



PUBLIC NOTICE
BOARD OF DIRECTORS
CLOSED SESSION

May 16, 2019

6:00 PM

Sonrisas San Mateo Center
430 N. El Camino Real, San Mateo, CA
Board Room

AGENDA

1. Call to Order
2. Roll Call
3. Public Comment
4. Closed Session:
 - A. Approval of Closed Session Meeting Minutes from April 18, 2019
 - B. Pursuant to Government Code Section 54957: Discussion with Chief Negotiator Chair Nigel Taverner concerning restructuring appointments:
 1. Proposed salary and benefit package for new Community Engagement Director position
 2. Proposed salary for Interim Dental Director
 3. CEO candidate salary and benefit package
5. Report out will be at Public Session that follows
6. Adjournment

PUBLIC BOARD MEETING
San Mateo Center, 430 N. El Camino Real, San Mateo
Board Room
6:30 PM

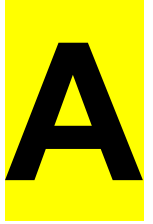


**Board Meeting
May 16, 2019, 6:30 PM
San Mateo Center Board Room**

AGENDA

TAB

1. CALL TO ORDER AND ROLL CALL – Chair Taverner
2. INTRODUCTION OF TRACEY FECHER – Chair Taverner
3. MISSION MOMENT – CEO Jue
4. PUBLIC COMMENTS
5. APPROVAL OF BOARD MINUTES: April 18, 2019 A
6. REPORT OUT FROM 5/16/19 CLOSED SESSION – Chair Taverner
7. CEO Report – CEO Jue B
8. CFO Report – CFO Fama C
9. BOARD NOMINATING COMMITTEE – Chair Taverner
10. UNAUDITED FINANCIALS FOR MARCH '19 and FY19 3Q – Ms. Yee D
11. PROGRESS AGAINST KEY INITIATIVES:
 - A. IV Sedation – CEO Jue (Covered in CEO report)
 - B. Mobile Program – CEO Jue
 - C. Outreach Program – CEO Jue
 - D. FQHC County Partnership – CFO Fama
12. FUNDRAISING – CEO Jue E
 - A. Development and Grant Activity Report
 - B. April Fundraising and Friend-raising Events
 - C. Giant's Raffle
13. OLD BUSINESS: F
 - A. Administrative Team Restructure – Report out from Closed Session: Chair Taverner
 1. Approval of Community Engagement Director's salary, benefits and transition date
 2. Approval of salary adjustment for Interim Dental Director
 3. Ratification of title, salary and benefits package for new CEO
 4. Approval of press release on new structure and personnel changes
 - B. Quarterly Report to PHCD – Chair Taverner
14. NEW BUSINESS: G
 - A. Conflict of Interest Policy – CEO Jue
 - B. Six-month Fundraising Strategy – CEO Jue
 - C. Increasing Visit Volumes – Strategy/Marketing: Chair Taverner
 - D. Board Retreat – Chair Taverner
15. SUGGESTED AGENDA ITEMS FOR NEXT MEETING (June 20) – Chair Taverner
16. ADJOURN



BOARD OF DIRECTORS MEETING

April 18, 2019

MINUTES

1. **CALL TO ORDER:** Chair Taverner called the meeting to order at 6:57pm.
2. **ROLL CALL: Present:** Chair Taverner, Vice-Chair Galligan, Secretary Hinshelwood, and Directors Cappel and Young. Also present: CEO Jue, CFO Fama, Development Director Rogoff, PHCD CFO Yee and Sr. Accountant Wang.
Absent: Directors Navarro and Dodge
3. **PUBLIC COMMENTS:** No Public in attendance.
4. **APPROVAL OF MARCH 21, 2019 MINUTES:**
It was moved by Director Hinshelwood, seconded by Director Galligan and approved unanimously to approve the minutes as written. 5/0/0
5. **BUSINESS ARISING FROM THE MINUTES:**
Claremont McKenna College Event, March 21, 2019: Director Hinshelwood reported on the McKenna event last month that he attended with SDH's Intern, Peter Dimitrov. Attendees were mostly students and instructors with few organizations that had sponsored an intern. When asked about SDH's interest in an intern next year, Director Hinshelwood told the College SDH is open, but made no commitment.
6. **REPORT OUT FROM CLOSED SESSION:** Chair Taverner stated the subject and outcome of the closed session will be covered under New Business item 13.A.
7. **CEO REPORT: CEO Jue**
 - A. **School Screenings:** CEO Jue reported that La Honda-Pescadero School Unified District and Bayshore School District in Daly City were awarded a \$570,000 grant for school health services. Amy Wooliever, Superintendent for La Honda-Pescadero, reported to CEO Jue that she will provide SDH with \$24K for screenings and follow-up care and \$15K for case management.
 - B. **IV Sedation:** No new cases have been scheduled. Denti-Cal does not cover anesthesia unless the anesthesiologist is credentialed with Medi-Cal.
8. **CFO REPORT: CFO Fama**
 - A. **FQHC Partnership with the County:** No progress on negotiations and credentialing of SDH dentists put on hold – “no contract, no privileges”. The County Dental Director reported that she has not heard any updates either and assured me that she can expedite credentialing when the agreement is signed.

- B. Finance Team Meeting:** CFO Fama reported on a meeting with Dr. Jue, Ms. Yee and Ms. Kinniburgh to follow up on the revenue cycle consultant recommendations – current practices meet time frames suggested; confirm the final ‘diagnosis’ and correction of the Denti-Cal uncompensated care calculation in Open Dental – correction made and deductions will be back in synch by March financials; and, to check on compliance with the Internal Controls Policy – audited and in compliance. The payroll processing was raised to identify opportunities to reduce staff time.

8. BOARD NOMINATING COMMITTEE: Director Young thanked Board for approving new member Liz Dodge and reported she plans another meeting soon and hopes to bring potential candidates to a future meeting or Board retreat.

9. UNAUDITED FINANCIALS FOR FEBRUARY 2019 AND YTD:

Ms. Wang reviewed the reports included in the meeting materials. Visit volume continues to be 600+ below budget for San Mateo and 200+ above budget at Half Moon Bay. This is due to Dr. Leri needing to move to the Half Moon Bay Center due to issues involving her former dental practice. **Ms. Yee** presented a year-end forecast that took seven months actual and annualized the numbers through June 30, 2019. Projections suggest that FY 2019 should wrap up with net operating income above budget. There was general approval of this summary report (once the cost per visit by type of payer has been corrected. Director Young suggested some footnotes to explain differences between the two clinics.

10. PROGRESS AGAINST KEY INITIATIVES: CEO Jue

- A. IV Sedation:** New website page up; outreach will target local dentists through San Mateo Dental Society. **Mr. Rogoff** noted that the new ‘Contact Us’ tool on the footer of every website page has resulted in 30 completed forms requesting referrals – mostly for pediatric dentists. We also have a report on the number and type of contacts.
- B. Mobile:** Pescadero visits up due to new coordinator; Casa de Redwood only other mobile client.
- C. Outreach Program:** School screenings have served over 700 hundred children thanks to dozens of volunteers. At Belle Air in San Bruno, preschool students were screened last week and transitional Kindergarten and Kindergarten this week. The importance of this outreach was illustrated by a five-year-old girl who had life-threatening dental cavities/caries where two teeth had the nerves bulging from the space where her teeth had rotted away. Dr. Jue is in the process of ensuring that the child gets the urgent care she needs; discoveries like this emphasize how early childhood screening and preventative care can deliver lifelong benefit for the child. The Belle Air team were so pleased with how smoothly the screenings were conducted that they would like SDH to be their exclusive partner for oral health screenings.

Director Cappel asked how much each screening costs. **CEO Jue** responded approximately \$18-20/child plus \$35/child for follow up. He suggested perhaps charging \$40/visit and seeking funding to cover that outreach, possibly from employers. CFO Fama suggested that there are ~30,000 Pre and Kindergarten students in the district. **Director Cappel** emphasized that prevention, more than treatment is key to population health. Otherwise, the activity is a significant cost without remuneration for SDH. **CEO Jue** added that Dr. Kumar, the State Dental Director, has early childhood prevention as his primary goal to improve the overall dental health of the state. Should there be funding available from the Tobacco Tax proceed? Worth looking into?

CEO Jue also reported on her presentation to the Dignity Health Sequoia Hospital Community Advisory Committee and the great reception she received. That is the group that made the \$20,000 SDH grant decision and they were very pleased with their decision. A member of the Redwood City School Board, who had attended this meeting, approached Dr. Jue and would like to consider seeking funding for SDH to do more of these types of programs in her school district.

- D. FQHC Partnership:** Reported earlier. **Director Cappel** suggested we pursue other FQHC's. **Ms. Yee** noted the breakeven potential of negotiating a fair fee from the county to cover Denti-Cal visits. **Director Galligan** expressed concern as to why the county would be reluctant to partner and address their back log.

[Director Cappel left at 8:30 pm due to a meeting conflict.]

11. OLD BUSINESS:

- A. Mobile Program Business Plan: Peter Dimitrov, Intern:** Presentation is attached and made a part of these minutes.
Director Young suggested direct contact and outreach helps build relationships which is more productive than cold call emails. She also asked if he did a financial analysis on the cost of bringing the truck vs. bringing other screening and education services. **Chair Taverner** suggested interviewing competitors' clients to learn why they use them. Chair Taverner thanked Peter for his work and presentation and wished him well in his future endeavors.
- B. Increasing Visit Volumes:** Deferred due to time and Director attendance
- C. Board Retreat:** Deferred due to time and Director attendance; there was some agreement that a weekend half day would be 'best', possibly in June.

12. FUNDRAISING: Director Hinshelwood and Development Director Rogoff

- A. Development Director's Report:** Written report in the meeting materials; no questions were offered.

- B. Coastside Gives:** The event brochure was circulated showing a full page on SDH. Funds raised will be restricted to the Half Moon Bay Center. **Chair Taverner** asked what's been done to get people to donate. **Mr. Rogoff** responded E-blasts, website, and promotional help from Mary Oldham from Coastside Gives. **Director Young** announced that Sister Norma Pimentel, Executive Director of Catholic Charities Rio Grande Valley, will be reuniting with a recent immigrant girl from Honduras at a Coastside media event MC'd by KTVU's Frank Somerville. She encouraged attendance.
- C. Cooking for a Cause:** Ticket sales are at 113. Half Moon Bay Brewery venue should work well; SDH has patio with separate entrance and two dining rooms. There are more than 40 silent auction items including major items on consignment such as Lady Gaga tickets to Las Vegas show, Elton John tickets in NY and an autographed 49er's football helmet. **Director Galligan** offered to donate free parking at SkyPark for any trip sold through the silent auction (Thank You). **Chair Taverner** asked where items were stored and response was at Mr. Rogoff's home. **Chair Taverner** asked that all items be brought to SDH for storage. **Mr. Rogoff** responded he thought the items were safer at his home and he would prefer to move all of them only once on the day of the event. **Chair Taverner** countered that is risky given SDH's prior experience when the transporter's vehicle did not work requiring emergency last-minute actions to get items to the event on time; therefore, he asked that the items be brought to San Mateo Center. Mr. Rogoff did not reply. **Chair Taverner** asked for a response to his request and none was offered. He then asked that the minutes reflect Mr. Rogoff's lack of response. *[Chair Taverner excused himself from the meeting.]*

Director Galligan asked if there was a locked facility at the San Mateo Center and if not, noted there is locked capacity at the PHCD office. **Director Young** asked that CEO Jue and Mr. Rogoff resolve this off line; **CEO Jue** agreed. *[Chair Taverner returned.]*

Chair Taverner reported that former Director Macias stated she absolutely did not want any citations or plaques, so the plan is to have a continuous loop slide show, a few speeches and present her with a gift certificate for a local restaurant.

- D. Coastside Farmers' Market:** **Chair Taverner** reported that the dates for a Sonrisas stall at the market are June 8, good for selling Raffle tickets, and October 26, good for jumpstarting the Fall Campaign. It was agreed this was an important venue for SDH visibility.

13. NEW BUSINESS:

- A. Approval of New Positions:** **Chair Taverner** reported that it was discussed in closed session to restructure the SDH administrative roles to focus Dr. Jue's time on being "the face of SDH" to the professional community, for community outreach and fundraising and allow her to dedicate more time to her UCSF research responsibilities. Therefore, the Board approved bringing to the public session the following for action: to approve the new

Community Engagement Director and Executive Director positions discussed in closed session and to appoint Dr. Jue to the Community Engagement Director position.

It was moved by Director Hinshelwood, and seconded by Director Young to approve the recommendation as stated by Chair Taverner. The motion passed 4/0/0

Chair Taverner reported that recruitment has been launched for the Executive Director job and transition is targeted for summer. He asked CFO Fama what the salary range for this position should be. She reported the range for local nonprofits is \$125K-\$190K and can go higher if medical/dental credentials are required. There was some discussion on when best to roll out announcement to the staff and community and it was agreed to defer to CEO Jue.

- B. Request to PHCD for Loan Forgiveness and May Quarterly Report: Chair Taverner** reported that CFO Fama suggested an approach to the PHCD Board asking for forgiveness of the district's outstanding loans to SDH. She suggested that forgiveness would have little financial impact to the District's balance sheet since SDH is a component program and the debt and receivable on the balance sheet cancel each other out. However, such a large debt on SDH's balance sheet presents a negative picture to potential funders. Ms. Yee reported that the question had been raised at the PHCD Finance Committee given that SDH is unlikely to generate enough income to pay off the debt in the foreseeable future. There was openness expressed to explore options to bring back to its June meeting. One suggestion raised at the PHCD Finance Committee was a PHCD grant equivalent to the debt. **Director Young** commented that would not be unusual; San Mateo County has done this for non-profits. **Director Galligan** recommended forgiveness rather than a grant. There being no further discussion, **Chair Taverner** stated he will raise this request at PHCD's May 23rd meeting when he will be presenting the first quarterly report required by the funding terms for the most recent 1/1/19-6/30/20.

