

DATE: July 24, 2020

TO: SDH Board of Directors

FROM: Tracey Fecher, CEO

RE: CEO Monthly Report

1. Current Status of Sonrisas' Dental Clinics

O Both the San Mateo and Coastside clinics are open. In San Mateo, there are two dentists and two hygienists M-Th and two dentists on Fridays. Until the dental resident starts August 3rd, there is one dentist M-F at Coastside. When the COVID facility changes needed at Coastside are completed, the plan is to start a hygienist at Coastside in late August.

o From June 1st to July 23rd, the number of visits for Sonrisas and the % by payer type was:

Visit Volume June 1 to July 23, 2020

Total Visits:	857	
	% of Total Visits	Budgeted % of Visits
Medi-Cal Dental	54%	53%
Commercial/PPO	33%	26%
FQHC	6%	9%
Affordable Scale	5%	7%
Private Pay	2%	3%
Farmworkers	.2%	3%

Above budget %
Below budget %

- Saturdays: The San Mateo Clinic began seeing patients with one dentist and a hygienist on Saturdays in July, with two Saturday per month scheduled through September.
- Farmworkers: There have only been two farmworker dental visits in clinic since the shelter-inplace began and the clinics reopened. Dr. Torrey is working with Puente to determine a new location to safely see patients. We hope to begin seeing farmworker patients at a mobile location in August.
- FQHC: SMMC patients started being seen at the San Mateo Clinic on June 22nd. A dentist sees patients 2 days/week and the schedule is well booked with additional patients in the referral queue from SMMC. A hygienist will start seeing FQHC patients one day a week as soon as an additional laptop on order by SMMC arrives.
- Patient Willingness to Schedule Appointments: The CCC team reports that 75-80% of patients are willing to schedule appointments, with the remaining wanting to wait to schedule a dental appointment due to COVID. This includes patients who need cleanings.

- Clinic Workflow Changes: In the last CEO report, multiple workflow and environment changes made due to COVID-19 were outlined. Those included elimination of the waiting room and other lobby changes, a COVID survey of patients before an appointment, 15-minute wait time before cleaning a room after an appointment, multiple facility changes, and HEPA filters in each operatory. The most challenging changes for clinic production are the 15-minute wait time and the inability of the providers to use the Cavitron and polishing instruments for teeth cleanings. The 15-minute wait time has been reduced for some types of visits, which will increase the number of patients that can be scheduled; but it remains 15 minutes for any aerosol producing procedure. The need to hand scale and use a toothbrush for teeth cleanings makes it so that the providers can complete 6 hygiene appointments per day instead of the 8-9 they did prior to COVID.
- Personal Protective Equipment (PPE): At the writing of this report, Sonrisas has at least two
 months of PPE available with the exception of one staff member who only fits one N95 respirator
 that Sonrisas has not been able to procure more of. The team is working on multiple solutions for
 this staff member.

2. Current Cash Position and Forecast

o On Friday, July 24th, Sonrisas' cash position was \$1,467,000, which includes the \$395K PPP.

3. Federal Funding Programs

- Paycheck Protection Program: Sonrisas applied for and received a \$395K PPP loan on June 25th.
 We will be utilizing the loan for payroll for 24 weeks. We estimate the full loan amount will be used for payroll and are still analyzing the FTE numbers for full loan forgiveness.
- Health and Human Services (HHS) Federal Grant: Sonrisas applied for an HHS grant for Medicaid providers on July 20th. Information shared by HHS indicates Sonrisas is eligible for a \$34K grant.
- Federal Emergency Management Agency (FEMA): The team is researching applying for a FEMA grant for the PPE and other environmental changes made due to COVID.
- 4. Intacct Implementation: The Intacct financial system went live as of July 1st.
- 5. **Sonrisas 990:** The 2018-19 form has been filed with the federal government. Please let the CEO know if you would like a copy.



