

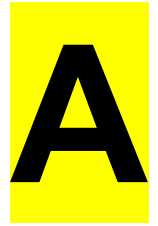


**Board Meeting
October 17, 2019, 6:30 PM
San Mateo Center Board Room**

AGENDA

TAB

1. CALL TO ORDER AND ROLL CALL – Chair Taverner
2. MISSION MOMENT – CEO Fecher
3. PUBLIC COMMENTS
4. APPROVAL OF BOARD MINUTES: September 19, 2019 A
5. CEO REPORT – CEO Fecher B
 - A. Progress Against Key Initiatives:
 - a. FQHC County Partnership
 - b. Key Performance Indicators
 - c. School Screenings
6. CFO REPORT – CFO Fama
7. UNAUDITED FINANCIALS FOR August '19 – Ms. Wang C
8. FUNDRAISING - CEO Fecher D
 - A. Development and Grant Activity Report
 - B. Five contacts from each board member
 - C. Fall Campaign and/or Giving Tuesday
 - D. Update on hiring of Development Director
9. KEY PERFORMANCE INDICATORS – CEO Fecher and Director Kinniburgh
 - A. Research of Dental KPIs
 - B. Discussion
10. BOARD NOMINATION COMMITTEE – Director Young
11. SUGGESTED AGENDA ITEMS FOR NEXT MEETING (October 24) – Chair Taverner
12. ADJOURN





Board Meeting
September 19, 2019; 6:30 PM
San Mateo Center Board Room

AGENDA

1. **CALL TO ORDER: Chair Taverner** called the meeting to order at **6:34 pm**.
 - **ROLL CALL – Present:** Chair Taverner, Directors Helen Galligan, Liz Dodge and Larry Cappel.
Also present: CEO Tracey Fecher, Dental Director Dr. Torrey Rothstein, Dr. Bonnie Jue (Later), CFO Cheryl Fama, Sr. Accountant Tina Wang, Administrative Assistant Libby Barnard.
Public in Attendance: Ralph Sharp.
2. **MISSION MOMENT – Director Rothstein** shared a story from a farmworker patient who will be affected by the upcoming closure of a Half Moon Bay plant nursery. The patient needed a root canal of a lower front tooth and had saved up to pay for the procedure, since the SMMC Farmworker Contract does not cover that procedure. After she learned she is going to be laid off, she decided she could no longer afford to have the root canal. Dr. Torrey hopes that SMMC will approve a contract extension to cover root canals at the end of this calendar year.
3. **PUBLIC COMMENTS: Ralph Sharp** shared that he is a Medi-Cal dental patient in need of dental services and that he only has 12 teeth left. He is on the SDH waitlist. Mr. Sharpe offered his marketing, website design and fundraising services to SDH, regardless of becoming a dental patient at SDH.
4. **APPROVAL OF BOARD MINUTES:** *Proposed by Director Galligan, seconded by Director Dodge, and approved unanimously to approve the minutes for the July Board meeting and August Board Retreat as written. 4/0/0*
5. **CEO REPORT**
 - **Coastside Clinic Incident:** CEO Tracey Fecher reported on a recent incident that occurred at Coastside Clinic; some of the patients who were seen on Monday August 26 and possibly some seen on Friday August 23 were treated with dental instruments that had not been fully sterilized. Each patient who might have been treated with cleaned but unsterilized dental instruments was notified via mail. At the time of the meeting, all but two had confirmed receipt of the notification. CEO Fecher described Sonrisas' response to the incident, including that at the all staff training day on September 6th, all clinical staff in attendance were retrained on sterilization procedures. CEO Fecher highlighted that this has been a learning experience for the entire clinical and leadership team.

[Dr. Bonnie Jue entered at 6:48]

- **Staff Additions** CEO Fecher reported that SDH will be posting to fill a part-time HR position to take on the workload of employee compliance and FQHC compliance.
- **SDH's Medi-Cal Dental waiting list** was revised after the Center Director worked closely with Care Coordinators to contact each of the patients on the list. After confirming which potential patients



moved or no longer qualified for Medi-Cal Dental had been removed, the list was reduced from approx. 600 to 377. Director Galligan asked whether that would help Mr. Sharpe; but SDH cannot advise patients on our waitlist to contact the County for treatment under the FQHC contract.

- **Dr. Jue** reported that SDH has billed \$32K in services for school screenings, outreach events and uncompensated care for students of the La Honda-Pescadero school district. The suggestion was made that we should contact the community foundations attached to schools/school districts asking for help in financing screenings at 'their' schools.

6. CFO REPORT

- **August Report: CFO Fama** presented 2018-19 fiscal year-end figures. Actual revenue exceeded budget while expenses were under budget. The annual audit at PHCD is still in progress, but she received positive feedback from the auditor that SDH was accommodating and prepared. CFO Fama also highlighted that SDH is gaining traction in the health care community. SDH has gained support from the Sequoia Health Care District (SHD), and the five hospital partners of the Healthy Community Collaborative of San Mateo County (HCC).

7. UNAUDITED FINANCIALS

- **July Report: Ms. Wang** reported that the profit and loss for July is on trend. She highlighted a prior period adjustment due to reimbursement from tobacco tax: less than previous months as SDH saw fewer adult patients on Medi-Cal Dental, but more child patients, who are exempt for tobacco tax reimbursement. SDH received \$75K from PHCD and \$32K from La Honda-Pescadero School District for screenings. Direct expenses were \$16k less than budget, due to lower costs for personnel, dental supplies and lab fees. Indirect cost was \$25K less than budget due to \$22K being budgeted for PHCD rent and loan interest (now being forgiven). SDH's July income is \$17K and the YTD cashflow is \$40K.

8. FY19-20 BUDGET REVISION

- A budget revision has been submitted which includes the FQHC contract and the forgiven rent and loan interest. ***A motion to approve the revised budget was proposed by Chair Taverner, seconded by Director Cappel and approved unanimously to approve the revised budget. 4/0/0***

9. FUNDRAISING

- **Development and Grant Activity Report:** SDH applied to Stanford for \$50,000 from an invitation that came out SDH's connection to the HCC. **CEO Fecher** reported positive interactions with the Community Benefits Manager, who helped to form the HCC initiative and who was eager to find other ways to partner with SDH. CEO Fecher will be meeting with Lucile Packard Children's Hospital to discuss a grant related to the other HCC partner grants. Additionally, a grant proposal was sent to the Chan Zuckerberg Initiative.
- **Five Contacts from Each Board Member:** Following up from an action item that came from the board retreat in 2018, board members had been asked to share the name of five potential donors to SDH. **Director Cappel** expressed that he had several candidates in mind but would need to confirm before releasing those names. **Chair Taverner** offered a potential candidate.
- **Names of Potential New Board Members:** It was agreed that SDH needs to find candidates who have the fundraising acumen to take the organization through the next phase of growth. It was also agreed upon that this topic warrants further discussion.