SUGGESTED AGENDA ITEMS FOR NEXT MEETING: **Director Young** requested a 6-month funding development strategy to be presented at the May Board meeting. **Chair Taverner** suggested carrying forward the deferred items – Board Retreat and visit volume strategies.

14. ADJOURNMENT: The meeting was adjourned at 9:14pm.

Written and submitted by:
Cheryl Fama, CFO

Approved by:

Chair Nigel Taverner

Sonrisas Dental Health Internship

Peter Dimitrov





Intro and Personal Goals

- Why was I interested in this internship?
 - Wanted to get professional experience in business development
 - How can I make the mobile program more sustainable?
 - Wanted to get experience with nonprofits and give back to the community
 - How do the goals/business operations of a nonprofit differ from for-profit companies?
 - Drawn to start-up culture
 - I can really see the results of my work in action
 - Interested in taking on varied responsibilities to get insight into entrepreneurship



Accomplishments

- Website Development (general suggestions + sedation dentistry page)
- Business Plan for the Mobile Program
- Promotional Materials for Mobile Program/sedation dentistry (*)



Website Development

- Provided general suggestions to improve usability of the website
 - Design, typos, etc.
- Provided suggestions for how to advance philanthropic vision and attract donors
 - Smile gallery
- Created website content for sedation dentistry page

Objectives of the Business Plan

Cost side:

- Identify the costs in operating the mobile dentistry program
 - How much does each trip cost us?

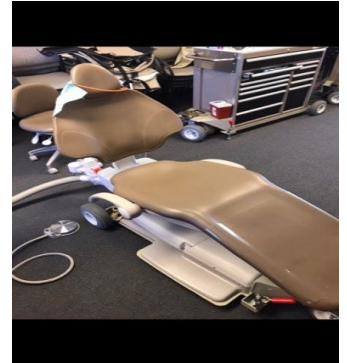
Revenue side:

- Identify future opportunities for the mobile dentistry program
 - Is there interest from commercial entities (ex. tech companies) in San Mateo County?
 - How can we pitch this service to potential clients?
- Make up the losses incurred from Dental patients



Mobile Program Business Plan: Cost Side

- Analyzed 15 Puente visits and associated costs and revenues
- Costs included: procedure fees, personnel fees, auto/insurance fees
- Determined per-visit revenues and margins for 4 payment plans (UCR, Dential, Delta, Aetna)
- Per-visit margin according to plan:
 - UCR: \$810
 - Aetna: \$595
 - Delta: -\$525
 - Dential: -\$965





Mobile Program Business Plan: Revenue Side

- Objective: Identify if there is demand from commercial entities with private plans
- Identified contacts at tech companies with 500+ employees in San Mateo area
- Examples include EA, Oracle, Equinix, etc.
- Initial email, follow-up email, and follow-up phone call
- No developments- yet!

The Oracle logo, consisting of the word "ORACLE" in a red, sans-serif font, enclosed within a thin black rectangular border.

ORACLE®





Final Steps

- Develop marketing materials (ex. brochure to leave behind)
- Prepare a pitch
- Keep making calls to HR reps
- Visit some tech companies on-site
 - Companies that are mission-driven, have relationships to nonprofits



Recommendations

- Keep reaching out to large commercial entities with private plans
 - But keep in mind: lose \$525/trip for Delta, gain \$595/trip for Aetna
- Be ready to meet the demand
 - Hire more dentists/dental assistants
- More mobile trips
 - Fixed cost/trip will decrease
- Reach out to other mobile clinics
 - How do they market themselves?
 - How do they strike up partnerships?

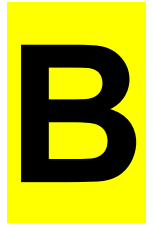


Lessons Learned

- Working independently as opposed to in a team
- How to ask for help
- Nonprofits are different
 - Goal is to be sustainable
 - Emphasis on philanthropy, grants, etc.
- Flexibility to handle numerous different types of tasks
 - Entrepreneurial mindset

Thank you for this
opportunity!





DATE: May 13, 2019

TO: SDH Board of Directors

FROM: Bonnie Jue, CEO

RE: **CEO Monthly Report**

1. Overall Operations

- We have been actively recruiting and hiring new dentists to work at SDH while some of our providers are out on maternity and family leave. These new dentists will also be providing services for the mobile dental program and possibly the FQHC sub-contracting program, as needed.
- There still exists a shortage of dental assistants for hire in the community.
- Our volunteer base has been expanding to include more dentists and dental hygienists. We continue to mentor pre-dental students and community volunteers who wish to donate their time to Sonrisas. This has been extremely helpful in the clinic, as well as, the school screenings. Several of these volunteers have contacted us through new “Contact Us” inquiry page on our website.

2. IV Sedation

- A local periodontist has referred one of his patients to Sonrisas for evaluation as a possible candidate for IV sedation dentistry. Dr. Chan is in the process of scheduling an evaluation for her in the next week or two.
- Marketing materials for the IV Sedation Program are being finalized for Dr. Ricci Chan to present to the San Mateo County Dental Society with whom he has already approached regarding quarterly email blasts to the local dentists and promotional attendance at in-person dental meetings for members.
- The operatory continues to be well-utilized for regular dental procedures, when not in use for sedation procedures, which has allowed more dental providers to work in the center on a single day. It has been especially useful for our Samaritan House collaboration and pediatric dental days, when more patients than usual are treated.

3. Mobile Program

- After presenting his findings at the last Board meeting, Peter Dimitrov continued his analysis by calculating profit/loss margins for various types of scenarios of mobile dental visits (i.e., services provided at commercial/tech companies vs. public facilities; sample “bucket” of procedures for typical schedules throughout the year, etc.) – Dr. Jue will elaborate more during the Board meeting.
- SDH staff had a productive meeting with Puente and County Farmworkers Program staff to plan for the summer schedule now that the regular dental provider is on maternity leave. SDH has hired two dentists who are interested in providing care for the mobile dental program, both in Pescadero and Half Moon Bay (if a truck driver is not available to bring the equipment to Pescadero).
- We are planning our next mobile visit to Casa de Redwood, utilizing grant funding.

4. Community Outreach

- Dr. Jue was the featured speaker at the Senior Round Table of San Mateo event on 4/26/19, which went very well. The mission of the Senior Round Table of San Mateo County is to increase the knowledge and awareness of members to better serve the needs of seniors in the area. Attending this meeting was a representative from Atria Senior Living who later invited Dr. Jue to meet with their Executive Director, Kiel Stromgren, this week to discuss the possibility of their utilizing the services of Sonrisas and having Dr. Jue speak to their residents. Atria has facilities in Burlingame, San Mateo, Foster City, and Daly City.
- On 5/10/19, 13 clients from Golden Gate Regional Center (GGRC) received dental exams and x-rays during a successful day at SDH. Most of these patients, who have significant intellectual and development disabilities, have not had dental treatment in years because of the challenges of finding a dentist who is comfortable treating them and who can accommodate patients in wheelchairs and gurney beds. In addition, SDH received a donation of beautiful office chairs that were used to create a second waiting room in the clinic that was a more conducive space for all the patients and caregivers who came in groups of 8 at a time from their group homes. Another similar day of service is scheduled this Friday (5/17/19) with 9 more GGRC clients.
- Dr. Jue is in the process of developing an MOU with the San Mateo County Office of Education, which would allow SDH to provide oral health education and services to students with developmental disabilities at Palos Verdes and El Portal Schools in San Bruno. A dental provider has already been designated to perform these screenings with Dr. Jue on 6/19/19, if the paperwork is approved by then.
- Through a recently approved agreement with the San Mateo County Oral Public Health Program, SDH has been given free toothbrushes and fluoride varnish to use for oral health screenings.
- School screenings are now complete for this academic year:
 - 2/8 (Hatch Elementary – Half Moon Bay) – completed (98 students)
 - 3/22 (El Granada Elementary - Half Moon Bay) – completed (135 students)
 - 3/25 (Farallone View Elementary - Montara) – completed (101 students)
 - 3/27 (Hoover Community School - Redwood City) – completed (146 students)
 - 4/3 (Pescadero Middle and High School - Pescadero) – completed (126 students)
 - 4/9 (La Honda Elementary - La Honda) – completed (43 students)
 - 4/11 (Belle Air Preschool - San Bruno) – completed (72 students)
 - 4/17 (Belle Air Elementary – San Bruno) – completed (51 students)
 - 5/7 (Pescadero Elementary - Pescadero) – completed (81 students)
- Over 850 students have been evaluated so far this year through Sonrisas Dental Health's Outreach Program, with more visits anticipated for the fall.

5. New Patient Volume

The San Mateo Center continues to recruit new patients with commercial or no insurance, as well as, all children in San Mateo County who have Denti-Cal coverage. Staff members have also been contacting adults with Denti-Cal coverage who are currently on the prospective patient waiting list – rate of new patient registration is dependent on staffing availability at any given time. We have also been focusing on providing care for children in foster care and pregnant women due to the time-sensitive nature of their dental needs and circumstances.

- The Coastside Center continues to see new patients who reside in the San Mateo Coastside region.
- Below are tables of New Patients (San Mateo Center).
 - Note: 2019 figures are highlighted, but 2018 totals are still being presented in order to show comparison to other months.

New Patients			
Month	# of Denti-Cal	# of Non-Dental	<i>Total</i>
January 2018	14	20	34
February	68	16	84
March	64	31	95
April	53	27	80
May	77	23	100
June	56	18	74
July	29	23	52
August	19	18	37
September	24	13	37
October	11	15	26
November	12	18	30
December	9	19	28
<i>Total (for 2018)</i>	436	241	677
January 2019	51	19	70
February 2019	50	16	66
March 2019	40	21	61
April 2019	42	18	60



DATE: May 13, 2019

TO: SDH Board of Directors

CC: CEO Jue

FROM: Cheryl Fama, CFO

RE: **CFO Monthly Report**

1. Financial Performance, YTD July through March 2019:

Overall, the YTD financial performance continues to be strong relative to budget.

- Total Net Program Revenue is on budget at \$1,230,000
- Direct expense is \$57K below budget
- Indirect expense is \$118 K below budget
- Total Net Income YTD is \$282,812 better than budget; <\$250,277> as compared the budget of <\$533,089>. This **includes** the non-cash items of deferred rent and interest payments and depreciation. If deducted, **net cash flow would be a positive \$138,000.**
- Total Visit volume YTD is below budget by <268> visits which is improved over February's YTD shortfall of <289>. The below budget visits are at the San Mateo Center due to the unanticipated loss of the Denti-Cal pediatric dentist last September. She is now working some shifts at the Coastsides Center which has contributed to the better visit volume than budgeted in Half Moon Bay. However, the smaller capacity at Coastsides limits the possible visits/day by the Pediatric dentist.
- Visit by Payer ratio has remained constant; 69% are affordable scale, Denti-Cal and farmworkers.

2. FY 18-19 Forecast: The new dashboard prepared by Ms. Yee was well-received by the Board at the April meeting. Chair Taverner has asked that we make this a regular part of the financial package presented at each Board meeting.

3. Strategic Initiative - San Mateo County FQHC Partnership:

Progress! A conference call occurred on Friday, May 11 with Dave McGrew, CFO for County Health System. He stated the potential barriers identified by his contract manager have been resolved; the Chief of Health, Louise Rogers supports moving forward; and, outlined a path forward. Dr. Jue and I agreed to resend the December 2018 draft county agreement with our edits and clarifying questions and Mr. McGrew agreed to have another conference call on May 15th to respond to our edits. We look forward to hopefully report out on material progress at the Board's May 16th meeting.

4. Items Needing Further Study for Guiding Board Strategies:

- Mobile Program analysis and plan by Intern Peter Dimitrov
- Marketing Plan for FY 2019-2020 – New residents to area, commercially insured, etc.
- Funding strategy for school outreach activities





DATE: May 13, 2019
TO: SDH Board of Directors
CC: Cheryl Fama, CFO
FROM: Tina Wang, Senior Accountant, Vickie Yee, PHCD CBO
RE: **March Unaudited Financials and YTD Performance to Budget**

MARCH PERFORMANCE:

- A. Revenue:** Net Patient Revenue was **\$135,271**
- 1,026 visits –119 more than prior month (95 more in San Mateo & 20 more in Coastsides)
 - 51 visits from private pay patients – highest YTD
 - Total deductions from gross revenue were 62%
 - Net Patient Revenue is 14% more than prior month
- B. Donations/Grants & Other Income: \$155,518**– \$40,000 received from Silicon Valley Community Foundation, \$75,000 from PHCD; \$1,879 from Paella event; \$37,631 released from restricted grants; \$580 individual donations; \$428 dividends.
- C. EXPENSES:**
- Direct Expense: \$156,551** --\$4,937 lower than prior month due to a combination of lower personnel cost from an adjustment for over-accrued salaries (2 days) for a short month in February and higher dental equipment repairment fees.
 - Indirect Expense: \$108,209**--\$11,580 lower than prior month due to lower personnel cost from an adjustment for over-accrued salaries in the previous month and lower office supplies cost.