Board Meeting June 18th, 2020

MINUTES

- 1. CALL TO ORDER AND ROLL CALL Chair Taverner called the meeting to order at 6:33pm
 - Present: Board Chair Nigel Taverner, Vice Chair Helen Galligan, Board Members Larry Cappel, Rick Navarro, Sheryl Young
 - Also Present: CEO Tracey Fecher, CFO Cheryl Fama, Center Director Pat Kinniburgh,
 Dental Director Dr. Torrey Rothstein, Community Engagement Director Dr. Bonnie Jue,
 Director of Development Maura LeBaron-Hsieh, Sr. Accountant Tina Wang,
 Administrative Assistant Libby Barnard
 - Absent: Directors Clyde Hinshelwood and Liz Dodge
- 2. MISSION MOMENT Dr. Torrey Rothstein highlighted the new procedures and processes in place at Sonrisas to create a safe environment for staff and patients. As a result of the rigorous screening process before patients enter the clinic, the staff was able to reschedule a patient that had recently been tested for Covid-19. Dr. Rothstein reported that staff, who worked at other clinics, told him that Sonrisas is more diligent and stricter with its procedures. He thanked the board and leadership staff for making Sonrisas an environment where staff can safely and methodically ramp up services so that, as exceptions arise, staff can address them appropriately.
- 3. **PUBLIC COMMENTS** No public in attendance.
- 4. **APPROVAL OF BOARD MINUTES Vice Chair Galligan** motioned to approve the minutes for the board meeting on May 21, 2020. The motion was seconded by **Director Cappel** and approved by roll call. Ayes: **Rick Navarro, Nigel Taverner, Sheryl Young**.
- 5. CEO REPORT CEO Fecher
 - Current Status of Sonrisas' Clinics The San Mateo office is currently open five days a week with 3-4 providers. A trial run was conducted at the Coastside center on June 18th. Most of the staff have returned to work with the remainder not having returned yet due to Covid-related concerns, child-care or awaiting rehire as Saturday staff. Sonrisas has rehired Dr. Wu to work full time (from two days per week). He is one of the few dentists trained to see FQHC patients. The number of patients has been ramping up from the last week of May through June 15th. The week of June 15th the San Mateo clinic had 100 patients scheduled.
 - COVID-19 Pre-Screening Sonrisas' current practice is to screen patients 1-2 days before the appointment is scheduled, and again outside of the center once they have arrived. At the last board meeting Director Navarro asked whether it would be possible to require COVID-19 testing for patients prior to their appointment. CEO Fecher remarked that this is not a required or recommended practice for dental offices, but the team is monitoring this option. The hope is that rapid testing will be made available for dentist offices sometime in the future.
 - Director Navarro commented that while it is important to continue screening patients, as things re-open, it is likely that there will be another spike of cases. He also noted that Seton Hospital is experiencing decreased access to PPE, specifically N95 masks. Access to COVID-19 testing from the county would tell SDH if it were safe to treat a patient and could identify the 25-30% of asymptomatic carriers. CEO

Fecher commented that staff are treating all patients as if they have the virus. **Director Cappel** reported a dramatic increase in claims (= demand) over the last two weeks, more in dental than medical in the businesses he manages.

Dr. Rothstein highlighted various ways that Sonrisas has adapted to protect staff and patients alike, including reducing procedures that produce aerosol, isolating and closing off rooms, HEPA filters to create better airflow in the rooms and addition PPE. **CEO Fecher** added that Dr. Rothstein and Dr. Laurie Jue have been keeping up to date on the evolving landscape of dentistry during the pandemic. Sonrisas staff have access to four different types of masks, and only one staff is having difficulty finding an N-95 respirator that fits.

- Next Steps The Coastside center had its first run through on June 18th. Dr. Riley Bateman will be switching roles with Dr. Gabriella Bateman. The Coastside center will open next week with one provider. Dr. Rothstein explained that Sonrisas is being methodical in the reopening process and the team needs to see what the workflow is like before bringing in a second provider, which may be the resident provider or a hygienist. Sonrisas will start to see FQHC patients next week, two days per week, adding an additional hygiene day in August. The team is focusing on providing services five days per week in the San Mateo Clinic, while the FY 20-21 budget assumes adding Saturdays in October. It is possible that Saturdays may open earlier based on demand.
 - Chair Taverner asked when the workflow would reach a plateau. CEO Fecher replied that Sonrisas should be up to five provider days at the Coastside center within the next several weeks, adding a second provider by August. The plan is to have two dentists and one hygienist at Coastside by August. In San Mateo, Sonrisas has reached current capacity based on COVID-19 mitigations. Current capacity is two dentists and two hygienists in San Mateo.

