we recommend producing a pilot issue, evaluating its effectiveness and reporting results back to the Board. If it is determined the results are positive, we would recommend producing two additional issues during the remainder of the year.

### **Summary:**

**Purpose:** The community newsletter purpose is to help community constituents be better informed about ECHD community benefit activity and achievements.

**Cost:** The calculated cost estimate to produce such a newsletter three times a year is approximately \$126,615.

**Outcomes:** A community newsletter is expected to improve constituent awareness and knowledge of ECHD Board actions and the benefits to the community. Increased traffic to the ECHD website should result from the newsletter.

### **List of Attachments:**

El Camino Healthcare District FY23-24 Communications Update



*Dedicated to improving the health and well-being of the people in our community.*

## **El Camino Healthcare District FY23-24 Communications Update**

March 19, 2024

Jeff Cowart, VP of Marketing &  
Communications, Interim

# Agenda

- Objectives for District Communications since 2023
- Legal Parameters & Regulations for Material sent via Mail
- Performance Metrics
- Current and Proposed Costs
- Appendix:
  - Communications calendar
  - All deliverables since 2023



## Objectives for District Communications since 2023

**The intent of district communications plan is to deliver in 4 areas:**

- Deliver consistent and timely news highlighting district-supported programs and initiatives in the community via social media and press releases to local media.
- Showcase board members at grantee educational events in press releases posted on website and sent to media, and on social media.
- Increase from 2022 the volume of press releases to media and social media posts, showcasing District grants and/or initiatives in the community.
- Focus efforts online and with traditional media practices.





# Legal Requirements for District Materials sent via Mail

CA Govt. Code section 89000-89003

**Legal restrictions dictate what can be mailed. Restrictions **do not apply to digital communication.****

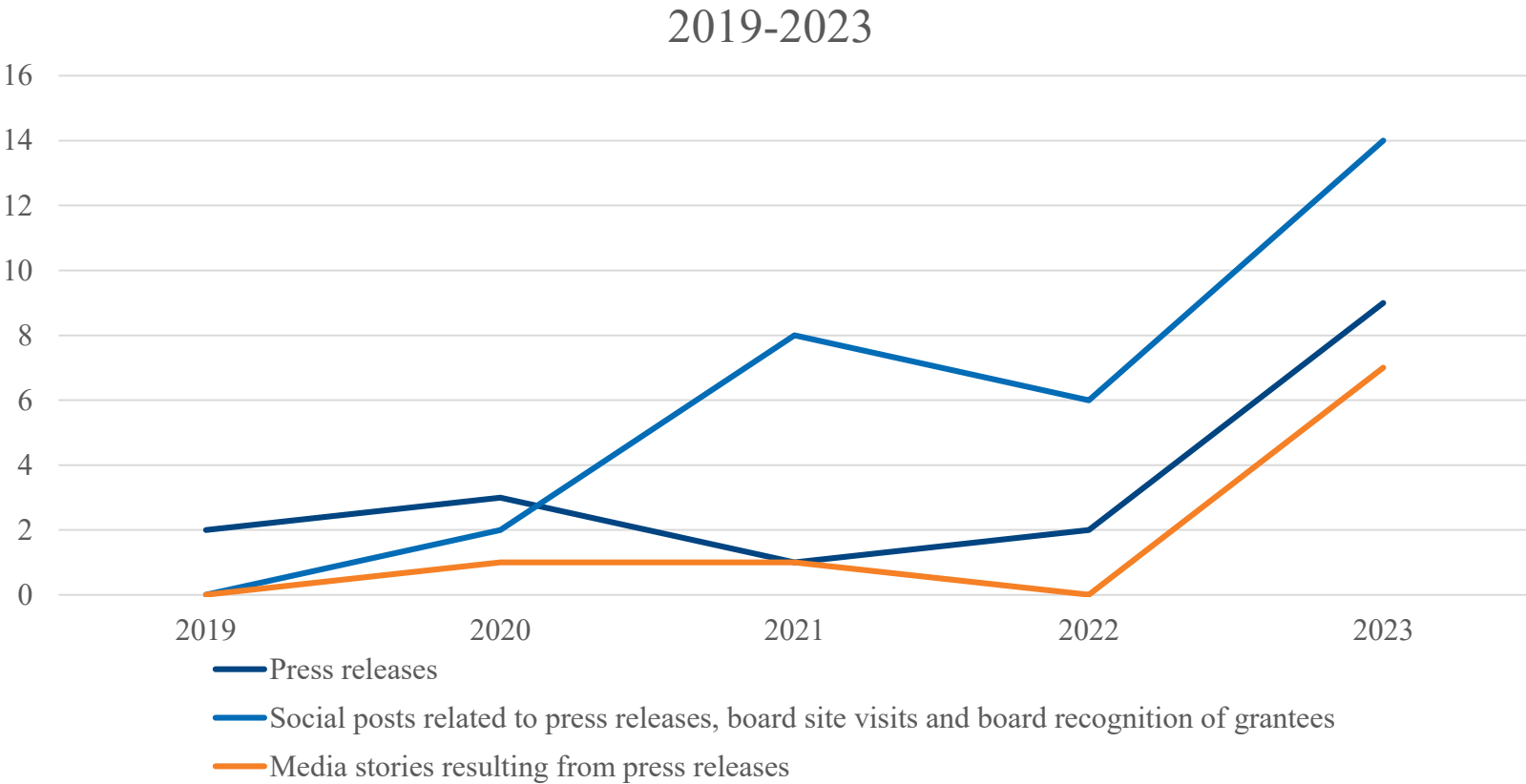
General rule prohibits “newsletters or other mass mailings” at public expense, with limited exceptions. However, newsletters or mass mailings **are** permitted if:

- a) The item does **not** feature an elected board member or include the name, office photograph, signature, or other reference to an elected board member (exception if an elected board member’s name appears in district letterhead or logo)
- b) No mailers are sent within the 60 days preceding an election by or on behalf of a candidate whose name will appear on the ballot of that election.



# Performance of Current Communications Efforts

## Trend of increased media coverage 2019-2023



# Current and Proposed Costs

## Existing costs v additional costs with 3 newsletters

- Increased communications support (current)
  - Independent consultant hired Feb. 2023
  - \$7,200 per month (\$86,400 a year)
- Newsletter (proposed)
  - Mail a 2-page publication mailed to all homes 3 times a year
  - \$42,205 per edition (\$126,615 a year)
    - Postage & printing costs: \$39,205
    - Design cost: \$3,000

**Total annual cost for District-only Promotion & Public Relations \$213,015**



# Sample Newsletter

Example of two-page folded newsletter that could be mailed in April to district households.



# APPENDIX

- Communications calendar
- All deliverables since 2023



# COMMUNICATIONS CALENDAR



# Calendar Background

**A planned “editorial” calendar ensures a steady cadence of positive information to media via press releases and the public via social media.**

- Calendar items can be tied to new board initiatives and decisions, or to monthly observances connected to specific community benefit grants awarded by the District. In addition, the editorial calendar incorporates board site visits, board “spotlight recognitions” and opportunistic news events.
- News releases are posted on the ECHD website.
- News release are sent to local media as interesting features for potential news stories.
- Items are featured on social media as appropriate





# Editorial Calendar

Topics may shift to accommodate site visits, spotlight recognitions, board actions and grant awards.

Publish	Theme	FY 2023 (Feb-June)
Feb	Site visit	Los Altos school district – social post only
Feb.	Community Benefit Grant Deadline	Community Benefit Grant Deadline
Mar.	Nutrition month	District funding for programs that improve nutrition of residents in the community.
Mar.	Site visit	District site visit to Sunnyvale Community Services – social post only
Mar.	COVID testing	Districts invested more than \$1.4 million in COVID testing and vaccinations before pivoting to at-home test kits.
Mar.	CB spotlight	Chinese Health Initiative presentation before District board



# Editorial Calendar

Publish	Theme	FY 2023 (Feb-June)
May	Mental Health Awareness Month	Focus on mental health, highlighting client who benefitted from grantee program at La Selva Community Clinic. Highlight all funding for mental health support/ programs.
June	Spotlight recognition	Breathe California presentation before District board
June	New Board Leadership	Announce new board leadership, include brief biographical info on new board chair and vice-chair.



# Editorial Calendar

Publish	Topic	FISCAL YEAR 2024
Aug. 23	2024 Grantees	Announce 2024 CB grantees, highlight areas of support and breadth of diversity in making awards.
Sept. 23	Health in schools	Roll-up all District funding that supports nursing services & mental health in schools ("mind and body"), which supports more than XX,000 children and is a huge investment toward addressing health disparities.
Oct. 23	Fitness and diabetes prevention	District funding for early-intervention programs with youth sports/ education, highlighting 1-2 specific programs.
Oct. 23	Site visit	Mountain View <del>Whisman</del> School District School Nurse Program
Nov. 23	Senior health	District funding for programs and initiatives that support senior health. Feature Roadrunners or Community Services of Mt. View and Los Altos.]
Dec. 23	Site visit	Day Workers Center or Hope's Corner
Dec. 23	CB Grants	Announce opening of next year's grant application process to all local print and online news sources.
Feb. 24	Heart Health	District funding for heart/ cardiac programs, highlight grantee



# Editorial Calendar

Publish	Topic	FISCAL YEAR 2024
Feb. 24	CB spotlight	NAMI Santa Clara County
Mar. 24	Nutrition Month	District funding for programs that improve nutrition of residents in the community, highlight grantee
Mar. 24	CB spotlight	WCA Golden Gate Silicon Valley
April 24	Minority Health	District funding for programs that address health equity, highlight grantee
May 24	Mental Health	District funding for mental health, highlight clinic grantee/ patient
May 24	CB spotlight	<u>Caminar</u>