NET INCOME: \$26,029

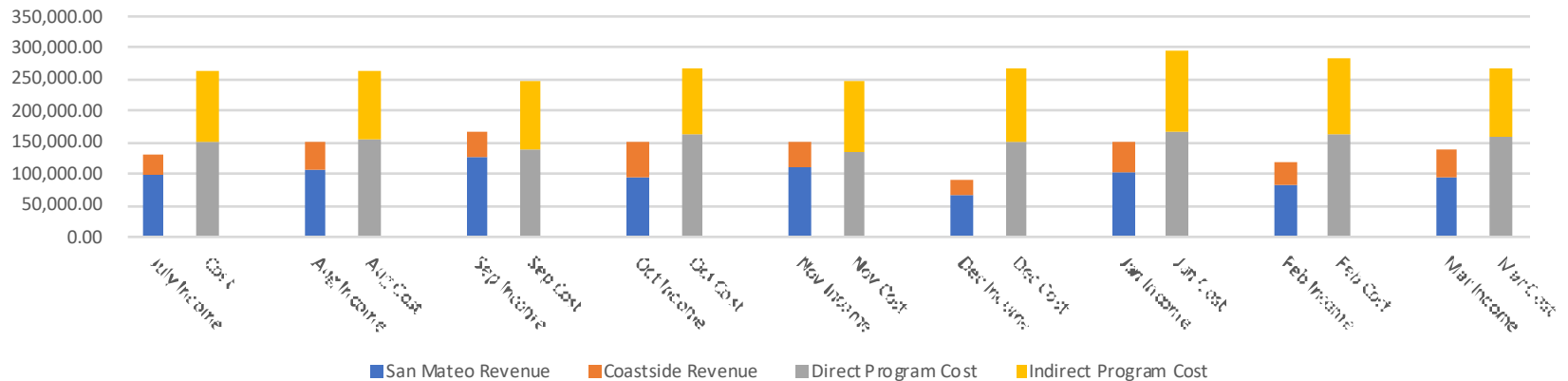
YTD PERFORMANCE TO BUDGET (July-March): YTD net income is **\$282,814** better than budget. Cash-flow is **\$269,620** better than budget. PHCD grant received to date is **\$600,000** (eight months), no support needed from PHCD in September.

	YTD Actual	Budget	Performance
<i>Visits</i>	<i>8268</i>	<i>8536</i>	<i>(268)</i>
Gross Patient Revenue	\$2,747,641	\$2,553,309	+8%
Uncompensated Care (Deductions)	<1,518,797>	<\$1,330,322>	-14%
Grants/Donations/Other Income	\$898,088	\$801,122	+12%
Direct Cost	\$1,360,652	\$1,417,323	+4%
Indirect Cost	\$1,022,986	\$1,141,226	+10%
Net Income	<\$250,276>	<\$533,090>	+53%
<i>non-cash items adj.</i>			
Depreciation	\$199,176	\$214,511	+7%
Deferred Expenses	\$189,227	\$187,086	-1%
Est. Cash-flow	\$138,127	<\$131,493>	205%

Sonrisas Dental Health Operations

	Jul 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Total	YTD Budget	B(W)
San Mateo Revenue	97,167	102,683	123,399	92,960	106,439	65,457	99,126	79,029	90,814	857,073	875,301	(18,228)
Coastside Revenue	31,860	47,574	40,736	53,909	44,096	23,034	48,763	37,344	44,457	371,772	347,686	24,086
Total Net Revenue	129,026	150,257	164,134	146,869	150,535	88,491	147,889	116,372	135,271	1,228,845	1,222,987	5,858
Direct Program Cost	148,779	150,914	137,703	159,597	132,069	147,159	166,391	161,489	156,551	1,360,652	1,417,323	(56,671)
Indirect Program Cost	112,325	111,964	108,136	107,323	111,147	115,852	128,241	119,789	108,209	1,022,986	1,141,226	(118,240)
Total Cost	261,103	262,878	245,839	266,921	243,216	263,011	294,632	281,277	264,760	2,383,638	2,558,549	(174,911)
TOTAL	(132,077)	(112,621)	(81,705)	(120,052)	(92,682)	(174,520)	(146,743)	(164,905)	(129,489)	(1,154,793)	(1,335,562)	180,769
Dividend/Other Income	2,440	376	3,797	342	311	328	2,100	310	429	10,433	5,850	4,583
Donations Received	7,320	14,366	16,094	38,931	65,897	17,197	22,239	31,949	80,090	294,084	234,123	59,961
Grant from PHCD	75,000	75,000	0	75,000	75,000	75,000	75,000	75,000	75,000	600,000	562,500	37,500
OTHER INCOME	84,760	89,742	19,891	114,273	141,209	92,525	99,339	107,259	155,518	904,517	802,473	102,044
NET INCOME	(47,317)	(22,879)	(61,814)	(5,778)	48,527	(81,995)	(47,404)	(57,646)	26,029	(250,277)	(533,089)	282,812

Net Revenue VS. Cost By Center Per Month YTD As of 03/31/2019

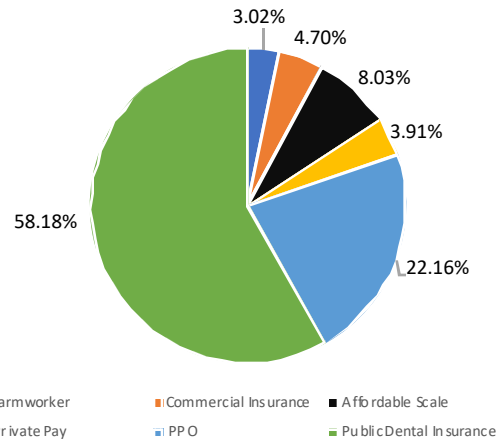
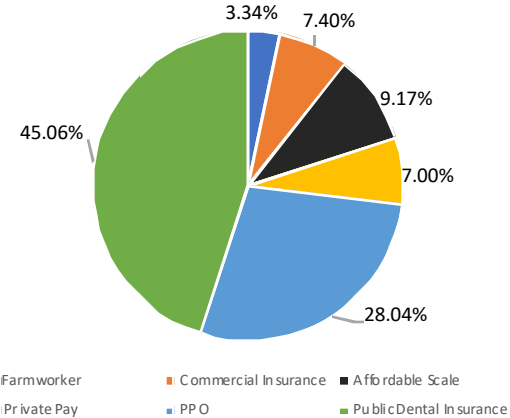


Visits by Center

	Jul 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Total	Budget	Variance
San Mateo Visits	608	569	468	611	553	538	638	566	661	5212	5753	(541)
Coastside Visits	338	375	277	361	335	262	402	341	365	3056	2783	273
Total Visits	946	944	745	972	888	800	1040	907	1026	8268	8536	(268)

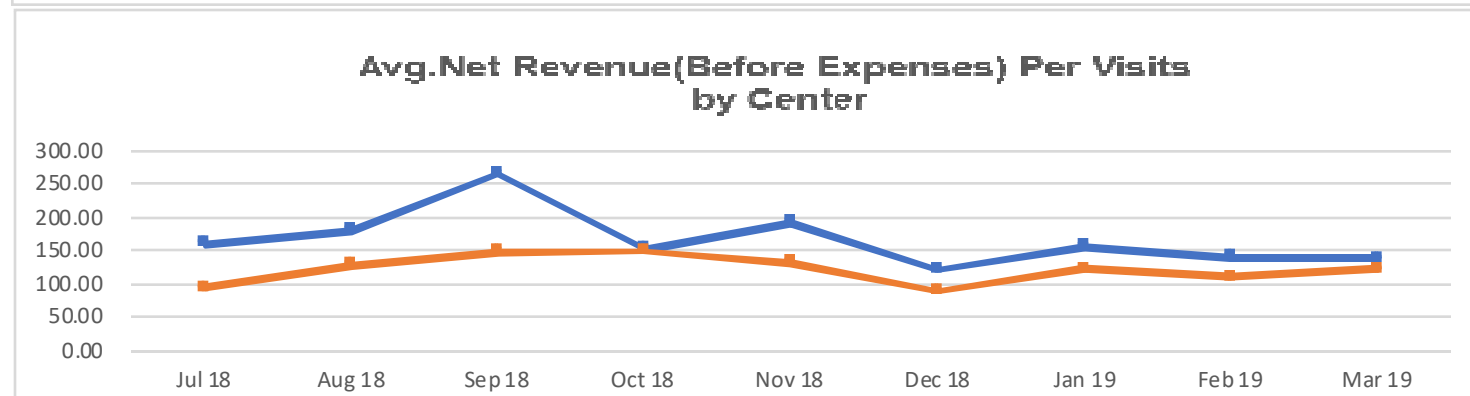
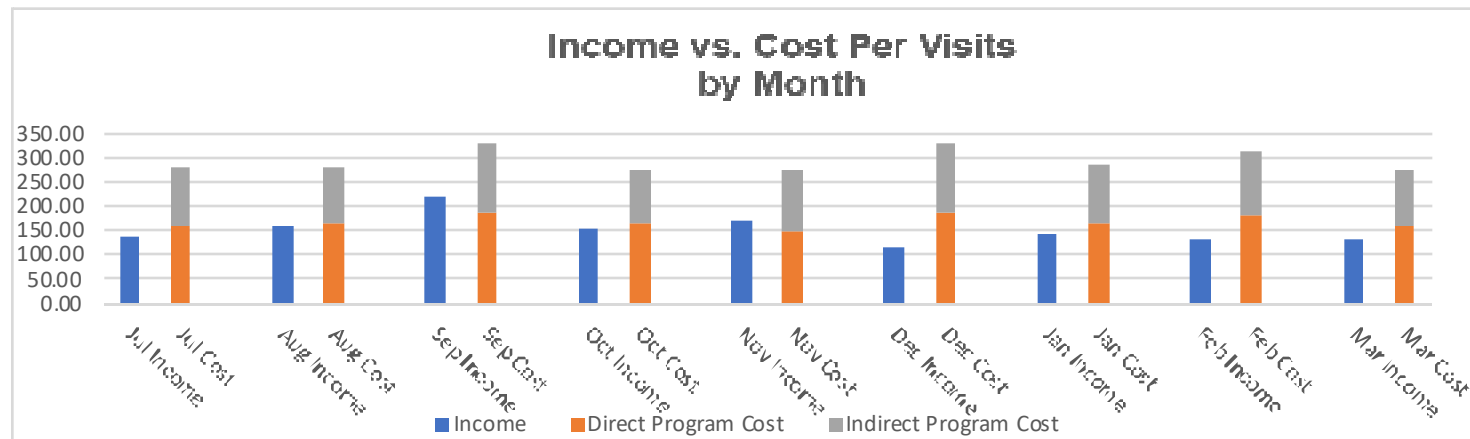
Visits by Payer

	Jul 18	Aug 18	Sept 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Total	Budget	Variance
Commercial Insurance	51	40	35	41	35	48	62	74	43	429	430	(1)
PPO	236	186	177	209	200	222	176	195	231	1,832	1,925	(93)
Public Dental Insurance	517	583	425	567	508	397	665	547	601	4,810	4,985	(175)
Private Pay	34	41	23	37	35	33	32	34	51	320	205	115
Affordable Scale	89	79	53	86	73	62	73	37	75	627	835	(208)
Farmworker	19	15	32	32	37	38	32	20	25	250	156	94
Total Visits	946	944	745	972	888	800	1,040	907	1,026	8,268	8,536	(268)

Visits By Payer As a Percentage
YTD as of 03/31/2019Net Revenue by Payer As a Percentage
YTD as of 03/31/2019

Avg. Income (Loss) per Visit	
YTD	
Net Revenue per Visit	\$ 149.94
Direct Cost per Visit	\$ (166.03)
Indirect Cost per Visit	\$ (126.11)
Net Income per Visit	\$ (142.20)

True Income (Loss) per Visit by Payer	
Payer	Avg. YTD
Commercial Insurance	\$ 8.95
PPO	\$ (42.15)
Public Dental Insurance	\$ (240.76)
Private Pay	\$ 202.28
Affordable Scale	\$ 78.68