Farmworkers – Sonrisas met with SMMC to discuss the delivery of the program and the contract extension. The contract, which ends at the end of December, may be extended to March 31st, 2021, pending approval from the County Board of Supervisors.

- **Dentistry landscape in San Mateo County and California Dr. Bonnie Jue** reported that due to various unknowns, both patients and providers have assumed a "wait and see" attitude. Providers are waiting to see how procedures are adapted and patients are waiting to see how their friends' appointments, or their first appointment will go before scheduling a second one.
- Current Cash Position CEO Fecher reported that Sonrisas' cash position is better than
 was forecasted at the May board meeting. The cash position she shared was after the
 first payroll of June.
- Payroll Protection Plan Loan CEO Fecher credited Senior Accountant, Tina Wang, for bringing this \$400-500K loan opportunity to her attention. CEO Fecher asked the board to approve applying for PPP Loan.
 - Director Cappel strongly endorsed the idea; it has been very helpful for his clients and is easier to arrange now. Director Young asked which bank Sonrisas would be working with? CEO Fecher responded that Boston Private is no longer participating but she has received several strong recommendations and will explore which bank can get the loan approved before June 30th.
 - Director Cappel motioned to approve the approve applying for a PPP Loan. The motion was seconded by Director Navarro and approved by roll call. Ayes: Helen Galligan, Nigel Taverner, Sheryl Young.

6. UNAUDITED FINANCIALS FOR April '20 - Tina Wang

- Sonrisas had 26 visits in April, one of those being an emergency visit. Each tele-visit was billed \$37.00. Net revenue was less than budget due to the write-off adjustments from the prior period. Expenses include \$224K in personnel costs, however year to date is better than budget overall.
- All historical documents have been added to Intacct, and Sonrisas will go live with the new system in the final week of June. **CFO Fama** added that she is working with Ms.

Wang on the 2019 tax 990 form.

7. FY 21 BUDGET – CEO Fecher

- The FY 20-21 Budget was created with the following budget assumptions:
 - o Reduced patient visit volume in Q1 and Q2
 - Salary increase of 3% in Q2-Q4
 - Increase in dental supply costs
 - o 5% Medical insurance benefit increase
 - o 15% increase in insurance policies
- **CEO Fecher** noted that she is looking into COVID-19 related relief funding, from sources such as Health and Human Services and FEMA. **Director Cappel** shared his appreciation for CEO Fecher's foresight through this logical budget. **Chair Taverner** noted that while patient visits are being decreased by 6%, revenue is forecasted to increase by 3%, which is due to the budgeted increase of FQHC patients.
 - Director Young asked how Sonrisas was absorbing the losses from this proposed budget. CEO Fecher responded that FY20 may not have losses since the team has raised \$105K in COVID-19 relief funding. She added that Sonrisas has cash reserves as well. Director Young recommended including a contingency plan in the event Sonrisas does not receive the anticipated loans. CEO Fecher to follow up on this request.
- CEO Fecher thanked Sen. Accountant Tina Wang for her preparation of this budget.

8. FUNDRAISING - Maura LeBaron-Hsieh

- **Update on Paella Virtual Event** This collaborative event raised over \$11K including sponsorships, donated tickets and individual donations. A special thank you to Clyde Hinshelwood (and family) for curating the cooking experience.
- Grants \$105K has been generate for support related to the COVID-19 pandemic.
- Ms. LeBaron-Hsieh asked for feedback on how they would like fundraising efforts reported. Director Cappel commented that he appreciated the brevity of the report.
 CEO Fecher asked that progress against the YTD goal be added. Director Cappel asked for an aggregate number rather than a list of each individual donor. Director Navarro remarked that time would be better spent focusing on fundraising instead of reporting. Chair Taverner suggested pulling reports from Intacct.
- Chair Taverner asked Vice Chair Galligan for feedback on the Virtual Paella event. She
 responded that she enjoyed the event and cooking along with Clyde. She would have
 preferred more interaction with attendees besides the chat. Additionally, she suggested
 that the partnership with Peninsula Health Care District should have been highlighted
 alongside the sponsors.
- 9. **DATE FOR NEXT BOARD MEETING (July 16th) Chair Taverner** suggested canceling the meeting for July 16th, under the assumption that no major decisions need to be made during this month.
 - Director Cappel motioned to cancel the board meeting on July 16th. The motion was seconded by Vice Chair Galligan and approved unanimously. Ayes: Director Navarro, Chair Taverner, Director Young.