- **Fall Campaign:** **Chair Taverner** shared that he, along with Directors Dodge and Hinshelwood would address the need (in the absence of a Development Director) for a fall campaign to attract smaller, consistent donors, to include preparations for Giving Tuesday.

[Director Dodge left at 7pm and called into the meeting]

10. COMMUNITY ENGAGEMENT OUTCOMES

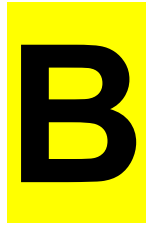
- **School Screenings** have grown exponentially since promoting these services. SDH recently was invited by the superintendent and principal at Bayshore Elementary School (Daly City) to complete sealant procedures for 27 students. She also reported positive feedback in the recent pilot partnership with Atria living. SDH's clinical staff saw one older adult who, after treatment, expressed enthusiasm at the prospect of SDH hosting a mobile clinic day at the residence.
- **Upcoming Goals:** **Dr. Jue** plans on attending four health fairs to promote oral health education in the community, and holding seven school screenings, which would include approximately 1,000 children. SDH is exploring partnerships to receive \$100K for school-based services. **Dr. Jue** reported that a new cost calculator for screenings has been created that will quantify the number and cost of screenings for grant applications. **CEO Fecher** mentioned that tracking volunteer hours will be completed this year and that data added to future annual reports. **CFO Fama** added that there may be opportunities to partner with other youth service organizations such as the Boys and Girls Club. **Chair Taverner** commended Dr. Jue for her work and noted that schools and funders are interested in partnering with us because of our service and consistent follow-through.
- **Health Fair Attendance:** In anticipation of the changes that SDH's FQHC partnership will bring, **Dr. Jue** asked the board to suggest how volunteers and staff would address a health fair attendee's inquiry about scheduling an appointment. The board of directors determined that it might be a better use of resources to invest more in care programs, like school screenings, and pull back on hosting tables at health fair and community events.

11. **BOARD RETREAT DEBRIEF – Chair Taverner** briefly stated the action items contained in the minutes for the board retreat (*Found in the September Board Packet Pages 6-8*). The board members in attendance offered positive feedback on the content and logistics of the board retreat.
12. **BOARD NOMINATION COMMITTEE – Chair Taverner** volunteered to meet with Director Young before the next board meeting to review the committee's focus before presenting to the next board meeting.
13. **SUGGESTED AGENDA ITEMS FOR NEXT MEETING (October 17) – Chair Taverner** deferred the Board Nomination Committee report until the next board meeting, so that the committee leader could be present.
14. The meeting was adjourned at **8:47pm**.

Written and submitted by:
Libby Barnard

Approved by:

Chair Nigel Taverner





DATE: October 17, 2019

TO: SDH Board of Directors

FROM: Tracey Fecher, CEO

RE: **CEO Monthly Report**

1. Overall Operations

- Operational efficiencies in the areas of HR and IT have been a focus in the last month. In the area of HR, a hiring process outline has been developed by the management team and on-boarding/off-boarding checklists are being developed. Secure email, moving all file sharing to SyncTool, email distribution lists and using a system to track IT issues and questions have been implemented.
- Visit volumes for August and September have been on track overall. Farmworkers' visits are off by 25 visits for August and September, most likely due to seeing the patients in the Coastside office. Mobile was to start again on October 10th; but had to be cancelled due to the power outage.
 - The Affordable Scale is off by 20 visits for both centers. The team is working on a flyer for the Affordable Scale program so additional outreach to qualifying patients, including seniors, can be completed.
- Two full time Care Coordinators have been hired in the San Mateo Office. One of those new staff has 20 years of experience in a dental front office. The other will be at the greeter desk. The management team is looking at ways to cross train the Care Coordinator team on month-end clean up and reports as well as on going Pre- and Post-QA.

2. FQHC Partnership

- Sonrisas is still waiting for a timeframe for the computer and X-Ray equipment to be delivered. Training will be scheduled as soon the SMMC laptops are received.
- Supervisor Pine is scheduled to visit SDH at the end of October. An email to our SMMC partners, including the SMMC Dental director, will let them know of the upcoming visit. I expect that Supervisor Pine will want an update on FQHC patients visiting SDH.

3. Key Performance Indicators

- CEO Fecher and Pat Kinniburgh will be presenting information about typical dental office Key Performance Indicators.

4. School Screenings

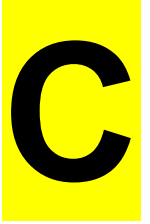
- Hoover Community School – screening scheduled on 10/23/19 to screen and apply fluoride varnish on approx. 80 T-K and Kindergarten students (last event for 2019 funding)
 - i. 13 volunteers for this event:
 1. 10 UOP Dental Hygiene Program students
 2. 1 community RDH
 3. 1 Dignity Health (Sequoia Health and Wellness)

4. 1 San Mateo County Oral Public Health

- Status of La Honda-Pescadero Unified School District Grant (approx. \$63,600)
 - i. Received first payment of over \$32,000
 - ii. Submitted second and final invoice for \$31,000
 - iii. This is almost \$25,000 additional funding compared to what was initially allocated to SDH