# DELIVERABLES BY MONTH



# FEBRUARY 2023





# Social Media

## Site Visit, Los Altos School District



**El Camino Healthcare District** @elcaminodist · 1h

Our board members heard how a district grant supports mental health at Blach Intermediate and Egan Junior High. This grant allowed @lasdk8 to start new programs and employ counselors. Thanks to those who makes this service a success. #mentalhealth #mentalhealthawareness





# Social Media

## Community Benefit Grant Deadline



# MARCH 2023



# Press Release

## Nutritional Grants



The screenshot displays the El Camino Healthcare District website. At the top left is the district's logo, a circular seal with "EL CAMINO HEALTHCARE DISTRICT" and a central emblem. To its right is the text "EL CAMINO HEALTHCARE DISTRICT" and the tagline "Dedicated to improving the health and well-being of the people in our community". A search bar with the placeholder "Search Here" is in the top right. A dark navigation bar contains links: Home, About, News, Meetings, Community Benefit, Governance, and Financials. On the left, a sidebar lists "About", "News" (with "Press - Releases" as a sub-link), "Meetings", "Community Benefit", "Governance", "Financials", "Contact", and "Search". The main content area features a breadcrumb trail "Home > News > Press - Releases" and a large headline: "Nearly \$1 Million Granted by El Camino Healthcare District and El Camino Health to Improve Nutrition in Santa Clara County". Below the headline is a paragraph: "Every March communities across the country celebrate National Nutrition Month, an annual awareness campaign that educates the public about the importance eating well plays in a person's overall health." This is followed by a bolded section header "Mountain View, Calif. --" and another paragraph: "Every March communities across the country celebrate National Nutrition Month, an annual awareness campaign that educates the public about the importance eating well plays in a person's overall health."

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## Nearly \$1 Million Granted by El Camino Healthcare District and El Camino Health to Improve Nutrition in Santa Clara County

Every March communities across the country celebrate National Nutrition Month, an annual awareness campaign that educates the public about the importance eating well plays in a person's overall health.

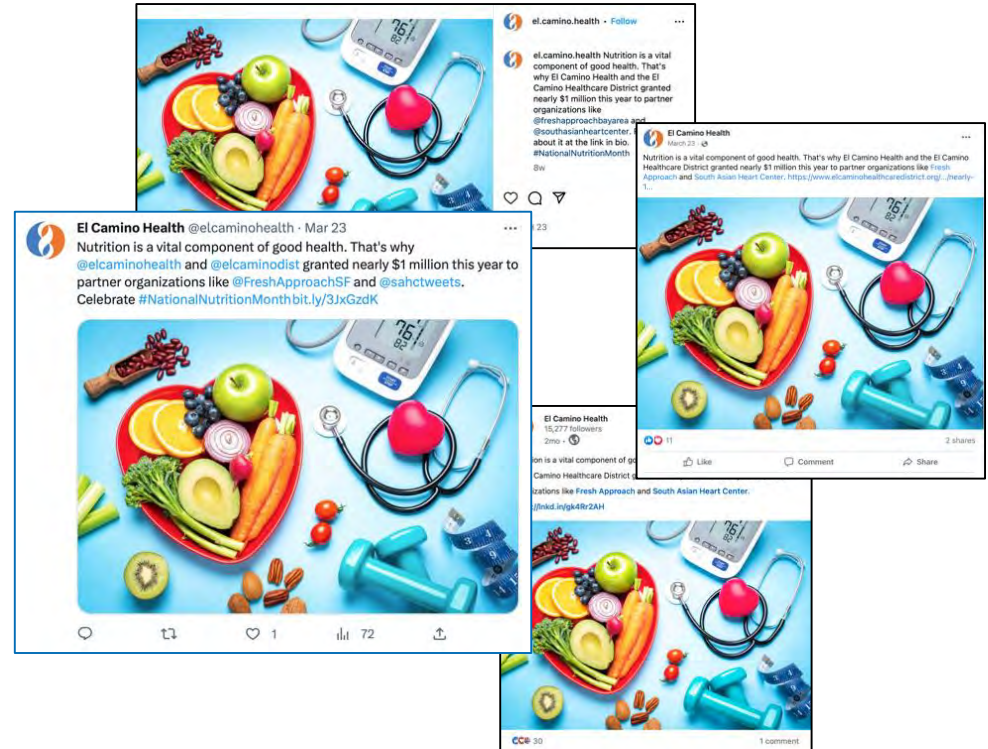
**Mountain View, Calif. --** Every March communities across the country celebrate National Nutrition Month, an annual awareness campaign that educates the public about the importance eating well plays in a person's overall health.





# Press Release

## Nutritional Grants



## News Story

### Nutritional Goals



Tuesday, May 23, 2023

## El Camino Health District grants \$1M for nutrition education

Town Crier Staff Report: Mar 28, 2023 Updated Mar 29, 2023

El Camino Health and the El Camino Healthcare District donated nearly \$1 million last year to community partners across Santa Clara County and the greater Bay Area to improve nutrition coaching, education and lifestyle support to encourage people to improve their eating habits.

[more...](#)



# Social Media

## Site Visit, Sunnyvale Community Services





# Social Media

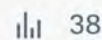
## District Honors Chinese Health Initiative



**El Camino Healthcare District** @elcaminodist · Mar 29

...


Last night we honored Chinese Health Initiative, which has served more than 10,500 people in the community with more than 19,400 services since its inception in 2012. Thank you for your work providing diabetes and hypertension prevention outreach, screenings and education.





# Press Release

## COVID Tests & Vaccines



**EL CAMINO HEALTHCARE DISTRICT**  
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Home > News > Press - Releases

## 63,000 Vaccines and 53,000 COVID Tests Delivered in Three Years

*El Camino Healthcare District grants more than \$1.4 million on COVID program. New support for home test kits*

**Mountain View, Calif.** – After three years, more than 63,000 vaccines and 53,000 tests, the El Camino Healthcare District voted Tuesday to replace its successful COVID-19 testing and vaccination program with a stockpile of at-home test kits available to community residents who are unable to purchase or receive test kits through other means.



## News Story

# District Investment in COVID Tests and Vaccines Exceeds \$1.4 Million



## **El Camino Healthcare District to end vaccine and testing program, offer free at-home tests to community**

The [El Camino Healthcare District](#) announced that after three years of administering thousands of COVID-19 vaccinations and tests, the district will replace this program with a stockpile of at-home test kits that community members can pick up for free.

For the past three years, the healthcare district has administered more than 63,000 vaccines and 53,000 tests, the district said in a March 29 statement. More than \$1.4 million was invested toward this effort since the pandemic started.




# MAY 2023



# Press Release

## Mental Health Grants



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## Community Mental Health Clinic Helps Change Lives

*El Camino Health District Continues Needed Safety Net Clinic*

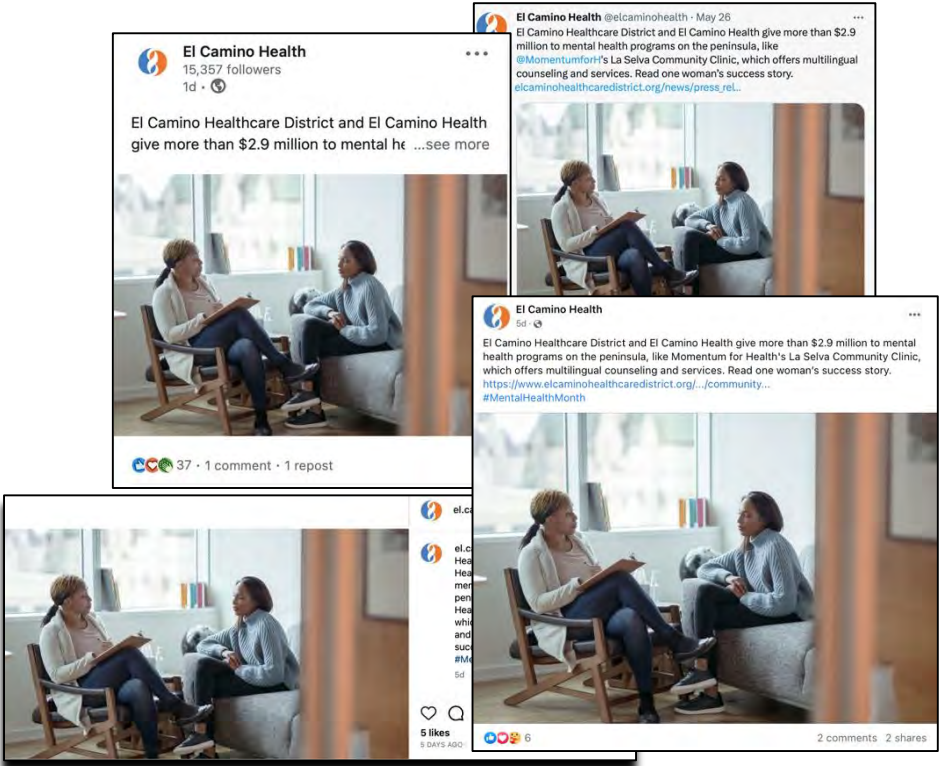
**Mountain View, Calif. — May 26, 2023 —** Five months ago, after watching her job shrink to just nine hours a week, unable to pay her rent, sleeping all the time and snapping at the teenage daughter she adores, Liz's life finally fell apart.





# Social Media

## Mental Health Grants



# JUNE 2023



# Social Media

## District Honors Breathe California





# Press Release

## New Board Leadership Elected



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## Board of Directors Selects New Leadership

*A new slate of officers was elected Tuesday to oversee the El Camino Healthcare District Board. The board selects new leadership every two years.*

**Mountain View, Calif.** – Board members voted to elect George O. Ting, M.D., as board chair, Carole A. Somersille, M.D., FACOG, as vice chair, John L. Zoglin as secretary/treasurer. Each assumes office June 30 and will serve a two-year term, ending June 29, 2025.