SONRISAS DENTAL HEALTH, INC.
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	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	TOTAL
Ordinary Income/Expense										
Income										
Program Revenue										
Patient Services										
4103 · Commercial Insurance	14,502.00	8,009.00	14,612.00	13,525.40	8,075.00	15,457.00	17,539.00	12,889.00	12,959.00	117,567.40
4102 · PPO	68,480.00	61,260.00	54,972.00	67,399.00	67,617.00	69,495.00	53,919.00	68,140.00	72,368.00	583,650.00
4100 · Public Dental Insurance	155,280.00	188,292.00	149,057.00	187,588.00	174,988.00	136,551.00	251,096.00	213,892.00	211,630.00	1,668,374.00
4106 · Private Pay	5,659.00	9,169.00	6,868.00	8,465.00	9,204.00	10,026.70	8,803.00	13,052.00	17,537.00	88,783.70
4101 · Affordable Scale	16,539.00	31,805.00	19,791.00	22,944.00	20,464.00	16,827.00	19,051.10	16,027.00	21,078.00	184,526.10
4104 · Farmworker	8,427.00	5,524.00	10,674.00	12,629.00	17,237.00	17,408.00	11,820.00	7,337.00	13,684.00	104,740.00
Total Patient Services	268,887.00	304,059.00	255,974.00	312,550.40	297,585.00	265,764.70	362,228.10	331,337.00	349,256.00	2,747,641.20
Uncompensated Care										
5020 · Prior Period Adjustment	6,137.00	15,045.24	13,893.12	(19,338.14)	(24,809.02)	(5,432.80)	28,014.85	397.21	(10,281.33)	3,626.13
5005 · Commercial Insurance	(1,740.50)	(298.10)	(608.20)	(2,355.40)	(2,266.60)	(4,146.20)	(5,780.61)	(4,338.16)	(2,087.75)	(23,621.52)
5004 · PPO	(26,119.00)	(18,136.20)	(19,440.00)	(24,946.90)	(24,037.30)	(29,641.60)	(28,714.30)	(27,142.45)	(29,604.50)	(227,782.25)
5009 · Public Dental Insurance	(104,864.20)	(135,412.60)	(72,239.00)	(92,342.50)	(71,228.65)	(110,467.70)	(186,092.24)	(169,740.99)	(154,171.36)	(1,096,559.24)
5007 · Affordable Scale	(5,027.70)	(10,414.60)	(6,530.20)	(8,759.20)	(8,913.00)	(6,454.40)	(7,260.70)	(6,181.50)	(8,647.00)	(68,188.30)
5003 · Farmworker Program	(2,632.30)	(606.40)	(2,708.40)	(13,110.60)	(8,549.80)	(15,370.00)	(7,926.00)	(4,633.00)	(6,846.00)	(62,382.50)
5001 · Fee Adjustments	(5,614.10)	(3,979.40)	(4,206.90)	(4,828.90)	(7,245.84)	(5,761.00)	(6,580.34)	(3,325.70)	(2,346.86)	(43,889.04)
Total Uncompensated Care	(139,860.80)	(153,802.06)	(91,839.58)	(165,681.64)	(147,050.21)	(177,273.70)	(214,339.34)	(214,964.59)	(213,984.80)	(1,518,796.72)
Total Program Revenue	129,026.20	150,256.94	164,134.42	146,868.76	150,534.79	88,491.00	147,888.76	116,372.41	135,271.20	1,228,844.48
Donations and Incentives										
5100 · Donations	183.90	41.59	872.60	15,380.42	342.60	1,947.60	5,180.87	201.57	40,579.86	64,731.01
Events/Fundraisers										
5105 · Raffle	2,135.00	80.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,215.00
5106 · Other Events	0.00	0.00	916.70	0.00	0.00	0.00	0.00	1,268.59	1,878.56	4,063.85
Total Events/Fundraisers	2,135.00	80.00	916.70	0.00	0.00	0.00	0.00	1,268.59	1,878.56	6,278.85
5150 · Unrestricted Grants	75,000.00	75,000.00	0.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	75,000.00	600,000.00
5199 · Net Assets Released from Restri	7,136.25	14,324.06	16,093.95	23,550.96	65,554.71	15,249.71	17,058.23	30,478.94	37,631.21	227,078.02
Total Donations and Incentives	84,455.15	89,445.65	17,883.25	113,931.38	140,897.31	92,197.31	97,239.10	106,949.10	155,089.63	898,087.88
Total Income	213,481.35	239,702.59	182,017.67	260,800.14	291,432.10	180,688.31	245,127.86	223,321.51	290,360.83	2,126,932.36
Gross Profit	213,481.35	239,702.59	182,017.67	260,800.14	291,432.10	180,688.31	245,127.86	223,321.51	290,360.83	2,126,932.36
Expense										
Direct Program Costs										
Personnel										
5250 · Direct Program Salaries	118,356.67	110,238.76	106,094.42	126,034.81	107,377.73	112,651.82	128,907.07	126,787.40	113,652.09	1,050,100.77
5260 · Payroll Taxes	8,870.46	8,255.40	7,977.06	9,430.10	7,733.91	8,273.67	9,642.94	9,503.79	8,526.56	78,213.89
5261 · Unemployment Taxes	447.76	608.66	654.87	566.24	482.82	2,956.76	3,805.88	718.71	266.96	10,508.66
5270 · Benefits	1,735.88	1,907.49	1,710.52	338.11	3,208.90	1,713.92	3,370.51	1,996.07	6,958.73	22,940.13
5275 · 401k Match	767.59	781.33	662.25	771.78	570.23	695.54	1,188.32	1,018.07	959.59	7,414.70
5278 · Worker's Comp.	1,144.33	1,144.33	1,144.33	1,144.33	1,144.33	1,144.33	1,144.33	1,144.33	1,144.30	10,298.94
5280 · Continuing Educ.	0.00	0.00	25.00	0.00	0.00	0.00	500.00	115.00	0.00	640.00
5281 · Licenses and Registrations	60.91	60.91	204.49	344.49	184.49	196.49	284.99	272.99	272.99	1,882.75
Total Personnel	131,383.60	122,996.88	118,472.94	138,629.86	120,702.41	127,632.53	148,844.04	141,556.36	131,781.22	1,181,999.84
5320 · Dental Supplies	9,407.21	14,386.23	10,211.94	14,129.55	5,530.78	11,348.52	10,870.55	10,679.31	10,399.60	96,963.69
5326 · Dental Equipment Repair	747.07	214.00	278.00	257.42	708.98	0.00	302.88	0.00	1,114.50	3,622.85
5330 · Lab Fees	6,480.38	12,255.79	7,665.98	6,048.40	3,408.74	7,592.57	5,555.60	8,435.03	8,254.13	65,696.62
5331 · Uniforms	83.89	384.74	0.00	50.00	50.00	253.43	0.00	0.00	163.50	985.56
Contracted Services										

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	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	TOTAL
5301 · Contract Employees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,020.18	4,020.18
5303 · Sterilization Services	614.37	614.37	1,012.37	420.00	1,575.00	270.00	756.00	756.00	756.00	6,774.11
5305 · Shredding	62.00	62.00	62.00	62.00	93.00	62.00	62.00	62.00	62.00	589.00
Total Contracted Services	676.37	676.37	1,074.37	482.00	1,668.00	332.00	818.00	818.00	4,838.18	11,383.29
Total Direct Program Costs	148,778.52	150,914.01	137,703.23	159,597.23	132,068.91	147,159.05	166,391.07	161,488.70	156,551.13	1,360,651.85
Indirect Costs										
Administrative Personnel										
5450 · Salaries/Wages	38,619.94	30,743.67	27,212.46	31,344.03	39,894.85	38,341.50	42,970.85	40,966.81	34,483.83	324,577.94
5460 · Payroll Taxes, Admin/Mgmt	2,924.82	2,226.39	985.85	1,351.76	2,062.77	2,504.34	3,247.73	3,023.37	2,608.52	20,935.55
5461 · Unemployment Taxes	253.85	265.37	230.77	264.87	137.50	1,044.06	1,118.83	1,097.47	26.26	4,438.98
5470 · Benefits	1,416.89	1,527.83	(292.61)	1,862.33	902.34	780.27	2,025.77	1,146.46	2,544.92	11,914.20
5475 · 401k Match, Admin/Mgmt.	319.34	298.01	256.25	167.13	269.56	363.89	435.86	575.35	416.10	3,101.49
5478 · Worker's Comp.	286.09	286.09	286.09	286.09	286.09	286.09	286.09	286.09	286.09	2,574.81
Total Administrative Personnel	43,820.93	35,347.36	28,678.81	35,276.21	43,553.11	43,320.15	50,085.13	47,095.55	40,365.72	367,542.97
Business Taxes										
5520 · Property Taxes	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
Total Business Taxes	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00
Facilities Expenses										
5600 · Auto Expenses	105.58	325.49	305.60	344.49	310.94	519.67	310.77	105.58	326.23	2,654.35
5610 · Building Maintenance	927.60	628.60	727.60	879.25	628.60	704.60	684.76	688.44	509.87	6,379.32
5611 · Janitorial Service	1,655.00	1,655.00	1,655.00	3,145.00	1,655.00	1,655.00	1,818.00	2,998.00	3,128.00	19,364.00
5670 · Rent	18,529.00	19,129.00	19,129.00	19,129.00	19,129.00	19,129.00	19,588.04	19,588.04	19,588.04	172,938.12
5672 · Phone / Internet	1,007.02	1,382.26	1,502.76	1,265.66	1,096.71	1,275.66	1,199.65	1,413.76	1,301.48	11,444.96
5680 · Utilities	2,015.90	2,425.76	2,042.42	2,958.04	2,160.16	2,411.43	3,082.99	2,551.88	2,217.48	21,866.06
Total Facilities Expenses	24,240.10	25,546.11	25,362.38	27,721.44	24,980.41	25,695.36	26,684.21	27,345.70	27,071.10	234,646.81
Office Exp.										
5502 · Claims Processing	133.14	87.08	117.74	117.74	130.66	76.04	150.36	114.12	0.00	926.88
5504 · Payroll Processing / BG Checks	562.20	1,082.99	628.66	944.10	933.61	985.63	983.55	941.48	1,283.18	8,345.40
5505 · Collection Agencies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41.30	41.30
5616 · Patient Notification	494.95	494.95	485.00	485.00	494.95	485.00	485.00	485.00	494.95	4,404.80
5660 · Office Supplies	550.14	1,152.08	2,436.04	1,117.19	567.59	1,390.96	1,222.22	1,996.23	825.87	11,258.32
5665 · Postage and Shipping	256.26	316.80	286.07	316.20	3.95	724.63	316.20	347.05	109.71	2,676.87
5668 · Printing Costs	103.73	281.37	64.31	441.98	26.10	130.80	0.00	183.12	217.53	1,448.94
Total Office Exp.	2,100.42	3,415.27	4,017.82	3,422.21	2,156.86	3,793.06	3,157.33	4,067.00	2,972.54	29,102.51
Equipment Expenses										
5507 · Computer Support	3,292.88	3,495.45	4,322.60	3,819.53	3,025.00	3,025.00	4,229.25	3,025.00	3,341.47	31,576.18
5608 · Software Support	781.00	751.00	844.00	916.00	1,199.00	651.00	844.00	458.00	651.00	7,095.00
Total Equipment Expenses	4,073.88	4,246.45	5,166.60	4,735.53	4,224.00	3,676.00	5,073.25	3,483.00	3,992.47	38,671.18
Insurance										
5635 · Auto Insurance	610.48	610.48	610.48	610.48	610.48	610.48	610.48	610.48	610.48	5,494.32
5636 · Malpractice (Prof. Liab.)	416.66	416.66	416.66	416.66	416.66	416.66	416.66	416.66	416.66	3,749.94
5637 · Liability & Property	935.50	935.50	935.50	935.50	935.50	935.50	936.48	992.83	992.83	8,535.14
5638 · Directors & Officer Liability	294.50	180.50	280.50	280.50	280.50	280.50	280.50	280.50	280.50	2,438.50
Total Insurance	2,257.14	2,143.14	2,243.14	2,243.14	2,243.14	2,243.14	2,244.12	2,300.47	2,300.47	20,217.90
Outsourced Services										
5503 · Consultants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	260.00	208.00	468.00
5508 · Professional Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,530.00	0.00	4,530.00
Total Outsourced Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,790.00	208.00	4,998.00
Fundraising Expenses										

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	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	TOTAL
5632 · Fundraising Expenses	0.00	192.10	(42.10)	894.81	450.00	1,626.24	4,953.88	300.00	473.65	8,848.58
5633 · Fundraising Consulting	2,436.00	7,439.50	5,762.00	432.00	0.00	1,500.00	2,922.25	1,631.00	1,500.00	23,622.75
Total Fundraising Expenses	2,436.00	7,631.60	5,719.90	1,326.81	450.00	3,126.24	7,876.13	1,931.00	1,973.65	32,471.33
Fees and Interest										
5641 · Finance Charges	82.45	140.36	24.42	69.56	118.94	11.80	0.00	6.00	69.13	522.66
5642 · Loan Interest	4,682.98	4,759.26	4,762.11	5,843.36	5,062.11	5,062.11	5,062.11	5,062.11	5,062.12	45,358.27
5650 · Merchant Processing	667.19	777.16	812.14	838.31	691.53	825.92	698.47	620.54	1,248.41	7,179.67
Total Fees and Interest	5,432.62	5,676.78	5,598.67	6,751.23	5,872.58	5,899.83	5,760.58	5,688.65	6,379.66	53,060.60
5615 · Depreciation Expense	22,278.86	22,278.86	22,278.86	20,834.94	22,300.88	22,300.88	22,300.88	22,300.88	22,300.88	199,175.92
5618 · Dues, Fees & License	115.65	302.65	115.65	115.65	465.65	115.65	115.65	235.65	115.65	1,697.85
5620 · Employee Goodwill	83.84	83.55	90.96	9.00	0.00	554.46	148.38	142.82	318.63	1,431.64
5639 · Recruitment Expense	225.00	480.15	372.52	39.12	75.00	104.12	0.00	115.00	139.98	1,550.89
5648 · Marketing Expense										
5651 · Outreach	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90.00	0.00	90.00
5648 · Marketing Expense - Other	4,985.47	4,804.80	7,903.95	4,654.82	4,651.07	4,637.16	4,655.00	60.00	60.00	36,412.27
Total 5648 · Marketing Expense	4,985.47	4,804.80	7,903.95	4,654.82	4,651.07	4,637.16	4,655.00	150.00	60.00	36,502.27
Meeting & Travel Expenses										
5676 · Travel Costs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.27	10.27
5677 · Meals	0.00	0.00	0.00	12.67	0.00	0.00	0.00	6.51	0.00	19.18
5678 · Mileage	274.86	7.09	336.90	180.49	174.77	386.10	140.40	136.30	0.00	1,636.91
Total Meeting & Travel Expenses	274.86	7.09	336.90	193.16	174.77	386.10	140.40	142.81	10.27	1,666.36
Total Indirect Costs	112,324.77	111,963.81	108,136.16	107,323.26	111,147.47	115,852.15	128,241.06	119,788.53	108,209.02	1,022,986.23
Total Expense	261,103.29	262,877.82	245,839.39	266,920.49	243,216.38	263,011.20	294,632.13	281,277.23	264,760.15	2,383,638.08
Net Ordinary Income	(47,621.94)	(23,175.23)	(63,821.72)	(6,120.35)	48,215.72	(82,322.89)	(49,504.27)	(57,955.72)	25,600.68	(256,705.72)
Other Income/Expense										
Other Income										
Other Income										
6120 · Interest Income	0.00	0.00	0.00	0.00	0.00	0.00	2.29	3.29	6.37	11.95
6121 · Dividends	305.25	296.18	268.68	341.98	311.41	328.04	339.03	306.72	318.18	2,815.47
6130 · Other Income	0.00	0.00	1,739.24	0.00	0.00	0.00	1,758.63	0.00	104.10	3,601.97
Total Other Income	305.25	296.18	2,007.92	341.98	311.41	328.04	2,099.95	310.01	428.65	6,429.39
Total Other Income	305.25	296.18	2,007.92	341.98	311.41	328.04	2,099.95	310.01	428.65	6,429.39
Net Other Income	305.25	296.18	2,007.92	341.98	311.41	328.04	2,099.95	310.01	428.65	6,429.39
Net Income	(47,316.69)	(22,879.05)	(61,813.80)	(5,778.37)	48,527.13	(81,994.85)	(47,404.32)	(57,645.71)	26,029.33	(250,276.33)