5. Community Outreach

- Supervisor Pine is scheduled to visit the San Mateo clinic and Farmworker mobile program at the end of October.
- The team hosted the Executive Director, Bernie Mellott, from Ombudsman Services of San Mateo County to talk about senior dental services.
- CEO Fecher attended the Leaders in Action: Equity and Oral Health conference along with Director Galligan and CFO Fama. Connections with Medi-Cal Dental, counties with extensive screening programs as well as larger dental centers.
- CEO Fecher is participating in a San Mateo County Community Based Organization workgroup on contracting and reporting requirements.
- Senior Coastsiders – working with new Executive Director (Sandy Winter) on a Cal Wellness LOI in which SDH would be a sub-contractor to provide dental services at the Sonrisas Coastside Center and onsite through the mobile program.
- Gave tours to 4 students of the *Leadership San Mateo, Foster City, Burlingame, Hillsborough Program* which is an educational program of the San Mateo Area Chamber of Commerce in partnership with the Burlingame and Foster City Chambers, and support from the Cities of San Mateo, Foster City, Burlingame and the Town of Hillsborough, which identifies, nurtures, and connects existing and potential community leaders, increasing their knowledge of the community and community issues while enhancing their individual effectiveness through development of leadership skills.
 - i. The students represented the following agencies:
 - 1. San Mateo County Visitors Bureau
 - 2. San Mateo County Event Center
 - 3. San Mateo Public Library Foundation (and Atkinsons Foundation)
 - 4. San Mateo County Office of Education (would like to collaborate with Sonrisas to provide internships for their students)
 - ii. All 4 attendees were impressed by the modern, spacious dental clinic and the great work that SDH does
 - iii. 2 of them were interested in bringing their children who have special needs to SDH for dental care
- Upcoming events:
 - i. 10/23 – Hoover School Screening
 - ii. 10/25 – San Mateo Adult School Health Fair
 - iii. 10/26 – Half Moon Bay Farmer’s Market
 - iv. 10/31 – Meeting with Senator Dave Pine (SM Center and Pescadero mobile clinic)
 - v. 11/1 – Hatch Elementary School Oral Health Presentation (all Kindergarten students)





DATE: October 11, 2019

TO: SDH Board of Directors

CC: Cheryl Fama, CFO

FROM: Tina Wang, Senior Accountant

RE: **August Unaudited Financials and YTD Performance to Budget**

AUGUST PERFORMANCE:

A. Revenue: Net Patient Revenue was **\$163,904**

1. 988 visits -16 visits more than budget and 25 visits better than prior month
2. Gross patient revenue was \$369,450 – \$43K better than budget
3. Total deductions were <\$205,546> – 56% of gross revenue and \$25k less than prior month
4. Prior period adjustment was \$13,241 from Prop 56/Tobacco tax received for July.

B. Donations/Grants & Other Income: \$111,606 – \$324 from Raffle ticket sales (total received to date \$3,094); \$1,239 from individual donations; \$75,000 from PHCD; \$303 interest; \$34,739 released from restricted grants.

C. Total Expense: \$249,375

1. Direct Expense: \$162,047 --\$1,412 more than prior month because of a combination of decreased personnel cost due to one doctor's vacation schedule and increased cost on dental supply and lab fees due to more patients visits and catch-up invoices.
2. Indirect Expense: \$87,327 --\$19,195 less than prior month due to no costs on fundraising expense, professional fees and marketing expenses

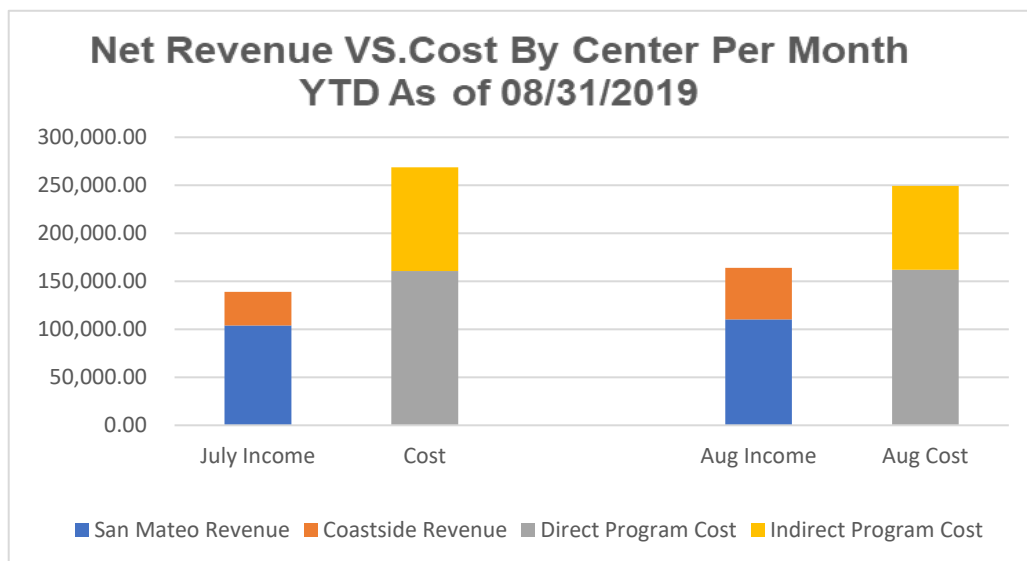
D. Net Income: \$26,135

YTD PERFORMANCE TO BUDGET: YTD net income is **\$95,670** better than budget. Cash-flow is **\$95,594** better than budget. PHCD grant received to date is **\$150,000**.

	YTD Actual	Budget	Performance
<i>Visits</i>	<i>1951</i>	<i>1939</i>	<i>12</i>
Gross Patient Revenue	\$739,343	\$651,203	+14%
Uncompensated Care (Deductions)	<\$436,483>	<\$357,628>	<22%>
Grants/Donations/Other Income	\$259,015	\$228,180	+14%
Direct Cost	<\$322,682>	<\$355,584>	+9%
Indirect Cost	<\$195,264>	<\$217,911>	+10%
Net Income	\$ 43,929	<\$51,741>	+185%
<i>non-cash items adj.</i>			
Depreciation	\$44,504	\$44,580	0%
Est. Cash-flow	\$88,433	<\$7,161>	+1335%

Sonrisas Dental Health Operations

	Jul 19	Aug 19	Total	YTD Budget	B(W)
San Mateo Revenue	103,976	110,431	214,407	216,293	(1,886)
Coastside Revenue	34,980	53,473	88,452	77,282	11,170
Total Net Revenue	138,956	163,904	302,860	293,575	9,285
Direct Program Cost	160,634	162,047	322,682	355,584	(32,902)
Indirect Program Cost	107,936	87,327	195,264	217,912	(22,648)
Total Cost	268,571	249,375	517,945	573,496	(55,551)
TOTAL	(129,615)	(85,471)	(215,086)	(279,921)	64,835
Dividend/Other Income	33,103	303	33,405	680	32,725
Donations Received	39,307	36,304	75,610	77,500	(1,890)
Grant from PHCD	75,000	75,000	150,000	150,000	-
OTHER INCOME	147,409	111,606	259,015	228,180	30,835
NET INCOME	17,795	26,135	43,930	(51,741)	95,671



Visits by Center

	Jul 19	Aug 19	Total	Budget	Variance
San Mateo Visits	668	631	1299	1275	24
Coastside Visits	295	357	652	664	(12)
Total Visits	963	988	1951	1939	12