# Social Media

## District Elects New Board Leadership



# AUGUST 2023



# Press Release

## FY24 Community Benefit Grants



**EL CAMINO HEALTHCARE DISTRICT**  
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### \$11 Million in Grants Awarded to Improve Health Equity in Santa Clara County

*The El Camino Healthcare District and El Camino Health announced today that they will jointly grant \$11.02 million to support local health programs and initiatives in the coming year.*

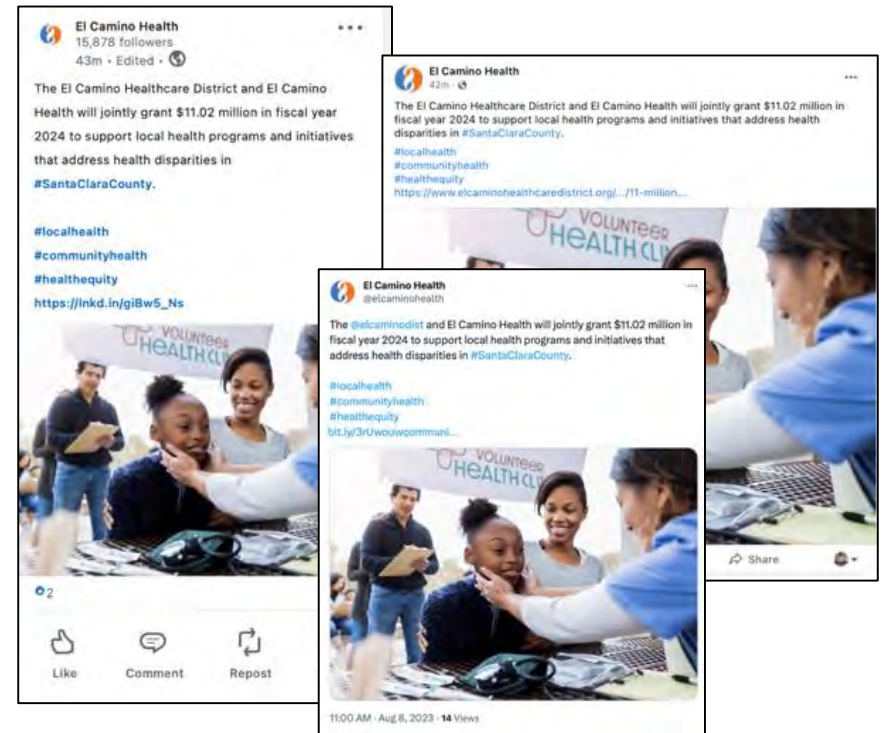
**Mountain View, Calif.** – The funding – made through their Community Benefit programs – will go to agencies that help create healthier populations and support health equity for community members in Campbell, Cupertino, Los Altos, Los Altos Hills, Los Gatos, Mountain View, San Jose, Santa Clara, Saratoga and Sunnyvale.





# Social Media

## FY24 Community Benefit Grants



# News Story

## FY24 Community Benefit Grants



### **El Camino Health Care District and El Camino Health give \$11 million to support local health programs**

by Emily Margaretten / Mountain View Voice

Uploaded: Sat, Aug 12, 2023, 10:07 am  
Time to read: about 2 minutes

00000

0

El Camino Health Care District and El Camino Health recently announced a little over \$11 million in awarded grants to improve health equity initiatives in Santa Clara County, with a sizable portion of the funding going towards health programs in Mountain View.

Over the past decade, El Camino Health Care District and El Camino Health have awarded more than \$100 million in grants through their Community Benefit programs, which aims to help agencies meet the health needs of underserved and at-risk communities, according to the [press release](#).



# News Story

## FY24 Community Benefit Grants



### El Camino Health, Healthcare District set to distribute \$11 million in grants

Town Crier Report · Aug 22, 2023 · Updated 20 hrs ago

El Camino Health and the El Camino Healthcare District jointly pledged \$11 million to health organizations and programs across the Bay Area in the coming year, according to the El Camino Health website.

The funds, which come from their respective Community Benefit programs, will be allocated to organizations and agencies that promote healthy living and health equity in Los Altos, Los Altos Hills, Mountain View, Cupertino, Sunnyvale, Los Gatos, Saratoga, Campbell, Santa Clara and San Jose.

Grant recipients include safety-net clinics, nonprofit organizations, school districts and community service agencies.

[more ...](#)





# Patch - Los Gatos and Mountain View FY24 Community Benefit Grants

Patch

**\$11M in Grants Awarded to Improve Health Equity in Santa Clara County**

El Camino Healthcare District and El Camino Health jointly grant \$11.02 million to support local health programs and initiatives in 2024

 ECH Comms, Neighbor

Posted Mon, Aug 21, 2023 at 12:55 pm PT

[Reply](#)



Mountain View, CA – The El Camino Healthcare District and El Camino Health announced that they will jointly grant \$11.02 million to support local health programs and initiatives in the coming year.

The funding – made through their Community Benefit programs – will go to agencies that help create healthier populations and health equity for community members.



# SEPTEMBER 2023



# Press Release

## Funding Student Health



The screenshot shows the El Camino Healthcare District website. The header includes the district's logo, name, and tagline: "Dedicated to improving the health and well-being of the people in our community". A search bar is located in the top right. A navigation menu below the header lists: Home, About, News, Meetings, Community Benefit, Governance, Financials, Contact, and Search. On the left side, there is a sidebar with links to About, News (with a sub-link for Press - Releases), Meetings, Community Benefit, Governance, Financials, Contact, and Search. The main content area displays a breadcrumb trail: Home > News > Press - Releases. The headline of the press release is "Grants Provide More Than \$2.5 Million to Support Healthy Minds and Bodies in Schools". Below the headline, a sub-headline reads: "Mental health counselors at the Mountain View Los Altos Union High School District noticed a shift among the students." The body text begins with "Mountain View, Calif. – Mental health counselors at the Mountain View Los Altos Union High School District noticed a shift among the students: not only were more struggling, but more were asking for help – a pattern that later emerged across the U.S. in the wake of the COVID-19 pandemic." It continues with a quote from William Blair, the school district's wellness coordinator: "We had to refocus fast," said William Blair, the school district's wellness coordinator. "Fortunately, we have had historic grant support from the El Camino Healthcare District that now allows us to broaden our services and support students with an array of options, from in-person counseling and crisis intervention to referrals to social service agencies in the community." On the right side of the page, there is a list of recent press releases with dates and titles: "September 5, 2023 Grants Provide More Than \$2.5 Million to Support Healthy Minds and Bodies in Schools", "August 8, 2023 \$1.1 Million in Grants Awarded to Improve Health Equity in Santa Clara County", "June 26, 2023 Board of Directors Selects New Leadership", "May 26, 2023 Community Mental Health Clinic Helps Change Lives", and "March 29, 2023 63,000 Vaccines and 53,000 COVID Tests Delivered in Three Years".

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## Grants Provide More Than \$2.5 Million to Support Healthy Minds and Bodies in Schools

*Mental health counselors at the Mountain View Los Altos Union High School District noticed a shift among the students.*

**Mountain View, Calif. –** Mental health counselors at the Mountain View Los Altos Union High School District noticed a shift among the students: not only were more struggling, but more were asking for help – a pattern that later emerged across the U.S. in the wake of the COVID-19 pandemic.

"We had to refocus fast," said William Blair, the school district's wellness coordinator. "Fortunately, we have had historic grant support from the El Camino Healthcare District that now allows us to broaden our services and support students with an array of options, from in-person counseling and crisis intervention to referrals to social service agencies in the community."

**September 5, 2023**  
[Grants Provide More Than \\$2.5 Million to Support Healthy Minds and Bodies in Schools](#)

**August 8, 2023**  
[\\$1.1 Million in Grants Awarded to Improve Health Equity in Santa Clara County](#)

**June 26, 2023**  
[Board of Directors Selects New Leadership](#)

**May 26, 2023**  
[Community Mental Health Clinic Helps Change Lives](#)

**March 29, 2023**  
[63,000 Vaccines and 53,000 COVID Tests Delivered in Three Years](#)



# Social Media Funding Student Health





# Patch - Los Gatos, Mountain View, and Campbell Funding Student Health

Patch

NEIGHBOR NEWS

## Grants Provide More Than \$2.5M to Support Santa Clara County Schools

More than 17,000 students will benefit from programs funded by community grants

**ECH Comms, Neighbor**

Posted Wed, Sep 6, 2023 at 11:13 am PT | Updated Wed, Sep 6, 2023 at 12:14 pm PT

[Reply](#)



Mental health counselors at the Mountain View Los Altos Union High School District noticed a shift among the students: not only were more struggling, but more were asking for help – a pattern that later emerged across the U.S. in the wake of the COVID-19 pandemic.



# November 2023



# Press Release

## Addressing Type 2 Diabetes in Youth



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### El Camino Healthcare District Funds Programs to Address the Growing Trend of Type 2 Diabetes in Young People

According to a recent study by the Centers for Disease Control and Prevention, there could be as many as 220,000 people under age 20 with Type 2 diabetes by 2060, an increase of nearly 700 percent. To address this distressing trend within local communities, the El Camino Healthcare District has funded 12 initiatives totaling \$1.1 million that focus on both diabetes and obesity.

**Mountain View, California** – According to a recent study by the Centers for Disease Control and Prevention, there could be as many as 220,000 people under age 20 with Type 2 diabetes by 2060, an increase of nearly 700 percent. To address this distressing trend within local communities, the El Camino Healthcare District has funded 12 initiatives totaling \$1.1 million that focus on both diabetes and obesity.

"Nutrition knowledge and eating habits are learned early on in life," said George Ting, M.D., chair of the El Camino Healthcare District. "We believe it is important to teach youth about food so they can make healthy choices to decrease the increasing incidence of obesity and Type 2 diabetes."