SONRISAS DENTAL HEALTH, INC.
Balance Sheet
As of March 31, 2019

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	Jul 31, 18	Aug 31, 18	Sep 30, 18	Oct 31, 18	Nov 30, 18	Dec 31, 18	Jan 31, 19	Feb 28, 19	Mar 31, 19
ASSETS									
Current Assets									
Checking/Savings									
Checking/Savings									
1020 - Boston Private Saving	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75,003.29	75,009.66
1010 - Boston Private BusinessChecking	202,254.01	336,530.87	198,527.72	328,576.31	273,091.73	261,491.65	286,643.17	236,853.56	284,895.06
1050 - Wells Fargo Checking	21,320.03	21,320.03	21,320.03	21,320.03	21,320.03	21,320.03	21,320.03	21,320.03	21,320.03
1070 - Merrill Lynch	198,698.42	198,994.60	199,263.28	199,605.26	199,916.67	200,244.71	200,583.74	200,890.46	201,208.64
Total Checking/Savings	422,272.46	556,845.50	419,111.03	549,501.60	494,328.43	483,056.39	508,546.94	534,067.34	582,433.39
1175 - Petty Cash - Coastsides	381.41	381.41	381.41	381.41	381.41	381.41	381.41	381.41	381.41
1176 - Petty Cash -San Mateo	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00
Total Checking/Savings	422,853.87	557,426.91	419,692.44	550,083.01	494,909.84	483,637.80	509,128.35	534,648.75	583,014.80
Accounts Receivable									
Accounts Receivable									
1250 - Accounts Receivable - Services	157,147.33	185,090.22	228,331.94	229,586.24	235,411.55	224,582.24	215,200.61	186,746.70	179,103.79
1260 - Accts.Rec.- Other Agencies	4,580.00	2,290.00	12,595.00	19,465.00	21,755.00	18,320.00	34,350.00	41,220.00	41,220.00
Total Accounts Receivable	161,727.33	187,380.22	240,926.94	249,051.24	257,166.55	242,902.24	249,550.61	227,966.70	220,323.79
Total Accounts Receivable	161,727.33	187,380.22	240,926.94	249,051.24	257,166.55	242,902.24	249,550.61	227,966.70	220,323.79
Other Current Assets									
1400 - Prepaid Expense	40,801.28	39,719.61	40,297.37	37,509.13	16,520.61	12,441.33	12,155.20	15,737.52	19,774.63
1405 - Work Comp Deposit	1,898.00	1,898.00	1,898.00	1,898.00	1,898.00	1,898.00	1,898.00	1,898.00	1,898.00
1450 - Allowance for Bad Debt	(46,415.80)	(46,415.80)	(36,866.16)	(36,866.16)	(17,130.83)	(17,130.83)	(17,130.83)	(17,130.83)	(17,130.83)
1499 - Undeposited Funds	5,725.00	5,231.80	5,231.80	0.00	0.00	0.00	0.00	0.00	75,000.00
Total Other Current Assets	2,008.48	433.61	10,561.01	2,540.97	1,287.78	(2,791.50)	(3,077.63)	504.69	79,541.80
Total Current Assets	586,589.68	745,240.74	671,180.39	801,675.22	753,364.17	723,748.54	755,601.33	763,120.14	882,880.39
Fixed Assets									
Fixed Assets									
1320 - Leasehold Impvmnt. - Coastsides	25,886.14	25,886.14	25,886.14	25,886.14	25,886.14	25,886.14	25,886.14	25,886.14	25,886.14
1321 - Leasehold Improv. - S. Mateo	1,016,755.76	1,016,755.76	1,016,755.76	1,016,755.76	1,016,755.76	1,016,755.76	1,016,755.76	1,016,755.76	1,016,755.76
1335 - Dental Equipment - Coastsides	117,755.81	117,755.81	117,755.81	117,755.81	117,755.81	117,755.81	117,755.81	117,755.81	117,755.81
1336 - Dental Equipment - San Mateo	460,259.48	464,255.20	464,255.20	464,255.20	506,218.80	506,218.80	506,218.80	506,218.80	506,218.80
1340 - Computers - Coastsides	35,725.63	35,725.63	35,725.63	35,725.63	35,725.63	35,725.63	35,725.63	35,725.63	35,725.63
1341 - Computers - San Mateo	65,633.05	65,633.05	65,633.05	65,633.05	65,633.05	65,633.05	65,633.05	65,633.05	65,633.05
1350 - Mobile Equipment	188,945.09	188,945.09	188,945.09	188,945.09	188,945.09	188,945.09	188,945.09	188,945.09	188,945.09
1370 - Furniture/Fixtures - Coastsides	8,515.46	8,515.46	8,515.46	8,515.46	8,515.46	8,515.46	8,515.46	8,515.46	8,515.46
1371 - Furniture/Fixtures - S.Mateo	109,021.12	109,021.12	109,021.12	109,021.12	109,021.12	109,021.12	109,021.12	109,021.12	109,021.12
1380 - Truck	111,934.08	111,934.08	111,934.08	111,934.08	111,934.08	111,934.08	111,934.08	111,934.08	111,934.08
Less Accumulated Depr.									
1390 - Accum. Depreciation-Coastsides	(141,462.63)	(142,698.91)	(143,935.19)	(145,171.47)	(146,407.75)	(147,644.03)	(148,880.31)	(150,116.59)	(151,352.87)
1395 - Accum. Depreciation - San Mateo	(525,513.47)	(546,556.05)	(567,598.63)	(587,197.29)	(608,261.89)	(629,326.49)	(650,391.09)	(671,455.69)	(692,520.29)
Total Less Accumulated Depr.	(666,976.10)	(689,254.96)	(711,533.82)	(732,368.76)	(754,669.64)	(776,970.52)	(799,271.40)	(821,572.28)	(843,873.16)
Total Fixed Assets	1,473,455.52	1,455,172.38	1,432,893.52	1,412,058.58	1,431,721.30	1,409,420.42	1,387,119.54	1,364,818.66	1,342,517.78
Total Fixed Assets	1,473,455.52	1,455,172.38	1,432,893.52	1,412,058.58	1,431,721.30	1,409,420.42	1,387,119.54	1,364,818.66	1,342,517.78
Other Assets									
1420 - Security Deposits	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00
Total Other Assets	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00	14,697.00
TOTAL ASSETS	2,074,742.20	2,215,110.12	2,118,770.91	2,228,430.80	2,199,782.47	2,147,865.96	2,157,417.87	2,142,635.80	2,240,095.17
LIABILITIES & EQUITY									
Liabilities									

SONRISAS DENTAL HEALTH, INC.
Balance Sheet
As of March 31, 2019

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	<u>Jul 31, 18</u>	<u>Aug 31, 18</u>	<u>Sep 30, 18</u>	<u>Oct 31, 18</u>	<u>Nov 30, 18</u>	<u>Dec 31, 18</u>	<u>Jan 31, 19</u>	<u>Feb 28, 19</u>	<u>Mar 31, 19</u>
Current Liabilities									
Accounts Payable									
2000 · Accounts Payable	48,946.87	54,174.93	5,325.87	15,190.31	37,291.17	45,274.54	37,197.52	41,773.36	42,607.64
Total Accounts Payable	<u>48,946.87</u>	<u>54,174.93</u>	<u>5,325.87</u>	<u>15,190.31</u>	<u>37,291.17</u>	<u>45,274.54</u>	<u>37,197.52</u>	<u>41,773.36</u>	<u>42,607.64</u>
Credit Cards									
Credit Cards									
2112 · Wells Fargo Visa-Rothstein	1,102.60	1,641.08	1,229.24	1,451.32	612.40	619.65	0.00	1,240.70	0.00
2114 · Wells Fargo Visa-Kinniburgh	4,145.21	5,467.60	4,582.71	3,905.63	5,015.38	4,292.44	0.00	4,072.63	3,607.90
Total Credit Cards	<u>5,247.81</u>	<u>7,108.68</u>	<u>5,811.95</u>	<u>5,356.95</u>	<u>5,627.78</u>	<u>4,912.09</u>	<u>0.00</u>	<u>5,313.33</u>	<u>3,607.90</u>
Total Credit Cards	<u>5,247.81</u>	<u>7,108.68</u>	<u>5,811.95</u>	<u>5,356.95</u>	<u>5,627.78</u>	<u>4,912.09</u>	<u>0.00</u>	<u>5,313.33</u>	<u>3,607.90</u>
Other Current Liabilities									
2205 · Accrued Interest	520.83	781.24	1,041.65	260.39	260.38	260.37	260.36	260.35	260.35
*Payroll Liabilities									
2300 · Accrued Salaries/Wages	64,325.25	72,815.25	81,164.33	108,753.67	48,870.51	46,316.49	79,674.32	94,651.67	91,294.49
2301 · Accrued PTO	50,573.42	50,573.42	50,573.42	50,573.42	50,573.42	50,573.42	50,573.42	50,573.42	50,573.42
2321 · 401k Funds Payable	4,188.44	5,461.52	6,083.77	4,631.22	7,281.07	10,662.97	7,084.43	7,329.31	7,908.60
2383 · Accrued Payroll Taxes	22,143.80	19,720.26	20,608.93	23,583.99	18,420.43	26,271.69	28,548.50	27,335.54	27,066.67
2384 · Accrued PR Taxes on PTO	3,868.87	3,868.87	3,868.87	3,868.87	3,868.87	3,868.87	3,868.87	3,868.87	3,868.87
2387 · Accrued 401K Match	101.26	235.46	259.78	360.89	0.00	64.81	296.35	472.03	401.57
Total *Payroll Liabilities	<u>145,201.04</u>	<u>152,674.78</u>	<u>162,559.10</u>	<u>191,772.06</u>	<u>129,014.30</u>	<u>137,758.25</u>	<u>170,045.89</u>	<u>184,230.84</u>	<u>181,113.62</u>
Patient Liabilities									
2220 · Patient Prepayments - Coastsid	5,460.30	7,387.60	5,078.60	3,974.10	4,157.80	5,507.10	5,636.70	4,794.30	5,206.40
2221 · Patient Prepayments - SM	14,143.55	16,924.50	12,091.30	18,939.10	14,155.30	15,493.20	22,795.20	14,321.30	18,173.95
2225 · Patient Refunds Payable -SM	4,180.80	4,498.75	2,859.15	3,786.35	3,877.30	3,987.25	3,731.27	3,766.22	3,679.62
2226 · Patient Refunds Payable - CSTSE	2,881.18	2,985.08	2,700.78	2,648.08	2,957.28	3,381.28	1,467.28	3,592.78	6,282.73
Total Patient Liabilities	<u>26,665.83</u>	<u>31,795.93</u>	<u>22,729.83</u>	<u>29,347.63</u>	<u>25,147.68</u>	<u>28,368.83</u>	<u>33,630.45</u>	<u>26,474.60</u>	<u>33,342.70</u>
Total Other Current Liabilities	<u>172,387.70</u>	<u>185,251.95</u>	<u>186,330.58</u>	<u>221,380.08</u>	<u>154,422.36</u>	<u>166,387.45</u>	<u>203,936.70</u>	<u>210,965.79</u>	<u>214,716.67</u>
Total Current Liabilities	<u>226,582.38</u>	<u>246,535.56</u>	<u>197,468.40</u>	<u>241,927.34</u>	<u>197,341.31</u>	<u>216,574.08</u>	<u>241,134.22</u>	<u>258,052.48</u>	<u>260,932.21</u>
Long Term Liabilities									
2701 · Accrued Rent Expense	653,741.24	669,570.24	685,399.24	701,228.24	717,057.24	732,886.24	749,174.28	765,462.32	781,750.36
2702 · PHCD Operating Loan	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00	250,000.00
2703 · PHCD T.I. Loan	1,108,354.36	1,108,354.36	1,108,354.36	1,108,354.36	1,108,354.36	1,108,354.36	1,108,354.36	1,108,354.36	1,108,354.36
2706 · Accr. Interest-TI Loan	100,365.48	103,166.49	105,967.50	108,768.51	111,569.52	114,370.53	117,171.54	119,972.55	122,773.56
2707 · Accr. Interest-Def. Rent	32,658.99	34,356.83	36,057.52	37,797.79	39,538.06	41,278.33	43,018.60	44,758.87	46,499.14
Total Long Term Liabilities	<u>2,145,120.07</u>	<u>2,165,447.92</u>	<u>2,185,778.62</u>	<u>2,206,148.90</u>	<u>2,226,519.18</u>	<u>2,246,889.46</u>	<u>2,267,718.78</u>	<u>2,288,548.10</u>	<u>2,309,377.42</u>
Total Liabilities	<u>2,371,702.45</u>	<u>2,411,983.48</u>	<u>2,383,247.02</u>	<u>2,448,076.24</u>	<u>2,423,860.49</u>	<u>2,463,463.54</u>	<u>2,508,853.00</u>	<u>2,546,600.58</u>	<u>2,570,309.63</u>
Equity									
3900 · Retained Earnings- Coastsid	1,180,974.54	1,180,974.54	1,180,974.54	1,180,974.54	1,180,974.54	1,180,974.54	1,180,974.54	1,180,974.54	1,180,974.54
3901 · Retained Earnings - San Mateo	(1,517,429.25)	(1,517,429.25)	(1,517,429.25)	(1,517,429.25)	(1,517,429.25)	(1,517,429.25)	(1,517,429.25)	(1,517,429.25)	(1,517,429.25)
3905 · Restricted Net Assets- Coastsid	17,324.90	83,311.67	80,430.07	73,104.34	65,778.61	58,452.88	51,127.15	45,176.42	66,732.89
3906 · Restricted Net Assets-S.Mateo	69,486.25	126,465.42	123,558.07	181,492.84	135,858.86	133,659.88	152,552.38	163,619.17	189,783.69
Net Income	<u>(47,316.69)</u>	<u>(70,195.74)</u>	<u>(132,009.54)</u>	<u>(137,787.91)</u>	<u>(89,260.78)</u>	<u>(171,255.63)</u>	<u>(218,659.95)</u>	<u>(276,305.66)</u>	<u>(250,276.33)</u>
Total Equity	<u>(296,960.25)</u>	<u>(196,873.36)</u>	<u>(264,476.11)</u>	<u>(219,645.44)</u>	<u>(224,078.02)</u>	<u>(315,597.58)</u>	<u>(351,435.13)</u>	<u>(403,964.78)</u>	<u>(330,214.46)</u>
TOTAL LIABILITIES & EQUITY	<u>2,074,742.20</u>	<u>2,215,110.12</u>	<u>2,118,770.91</u>	<u>2,228,430.80</u>	<u>2,199,782.47</u>	<u>2,147,865.96</u>	<u>2,157,417.87</u>	<u>2,142,635.80</u>	<u>2,240,095.17</u>