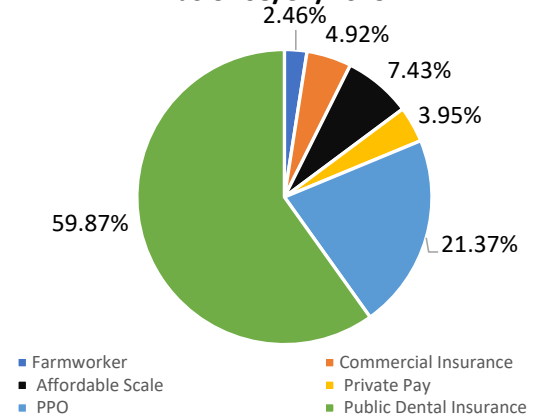
Visits by Payer -San Mateo

	Jul 19	Aug 19	Total	Budget	Variance
Commercial Insurance	29	44	73	90	(17)
PPO	166	196	362	360	2
Private Pay	35	36	71	60	11
Affordable Scale	9	15	24	35	(11)
Farmworker	25	0	25	50	(25)
Public Dental Insurance(Adult)	201	172	373	680	64
Public Dental Insurance(Child)	203	168	371		
Total Visits	668	631	1,299	1,275	24

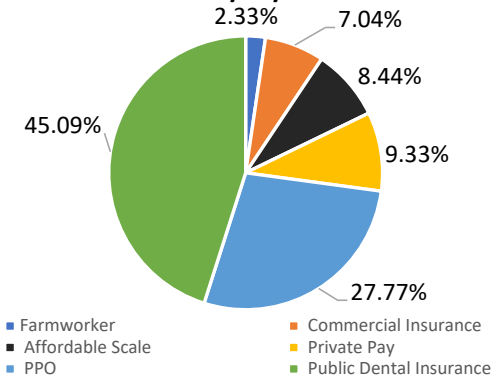
Visits by Payer -Coastside

	Jul 19	Aug 19	Total	Budget	Variance
Commercial Insurance	4	19	23	12	11
PPO	30	25	55	55	0
Private Pay	1	5	6	12	(6)
Affordable Scale	60	61	121	130	(9)
Farmworker	1	22	23	0	23
Public Dental Insurance(Adult)	112	118	230	455	(31)
Public Dental Insurance(Child)	87	107	194		
Total Visits	295	357	652	664	(12)

Visits By Payer As a Percentage YTD as of 08/31/2019



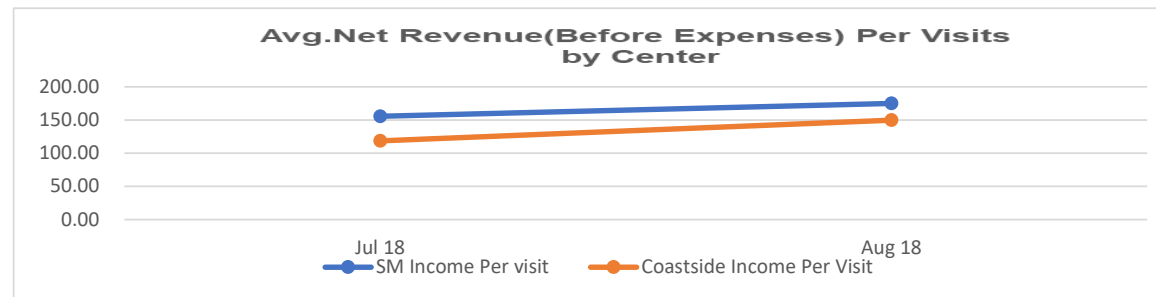
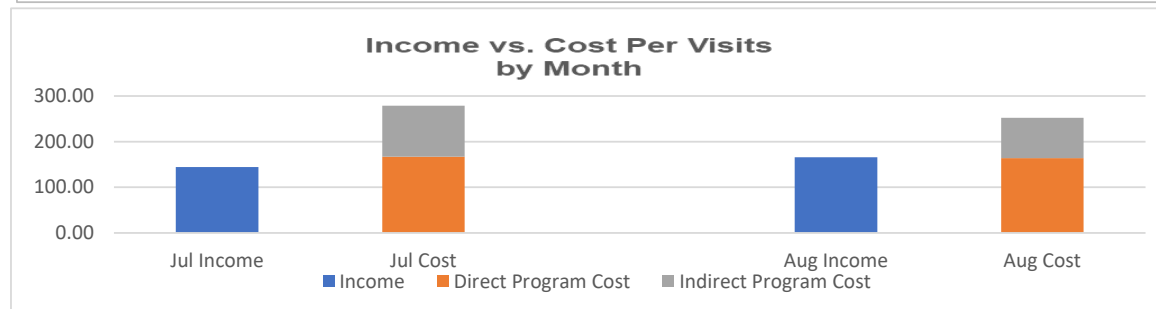
Net Revenue by Payer As a Percentage YTD as of 08/31/2019



Avg. Income (Loss) per Visit	
YTD	
Net Revenue per Visit	\$ 155.09
Direct Cost per Visit	\$ (165.41)
Indirect Cost per Visit	\$ (100.24)
Net Income per Visit	\$ (110.55)

True Income (Loss) per Visit by Payer	
Payer	Avg. YTD
Commercial Insurance	\$ (3.48)
PPO	\$ (21.81)
Public Dental Insurance *	\$ (213.01)
Private Pay	\$ 286.66
Affordable Scale	\$ 72.77

* The avg YTD income per public dental insurance visit before debt forgiveness was \$(245.21). The current avg .YTD income per public dental visit is \$(213.01)- an increase of \$32 per visit.