**November 1, 2023**  
[El Camino Healthcare District Funds Programs to Address the Growing Trend of Type 2 Diabetes in Young People](#)

**September 5, 2023**  
[Grants Provide More Than \\$2.5 Million to Support Healthy Minds and Bodies in Schools](#)

**August 8, 2023**  
[\\$11 Million in Grants Awarded to Improve Health Equity in Santa Clara County](#)

**June 26, 2023**  
[Board of Directors Selects New Leadership](#)

**May 26, 2023**  
[Community Mental Health Clinic Helps Change Lives](#)

**March 29, 2023**  
[83,000 Vaccines and 53,000 COVID](#)





# Social Media

## Addressing Type 2 Diabetes in Youth



# News Story

## Addressing Type 2 Diabetes in Youth



Community news for Los Altos, Los Altos Hills and Mountain View since 1947

Thursday, November 16, 2023

55°

ABOUT NEWS SCHOOLS BUSINESS & REAL ESTATE SPORTS COMMUNITY COMMENT SPECIAL SECTIONS OBITUARIES DIGITAL EDITION ADVERTISE SUBSCRIBE

### El Camino Healthcare District pledges \$1M for diabetes programs

Town Crier Staff Report Nov 7, 2023 Updated Nov 9, 2023



Photo courtesy of Ross Coyle

To fight the growing prevalence of Type 2 diabetes diagnoses, the El Camino Healthcare District recently invested \$1.1 million in 12 initiatives aimed at combating diabetes and obesity.

A 2022 Centers for Disease Control and Prevention study estimated that more than 220,000 people under age 20 may be diagnosed with Type 2 diabetes by 2060.

George Ting, M.D., chairperson of the El Camino Healthcare District Board of Directors, said in a district news release that much of the focus in curbing diabetes and obesity trends is on early nutrition education.



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# News Story

## Addressing Type 2 Diabetes in Youth



# Patch



# December 2023





# Social Media


## Site Visit, Day Workers Center of Mountain View





# Press Release

## Supporting Senior Health



EL CAMINO HEALTHCARE DISTRICT  
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### Teaming Up to Help Seniors Live Healthy and Engaged Lives

*Seniors remain the fastest growing age group in the U.S. and by 2030, Santa Clara County estimates that more than a quarter of all residents will be 60 or older.*

**Mountain View, CA** – Seniors remain the fastest growing age group in the U.S. and by 2030, Santa Clara County [estimates](#) that more than a quarter of all residents will be 60 or older.

The El Camino Healthcare District and El Camino Health have made a substantial commitment to the well-being of older adults by investing in programs and initiatives that help seniors stay active for as long as possible. In the current year, the two organizations committed almost \$1 million to support senior programs in Santa Clara County, with the bulk of that – almost \$800,000 – coming from the El Camino Healthcare District.



# Social Media Supporting Senior Health



# Patch - Los Gatos and Mountain View Supporting Senior Health

Patch

[Neighbor News](#)

## Teaming Up to Help Seniors Live Healthy and Engaged Lives

El Camino Healthcare District and El Camino Health have made a substantial commitment to the well-being of older adults



ECH Comms, Neighbor

Posted Tue, Dec 12, 2023 at 3:11 pm PT



Senior women taking a yoga class in beautiful garden (Getty Images)

Seniors remain the fastest growing age group in the U.S. and by 2030, Santa Clara County [estimates](#) that more than a quarter of all residents will be 60 or older.





# Press Release

## Funding Available for FY25 Grants



EL CAMINO HEALTHCARE DISTRICT  
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### New Funds Available for Community Health Grants

*Community organizations that provide health-related services in Santa Clara County are now invited to apply for grant support from the El Camino Healthcare District and El Camino Health for the coming year.*

**Mountain View, CA** – Community organizations that provide health-related services in Santa Clara County are now invited to apply for grant support from the El Camino Healthcare District and El Camino Health for the coming year.

"The purpose of the El Camino Healthcare District is to maintain and operate facilities, services, and provider groups that improve physical and mental health in the district communities," said George O. Ting, M.D., chair of the El Camino Healthcare District Board of Directors. "One of the district's most important functions is to assess these healthcare needs and provide taxpayer dollars for community programs that improve healthcare access across age, education, and income levels through its Community Benefit Program."



# Social Media

## Funding Available for FY25 Grants





# News Story

## Grant Applications Open



# Patch - Los Gatos and Mountain View Funding Available for FY25 Grants

Patch

NEIGHBOR NEWS

## Grants Provide More Than \$2.5M to Support Santa Clara County Schools

More than 17,000 students will benefit from programs funded by community grants

**ECH Comms, Neighbor**

Posted Wed, Sep 6, 2023 at 11:13 am PT |  
Updated Wed, Sep 6, 2023 at 12:14 pm PT

Reply



Mental health counselors at the Mountain View Los Altos Union High School District noticed a shift among the students: not only were more struggling, but more were asking for help – a pattern that later emerged across the U.S. in the wake of the COVID-19 pandemic.



# February 2024



# Press Release

## Support for the American Heart Assoc during Heart Month



The screenshot displays the El Camino Healthcare District website. At the top left is the district's logo, a circular seal with "EL CAMINO HEALTHCARE DISTRICT" and a mountain landscape. To its right is the text "EL CAMINO HEALTHCARE DISTRICT" and the tagline "Dedicated to improving the health and well-being of the people in our community". A search bar with "Search Here" and a "Go" button is on the top right. A dark navigation bar contains links: Home, About, News, Meetings, Community Benefit, Governance, Financials, Contact, and Search. The left sidebar lists "About", "News" (with "Press - Releases" highlighted), "Meetings", "Community Benefit", "Governance", "Financials", and "Contact". The main content area features a breadcrumb trail "Home > News > Press - Releases" and a large headline "Two New Grants Mark 100th Anniversary of the American Heart Association". Below the headline is a paragraph: "The American Heart Association was established 100 years ago by six cardiologists who believed that scientific research could lead to better treatment, prevention and a cure for heart disease." This is followed by a bolded section "Mountain View, CA –" and another paragraph: "The American Heart Association was established 100 years ago by six cardiologists who believed that scientific research could lead to better treatment, prevention and a cure for heart disease. Today it is the nation's oldest and largest voluntary organization dedicated to fighting heart disease and stroke, with more than 35 million volunteers across the country." On the right, a list of recent news items is shown with dates and titles: "January 31, 2024 Two New Grants Mark 100th Anniversary of the American Heart Association", "December 18, 2023 New Funds Available for Community Health Grants", "December 11, 2023 Teaming Up to Help Seniors Live Healthy and Engaged Lives", and "November 1, 2023 El Camino Healthcare District Funds Programs to Address the Growing Trend of Type 2 Diabetes in Young People".

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## Two New Grants Mark 100th Anniversary of the American Heart Association

The American Heart Association was established 100 years ago by six cardiologists who believed that scientific research could lead to better treatment, prevention and a cure for heart disease.

**Mountain View, CA –** The American Heart Association was established 100 years ago by six cardiologists who believed that scientific research could lead to better treatment, prevention and a cure for heart disease. Today it is the nation's oldest and largest voluntary organization dedicated to fighting heart disease and stroke, with more than 35 million volunteers across the country.

**January 31, 2024**  
[Two New Grants Mark 100th Anniversary of the American Heart Association](#)

**December 18, 2023**  
[New Funds Available for Community Health Grants](#)

**December 11, 2023**  
[Teaming Up to Help Seniors Live Healthy and Engaged Lives](#)

**November 1, 2023**  
[El Camino Healthcare District Funds Programs to Address the Growing Trend of Type 2 Diabetes in Young People](#)

**September 5, 2023**





# Social Media

## American Heart Association





# Patch - Los Gatos and Mountain View American Heart Association

Patch

[Neighbor News](#)

## Two New Grants Mark 100th Anniversary of American Heart Association

Grants from El Camino Health and El Camino Healthcare District support diabetes and hypertension programs at sites across Santa Clara County



ECH Comms, Neighbor

Posted Tue, Feb 13, 2024 at 10:35 am PT



Mountain View, CA – The American Heart Association was established 100 years ago by six cardiologists who believed that scientific research could lead to better treatment, prevention and a cure for heart disease. Today it is the nation's oldest and largest voluntary organization dedicated to fighting heart disease and stroke, with more than 35 million volunteers across the country.

"The American Heart Association is the national leader in this





*Dedicated to improving the health and  
well being of the people in our community.*

## **Board Finance Presentation**

**Fiscal Year 2024**

**7/1/2023-1/31/2024**

Carlos Bohorquez, Chief Financial Officer

El Camino Healthcare District Board of Directors Meeting

March 19, 2024

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<b>Statement of Revenues &amp; Expenses Year to Date thru January 31, 2024 .....</b>	<b>Page 4</b>
<b>Notes to Financial Statements.....</b>	<b>Page 5</b>

## **ECHD Stand-Alone Financial Statements**

<b>Comparative Balance Sheet as of January 31, 2024 .....</b>	<b>Page 6</b>
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<b>Q &amp; A .....</b>	<b>Page 12</b>

NOTE: Accounting standards require that audited financial statements for El Camino Healthcare District be presented in consolidated format, including El Camino Hospital and its controlled affiliates. In an effort to help ensure public accountability and further ensure the transparency of the District's operations, the District also prepares internal, "Stand-Alone" financial statements which present information for the District by itself.