SONRISAS DENTAL HEALTH, INC.
Profit & Loss Budget Performance
March 2019

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	Mar 19	Budget	Jul '18 - Mar 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Program Revenue					
Patient Services					
4103 · Commercial Insurance	12,959.00	16,393.00	117,567.40	128,163.00	171,380.00
4102 · PPO	72,368.00	64,502.00	583,650.00	564,392.00	754,966.00
4100 · Public Dental Insurance	211,630.00	184,834.00	1,668,374.00	1,528,213.00	2,071,049.00
4106 · Private Pay	17,537.00	17,425.00	88,783.70	84,385.00	134,190.00
4101 · Affordable Scale	21,078.00	22,166.00	184,526.10	194,830.00	258,996.00
4104 · Farmworker	13,684.00	5,725.00	104,740.00	53,326.00	69,357.00
Total Patient Services	349,256.00	311,045.00	2,747,641.20	2,553,309.00	3,459,938.00
Uncompensated Care					
5020 · Prior Period Adjustment	(10,281.33)	(2,400.00)	3,626.13	(18,400.00)	(24,800.00)
5005 · Commercial Insurance	(2,087.75)	(555.00)	(23,621.52)	(4,339.00)	(5,802.00)
5004 · PPO	(29,604.50)	(24,292.00)	(227,782.25)	(212,554.00)	(284,326.00)
5009 · Public Dental Insurance	(154,171.36)	(122,171.00)	(1,096,559.24)	(1,012,560.00)	(1,371,383.00)
5006 · Private Pay	0.00	(5,250.00)	0.00	(15,750.00)	(31,500.00)
5007 · Affordable Scale	(8,647.00)	(7,591.00)	(68,188.30)	(66,719.00)	(88,692.00)
5003 · Farmworker Program	(6,846.00)	0.00	(62,382.50)	0.00	0.00
5001 · Fee Adjustments	(2,346.86)	0.00	(43,889.04)	0.00	0.00
Total Uncompensated Care	(213,984.80)	(162,259.00)	(1,518,796.72)	(1,330,322.00)	(1,806,503.00)
Total Program Revenue	135,271.20	148,786.00	1,228,844.48	1,222,987.00	1,653,435.00
Donations and Incentives					
5100 · Donations	40,579.86	1,500.00	64,731.01	13,500.00	27,500.00
5103 · Incentives	0.00	0.00	0.00	20,000.00	50,000.00
Events/Fundraisers					
5105 · Raffle	0.00	0.00	2,215.00	4,500.00	4,500.00
5106 · Other Events	1,878.56	0.00	4,063.85	0.00	9,000.00
Total Events/Fundraisers	1,878.56	0.00	6,278.85	4,500.00	13,500.00
5150 · Unrestricted Grants	75,000.00	62,500.00	600,000.00	562,500.00	750,000.00
5199 · Net Assets Released from Restri	37,631.21	22,458.00	227,078.02	200,622.00	267,996.00
Total Donations and Incentives	155,089.63	86,458.00	898,087.88	801,122.00	1,108,996.00
Total Income	290,360.83	235,244.00	2,126,932.36	2,024,109.00	2,762,431.00
Gross Profit	290,360.83	235,244.00	2,126,932.36	2,024,109.00	2,762,431.00
Expense					
Direct Program Costs					
Personnel					
5250 · Direct Program Salaries	113,652.09	126,330.00	1,050,100.77	1,062,189.00	1,441,179.00
5260 · Payroll Taxes	8,526.56	10,490.00	78,213.89	82,738.00	111,208.00
5261 · Unemployment Taxes	266.96	1,364.00	10,508.66	11,118.00	15,210.00
5270 · Benefits	6,958.73	4,935.00	22,940.13	41,908.00	56,713.00
5275 · 401k Match	959.59	1,419.00	7,414.70	12,050.00	16,307.00
5278 · Worker's Comp.	1,144.30	1,394.00	10,298.94	12,366.00	16,548.00
5280 · Continuing Educ.	0.00	100.00	640.00	900.00	1,200.00
5281 · Licenses and Registrations	272.99	0.00	1,882.75	0.00	0.00
Total Personnel	131,781.22	146,032.00	1,181,999.84	1,223,269.00	1,658,365.00
5320 · Dental Supplies	10,399.60	12,179.00	96,963.69	99,549.00	135,040.00
5325 · Small Dental Equipment	0.00	170.00	0.00	1,444.00	1,938.00
5326 · Dental Equipment Repair	1,114.50	852.00	3,622.85	7,235.00	9,711.00
5330 · Lab Fees	8,254.13	9,084.00	65,696.62	71,921.00	98,421.00
5331 · Uniforms	163.50	0.00	985.56	800.00	1,600.00
Contracted Services					
5301 · Contract Employees	4,020.18	2,300.00	4,020.18	6,900.00	13,800.00
5303 · Sterilization Services	756.00	662.00	6,774.11	5,620.00	7,544.00
5304 · Pathogen Testing	0.00	0.00	0.00	0.00	0.00
5305 · Shredding	62.00	65.00	589.00	585.00	780.00
Total Contracted Services	4,838.18	3,027.00	11,383.29	13,105.00	22,124.00
Total Direct Program Costs	156,551.13	171,344.00	1,360,651.85	1,417,323.00	1,927,199.00
Indirect Costs					

SONRISAS DENTAL HEALTH, INC.
Profit & Loss Budget Performance
March 2019

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	Mar 19	Budget	Jul '18 - Mar 19	YTD Budget	Annual Budget
Administrative Personnel					
5450 · Salaries/Wages	34,483.83	44,209.00	324,577.94	382,881.00	515,508.00
5460 · Payroll Taxes, Admin/Mgmt	2,608.52	3,979.00	20,935.55	30,708.00	40,656.00
5461 · Unemployment Taxes	26.26	442.00	4,438.98	3,828.00	5,154.00
5470 · Benefits	2,544.92	3,095.00	11,914.20	26,805.00	36,090.00
5475 · 401k Match, Admin/Mgmt.	416.10	575.00	3,101.49	4,980.00	6,705.00
5478 · Worker's Comp.	286.09	350.00	2,574.81	3,150.00	4,200.00
Total Administrative Personnel	40,365.72	52,650.00	367,542.97	452,352.00	608,313.00
Business Taxes					
5520 · Property Taxes	0.00		250.00		
Total Business Taxes	0.00		250.00		
Facilities Expenses					
5600 · Auto Expenses	326.23	600.00	2,654.35	5,400.00	7,200.00
5610 · Building Maintenance	509.87	700.00	6,379.32	6,300.00	8,400.00
5611 · Janitorial Service	3,128.00	1,859.00	19,364.00	16,731.00	22,308.00
5670 · Rent	19,588.04	19,659.00	172,938.12	174,081.00	233,058.00
5672 · Phone / Internet	1,301.48	1,100.00	11,444.96	9,900.00	13,200.00
5680 · Utilities	2,217.48	2,200.00	21,866.06	19,800.00	26,400.00
Total Facilities Expenses	27,071.10	26,118.00	234,646.81	232,212.00	310,566.00
Office Exp.					
5502 · Claims Processing	0.00	120.00	926.88	1,080.00	1,440.00
5504 · Payroll Processing / BG Checks	1,283.18	500.00	8,345.40	4,900.00	6,400.00
5505 · Collection Agencies	41.30		41.30		
5616 · Patient Notification	494.95	500.00	4,404.80	4,500.00	6,000.00
5660 · Office Supplies	825.87	800.00	11,258.32	7,200.00	9,600.00
5665 · Postage and Shipping	109.71	150.00	2,676.87	1,350.00	1,800.00
5668 · Printing Costs	217.53	200.00	1,448.94	1,800.00	2,400.00
Total Office Exp.	2,972.54	2,270.00	29,102.51	20,830.00	27,640.00
Equipment Expenses					
5507 · Computer Support	3,341.47	3,500.00	31,576.18	31,500.00	42,000.00
5608 · Software Support	651.00	600.00	7,095.00	5,400.00	7,200.00
5630 · Office. Equip. Maintenance	0.00	100.00	0.00	900.00	1,200.00
Total Equipment Expenses	3,992.47	4,200.00	38,671.18	37,800.00	50,400.00
Insurance					
5635 · Auto Insurance	610.48	450.00	5,494.32	4,050.00	5,400.00
5636 · Malpractice (Prof. Liab.)	416.66	420.00	3,749.94	3,780.00	5,040.00
5637 · Liability & Property	992.83	925.00	8,535.14	8,325.00	11,100.00
5638 · Directors & Officer Liability	280.50	300.00	2,438.50	2,700.00	3,600.00
Total Insurance	2,300.47	2,095.00	20,217.90	18,855.00	25,140.00
Outsourced Services					
5503 · Consultants	208.00	100.00	468.00	5,400.00	5,700.00
5508 · Professional Fees	0.00	0.00	4,530.00	200.00	200.00
Total Outsourced Services	208.00	100.00	4,998.00	5,600.00	5,900.00
Fundraising Expenses					
5632 · Fundraising Expenses	473.65	1,000.00	8,848.58	1,880.00	2,700.00
5633 · Fundraising Consulting	1,500.00	4,000.00	23,622.75	36,000.00	48,000.00
Total Fundraising Expenses	1,973.65	5,000.00	32,471.33	37,880.00	50,700.00
Fees and Interest					
5605 · Service Charges	0.00	75.00	0.00	675.00	900.00
5641 · Finance Charges	69.13	0.00	522.66	0.00	0.00
5642 · Loan Interest	5,062.12	4,800.00	45,358.27	43,200.00	57,600.00
5650 · Merchant Processing	1,248.41	838.00	7,179.67	7,114.00	9,548.00
Total Fees and Interest	6,379.66	5,713.00	53,060.60	50,989.00	68,048.00
5615 · Depreciation Expense	22,300.88	24,279.00	199,175.92	214,511.00	287,348.00
5618 · Dues, Fees & License	115.65	0.00	1,697.85	2,400.00	2,800.00
5620 · Employee Goodwill	318.63	200.00	1,431.64	1,800.00	2,400.00
5639 · Recruitment Expense	139.98	250.00	1,550.89	2,250.00	3,000.00
5648 · Marketing Expense					
5651 · Outreach	0.00	833.00	90.00	7,497.00	9,996.00

SONRISAS DENTAL HEALTH, INC.
Profit & Loss Budget Performance
March 2019

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	<u>Mar 19</u>	<u>Budget</u>	<u>Jul '18 - Mar 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
5648 · Marketing Expense - Other	60.00	5,000.00	36,412.27	54,000.00	69,000.00
Total 5648 · Marketing Expense	60.00	5,833.00	36,502.27	61,497.00	78,996.00
Meeting & Travel Expenses					
5676 · Travel Costs	10.27	150.00	10.27	1,350.00	1,800.00
5677 · Meals	0.00	50.00	19.18	450.00	600.00
5678 · Mileage	0.00	50.00	1,636.91	450.00	600.00
Total Meeting & Travel Expenses	10.27	250.00	1,666.36	2,250.00	3,000.00
Total Indirect Costs	108,209.02	128,958.00	1,022,986.23	1,141,226.00	1,524,251.00
Total Expense	264,760.15	300,302.00	2,383,638.08	2,558,549.00	3,451,450.00
Net Ordinary Income	25,600.68	(65,058.00)	(256,705.72)	(534,440.00)	(689,019.00)
Other Income/Expense					
Other Income					
Other Income					
6120 · Interest Income	6.37	0.00	11.95	0.00	0.00
6121 · Dividends	318.18	150.00	2,815.47	1,350.00	1,800.00
6130 · Other Income	104.10	0.00	3,601.97	0.00	0.00
Total Other Income	428.65	150.00	6,429.39	1,350.00	1,800.00
Total Other Income	428.65	150.00	6,429.39	1,350.00	1,800.00
Net Other Income	428.65	150.00	6,429.39	1,350.00	1,800.00
Net Income	<u>26,029.33</u>	<u>(64,908.00)</u>	<u>(250,276.33)</u>	<u>(533,090.00)</u>	<u>(687,219.00)</u>

Sonrisas Dental Health

FY 18-19 FORECAST

(9 mos actuals/3 mos projected)