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

	Aug 19	Budget	Variance
Ordinary Income/Expense			
Income			
Program Revenue			
Patient Services			
4103 · Commercial Insurance	17,692.00	15,420.29	2,271.71
4102 · PPO	69,280.00	66,684.00	2,596.00
4100 · Public Dental Insurance	235,362.00	201,514.36	33,847.64
4106 · Private Pay	12,310.00	9,942.72	2,367.28
4101 · Affordable Scale	24,356.00	22,213.41	2,142.59
4104 · Farmworker	10,450.00	10,453.09	(3.09)
4017 · FQHC	0.00	0.00	0.00
Total Patient Services	369,450.00	326,227.87	43,222.13
Uncompensated Care			
5020 · Prior Period Adjustment	13,241.57	0.00	13,241.57
5005 · Commercial Insurance	(4,302.88)	(3,101.43)	(1,201.45)
5004 · PPO	(30,552.00)	(25,993.00)	(4,559.00)
5009 · Public Dental Insurance	(166,472.95)	(132,523.05)	(33,949.90)
5007 · Affordable Scale	(11,197.10)	(8,211.00)	(2,986.10)
5003 · Farmworker Program	(4,044.00)	(6,226.00)	2,182.00
5001 · Fee Adjustments	(2,218.80)	(2,500.00)	281.20
Total Uncompensated Care	(205,546.16)	(178,554.48)	(26,991.68)
Total Program Revenue	163,903.84	147,673.39	16,230.45
Donations/ Incentives / Others			
5104 · Fundraiser	0.00	0.00	0.00
5100 · Donations	1,239.32	3,200.00	(1,960.68)
5101 · In-Kind Donations	0.00	0.00	0.00
5103 · Incentives	0.00	0.00	0.00
5200 · Other Program Revenue	0.00		0.00
Events/Fundraisers			0.00
5105 · Raffle	324.36	0.00	324.36
5106 · Other Events	0.00	0.00	0.00
Total Events/Fundraisers	324.36	0.00	324.36
5150 · Unrestricted Grants	75,000.00	75,000.00	0.00
5199 · Net Assets Released from Restri	34,739.96	34,800.00	(60.04)
Total Donations/ Incentives / Others	111,303.64	113,000.00	(1,696.36)
Total Income	275,207.48	260,673.39	14,534.09
Gross Profit	275,207.48	260,673.39	14,534.09
Expense			
Direct Program Costs			
Personnel			
5250 · Direct Program Salaries	126,412.59	139,788.00	(13,375.41)
5260 · Payroll Taxes	9,277.05	11,183.04	(1,905.99)
5261 · Unemployment Taxes	329.11	1,554.05	(1,224.94)
5270 · Benefits	3,704.21	2,643.47	1,060.74

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

	Aug 19	Budget	Variance
5275 · 401k Match	768.45	963.66	(195.21)
5278 · Worker's Comp.	1,163.48	1,397.88	(234.40)
5280 · Continuing Educ.	0.00	0.00	0.00
5281 · Licenses and Registrations	731.25	216.00	515.25
Total Personnel	142,386.14	157,746.10	(15,359.96)
Contracted Services			
5301 · Contract Employees	0.00	0.00	0.00
5303 · Sterilization Services	756.00	760.00	(4.00)
5304 · Pathogen Testing	0.00	65.00	(65.00)
5305 · Shredding	67.00	0.00	67.00
Total Contracted Services	823.00	825.00	(2.00)
5320 · Dental Supplies	10,545.29	11,675.62	(1,130.33)
5325 · Small Dental Equipment	0.00	0.00	0.00
5326 · Dental Equipment Repair	532.57	800.00	(267.43)
5330 · Lab Fees	7,710.40	7,500.00	210.40
5331 · Uniforms	50.00	100.00	(50.00)
Total Direct Program Costs	162,047.40	178,646.72	(16,599.32)
Indirect Costs			
Administrative Personnel			
5450 · Salaries/Wages	40,214.57	45,317.00	(5,102.43)
5460 · Payroll Taxes, Admin/Mgmt	2,833.81	3,625.36	(791.55)
5461 · Unemployment Taxes	233.11	679.76	(446.65)
5470 · Benefits	1,134.11	4,531.70	(3,397.59)
5475 · 401k Match, Admin/Mgmt.	204.21	679.76	(475.55)
5478 · Worker's Comp.	365.52	453.17	(87.65)
Administrative Personnel - Other	0.00		0.00
Total Administrative Personnel	44,985.33	55,286.75	(10,301.42)
Business Taxes			
5520 · Property Taxes	0.00	0.00	0.00
Total Business Taxes	0.00	0.00	0.00
Equipment Expenses			
5507 · Computer Support	3,145.00	3,650.00	(505.00)
5608 · Software Support	773.00	850.00	(77.00)
5630 · Office. Equip. Maintenance	0.00	0.00	0.00
Total Equipment Expenses	3,918.00	4,500.00	(582.00)
Facilities Expenses			
5600 · Auto Expenses	91.04	300.00	(208.96)
5610 · Building Maintenance	529.76	750.00	(220.24)
5611 · Janitorial Service	2,408.00	2,250.00	158.00
5670 · Rent	3,300.00	3,300.00	0.00
5672 · Phone / Internet	1,446.08	1,247.00	199.08
5680 · Utilities	1,410.91	2,444.00	(1,033.09)
Total Facilities Expenses	9,185.79	10,291.00	(1,105.21)
Insurance			

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

	Aug 19	Budget	Variance
5635 · Auto Insurance	214.47	671.00	(456.53)
5636 · Malpractice (Prof. Liab.)	765.00	457.60	307.40
5637 · Liability & Property	993.33	1,030.70	(37.37)
5638 · Directors & Officer Liability	280.50	309.10	(28.60)
Total Insurance	2,253.30	2,468.40	(215.10)
Office Exp.			
5502 · Claims Processing	0.00	126.00	(126.00)
5504 · Payroll Processing / BG Checks	690.09	984.00	(293.91)
5616 · Patient Notification	494.95	485.00	9.95
5660 · Office Supplies	1,262.41	1,280.00	(17.59)
5665 · Postage and Shipping	104.15	310.00	(205.85)
5668 · Printing Costs	389.00	200.00	189.00
Total Office Exp.	2,940.60	3,385.00	(444.40)
Fundraising Expenses			
5632 · Fundraising Expenses	0.00	0.00	0.00
5633 · Fundraising Consulting	0.00	2,800.00	(2,800.00)
Total Fundraising Expenses	0.00	2,800.00	(2,800.00)
Meeting & Travel Expenses			
5676 · Travel Costs	68.26	0.00	68.26
5677 · Meals	0.00	25.00	(25.00)
5678 · Mileage	52.08	225.00	(172.92)
Total Meeting & Travel Expenses	120.34	250.00	(129.66)
Outsourced Services			
5503 · Consultants	0.00	0.00	0.00
5508 · Professional Fees	0.00	0.00	0.00
Total Outsourced Services	0.00	0.00	0.00
5615 · Depreciation Expense	22,252.27	22,278.58	(26.31)
5618 · Dues, Fees & License	0.00	210.00	(210.00)
5620 · Employee Goodwill	26.95	200.00	(173.05)
5639 · Recruitment Expense	439.12	1,475.00	(1,035.88)
5648 · Marketing Expense			
5651 · Outreach	0.00	0.00	0.00
5648 · Marketing Expense - Other	0.00	2,000.00	(2,000.00)
Total 5648 · Marketing Expense	0.00	2,000.00	(2,000.00)
Fees and Interest			
5605 · Service Charges	0.00	0.00	0.00
5625 · Penalty charges	0.00		0.00
5641 · Finance Charges	426.41	50.00	376.41
5642 · Loan Interest	0.00	0.00	0.00
5650 · Merchant Processing	779.30	800.00	(20.70)
Total Fees and Interest	1,205.71	850.00	355.71
Total Indirect Costs	87,327.41	105,994.73	(18,667.32)
Total Expense	249,374.81	284,641.45	(35,266.64)
Net Ordinary Income	25,832.67	(23,968.06)	49,800.73