# El Camino Healthcare District

## Consolidated Comparative Balance Sheet (\$ Millions)

(Includes El Camino Hospital)

	Jan 31, 2024	June 30, 2023 Audited w/o Eliminations		Jan 31, 2024	June 30, 2023 Audited w/o Eliminations
<b><u>ASSETS</u></b>			<b><u>LIABILITIES &amp; FUND BALANCE</u></b>		
<b>Current Assets</b>			<b>Current Liabilities</b>		
Cash & Investments	\$324	\$384	Accounts Payable & Accrued Exp <sup>(5)</sup>	\$147	\$137
Patient Accounts Receivable, net	218	219	Bonds Payable - Current	14	14
Other Accounts and Notes Receivable	47	36	Bond Interest Payable	4	13
Inventories and Prepaids	47	45	Other Liabilities	16	14
<b>Total Current Assets</b>	<b>636</b>	<b>684</b>	<b>Total Current Liabilities</b>	<b>181</b>	<b>178</b>
<b>Board Designated Assets</b>			<b>Deferred Revenue</b>	<b>1</b>	<b>1</b>
Foundation Reserves	22	21	<b>Deferred Revenue Inflow of Resources</b>	<b>91</b>	<b>92</b>
Community Benefit Fund	16	24	<b>Long Term Liabilities</b>		
Operational Reserve Fund <sup>(1)</sup>	212	209	Bond Payable	541	557
Workers Comp, Health & PTO Reserves	72	73	Benefit Obligations	36	38
Facilities Replacement Fund <sup>(2)</sup>	528	467	Other Long-term Obligations	28	30
Catastrophic & Malpractice Reserve <sup>(3)</sup>	32	30	<b>Total Long Term Liabilities</b>	<b>605</b>	<b>624</b>
<b>Total Board Designated Assets</b>	<b>883</b>	<b>824</b>	<b>Fund Balance</b>		
<b>Non-Designated Assets</b>			Unrestricted	2,632	2,466
Funds Held By Trustee <sup>(4)</sup>	37	40	Board Designated & Restricted	220	206
Long Term Investments	616	475	Capital & Retained Earnings	0	0
Other Investments	36	34	<b>Total Fund Balance</b>	<b>2,852</b>	<b>2,672</b>
Net Property Plant & Equipment	1,262	1,250			
Deferred Outflows of Resources	53	53			
Other Assets	209	207			
<b>Total Non-Designated Assets</b>	<b>2,213</b>	<b>2,060</b>			
<b>TOTAL ASSETS</b>	<b>\$3,731</b>	<b>\$3,567</b>	<b>TOTAL LIAB. &amp; FUND BAL.</b>	<b>\$3,731</b>	<b>\$3,567</b>



*Note: Totals may not agree due to rounding. See page 5 for footnotes.*

# El Camino Healthcare District

## Consolidated Comparative Statement of Revenues & Expenses (\$ Millions)

Year-to-Date through January 31, 2024

(Includes El Camino Hospital)

	<u>Actual</u>	<u>Budget</u>	<u>Fav (Unfav) Variance</u>	<u>Prior YTD FY Actual</u>
Net Patient Revenue <sup>(6)</sup>	855	856	(1)	798
Other Operating Revenues	42	39	3	28
<b>Total Operating Revenues</b>	<b>897</b>	<b>895</b>	<b>2</b>	<b>825</b>
Wages and Benefits	457	468	11	439
Supplies	120	118	(2)	113
Purchased Services	134	135	1	109
Other	37	38	1	30
Depreciation	48	48	0	45
Interest	10	10	(0)	10
<b>Total Operating Expense <sup>(7)</sup></b>	<b>806</b>	<b>816</b>	<b>10</b>	<b>747</b>
<b>Operating Income</b>	<b>90</b>	<b>79</b>	<b>12</b>	<b>79</b>
Non-Operating Income <sup>(8)</sup>	74	31	43	83
<b>Net Income</b>	<b>164</b>	<b>110</b>	<b>55</b>	<b>162</b>



*Note: Totals or variances may not agree due to rounding. See page 5 for footnotes.*



# El Camino Healthcare District

## Notes to Consolidated Financial Statements

### Current FY2024 Actual to Budget

#### (Includes El Camino Hospital)

- 1) A 60 day reserve of expenses based on this fiscal year's Hospital budget.
- 2) The current period Facilities Replacement Fund is comprised of (\$ Millions):

ECH Capital Replacement Fund (i.e. Funded Depr.)	\$442
ECH Women's Hospital Expansion	31
ECHD Appropriation Fund (fka: Capital Outlay)	25
ECH Campus Completion Project	<u>30</u>
	<u>\$528</u>

- 3) The current period Catastrophic & Malpractice Fund is comprised of (\$ Millions):

ECH Catastrophic Fund (aka: Earthquake Fund)	\$30
ECH Malpractice Reserve	<u>2</u>
	<u>\$32</u>

- 4) Funds Held by Trustee now only reflect the GO funds of the District.
- 5) The difference is not significant.
- 6) The difference is immaterial.
- 7) The decrease in volumes drove down operating expenses, especially in wages and certain related benefits.
- 8) The significant increase in non-operating income was due to great investment returns in the first half of the fiscal year.



# El Camino Healthcare District

## Stand-Alone Comparative Balance Sheet (\$ Thousands)

*These financial statements exclude the District's El Camino Hospital Corporation and its controlled affiliates*

	<u>Jan 31, 2024</u>	<u>June 30, 2023</u>		<u>Jan 31, 2024</u>	<u>June 30, 2023</u>
<b><u>ASSETS</u></b>			<b><u>LIABILITIES &amp; FUND BALANCE</u></b>		
Cash & cash equiv <sup>(1)</sup>	\$16,521	\$13,199	Accounts payable	\$7	\$5
Short term investments <sup>(1)</sup>	18,036	7,038	Current portion of bonds	3,398	3,293
Due fm Retiree Health Plan <sup>(2)</sup>	0	0	Bond interest payable <sup>(10)</sup>	3,721	4,671
S.C. M&O Taxes Receivable <sup>(3)</sup>	1,272	0	Other Liabilities	255	276
Other current assets <sup>(3a)</sup>	168	121			
<b>Total current assets</b>	<b><u>\$35,997</u></b>	<b><u>\$20,358</u></b>	<b>Total current liabilities</b>	<b><u>\$7,381</u></b>	<b><u>\$8,245</u></b>
Operational Reserve Fund <sup>(4)</sup>	1,500	1,500			
Capital Appropriation Fund <sup>(5)</sup>	24,574	22,657			
Capital Replacement Fund <sup>(6)</sup>	5,607	5,607	Deferred income	104	55
Community Partnership Fund <sup>(7)</sup>	3,562	10,562	Bonds payable - long term	98,942	102,354
<b>Total Board designated funds</b>	<b><u>\$35,243</u></b>	<b><u>\$40,326</u></b>	<b>Total liabilities</b>	<b><u>\$106,427</u></b>	<b><u>\$110,654</u></b>
<b>Funds held by trustee <sup>(8)</sup></b>	<b><u>\$36,678</u></b>	<b><u>\$40,256</u></b>	<b>Fund balance</b>		
<b>Capital assets, net <sup>(9)</sup></b>	<b><u>\$10,646</u></b>	<b><u>\$10,649</u></b>	Unrestricted fund balance	\$81,324	\$70,912
			Restricted fund balance	(69,186)	(69,977)
			<b>Total fund balance <sup>(11)</sup></b>	<b><u>\$12,138</u></b>	<b><u>\$935</u></b>
<b>TOTAL ASSETS</b>	<b><u>\$118,565</u></b>	<b><u>\$111,590</u></b>	<b>TOTAL LIAB &amp; FUND BALANCE</b>	<b><u>\$118,565</u></b>	<b><u>\$111,590</u></b>



*Note: Totals may not agree due to rounding. See page 9 for footnotes.*

# El Camino Healthcare District

## YTD **Stand-Alone** Stmt of Revenue and Expenses (\$ Thousands)

### Comparative Year-to-Date January 31, 2024

*These financial statements **exclude** the District's El Camino Hospital Corporation and its controlled affiliates*

	Actual	Current Year Budget	Variance	Prior Full Year Actual
<b><u>REVENUES</u></b>				
(A) Ground Lease Revenue <sup>(12)</sup>	\$ 65	62	\$ 3	\$ 108
(B) Redevelopment Taxes <sup>(13)</sup>	246	150	96	528
(B) Unrestricted M&O Property Taxes <sup>(13)</sup>	8,593	8,593	-	10,601
(B) Restricted M&O Property Taxes <sup>(13)</sup>	6,913	6,913	-	13,045
(B) G.O. Taxes Levied for Debt Service <sup>(13)</sup>	3,733	6,533	(2,800)	12,574
(B) IGT/PRIME Medi-Cal Program <sup>(14)</sup>	(1,190)	(1,750)	560	(2,178)
(B) Investment Income (net)	1,273	502	771	(276)
(B) Other income	-	-	-	-
<b>TOTAL NET REVENUE</b>	<b>19,633</b>	<b>21,003</b>	<b>(1,369)</b>	<b>34,402</b>
<b><u>EXPENSES</u></b>				
(A) Wages & Benefits <sup>(15)</sup>	10	4	(6)	5
(A) Professional Fees & Purchased Svcs <sup>(16)</sup>	284	283	(1)	547
(A) Supplies & Other Expenses <sup>(17)</sup>	59	19	(40)	110
(B) G.O. Bond Interest Expense (net) <sup>(18)</sup>	3,063	3,912	849	5,191
(B) Community Partnership Expenditures <sup>(19)</sup>	6,999	4,638	(2,361)	7,346
(A) Depreciation / Amortization	3	3	-	5
<b>TOTAL EXPENSES</b>	<b>10,418</b>	<b>8,859</b>	<b>(1,559)</b>	<b>13,204</b>
<b>NET INCOME</b>	<b>\$ 9,213</b>	<b>\$ 12,146</b>	<b>\$ (2,932)</b>	<b>\$ 21,198</b>
 (A) Operating Revenues & Expenses (B) Non-operating Revenues & Expenses				
<b><u>RECAP STATEMENT OF REVENUES &amp; EXPENSE</u></b>				
(A) Net Operating Revenues & Expenses	\$ (291)			
(B) Net Non-Operating Revenues & Expenses	9,505			
<b>NET INCOME</b>	<b>\$ 9,213</b>			



# El Camino Healthcare District

## Comparative YTD **Stand-Alone** Stmt of Fund Balance Activity (\$ Thousands)

*These financial statements **exclude** the District's El Camino Hospital Corporation and its controlled affiliates*