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Forecast Ending June 30, 2019						FY 18-19	
	San Mateo	Coastside	Total	PAYER MIX		Budget	Variance
Commercial Insur.	459	59	518	5%		575	(57)
PPO	2,131	313	2,444	22%		2,575	(131)
Public Dental Insurance	3,477	2,935	6,412	58%		6,747	(335)
Private Pay	353	78	431	4%		276	155
Affordable Plan	167	719	886	8%		1,110	(224)
Farmworker	334	0	334	3%		212	122
FQHC			0			0	0
TOTAL VISITS	6,921	4,104	11,025	\$ PER VISIT		11,457	(470)
Adjustments	(51,080)	(3,812)	(54,893)	(4.98)		(24,800)	(30,093)
Commercial Insur.	114,768	10,493	125,261	241.82		165,578	(40,317)
PPO	420,688	53,802	474,490	194.14		470,640	3,850
Public Dental Insurance	476,015	286,405	762,420	118.91		699,666	62,754
Private Pay	103,774	14,604	118,378	133.61		102,690	15,688
Affordable Plan	35,944	119,173	155,117	175.08		170,304	(15,187)
Farmworker	56,477	-	56,477	169.09		69,357	(12,880)
Total Income	1,156,587	480,664	1,637,251	148.50		1,653,435	(16,184)
Personnel	1,228,951	347,049	1,576,000	142.95		1,658,365	82,365
Dental Supplies	87,213	42,072	129,285	11.73		135,040	5,755
Small Dental Equipment	0	0	0	-		1,938	1,938
Dental Equipment Repair	2,121	2,710	4,830	0.44		9,711	4,881
Lab Fees	47,158	40,438	87,595	7.95		98,421	10,826
Uniforms	1,316	0	1,316	0.12		1,600	284
Contracted Services	24,023	1,875	25,898	2.35		22,124	(3,774)
Direct Program Cost	1,390,781	434,143	1,824,924	165.53		1,927,199	102,275
Administrative Personnel	351,882	165,917	517,798	46.97		608,313	90,515
Business Taxes	250	0	250	0.02		0	(250)
Facilities Expenses	258,532	55,553	314,084	28.49		310,566	(3,518)
Office Exp.	29,572	9,447	39,019	3.54		27,640	(11,379)
Equipment Expenses	47,651	3,921	51,571	4.68		50,400	(1,171)
Insurance	20,390	6,560	26,950	2.44		25,140	(1,810)
Outsourced Services	3,332	1,666	4,998	0.45		5,900	902
Fundraising Expenses	34,305	9,267	43,571	3.95		50,700	7,129
Fees and Interest	70,667	0	70,667	6.41		68,048	(2,619)
Depreciation Expense	251,243	14,835	266,079	24.13		287,348	21,269
Dues, Fees & License	470	1,959	2,429	0.22		2,800	371
Employee Goodwill	1,661	221	1,882	0.17		2,400	518
Recruitment Expense	1,311	840	2,151	0.20		3,000	849
Outreach	90	0	90	0.01		9,996	9,906
Marketing Expenses	51,412	0	51,412	4.66		69,000	17,588
Meeting & Travel Expenses	2,247	19	2,266	0.21		3,000	734
Indirect Program Cost	1,125,015	270,204	1,395,218	126.55		1,524,251	129,033
Total Cost	2,515,796	704,347	3,220,143	292.08		3,451,450	231,307
TOTAL OPERATING INCOME	(1,359,209)	(223,683)	(1,582,892)	(143.57)		(1,798,015)	215,123
Dividend/Other Income	38,614	3,833	42,446			65,300	(22,854)
Donations Received	237,118	156,212	393,331			295,500	97,831
Grant from PHCD*	750,000	-	750,000			750,000	0
OTHER INCOME	1,025,732	160,045	1,185,777			1,110,800	74,977
INCOME/LOSS	(333,477)	(63,638)	(397,115)			(687,215)	290,100
ADJ CASH ITEMS							
Rent	192,702	-	192,702			192,797	(95)
Depreciation Expense	251,243	14,835	266,079			287,348	(21,269)
Loan Interest	56,181	0	56,181			57,600	(1,419)
TOTAL CASH POSITION	166,649	(48,803)	117,847			(149,470)	267,317

Footnotes - Committed to providing Affordable Plans

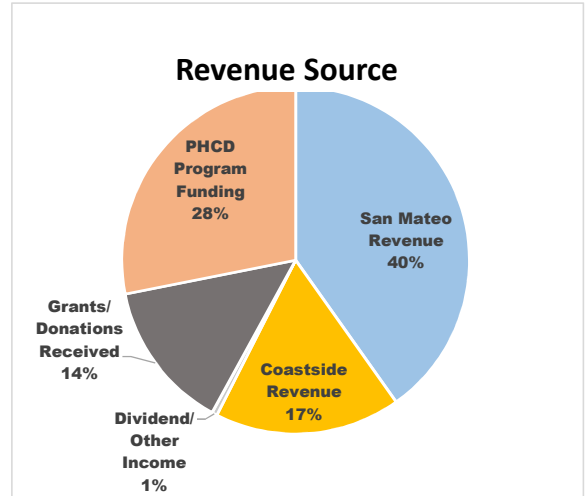
* Allocated to San Mateo Center Only

Sonrisas Dental Health Quarterly Performance Report

Q3 Report

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	Qtr 1 Sep	Qtr 2 Dec	Jan	Feb	Mar	Total
San Mateo Revenue	323,248	264,856	99,126	79,029	90,814	857,073
Coastside Revenue	120,170	121,039	48,763	37,344	42,214	369,530
Total Net Revenue	443,418	385,895	147,889	116,373	133,028	1,226,603
Direct Program Cost	437,396	438,825	166,391	161,489	156,551	1,360,652
Indirect Program Cost	332,425	334,323	128,241	119,789	108,209	1,022,986
Total Cost	769,820	773,148	294,632	281,278	264,760	2,383,638
TOTAL	(326,402)	(387,253)	(146,743)	(164,905)	(131,732)	(1,157,035)
Dividend/ Other Income	6,613	981	2,100	310	429	10,434
Grants/ Donations Received	37,780	122,026	22,239	31,949	82,332	296,325
PHCD Program Funding	150,000	225,000	75,000	75,000	75,000	600,000
OTHER INCOME	194,393	348,007	99,339	107,259	157,761	906,759
NET INCOME	(132,009)	(39,246)	(47,404)	(57,646)	26,029	(250,276)
<i>non-cash items adj.</i>						
Depreciation	66,837	65,437	22,301	22,301	22,301	199,176
Deferred Expenses	62,226	62,920	21,360	21,360	21,360	189,227
EST. CASH-FLOW	(2,946)	89,111	(3,743)	(13,985)	69,690	138,127



Grants Awarded YTD

Grantor	Amount	Period	Support	Center
Atkinson Foundation	7,500	7/1/18-6/30/19	Seniors	SM/CS
California Wellness	250,000	8/1/18-7/31/21	Adults/Seniors	SM/CS
City of Half Moon Bay	10,000	7/1/18-6/30/19	General Support	SM/CS
Delta Dental Community Foundation	35,000	10/1/18-10/30/19	General Support	SM/CS
Dignity Health Sequoia Hospital	20,000	1/1/19-12/31/19	Hoover School/Casa de Redwood	SM
Sand Hill Foundation	30,000	10/1/18-9/31/19	General Support	SM/CS
Sequoia Healthcare District	150,000	2/1/19-2/1/20	SHD Residents	SM
Silicon Valley Community Foundation	52,500	FY2019	General Support	SM/CS
TouchPoint Foundation	3,000	FY2019	Older Adults	SM/CS
Wells Fargo	2,500	10/1/18-9/30/19	Uncompensated Care	SM/CS
Total	560,500			

New Patients

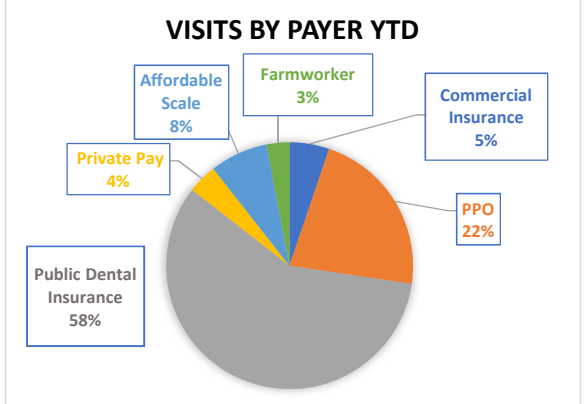
Month	# Denti-Cal	# Non Denti-Cal
Jul	29	23
Aug	19	18
Sep	24	13
Oct	11	15
Nov	12	18
Dec	9	19
Jan	51	19
Feb	50	16
Mar	40	21
Total	245	162

Visits by Center

	Qtr 1	Qtr 2	Jan	Feb	Mar	Total
San Mateo Visits	1,645	1,702	638	566	661	5,212
Coastside Visits	990	958	402	341	365	3,056
Total Visits	2,635	2,660	1,040	907	1,026	8,268

Visits by Payer

	Qtr 1	Qtr 2	Jan	Feb	Mar	Total
Commercial Insurance	126	124	62	74	43	429
PPO	599	631	176	195	231	1,832
Public Dental Insurance	1525	1472	665	547	601	4,810
Private Pay	98	105	32	34	51	320
Affordable Scale	221	221	73	37	75	627
Farmworker	66	107	32	20	25	250
Total Visits	2,635	2,660	1,040	907	1,026	8,268



PHCD Funding for Uncompensated Care Public & No Insurance at San Mateo Center

Month	Denti-Cal & Affordable Plan Visits	Uncompensated Cost/Visit	Total Uncompensated Care	YTD Funding from PHCD
July	306	\$252	\$77,045	\$75,000
August	329	\$251	\$82,457	\$75,000
September	237	\$227	\$53,901	\$0
October	324	\$173	\$56,091	\$75,000
November	286	\$138	\$39,485	\$75,000
December	233	\$233	\$54,343	\$75,000
January	369	\$235	\$86,534	\$75,000
February	315	\$243	\$76,485	\$75,000
March	345	\$241	\$83,062	\$75,000
Total	2,744		\$609,403	\$600,000

School Screenings

of Students YTD 930

PHCD Residents Served

310
326
222
321
271
243
297
305
317
2,612

Sonrisas Dental Health
FY 19-20 Budget
DRAFT

	San Mateo	Coastside	Total	FY 18-19 Projection	Δ Prior Yr Projection	FY 18-19 Budget
Commercial Insur.	465	60	525	518	7	575
PPO	2,140	317	2,457	2,444	13	2,575
Public Dental Insurance	4,032	2,774	6,806	6,412	394	6,747
Private Pay	360	76	436	431	5	276
Affordable Plan	175	720	895	886	9	1,110
Farmworker	340	0	340	334	6	212
FQHC			0	0	0	0
TOTAL VISITS	7,512	3,947	11,459	11,025	434	11,457
Adjustments	(24,000)	(15,000)	(39,000)	(54,893)	15,893	(24,800)
Commercial Insur.	116,269	10,671	126,939	125,261	1,678	165,578
PPO	422,465	54,490	476,955	474,490	2,464	470,640
Public Dental Insurance	551,997	270,694	822,691	762,420	60,271	699,666
Private Pay	105,832	14,230	120,062	118,378	1,683	102,690
Affordable Plan	37,666	119,339	157,005	155,117	1,888	170,304
Farmworker	57,491	-	57,491	56,477	1,015	69,357
FQHC	-					
Total Income	1,267,720	454,422	1,722,142	1,637,251	84,891	1,653,435
Personnel	1,464,320	430,197	1,894,517	1,576,000	(318,517)	1,658,365
Dental Supplies	87,313	43,200	130,513	129,285	(1,228)	135,040
Small Dental Equipment	2,000	500	2,500	0	(2,500)	1,938
Dental Equipment Repair	6,000	3,600	9,600	4,830	(4,770)	9,711
Lab Fees	48,000	42,000	90,000	87,595	(2,405)	98,421
Uniforms	1,600	200	1,800	1,316	(484)	1,600
Contracted Services	8,220	1,681	9,901	25,898	15,997	22,124
Direct Program Cost	1,617,453	521,378	2,138,831	1,824,924	(313,907)	1,927,199
Administrative Personnel	503,283	251,643	754,926	517,798	(237,128)	608,313
Business Taxes	250	0	250	250	0	
Facilities Expenses	264,588	54,360	318,948	314,084	(4,864)	310,566
Office Exp.	31,976	8,244	40,220	39,019	(1,201)	27,640
Equipment Expenses	51,300	4,200	55,500	51,571	(3,929)	50,400
Insurance	22,202	7,418	29,621	26,950	(2,671)	25,140
Outsourced Services	0	0	0	4,998	4,998	5,900
Fundraising Expenses	33,000	10,500	43,500	43,571	71	50,700
Fees and Interest	70,944	490	71,434	70,673	(761)	68,048
Depreciation Expense	251,266	14,832	266,098	266,079	(19)	287,348
Dues, Fees & License	720	1,800	2,520	2,429	(91)	2,800
Employee Goodwill	1,800	600	2,400	1,882	(518)	2,400
Recruitment Expense	11,800	5,900	17,700	2,151	(15,549)	3,000
Outreach	5,000	5,000	10,000	90	(9,910)	9,996
Marketing Expenses	21,600	2,400	24,000	51,412	27,412	69,000
Meeting & Travel Expenses	3,000	500	3,500	2,266	(1,234)	3,000