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

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	<u>Aug 19</u>	<u>Budget</u>	<u>Variance</u>
Other Income/Expense			
Other Income			
Other Income			
6120 · Interest Income	0.00		
6121 · Dividends	293.23	340.00	(46.77)
6130 · Other Income	9.35		9.35
Total Other Income	<u>302.58</u>	<u>340.00</u>	<u>(37.42)</u>
Total Other Income	<u>302.58</u>	<u>340.00</u>	<u>(37.42)</u>
Net Other Income	<u>302.58</u>	<u>340.00</u>	<u>(37.42)</u>
Net Income	<u>26,135.25</u>	<u>(23,628.06)</u>	<u>49,763.31</u>

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

	Jul - Aug 19	YTD Budget	Variance
Ordinary Income/Expense			
Income			
Program Revenue			
Patient Services			
4103 · Commercial Insurance	27,935.00	30,840.58	(2,905.58)
4102 · PPO	136,326.00	132,032.28	4,293.72
4100 · Public Dental Insurance	481,905.00	401,624.41	80,280.59
4106 · Private Pay	26,971.00	19,885.44	7,085.56
4101 · Affordable Scale	45,633.00	45,914.24	(281.24)
4104 · Farmworker	20,573.00	20,906.18	(333.18)
4017 · FQHC	0.00	0.00	0.00
Total Patient Services	739,343.00	651,203.13	88,139.87
Uncompensated Care			
5020 · Prior Period Adjustment	20,531.49	(1,500.00)	22,031.49
5005 · Commercial Insurance	(7,570.84)	(6,202.86)	(1,367.98)
5004 · PPO	(56,046.40)	(51,510.00)	(4,536.40)
5009 · Public Dental Insurance	(351,570.90)	(264,129.70)	(87,441.20)
5007 · Affordable Scale	(21,224.10)	(16,834.00)	(4,390.10)
5003 · Farmworker Program	(13,846.00)	(12,451.80)	(1,394.20)
5001 · Fee Adjustments	(6,756.60)	(5,000.00)	(1,756.60)
Total Uncompensated Care	(436,483.35)	(357,628.36)	(78,854.99)
Total Program Revenue	302,859.65	293,574.77	9,284.88
Donations/ Incentives / Others			
5104 · Fundraiser	0.00	0.00	0.00
5100 · Donations	1,604.89	5,400.00	(3,795.11)
5101 · In-Kind Donations	0.00	0.00	0.00
5103 · Incentives	0.00	0.00	0.00
5200 · Other Program Revenue	32,623.50		32,623.50
Events/Fundraisers			0.00
5105 · Raffle	2,464.36	2,500.00	(35.64)
5106 · Other Events	0.00	0.00	0.00
Total Events/Fundraisers	2,464.36	2,500.00	(35.64)
5150 · Unrestricted Grants	150,000.00	150,000.00	0.00
5199 · Net Assets Released from Restri	71,540.92	69,600.00	1,940.92
Total Donations/ Incentives / Others	258,233.67	227,500.00	30,733.67
Total Income	561,093.32	521,074.77	40,018.55
Gross Profit	561,093.32	521,074.77	40,018.55
Expense			
Direct Program Costs			
Personnel			
5250 · Direct Program Salaries	254,614.38	279,576.00	(24,961.62)
5260 · Payroll Taxes	18,882.95	22,366.08	(3,483.13)
5261 · Unemployment Taxes	873.93	3,108.10	(2,234.17)
5270 · Benefits	9,513.94	5,286.94	4,227.00

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

	Jul - Aug 19	YTD Budget	Variance
5275 · 401k Match	1,705.92	1,927.32	(221.40)
5278 · Worker's Comp.	2,199.93	2,795.76	(595.83)
5280 · Continuing Educ.	0.00	0.00	0.00
5281 · Licenses and Registrations	3,844.50	432.00	3,412.50
Total Personnel	291,635.55	315,492.20	(23,856.65)
Contracted Services			0.00
5301 · Contract Employees	0.00	0.00	0.00
5303 · Sterilization Services	1,362.00	1,520.00	(158.00)
5304 · Pathogen Testing	0.00	130.00	(130.00)
5305 · Shredding	129.00	0.00	129.00
Total Contracted Services	1,491.00	1,650.00	(159.00)
5320 · Dental Supplies	16,970.34	21,641.94	(4,671.60)
5325 · Small Dental Equipment	0.00	0.00	0.00
5326 · Dental Equipment Repair	642.77	1,600.00	(957.23)
5330 · Lab Fees	11,892.09	15,000.00	(3,107.91)
5331 · Uniforms	50.00	200.00	(150.00)
Total Direct Program Costs	322,681.75	355,584.14	(32,902.39)
Indirect Costs			0.00
Administrative Personnel			0.00
5450 · Salaries/Wages	78,574.76	90,634.00	(12,059.24)
5460 · Payroll Taxes, Admin/Mgmt	5,753.00	7,250.72	(1,497.72)
5461 · Unemployment Taxes	272.60	1,359.52	(1,086.92)
5470 · Benefits	1,920.87	9,063.40	(7,142.53)
5475 · 401k Match, Admin/Mgmt.	520.28	1,359.52	(839.24)
5478 · Worker's Comp.	698.34	906.34	(208.00)
Administrative Personnel - Other	11,927.26		11,927.26
Total Administrative Personnel	99,667.11	110,573.50	(10,906.39)
Business Taxes			
5520 · Property Taxes	79.29	0.00	79.29
Total Business Taxes	79.29	0.00	79.29
Equipment Expenses			0.00
5507 · Computer Support	6,888.35	7,300.00	(411.65)
5608 · Software Support	1,501.00	1,700.00	(199.00)
5630 · Office. Equip. Maintenance	0.00	1,000.00	(1,000.00)
Total Equipment Expenses	8,389.35	10,000.00	(1,610.65)
Facilities Expenses			0.00
5600 · Auto Expenses	182.08	600.00	(417.92)
5610 · Building Maintenance	3,266.53	1,500.00	1,766.53
5611 · Janitorial Service	4,226.00	4,500.00	(274.00)
5670 · Rent	6,600.00	6,600.00	0.00
5672 · Phone / Internet	2,587.15	2,494.00	93.15
5680 · Utilities	3,869.37	4,888.00	(1,018.63)
Total Facilities Expenses	20,731.13	20,582.00	149.13
Insurance			