	<u>Jan 31, 2024</u>	<u>June 30, 2023</u>
<b>Fiscal year beginning balance</b>	\$ 935	\$ (22,367)
Net income year-to-date	\$ 9,213	\$ 21,198
Transfers (to)/from ECH:		
IGT/PRIME Funding <sup>(20)</sup>	\$ 73	\$ 2,104
Capital Appropriation projects <sup>(21)</sup>	\$ 1,917	
<b>Fiscal year ending balance</b>	<u><u>\$ 12,138</u></u>	<u><u>\$ 935</u></u>



# El Camino Healthcare District

## Notes to **Stand-Alone** Financial Statements

*These financial statements **exclude** the District's El Camino Hospital Corporation and its controlled affiliates*

- (1) **Cash & Short Term Investments** – The increase over June 30 is due to increased M&O taxes being received in the current year.
- (2) **Due from Retiree Health Plan** – The monies due from Trustee for District's Retiree Healthcare Plan.
- (3) **S.C. M&O Taxes Receivable** – The increase is due to accruing for M&O taxes to be received in subsequent months.
- (3a) **Other Current Assets** – The increase is not significant.
- (4) **Operational Reserve Fund** – Starting in FY 2014, the Board established an operational reserve for unanticipated operating expenses of the District.
- (5) **Capital Appropriation Fund** – The increase is due to the establishment of the year-end FY23 funding set aside for the completion of the MV Campus.
- (6) **Capital Replacement Fund** – Formerly known as the Plant Facilities Fund (AKA - Funded Depreciation) which reserves monies for the major renovation or replacement of the portion of the YMCA (Park Pavilion) owned by the District.
- (7) **Community Partnership Fund** – This fund retains unrestricted (Gann Limit) funds to support the District's operations and primarily to support its Community Partnership Programs.
- (8) **Funds Held by Trustee** – Funds from General Obligation tax monies, being held to make the debt payments when due.
- (9) **Capital Net Assets** - The land on which the Mountain View Hospital resides, a portion of the YMCA building, property at the end of South Drive (currently for the Road Runners operations), and a vacant lot located at El Camino Real and Phyllis.
- (10) **Bond Interest Payable** – The decrease is a timing issue and will increase in subsequent months to be comparable to the June 30 amount.
- (11) **Fund Balance** – The positive fund balance is a result of the General Obligation bonds which assisted in funding the replacement hospital facility in Mountain View. Accounting rules required the District to recognize the obligation in full at the time the bonds were issued ; receipts from taxpayers will be recognized in the year they are levied.





# El Camino Healthcare District

## Notes to **Stand-Alone** Financial Statements

*These financial statements **exclude** the District's El Camino Hospital Corporation and its controlled affiliates*

**(12) Other Operating Revenue** – Lease income from El Camino Hospital for its ground lease with the District.

**(13) Taxes: Redevelopment, M&O, G.O.** – Tax receipts during the period. G.O. Taxed Levied for Debt will catch up in January as the semi-annual disbursement will occur from the County.

**(14) IGT/PRIME Expense** – Payments in support of the PRIME or IGT programs.

**(15) Wages & Benefits** – Due to a new IRS reg that board stipends previously paid as reportable 1099 transactions are now considered to be W-2 reportable transactions, and reported in this section, where previously reported in the “Supplies & Other Expenses.” There will continue to be no other “employees” of the District. This change started in April 2022.

**(16) Professional Fees & Services** – Actual detailed below:

• Community Partnership Support from ECH (54% of SW&B)	\$ 209
• Legal Fees	7
• Communications Support	62
• Other	6
	<u>\$ 284</u>

**(17) Supplies & Other Expenses** – Actual detailed below:

• Marketing / Advertising (via television)	\$ 31
• Dues & Subscriptions	24
• Education	4
	<u>\$ 59</u>

**(18) G.O. Bond Interest Expense** – It is to be noted that on March 22, 2017 the District refunded \$99M of its remaining \$132M 2006 G.O. bond issue. Refunding of the 2006 G.O. debt, given current interest rates, caused a net present value savings of \$7M.

**(19) Community Partnership Expenditures** – Starting in FY2014, the District is directly operating its Community Partnership Program at the District level. This represents amounts expended to grantees and sponsorships thus far in this fiscal year. Note the major payments to recipients are made in August & January of the fiscal year.

**(20) IGT/PRIME Funding** – Transfers from ECH for participation in the PRIME or IGT program thus far in FY 2024.

**(21) Capital Appropriation Projects Transfer** – Net increase of last year transferred out and establishing current year.



# El Camino Healthcare District

## Sources & Uses of Tax Receipts (\$Thousands)

*These financial statements **exclude** the District's El Camino Hospital Corporation and its controlled affiliates*

<u>Sources of District Taxes</u>	01/31/24
(1) Maintenance and Operation and Government Obligation Taxes	\$19,239
(2) Redevelopment Agency Taxes	246
<b>Total District Tax Receipts</b>	<b>\$19,485</b>
<u>Uses Required Obligations / Operations</u>	
(3) Government Obligation Bond	3,733
<b>Total Cash Available for Operations, CB Programs, &amp; Capital Appropriations</b>	<b>15,752</b>
(4) Capital Appropriation Fund – Excess Gann Initiative Restricted*	6,913
<b>Subtotal</b>	<b>8,839</b>
(5) Operating Expenses (Net)	291
<b>Subtotal</b>	<b>8,548</b>
(6) Capital Replacement Fund (Park Pavilion)	4
<b>Funds Available for Community Partnership Programs</b>	<b>\$8,544</b>

\*Gann Limit Calculation for FY2024 \$11,048

(1) M&O and G.O. Taxes	• Cash receipts from the 1% ad valorem property taxes and Measure D taxes
(2) Redevelopment Agency Taxes	• Cash receipts from dissolution of redevelopment agencies
(3) Government Obligation Bond	• Levied for debt service
(4) Capital Appropriation Fund	• Excess amounts over the Gann Limit are restricted for use as capital
(5) Operating Expenses	• Expenses incurred in carrying out the District's day-to-day activities
(6) Capital Replacement Fund	• Fund to ensure that the District has adequate resources to fund repair and replacement of its capital assets (Park Pavilion)



# Q & A





## EL CAMINO HEALTHCARE DISTRICT BOARD MEETING MEMO

**To:** El Camino Healthcare District Board of Directors  
**From:** Dan Woods, CEO  
Ken King, CAO  
**Date:** March 19, 2024  
**Subject:** Capital Expenditure – Property Purchase (APN 406-27-022)

### **Recommendation:**

Management and the El Camino Health Board of Directors recommend the El Camino Healthcare District Board approval for the capital expenditure not to exceed \$42.6 million to purchase the property described herein.

### **Summary:**

1. **Situation:** There is a MOB in proximity to our Los Gatos hospital campus that if acquired, could provide much needed land and building space to support the required seismic replacement of the Los Gatos hospital and the redevelopment of the campus.
2. **Authority:** The El Camino Healthcare District Board must approve capital expenditures by the Hospital Corporation of more than \$25 million in a single transaction.
3. **Background:** The Los Gatos Hospital was purchased in 2009 with the knowledge that it would need to be replaced by the 2030 seismic compliance deadline. Since 2009 El Camino Health has purchased five other adjacent medical office buildings. Purchasing properties adjacent to our hospital campus has been a goal since 2009.
4. **Assessment:** This medical office building is of most interest to us because of the adjacency, building size, acreage, and income from existing tenant leases. The following information regarding the property provides an overview:
  - 2-Story Wood Framed structure of approximately 58,366 gross square feet (GSF)
  - Originally Constructed in 1995 on 3.5 acres of land
  - Rentable square footage of 55,927 SF
  - 233 surface parking spaces which is approximately 4 per 1000 GSF.

The purchase price has been determined to be a fair market value and is supported by standard valuation metrics.

5. **Other Reviews:** This acquisition has been evaluated and reviewed by our strategic real estate advisors from SABRE Real Estate Group and by real estate attorneys Cox, Castle, Nicholson. The Hospital Board Finance Committee and the Hospital Board of Directors have reviewed this information and support this recommendation.
6. **Outcomes:** Following the approval of this transaction by the El Camino Healthcare District Board, management will complete due diligence and close escrow on the property purchase within forty-five (45) days.

**List of Attachments:**

1. Site Diagram

**Property Map**







## EL CAMINO HEALTHCARE DISTRICT BOARD MEETING COVER MEMO

**To:** El Camino Healthcare District Board of Directors  
**From:** George Ting, MD, Board Chair  
**Date:** March 19, 2024  
**Subject:** Approval of Draft Resolution 2024-05 Requesting and Consenting to Consolidation of Election

### **Recommendation:**

To approve Resolution 2024-05 Requesting and Consenting to Consolidation of Election.

### **Summary:**

1. **Situation:** Three District Director seats will be filled at the election on November 5, 2024. The seats, currently held by Directors Miller, Somersille, and Zoglin, are for 4-year terms. An updated resolution template was provided by the County of Santa Clara Registrar of Voters. Staff has completed and Legal has reviewed Resolution 2024-05 Requesting and Consenting to Consolidation of Election.
2. **Authority:** In order to participate in the November 2024 General Election, the District must approve Resolution 2024-05.
3. **Background:** Resolution 2024-05 is consistent with the District's past practice of limiting candidate statements to 400 words and requiring candidates to cover certain costs.
4. **Outcomes:** Participation in the 2024 General Election.