Indirect Program Cost	1,272,729	367,888	1,640,616	1,395,224	(245,392)	1,524,251
Total Cost	2,890,182	889,266	3,779,447	3,220,149	(559,299)	3,451,450
TOTAL OPERATING INCOME	(1,622,462)	(434,843)	(2,057,305)	(1,582,898)	(474,407)	(1,798,015)
Dividend/Other Income	40,730	3,500	44,230	42,446	1,784	65,300
Donations Received	258,000	192,000	450,000	393,331	56,669	295,500
Grant from PHCD	900,000		900,000	750,000	150,000	750,000
OTHER INCOME	1,198,730	195,500	1,394,230	1,185,777	208,453	1,110,800
INCOME/LOSS	(423,732)	(239,343)	(663,075)	(397,121)	(265,954)	(687,215)
ADJ CASH ITEMS						
Rent	195,456	-	195,456	192,797	(2,659)	192,797
Depreciation Expense	251,266	14,832	266,098	266,079	(19)	287,348
Loan Interest	56,482	0	56,482	55,346	(1,136)	57,600
TOTAL CASH POSITION	79,472	(224,511)	(145,040)	117,100	(269,768)	(149,470)



Grant / Fundraising Status (FY19)							
May 10, 2019							
GRANT SUBMISSIONS							
Name	Submittal Date	Requested	Center	Programs	Period	Awarded?	
City of HMB	3/23/2018	\$ 10,000	CS	ATC	1 year	Yes	awarded in FY19
Atkinson Foundation	3/23/2018	\$ 7,500	SM/CS	Seniors	1 year	Yes	
California Wellness Foundation	4/24/2018	\$ 250,000	SM/CS	Adults/Seniors	3 years	Yes	
Dignity Health Sequoia Hospital	7/20/2018	\$ 20,000	SM	Hoover/Casa	1 year	Yes	CS = Coastsides
George H Sandy Foundation	7/26/2018	\$ 20,000	SM/CS	ATC	1 year	Pending	SM = San Mateo
Wells Fargo	7/26/2018	\$ 20,000	SM/CS	ATC	1 year	Yes	ATC = Access to Care
Sand Hill Foundation	7/26/2018	\$ 20,000	SM/CS	ATC	1 year	Yes	Foundation
The Gellert Foundation	8/15/2018	\$ 50,000	SM/CS	Procedures	1 year	No	
SM Credit Union (LOI)	8/30/2018	\$ 5,000	SM/CS	ATC	1 year	Pending	LOI without amount
Get Healthy San Mateo County	9/14/2018	\$ 6,500	SM/CS	Children	1 year	No	
TouchPoint Foundation	9/30/2018	\$ 7,500	SM/CS	Older Adults	1 year	Yes	
Hurlbut-Johnson Charitable Trust (via SVCF)	9/30/2018	\$ 40,000	CS	ATC	1 year	Pending	
Delta Dental Community Cares Foundation	12/11/2018	\$ 40,000	SM/CS	ATC	1 year	Yes	
Healthy Children, Healthy Smiles	12/20/2018	\$ 20,000	SM/CS	Children	1 year	Pending	
Costco Wholesale	1/3/2019	\$ 20,000	SM/CS	ATC	1 year	No	
Sunlight Giving Foundation	1/28/2019		SM/CS	ATC	1 year	Pending	
Kampe Foundation	1/29/2019	\$ 7,500	SM/CS	ATC	1 year	Pending	
Sequoia Healthcare District	1/29/2019	\$ 150,000	SM	SHD Residents	1 year	Yes	
Pearlstein Family Foundation	2/1/2019	\$ 40,000	CS	ATC	1 year	Pending	
Joseph and Vera Long Foundation	2/18/2019	\$ 100,000	SM/CS	ATC	1 year	Pending	
	Total	\$ 834,000					
AWARDED							
Name	Awarded	Amount	Received	Not Yet Received	Period	Program	Center
Peninsula Health Care District	5/24/2018	\$ 750,000	\$ 750,000	\$ -	May 18-Dec 18	ATC	SM
Peninsula Health Care District	10/25/2018	\$ 1,300,000	\$ 148,000	\$ 1,152,000	Jan 19-Jun 20	ATC	SM
City of HMB	7/1/2018	\$ 10,000	\$ 10,000		July 18-Jun 19	ATC	CS
Atkinson Foundation	7/9/2018	\$ 7,500	\$ 7,500		July 18-Jun 19	Seniors	SM/CS
Delta Dental Community Cares Foundation	8/9/2018	\$ 35,000	\$ 35,000		Sept 18-Aug 19	ATC	SM/CS
California Wellness Foundation	8/13/2018	\$ 250,000	\$ 125,000	\$ 125,000	Aug 18-Jul 21	Adults/Seniors	SM/CS
Sand Hill Foundation	8/28/2018	\$ 30,000	\$ 30,000		Sept 18-Aug 19	ATC	SM/CS
Wells Fargo	9/25/2018	\$ 2,500	\$ 2,500		Sept 18-Aug 19	ATC	SM/CS

[illegible]

GRANTS NOT AWARDED							
Name	Submittal Date	Requested	Center	Date Notified	Programs	Reason	Next Steps
Pierre Fauchard Foundation	5/25/2018	\$ 10,000.00	SM/CS	11/6/2018	ATC	None Given	Resubmit 3/1-6/1/19
The Gellert Foundation	8/15/2018	\$ 50,000.00	SM/CS	12/14/2018	Procedures	None Given	Resubmit 2019
Get Healthy San Mateo County	9/14/2018	\$ 6,500.00	SM/CS	12/4/2018	Screenings	Focused on policy vs. services	
Costco Foundation	1/3/2019	\$ 20,000.00	SM/CS	2/11/2019	ATC	focus	
Sunlight Giving	1/29/2019	LOI	SM/CS	3/1/2019	Children (0-5)	more about SDH	Resubmit 2020
COMING UP							
Name							
City of Half Moon Bay - Government Grant							
Mattel							
Patterson							
Sidney Stern							
Atkinson							
Cisco Grant Program							
DentaQuest							
Kaiser Health							
Genentech							



Tracey Carrillo Fecher Biography, May 2019



Tracey Carrillo Fecher has dedicated 20 years of her career to working in the non-profit space with an emphasis on developing programs for children, youth organizations, and families. From 2010 to 2019, Tracey was at Gatepath, a non-profit serving children and adults with special needs. As the Vice

President of Programs, she oversaw all of the organization's programs that served individuals from birth through retirement. Tracey has demonstrated significant expertise in leading complex projects which included a variety of stakeholders with diverse needs. Tracey has a track record of growing programs to meet a community's needs, while managing program operations and outcomes. Before to her non-profit focus, Tracey spent 10 years working for an industry leading computer company utilizing her consultative and sales experience to collaborate and find solutions to her customers' technical needs. In June 2019, Tracey will be joining Sonrisas Dental as the Chief Executive Officer.

Media Contact:

Cheryl Fama

FOR IMMEDIATE RELEASE**SONRISAS DENTAL HEALTH RESTRUCTURES ITS EXECUTIVE TEAM:****DR. BONNIE JUE ASSUMES NEW COMMUNITY ENGAGEMENT DIRECTOR ROLE,****MS. TRACEY FECHER HAS ACCEPTED THE CEO POSITION, AND****DR. TORREY ROTHSTEIN WILL SERVE AS INTERIM DENTAL DIRECTOR**

SAN MATEO, CA, May 17, 2019: The Board of Directors of Sonrisas Dental Health, Inc. (SDH), at its monthly Board meeting last night, approved the final details of its executive leadership restructuring that will position SDH to expand its reach and serve more patients throughout the community.

Dr. Bonnie Jue is transitioning into SDH's new COMMUNITY ENGAGEMENT DIRECTOR position effective July 1, 2019. Dr. Jue joined SDH in 2015 (then Apple Tree Dental, CA) as a staff dentist ready to launch the new San Mateo Center. She stepped up in February 2017 to help stabilize operations as the California Operating Officer and in November 2017, she was promoted to Chief Executive Officer and Dental Director. During her leadership, internal operations have stabilized, patient visit volumes have increased, and community relations have risen to high levels of respect: resulting in a steady flow of speaking presentation requests and a packed schedule for school education and screening activities – all critically important to the Sonrisas mission. During those same four years, Dr. Jue has continued her teaching responsibilities at the University of the Pacific, Arthur A. Dugoni School of Dentistry and retained her community research role for UCSF – positions she has held for many years prior to joining Sonrisas in 2015. Therefore, the Board accepted Dr. Jue's request to step down from the CEO/Dental Director role and focus on Sonrisas' community outreach, education and professional liaison activities.

We are pleased to announce **Ms. Tracey Fecher** will join the SDH team as its CHIEF EXECUTIVE OFFICER. Ms. Fecher is well-known in San Mateo County having served as Director of Children and Youth Education for UU Fellowship of Redwood City for nine years before joining Gatepath in 2010. There, she has held progressively responsible positions as Autism Works Project Manager, Children's Services Project Manager, Director of Children's Services and Vice President of Programs. Ms. Fecher brings extensive fiscal and operations experience with a proven track record for building business, optimizing systems to sustain and monitor growth of programs. As she joins Sonrisas, she brings expertise in providing needed services in an "underfunded" health care environment, and establishing and sustaining productive community collaboration to leverage positive impact. **Ms. Fecher** holds a Bachelor of Science Degree in mathematics and computer science from Loyola Marymount University in Los Angeles and is the recipient of Loyola's Presidential Citation for Academic Excellence, Service and Leadership.

Dr. Torrey Rothstein will be expanding his current SDH role and taking on the Dental Directorship for all SDH. Dr. Rothstein has been with Sonrisas Coastsides for more than 12 years as both the primary practicing dentist and Dental Director for the Coastsides Center. He knows quality dental care, is already performing clinical leadership duties, and has a passion for

the SDH mission. We are grateful for his stepping up and taking on an Interim Dental Director role during this transition.

“I and everybody else at Sonrisas are delighted to welcome Tracey as our CEO making, with Drs. Bonnie and Torrey, a formidable team as we take Sonrisas Dental Health Centers in San Mateo and Half Moon Bay to new levels of service and outreach,” said Board Chair Nigel Taverner.

About Sonrisas Dental Health

Sonrisas Dental Health, a non-profit community dental care organization with facilities in Half Moon Bay and San Mateo, has served thousands of San Mateo County residents since launching in 2001. Sonrisas serves all ages, all levels of mobility and cognitive capabilities, and all levels of payment – insurance, Denti-Cal and affordable scale for uninsured. Sonrisas is supported primarily by Peninsula Health Care District and donations from generous individuals, businesses, foundations and philanthropic groups.

The Sonrisas Mission

Sonrisas Dental Health, Inc. is a non-profit dental center dedicated to providing access to quality dental care and oral health education to our community. We provide these services with dignity, respect and compassion. Our name means smiles. For more information, visit sonrisasdental.org.





SONRISAS DENTAL HEALTH, INC.

CONFLICT-OF-INTEREST POLICY FOR TRUSTEES AND OFFICERS

A conflict of interest is present whenever a trustee or officer of Sonrisas Dental Health has a financial interest in a proposed transaction or is a director or officer of the other entity to the proposed transaction. Such transactions may include services provided by the organization to fundholders, grants given to charitable organizations on which the trustee or officer also serves as an officer or director, purchase of services and/or tangibles from a vendor, and/or access to specialized or privileged information that can be used for personal gain.

California nonprofit corporation law provides that transactions between a nonprofit organization such as Sonrisas Dental Health and any other corporation, partnership, association, or other organization in which one or more of the nonprofit organization's directors or officers are directors or officers, or have a financial interest, while not prohibited outright, are nonetheless subject to question. Such transactions may be void or voidable unless a good-faith disclosure of any such interest is made to the nonprofit organization prior to the nonprofit organization's entry into the transaction. It is also possible that directors and officers who fail to comply with the requirements of this law may incur liability to the extent that the nonprofit organization is damaged.

Therefore, in accordance with this law, Sonrisas Dental Health requires its trustees and officers to disclose all interests that they or a family member has in other for-profit or nonprofit entities where it is foreseeable that the organization may enter into a contract, be awarded a grant, or have other business or financial dealings with the entity. This shall include, but not be limited to, financial interests, officerships, directorships, and other similar substantial interests in any such entities.

Trustees and officers of Sonrisas Dental Health are asked to maintain independence, objectivity, *and confidentiality* and to do what a sense of fairness, ethics, and personal integrity dictate even though not necessarily obligated to do so by law, regulation, or custom. Trustees and officers serving on the executive committee shall refrain from voting on a proposed grant if they are in a conflict-of-interest situation and, if appropriate, shall withdraw from the meeting.



In order to avoid even the appearance of a conflict of interest that might embarrass the board or the organization, trustees and officers must disclose any actual or possible conflicts, and the nature thereof, to the board chair and to the chief executive officer of Sonrisas Dental Health annually, or as such situations may arise.

Adopted: _____

**SONRISAS DENTAL HEALTH, INC.
CONFLICT-OF-INTEREST ACKNOWLEDGMENT**

I have read and understand Sonrisas Dental Health's policy on conflict of interest. As part of Sonrisas Dental Health, I understand that this policy on conflict of interest applies to me.

I understand that I am expected to conduct business in accordance with the letter, spirit, and intent of all relevant conflict-of-interest laws and the conflict-of-interest policy. I also acknowledge that I am to refrain from any illegal, dishonest, or unethical conduct. I understand that if a situation arises where it is difficult to determine the proper course of action, the matter will be discussed openly with the board and/or with the chair or his or her designee for advice and consultation. Furthermore, I understand that this document can be amended by the chair or the CEO at any time.

In compliance with the organization's conflict-of-interest policy, the positions that I or an immediate family member hold within the community are as follows:

Business and professional activities in which I or an immediate family member hold as an owner, officer, board member, partner, employee, or other beneficiary position as of _____:

Name of Business/Organization

Position Held/By Whom



Other not-for-profit organizations with which I or a family member is associated, and which might reasonably expect to award a grant to Sonrisas Dental Health:

Name of Organization

Position Held/By Whom

Other activities that may produce a possible conflict of interest:

In addition, I recognize the need to maintain confidentiality regarding information I might receive as a trustee or officer regarding donors, donations, and grantmaking activities of Sonrisas Dental Health.

Signature

Printed Name

Date