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

	Jul - Aug 19	YTD Budget	Variance
5635 · Auto Insurance	428.94	1,342.00	(913.06)
5636 · Malpractice (Prof. Liab.)	1,530.00	915.20	614.80
5637 · Liability & Property	1,986.66	2,061.40	(74.74)
5638 · Directors & Officer Liability	561.00	618.20	(57.20)
Total Insurance	4,506.60	4,936.80	(430.20)
Office Exp.			
5502 · Claims Processing	299.76	252.00	47.76
5504 · Payroll Processing / BG Checks	1,495.59	1,968.00	(472.41)
5616 · Patient Notification	989.90	970.00	19.90
5660 · Office Supplies	2,044.73	2,560.00	(515.27)
5665 · Postage and Shipping	263.10	620.00	(356.90)
5668 · Printing Costs	389.00	300.00	89.00
Total Office Exp.	5,482.08	6,670.00	(1,187.92)
Fundraising Expenses			
5632 · Fundraising Expenses	135.50	0.00	135.50
5633 · Fundraising Consulting	2,427.50	5,600.00	(3,172.50)
Total Fundraising Expenses	2,563.00	5,600.00	(3,037.00)
Meeting & Travel Expenses			
5676 · Travel Costs	877.82	0.00	877.82
5677 · Meals	0.00	50.00	(50.00)
5678 · Mileage	417.77	450.00	(32.23)
Total Meeting & Travel Expenses	1,295.59	500.00	795.59
Outsourced Services			
5503 · Consultants	0.00	0.00	0.00
5508 · Professional Fees	2,500.00	0.00	2,500.00
Total Outsourced Services	2,500.00	0.00	2,500.00
5615 · Depreciation Expense	44,504.54	44,579.58	(75.04)
5618 · Dues, Fees & License	0.00	420.00	(420.00)
5620 · Employee Goodwill	423.45	400.00	23.45
5639 · Recruitment Expense	439.12	2,950.00	(2,510.88)
5648 · Marketing Expense			
5651 · Outreach	3,303.05	5,000.00	(1,696.95)
5648 · Marketing Expense - Other	120.00	4,000.00	(3,880.00)
Total 5648 · Marketing Expense	3,423.05	9,000.00	(5,576.95)
Fees and Interest			0.00
5605 · Service Charges	0.00	0.00	0.00
5625 · Penalty charges	0.00		0.00
5641 · Finance Charges	479.61	100.00	379.61
5642 · Loan Interest	0.00	0.00	0.00
5650 · Merchant Processing	779.70	1,600.00	(820.30)
Total Fees and Interest	1,259.31	1,700.00	(440.69)
Total Indirect Costs	195,263.62	217,911.88	(22,648.26)
Total Expense	517,945.37	573,496.02	(55,550.65)
Net Ordinary Income	43,147.95	(52,421.25)	95,569.20

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

	<u>Jul - Aug 19</u>	<u>YTD Budget</u>	<u>Variance</u>
Other Income/Expense			
Other Income			
Other Income			
6120 · Interest Income	9.35		9.35
6121 · Dividends	657.77	680.00	(22.23)
6130 · Other Income	114.70		114.70
Total Other Income	<u>781.82</u>	<u>680.00</u>	<u>101.82</u>
Total Other Income	<u>781.82</u>	<u>680.00</u>	<u>101.82</u>
Net Other Income	<u>781.82</u>	<u>680.00</u>	<u>101.82</u>
Net Income	<u><u>43,929.77</u></u>	<u><u>(51,741.25)</u></u>	<u><u>95,671.02</u></u>

SONRISAS DENTAL HEALTH, INC.

Balance Sheet

As of August 31, 2019

Aug 31, 19

ASSETS

Current Assets

Checking/Savings

Checking/Savings

1010 · Boston Private BusinessChecking	393,565.44
1020 · Boston Private Saving	110,053.58
1050 · Wells Fargo Checking	21,280.03
1070 · Merrill Lynch	202,718.18

Total Checking/Savings 727,617.23

1175 · Petty Cash - Coastsides 381.41

1176 · Petty Cash -San Mateo 200.00

Total Checking/Savings 728,198.64

Accounts Receivable

Accounts Receivable

1250 · Accounts Receivable - Services	155,353.33
1260 · Accts.Rec.- Other Agencies	45,218.50

Total Accounts Receivable 200,571.83

Total Accounts Receivable 200,571.83

Other Current Assets

1400 · Prepaid Expense	29,504.98
1405 · Work Comp Deposit	1,898.00
1450 · Allowance for Bad Debt	(4,938.61)
1499 · Undeposited Funds	8,439.80

Total Other Current Assets 34,904.17

Total Current Assets 963,674.64

Fixed Assets

Fixed Assets

1320 · Leasehold Impvmnt. - Coastsides	25,886.14
1321 · Leasehold Improv. - S. Mateo	1,016,755.76
1335 · Dental Equipment - Coastsides	117,755.81
1336 · Dental Equipment - San Mateo	506,218.80
1340 · Computers - Coastsides	35,725.63
1341 · Computers - San Mateo	67,431.11
1350 · Mobile Equipment	188,945.09
1370 · Furniture/Fixtures - Coastsides	8,515.46
1371 · Furniture/Fixtures - S.Mateo	109,021.12
1380 · Truck	111,934.08

Less Accumulated Depr.

1390 · Accum. Depreciation-Coastsides	(157,534.27)
1395 · Accum. Depreciation - San Mateo	(797,566.96)

Total Less Accumulated Depr. (955,101.23)

Total Fixed Assets 1,233,087.77

Total Fixed Assets 1,233,087.77

Other Assets

1420 · Security Deposits	14,697.00
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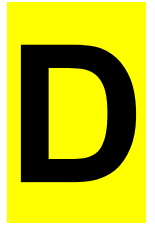
SONRISAS DENTAL HEALTH, INC.