10. SUGGESTED AGENDA ITEMS FOR NEXT MEETING - Chair Taverner

- Chair Taverner and Director Young will discuss how to resume the Board Nomination and Governance Committee before the board meeting.
- **Director Young** also noted that she has reserved a conference room for the Board Retreat on September 12th. She suggested that board members discuss at the August board meeting whether it is the right timing for a board retreat.
- Director Young expressed her deepest thanks to CEO Fecher and all the staff for how they have navigated the past three months. She acknowledged the hard work that they

have put towards managing the ramp up to reopening the clinic and fundraising especially. **Director Navarro** thanked Senior Accountant Tina Wang for bringing forward the idea of applying for a PPP loan. Thank you was echoed from all board members.

	Board Chair, Nigel Taverner
Written and Submitted by Libby Barnard	Signed By
11. Meeting was adjourned at 8:13pm .	



DATE: July 20, 2020

TO: SDH Board of Directors CC: Cheryl Fama, CFO

FROM: Tina Wang, Senior Accountant

RE: May Unaudited Financials and YTD Performance to Budget

MAY PERFORMANCE:

The Centers were closed for most of May, with the San Mateo Center beginning to open at the end of the month. San Mateo was in full operations on June 1st and Coastside began opening on June 18th.

A. Revenue: Net Patient Revenue was \$4,206

- 1. Total gross revenue was \$10,333.
- 2. There were 49 visits –19 office visits and 30 tele-visits.
- 3. Total deduction was (\$6,126) Prior period adjustment was (\$1,035), which was adjusted based on EOBs received for services rendered in February and March.

B. Donations/Grants & Other Income: \$212,224

- 1. Unrestricted funds received for general/Covid-19 support: \$10,000 from Small Business Administrative Department; \$5,000 from Delta Dental Community Fund; \$10,000 from California Wellness Foundation; \$10,000 from Lucile Packard Children's Hospital; Additional \$1,574 from individual donations.
- 2. \$150,000 from PHCD An additional \$75,000 was received to support operations, which was previously forgone in November 2019
- 3. \$25,633 released from restricted grant; \$17 for dividends & other income.
- C. Total Expense: (\$151,386) \$144,064 better than budget due to the closure.
 - 1. Direct Expense: (\$54,705) -\$123,263 better than budget. Personnel expense is \$40,045, which covers 4 providers and the lead dental assistant who performed emergency dental procedures and prepared for the reopening. \$2,535 of dental supplies and \$10,723 of PPE were purchased in preparation for the clinic to reopen.
 - 2. Indirect Expenses: (\$96,681) \$20,800 better than budget due to savings in personnel cost, facility expenses, office expenses, fundraising, and marketing expenses.

D. Net Income: \$65,043

<u>YTD PERFORMANCE TO BUDGET:</u> YTD net income is \$366,161 better than budget. Cash-flow is \$370,089 better than the budget. PHCD grant received to date is \$825,000.

	YTD Actual	Budget	Performance
Visits	8310	10,490	-2180
Gross Patient Revenue	\$3,120,334	\$3,491,843	(11%)
Uncompensated Care (Deductions)	(\$1,726,859)	(\$1,867,062)	(8%)
Grants/Donations/Other Income	\$1,537,947	\$1,245,890	23%
Direct Cost	(\$1,835,021)	(\$1,960,962)	+6%
Indirect Cost	(\$1,087,765)	(\$1,267,235)	14%
Net Income	\$ 8,636	(\$357,525)	102%
Non-cash items adj.			
Depreciation	\$247,725	\$243,797	(1%)
Est. Cash-flow	\$256,361	(\$113,728)	+325%