### **List of Attachments:**

1. Draft Resolution 2024-05

## DRAFT RESOLUTION NO. 2024-05

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE EL CAMINO HEALTHCARE DISTRICT CALLING A GENERAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 5, 2024, AND REQUESTING CONSOLIDATION AND PERFORMANCE OF SERVICES FROM THE COUNTY OF SANTA CLARA REGISTRAR OF VOTERS

**WHEREAS**, pursuant to Section 1001 of the Elections Code of the State of California, there is an established **General** Statewide election to be held on Tuesday, November 5, 2024; and,

**WHEREAS**, pursuant to Part 3, Consolidation of Elections, and commencing with Section 10400 of the Elections Code of the State of California, such election may be either completely or partially consolidated and held on the same day, if in the same territory, or in territory that is part the same; and,

#### NOW, THEREFORE, BE IT RESOLVED:

**Section 1.** That, pursuant to Section 10403 of the Elections Code of the State of California, the **Board of Directors** of the El Camino Healthcare District calls an election to be held on Tuesday, November 5, 2024; and requests the Board of Supervisors of the County of Santa Clara to completely consolidate the election with the **General** Statewide election. The consolidated election will be held, regulated, and conducted in accordance with the provisions of the law.

**Section 2**, pursuant to Sections 10507 and 10508 of the Elections Code of the State of California, a **general election** is necessary for purposes of filling a governing board **seat** for the offices listed below and to be voted upon at such election.

Title of Each Office (Director / Governing Board Member)	Length of Term (4-year full-term or 2-year short-term)	Number of Seats (1, 2, 3 etc.)	At-Large or District Number
Director	4-year full-term	3	At-Large

**Section 3.** That pursuant to Sections 10002 and 10520 of the Elections Code of the State of California, the **El Camino Healthcare District** requests the services of the Board of Supervisors of the County of Santa Clara and the Registrar of Voters of the County of Santa Clara to render such services to the special district as requested by the Board Clerk, and shall reimburse the county for the costs incurred by the County of Santa Clara Registrar of Voters in conducting the **general** election for the special district. The special district requests the County of Santa Clara Board of Supervisors to permit the County of Santa Clara Registrar of Voters to prepare the special district's election materials. The election services to be performed shall include the preparation, printing and mailing of official ballots and county voter information guides; the establishment of precincts, election ballots, return mail envelopes, ballot drop boxes, vote centers, election officers, and producing such publications as are required by law in connection therewith; the furnishing of ballots, envelopes, and other necessary supplies and materials for voting places; the canvassing of the returns of the election; the furnishing of the results of such canvassing to the Board Clerk; and, the performance of other election services as may be requested by the Board Clerk.

**Section 4.** That the **Board of Directors** of the **El Camino Healthcare District** requests the Board of Supervisors of the County of Santa Clara to hold and conduct the election in the manner prescribed in Section 10418 of the Elections Code of the State of California, and to further provide that the Registrar of Voters canvass the returns of the election. The County of Santa Clara is hereby authorized to certify the returns of the election.

**Section 5.** That pursuant to Section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted upon in the **El Camino Healthcare District** on Tuesday, November 5, 2024, may prepare a candidate's statement on an appropriate form provided by the Registrar of Voters office. The statement may include the name, age and occupation of the candidate and a brief description of no more than **400** words of the candidate's education and qualifications expressed by the candidate. The **candidate** shall be required to pay for the cost of printing, translating, and distributing said candidate's statement. Each candidate who files such a statement **shall** be required to pay in advance his or her pro rata share of the estimated costs of printing, handling, and mailing said candidate statement, and such estimated costs shall be determined by the Registrar of Voters.

**Section 6.** That pursuant to Sections 10551 and 15651 of the Elections Code of the State of California, the method of determining the winner or winners in the event of a tie vote (two or more persons receive an equal and the highest number of votes for an office) as certified by the County of Santa Clara Registrar of Voter, the **Board of Directors** of the **El Camino Healthcare District**, in accordance with Section 15651(a), any tie vote shall be resolved by: **by lot**

**Section 7.** In all particulars not recited in this resolution, the special district election shall be held and conducted as provided by law for holding special district elections.

**PASSED AND ADOPTED** by the Board of Directors of the El Camino Healthcare District, State of California, on \_\_\_\_\_, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
George O. Ting, MD, Chair  
Board of Directors of the El Camino Healthcare District

ATTEST:

\_\_\_\_\_  
Tracy Fowler  
Director, Governance Services

APPROVED AS TO FORM AND LEGALITY:

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Theresa J. Fuentes  
Chief Legal Officer

DRAFT



## EL CAMINO HEALTHCARE DISTRICT BOARD MEETING COVER MEMO

**To:** El Camino Healthcare District Board of Directors  
**From:** George O. Ting, MD, Chair  
**Date:** March 19, 2024  
**Subject:** Compliance with California Health and Safety Code § 32103

### **Purpose:**

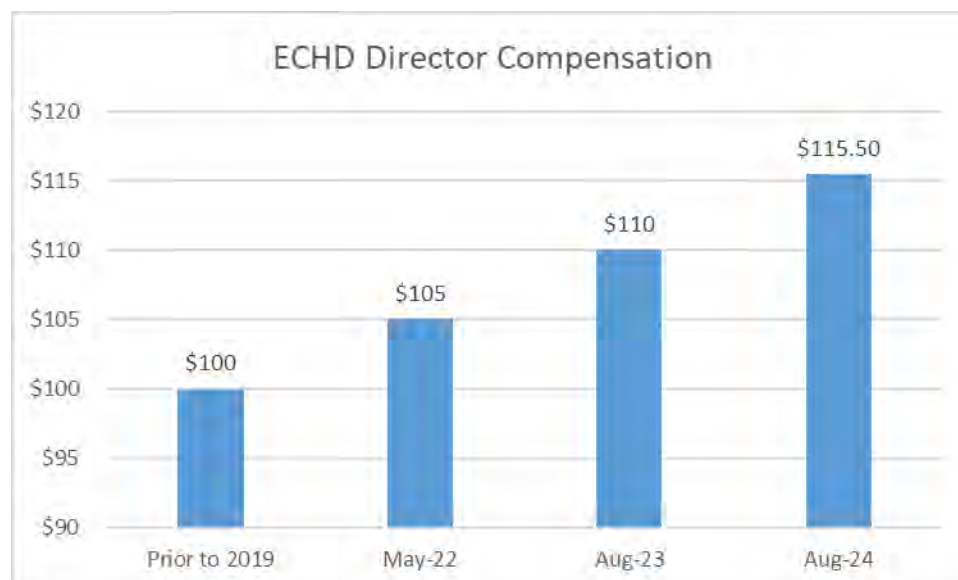
El Camino Healthcare District ("District") is currently in compliance with the California Health and Safety Code § 32103 by adopting a resolution authorizing board member compensation of \$110 per meeting on May 16, 2023. The purpose today is to inquire if the Board desires to propose a 5% annual increase in compensation. This increase would bring board member compensation to \$115.50 per meeting effective August 2024.

### **Possible Motion:**

To direct staff to (1) work with counsel to draft a resolution, (2) publish a notice of public hearing in a newspaper of general circulation, and (3) set a date for the Board to conduct the public hearing to adopt a resolution in accordance with the procedures for being compliant with California Health and Safety Code § 32103(b).

### **Summary:**

- Situation:** Effective January 1, 2019, California Health and Safety Code § 32103 was amended to permit, but not require, healthcare districts to increase the number of meetings in a calendar month to a maximum of six (the Board must make findings if more than 5 meetings per month are required for the effective operations of the district), the amount of compensation received by district board members for attending meetings of the board of directors by no more than five percent (5%) annually. The code continues to permit allowed necessary traveling and incidental expenses incurred in the performance of official business of the district as approved by the board.



- Background:** In accordance with the District's Compensation and Reimbursement Policy,



District Board members are currently eligible to receive a stipend in the amount of One Hundred Ten Dollars (\$110) for attendance at District Board and District Board committee meetings for up to five (5) meeting per month. Assembly Bill 2329 (2018) amended California Health and Safety Code § 32103 to allow the Board, by resolution adopted pursuant to the procedure set forth in the Water Code, to increase the stipend by up to five percent (5%) annually. The Water Code procedures require that the Board authorize staff to circulate notice of a public hearing in a newspaper of general circulation once a week for two successive weeks, with at least five (5) days intervening between publication dates. The resolution can be adopted following the newspaper notices and a public hearing and will become effective sixty (60) days after it passes, assuming that the voters have not petitioned for referendum.

3. **Assessment:** Below please find a summary of the steps to be completed if the Board votes to increase compensation or meetings in accordance with the California Health and Safety Code § 32103:
  - Future Board meeting – The Board reviews a draft resolution and draft notice of public hearing and approves for the notice to be published once a week for two successive weeks in a newspaper of general circulation. If approved, the notice of public hearing is published.
  - Future Board meeting – The public meeting takes place and, if approved, the Board passes the resolution. The resolution (and pay increase) becomes effective sixty (60) days thereafter.
  - Within that sixty (60) day period, the voters have the right to petition for a referendum of the resolution. If a petition is presented to the Board prior to the sixtieth (60<sup>th</sup>) day, the resolution is suspended and the Board will need reconsider it. The Board can either repeal the resolution or submit the resolution to the voters at a regular or special election. The resolution will pass if it receives a majority vote in favor of it.
  - If the district desires to compensate its member for more than five meetings in a calendar month, the board of directors shall annually adopt a written policy describing, based on a finding supported by substantial evidence, why more than five meetings per month are necessary for the effective operation of the district.
4. **Outcomes:** If the resolution increasing the meeting stipend is adopted and becomes effective as described above, we will ask staff to bring further revisions to the El Camino Healthcare District Board Director Compensation and Reimbursement Policy to a future meeting.

**List of Attachments:**

- Attachment A – Sample form of Notice of Public Hearing Regarding Board Compensation
- Attachment B - Sample Resolution of the Board of Directors Regarding Increasing Compensation for Members of the Board of Directors

**Suggested Board Discussion Questions:** Should the Board direct staff as described above?



Attachment A

**NOTICE OF PUBLIC HEARING**

**EL CAMINO HEALTHCARE DISTRICT**

**REGARDING BOARD MEMBER COMPENSATION**

Pursuant to California Health and Safety Code Section 32103, the Board of Directors of El Camino Healthcare District will hold a Public Hearing to receive public comment and consider adoption of a resolution increasing Board member compensation from One Hundred Ten Dollars (\$110) per day to One Hundred Fifteen Dollars and Fifty Cents (\$115.50) per day for attendance at a meeting of the Board.