Balance Sheet

As of August 31, 2019

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	Aug 31, 19
Total Other Assets	14,697.00
TOTAL ASSETS	2,211,459.41
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	57,644.62
Total Accounts Payable	57,644.62
Other Current Liabilities	
*Payroll Liabilities	
2300 · Accrued Salaries/Wages	89,729.79
2301 · Accrued PTO	63,745.99
2321 · 401k Funds Payable	4,166.65
2383 · Accrued Payroll Taxes	25,307.84
2384 · Accrued PR Taxes on PTO	4,876.57
2387 · Accrued 401K Match	234.36
Total *Payroll Liabilities	188,061.20
Patient Liabilities	
2220 · Patient Prepayments - Coastside	6,202.40
2221 · Patient Prepayments - SM	16,309.30
2225 · Patient Refunds Payable -SM	3,438.10
2226 · Patient Refunds Payable - CSTSE	2,291.30
Total Patient Liabilities	28,241.10
2205 · Accrued Interest	260.33
Total Other Current Liabilities	216,562.63
Total Current Liabilities	274,207.25
Total Liabilities	274,207.25
Equity	
3900 · Retained Earnings- Coastside	344,765.83
3901 · Retained Earnings - San Mateo	1,486,780.08
3905 · Restricted Net Assets- Coastsid	15,744.24
3906 · Restricted Net Assets-S.Mateo	46,032.24
Net Income	43,929.77
Total Equity	1,937,252.16
TOTAL LIABILITIES & EQUITY	2,211,459.41



Grant / Fundraising Status (FY19)

September



GRANT SUBMISSIONS						
Name	Submittal Date	Requested	Center	Programs	Period	Awarded?
City of Half Moon Bay - Government Grant	5/28/2019	\$ 10,000	CS	Procedures	1 year	Yes
George H Sandy Foundation	8/29/2019	\$ 30,000	SM/CS	ATC	1 year	Pending
Dignity Health Sequoia Hospital	9/6/2019	\$ 20,000	SM/CS	School Screenings	1 year	Pending
Stanford Hospital	9/6/2019	\$ 50,000	SM/CS	ATC	1 year	Yes
Chan Zuckerberg Initiative	9/12/2019	\$ 75,000	SM/CS	ATC	1 year	Pending
Sutter Health Mills Peninsula Hospital	9/13/2019	\$ 20,000	SM/CS	School Screenings	1 year	Yes
Kaiser Hospital	10/6/2019	\$ 40,000	SM/CS	ATC	1 year	Pending
Lucile Packard Children's Hospital	10/23/2019	\$ 40,000	SM/CS	ATC and School Screening	1 year - possible 3	Pending
Total		\$ 285,000				

AWARDED							
Name	Awarded	Amount	Received	Not Yet Received	Period	Program	Center
California Wellness Foundation	8/13/2018	\$ 250,000	\$ 125,000	\$ 125,000	Aug 18-Jul 21	Adults/Seniors	SM/CS
Peninsula Health Care District	10/25/2018	\$ 1,300,000	\$ 448,000	\$ 852,000	Jan 19-Jun 20	ATC	SM
Sequoia Healthcare District	2/6/2019	\$ 150,000	\$ 75,000	\$ 75,000	Feb 19-Dec 19	SHD Residents	SM
Healthy Smiles, Healthy Children (AAPD*)	6/28/2019	\$ 20,000	\$ 20,000		July 19-Jun 20	School Screenings and treatment	SM/CS
Delta Dental Community Foundation	8/20/2019	\$ 20,000	\$ 20,000		July 19-Jun 20	ATC	SM/CS
Sutter Health Mills Peninsula Hospital	9/13/2019	\$ 20,000			Jan 19 - Dec 19	School Screenings and treatment	SM
City of HMB	9/30/2019	\$ 10,000			July 19-Jun 20	ATC	CS
Total		\$ 1,760,000	\$ 688,000	\$ 1,052,000			

ACCOUNTING REPORT: GRANTS/DONATIONS							
AVAILABLE IN FY20 (Cash Rec'd)		Jul-19		Oct-19			
Name	Beginning Bal	Addition	Released	Ending Bal	Period	Purpose	Center
Hope Fund	\$ 2,229		\$ -	\$ 2,229	On Going	Uncompensated Care	CS
Hope Fund	\$ 7,817		\$ -	\$ 7,817	On Going	Fund Development	CS
Gassert - School Screenings	\$ 600		\$ 600	\$ -	On Going	School Screenings	CS
Farmworkers	\$ 55,246	\$ 11,450	\$ 14,867	\$ 51,829	01/01/18-12/31/18	Farmworkers	SM
Sand Hill Foundation	\$ 7,500		\$ 7,500	\$ -	10/01/2018-9/30/2019	General Support	SM/CS
California Wellness	\$ 48,611		\$ 27,776	\$ 20,835	08/01/2018-01/31/2020	Senior/Children	SM/CS
Delta Dental Community Foundation	\$ 8,756		\$ 8,756	\$ -	10/01/2018-9/30/2019	General Support	SM/CS
Dignity Health Sequoia Hospital	\$ 6,664		\$ 3,334	\$ 3,330	1/1/2019-12/31/2019	Hoover School/Casa de Redwood	SM
TouchPoint Foundation	\$ 1,750		\$ 1,000	\$ 750	2/1/2019-1/31/2020	Older Adults	SM/CS
Healthy Smiles, Healthy Children (AAPD*)	\$ -	\$ 20,000	\$ 9,582	\$ 10,418	07/01/2019-06/30/2020	School Screenings and treatment	SM/CS
Delta Dental Community Foundation	\$ -	\$ 20,000	\$ 9,582	\$ 10,418	07/01/2019-06/30/2020	General Support	SM/CS
Total		\$ 139,172	\$ 51,450	\$ 82,997	\$ 107,625		

GRANTS NOT AWARDED							
Name	Submittal Date	Requested	Center	Date Notified	Programs	Reason	Next Steps
Wells Fargo	7/1/2019	\$ 25,000.00	SM/CS	9/11/2019	Screenings	None Given	

COMING UP	
Name	
Hurlburt-Johnson Foundation	
Sand Hill Foundation	
San Mateo Credit Union	
Cisco Grant Program	
Genentech	
NCOHF-Tooth Fairy	
HSHC: Access to Care	
Massimo Foundation	