The Public Hearing will be held on May 21, 2024 at 5:30 PM PST at El Camino Hospital, Sobrato Boardroom 1, 2500 Grant Road, Mountain View, CA 94040 or by teleconference at +16699009128,,92955087287#.

The public is invited to attend and provide oral and/or written comments. Written comments must be received at or prior to the meeting time and date. A copy of the proposed resolution is available for review in the public bulletin posting area located at El Camino Hospital, 2500 Grant Road, Mountain View, CA 94040 or by accessing the District's website at <https://www.elcaminohealthcaredistrict.org/>.

Published pursuant to California Government Code Section 6066.



Attachment B

**PROPOSED RESOLUTION NO.  
2024-06**

**RESOLUTION OF EL CAMINO HEALTHCARE DISTRICT  
BOARD OF DIRECTORS REGARDING INCREASING  
COMPENSATION FOR MEMBERS OF THE BOARD OF  
DIRECTORS**

**WHEREAS**, Health and Safety Code Section 32103(b) authorizes the Board of Directors of El Camino Healthcare District to increase the amount of compensation received for attending meetings of the Board of Directors by no more than five percent (5%) annually by a resolution adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code (Wat. Code, §§ 20200 et seq.); and

**WHEREAS**, Water Code Section 20200 et seq. sets forth the authority and procedure for establishing compensation for the Board of Directors;

**WHEREAS**, Water Code Section 20202 authorizes an increase in the amount of compensation that may be received by Directors by no more than five percent (5%) annually following a public hearing;

**WHEREAS**, Water Code Section 20203 requires that notice of the public hearing be published in a newspaper of general circulation pursuant to Section 6066 of the Government Code;

**WHEREAS**, Government Code Section 6066 requires that notice of the public hearing be published once a week for two (2) successive weeks, with at least five (5) days intervening between publication dates;

**WHEREAS**, pursuant to Water Code Section 20204, a resolution adopted pursuant to Chapter 2 of Division 10 of the Water Code shall become effective sixty (60) days from the date of its final passage;

**WHEREAS**, pursuant to Water Code Section 20204, the voters of El Camino Healthcare District shall have the right, as provided in Chapter 2 of Division 10 of the Water Code, to petition for referendum on any resolution adopted pursuant to such chapter;

**WHEREAS**, pursuant to Water Code Section 20205, if a petition protesting against the adoption of the resolution is presented to the Board of Directors prior to the effective date of the resolution, the resolution shall be suspended and the Board of Directors shall reconsider the resolution;

**WHEREAS**, pursuant to Water Code Section 20206, if the Board of Directors does not repeal the resolution against which a petition is filed, the Board of Directors shall submit the resolution to the voters at a regular election or a special election called for the purpose, and the

resolution shall not become effective unless and until a majority of the votes cast at the election are cast in favor of it;

**WHEREAS**, the compensation for the Board of Directors is currently One Hundred Five Dollars (\$105.00) per day of service for each Director; and

**WHEREAS**, the Board of Directors desires to increase the amount of compensation for Directors by up to five percent (5%) in accordance with the provisions of the Chapter 2 of Division 10 of the Water Code.

**WHEREAS**, in accordance with Section 20203 of the Water Code and Section 32103(b) of the Health and Safety Code, a public hearing was held on May 21, 2024 at 5:30 PM PST at El Camino Hospital, Sobrato Boardroom 1, 2500 Grant Road, Mountain View, CA 94040 or by teleconference at +16699009128,,92955087287#, and a notice of said hearing was duly published in the **[\*\*NEWSPAPER\*\*]**, a newspaper of general circulation, once a week for two weeks as follows: on **[\*\*INSERT DATE\*\*]**, 2023 and **[\*\*INSERT DATE\*\*]**, 2023.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF EL CAMINO HEALTHCARE DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:**

**Section 1.** The above recitals are true and correct and are hereby incorporated herein by this reference.

**Section 2.** The amount of compensation to be received by Directors for each day's attendance at meetings of the Board of Directors, or for each day's service rendered by a Director by request of the Board of Directors, shall be in the amount of One Hundred and Fifteen Dollars and Fifty (\$115.50) per day for as many days per month as is lawful.

**Section 3.** All resolutions, or administrative actions by the Board of Directors, or parts thereof, that are inconsistent with any provision of this resolution are hereby superseded only to the extent of such inconsistency.

**Section 4.** The Chairperson of the Board of Directors shall sign this resolution and the Secretary of the Board of Directors shall attest thereto, and pursuant to Section 20204 of the Water Code, this resolution shall take effect sixty (60) days from the date of adoption.

**PASSED, APPROVED, AND ADOPTED** this 21<sup>st</sup> day of May, 2024, by the Board of Directors of El Camino Healthcare District.

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George O. Ting, MD  
Chairperson of the Board of Directors of  
El Camino Healthcare District

*[Continued on the following page]*

ATTEST:

\_\_\_\_\_  
John Zoglin  
Secretary/Treasurer of the Board of Directors  
of El Camino Healthcare District

I, John Zoglin, Secretary/Treasurer of the Board of Directors of El Camino Healthcare District,  
DO HEREBY CERTIFY that the foregoing resolution regarding compensation for members of the  
Board of Directors of El Camino Healthcare District, was adopted at a regular meeting on May  
21, 2024 of said District by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
Secretary/Treasurer

(Seal)





ID #: 2.00  
Adopted: 03/25/2014  
Last Approved: 03/25/2014  
Last Revised: 05/16/22  
Area: District Board  
Category: Policy

## **EL CAMINO HEALTHCARE DISTRICT BOARD COMPLIANCE ISSUE REVIEW PROCESS**

- I. COVERAGE: All Members of the El Camino Healthcare District Board of Directors
- II. POLICY STATEMENT: This policy ("Policy") establishes a procedure for addressing compliance issues raised by member(s) of the Board of Directors of the District ("Board of Directors" or "Board"), by a member of the public or another party. The procedure is to be used to identify and verify a compliance issue and to determine the appropriate outcome. This Policy applies to all Board members.

### **III. PROCEDURE:**

#### **Identification of the Issue**

A District Board member (the "reporting Board member"), a member of the public or another party may question whether a Board member or members (the "subject Board member") of the District have acted contrary to law, contrary to the duties of a Director, the District Bylaws or the District Conflict of Interest Code or contrary to other similar requirements (in each case, referred to herein as a "Compliance Issue"). The reporting Board member shall bring the issue to the attention of the Board Chair. (If the Board Chair is the subject Board member, all references to the "Board Chair" in this Policy shall be deemed references to the "Board Vice-Chair.") The Board Chair may contact the District's CEO and Chief Legal Officer legal counsel after learning of the reported Compliance Issue. After seeking legal advice, and in compliance with applicable law, the Board Chair, the CEO, or the Chief Legal Officer may contact the reporting member and other individuals as appropriate to gather preliminary clarifying information to determine if the matter can be resolved informally without Board action.

#### **Appointment of Ad Hoc Committee**

If the matter cannot be informally resolved without Board action, Following notice of any such Compliance Issue, a Board meeting shall be scheduled to consider whether to appoint an Ad Hoc Committee, as described below and as permitted by Article VII of the District Bylaws. If the Board approves of the appointment of an Ad Hoc Committee, the Board Chair shall appoint the Chair of the Ad Hoc committee. The Board Chair may serve on the Ad Hoc Committee and may chair the Committee. The Ad Hoc Committee shall be comprised of no more than two (2) Board member and the District Board shall ratify the second member. The Ad Hoc Committee shall review the complaint and determine whether it raises a Compliance Issue. The subject Board member shall also be notified of



the complaint. The Ad Hoc Committee shall determine the appropriate response to recommend to the Board.

The Ad Hoc Committee may not include the reporting Board member or the subject Board member.

### **Ad Hoc Review Committee Process**

Only the Ad Hoc Committee can review an unresolved ~~the~~ Compliance Issue on behalf of the District Board.

The Ad Hoc Committee may engage external resources to assist in its review of the Compliance Issue, e.g., contractors or other individuals who are not employed by the District. Such external resources may include the District's counsel, as well as outside legal counsel.

The Ad Hoc Committee's investigation shall include a minimum of one interview with the subject Board member. The Ad Hoc Committee or the subject Board member may ask that such investigation be conducted under the supervision of counsel or an independent person (e.g., the Chief Compliance Officer or as assigned by the CEO).

Within thirty (30) days of the Ad Hoc Committee's appointment, the Ad Hoc Committee shall complete its investigation, prepare written findings and determine the recommended action which may include finding that the questioned conduct was not a Compliance Issue. The Ad Hoc Committee may extend the time period to sixty (60) days if more time is needed.

The Ad Hoc Committee shall recommend, taking specific action, no action, or no action at the current time. The Ad Hoc Committee's findings shall include a written summary of the investigation process and such summary shall be provided to the Board. The Ad Hoc Committee's recommendation shall include the basis for the recommendation and shall be consistent with applicable duties and legal principles.

After the Ad Hoc Committee completes its work, the Board Chair shall place the recommended action on the agenda of the next Board meeting for discussion. The vote of Board members on the recommended action shall comply with the District Bylaws and applicable law.

After the Board has voted on the Ad Hoc Committee's recommendation, the Ad Hoc Committee's work is complete and the Committee shall be disbanded, unless the Board recommends further steps to be taken by the Ad Hoc Committee.

The subject Board member being investigated may be reimbursed legal fees in the event there is an administrative or civil proceeding which may lead to removing, suspending, or penalizing the subject Board member for misconduct, and the District (as opposed to the Board member) engages outside counsel to defend the Board member, in accordance with Government Code sections 995 – 996.6 and applicable case law.