_	May 20	Budget	VarianceP/M/	Jul '19 - Mav 20	VTD Budget	VarianceP(M)
Ordinary Income/Expense	IVIAY ZU	Budget	VarianceB(W)	Jul 19 - Way 20	YTD Budget	VarianceB(W)
Income Program Revenue						
Patient Services	0.00	40.070.04	(40.070.04)	444 550 00	445.004.04	(00.070.04)
4103 · Commercial 4102 · PPO	0.00 2,588.00	12,073.94 64,787.15	(12,073.94) (62,199.15)	111,558.00 665,841.00	145,234.21 717,415.25	(33,676.21) (51,574.25)
4100 · Public Denta	4,827.24	185,406.60	(180,579.36)	1,889,055.39	2,068,371.67	(179,316.28)
4106 · Private Pay 4101 · Affordable S	373.08 2,545.00	10,317.19 20,028.65	(9,944.11) (17,483.65)	100,796.08 189,885.00	109,744.40 228,659.13	(8,948.32) (38,774.13)
4104 · Farmworker	0.00	10,453.09	(10,453.09)	107,731.00	129,618.33	(21,887.33)
4017 · FQHC Total Patient Services	10,333.32	14,500.00 317,566.62	(14,500.00) (307,233.30)	55,468.00 3,120,334.47	92,800.00 3,491,842.99	(37,332.00) (371,508.52)
Uncompensated Care	10,333.32	317,300.02	(307,233.30)	3,120,334.47	3,491,042.99	(37 1,300.32)
5020 · Prior Period . 5005 · Commercial	(1,035.16) 0.00	(1,500.00) (2,433.32)	464.84 2.433.32	(12,223.14) (20,337.54)	(9,000.00) (29,185.80)	(3,223.14) 8,848.26
5004 · PPO	(683.27)	(25,255.00)	24,571.73	(273,952.86)	(279,995.00)	6,042.14
5009 · Public Denta	(3,340.80)	(121,891.44)	118,550.64	(1,309,212.55)	(1,359,850.72)	50,638.17
5007 · Affordable S 5003 · Farmworker	(977.00) 0.00	(7,352.00) (6,225.80)	6,375.00 6,225.80	(82,940.90) 20,367.07	(84,330.00) (77,200.12)	1,389.10 97,567.19
5002 · Hope Fund	0.00	(2.500.00)	0.00	0.00		0.00
5001 · Fee Adjustm 5006 · Private Pay	(91.00) 0.00	(2,500.00)	2,409.00 0.00	(22,045.04) 0.00	(27,500.00) 0.00	5,454.96 0.00
5008 · FQHC	0.00	(107.157.50)	0.00	(26,514.00)	(1.007.004.04)	(26,514.00)
Total Uncompensated Total Program Revenue	(6,127.23) 4,206.09	(167,157.56) 150,409.06	161,030.33 (146,202.97)	(1,726,858.96) 1,393,475.51	(1,867,061.64) 1,624,781.35	140,202.68 (231,305.84)
Donations/ Incentives / 0	Others	,				
5104 · Fundraiser 5100 · Donations	0.00 36,574.34	0.00 2,200.00	0.00 34,374.34	0.00 96,196.82	2,500.00 29,200.00	(2,500.00) 66,996.82
5101 · In-Kind Donati	0.00		0.00	75,965.00	0.00	75,965.00
5103 · Incentives 5200 · Other Program	0.00 0.00	0.00	0.00 0.00	50,493.00 63,640.45	0.00	50,493.00 63,640.45
Events/Fundraisers			0.00			0.00
5105 · Raffle 5106 · Other Events	0.00 0.00	0.00	0.00 0.00	2,615.64 1,500.00	2,650.00 0.00	(34.36) 1,500.00
Total Events/Fundrais	0.00	0.00	0.00	4,115.64	2,650.00	1,465.64
5150 · Unrestricted G 5199 · Net Assets Rel	150,000.00 25,632.60	75,000.00 34,800.00	75,000.00 (9,167.40)	825,000.00 419,029.14	825,000.00 382,800.00	0.00 36,229.14
Total Donations/ Incent	212,206.94	112,000.00	100,206.94	1,534,440.05	1,242,150.00	292,290.05
Total Income Gross Profit	216,413.03	262,409.06	(45,996.03)	2,927,915.56	2,866,931.35	60,984.21
Expense	216,413.03	262,409.06	(45,996.03)	2,927,915.56	2,866,931.35	60,984.21
Direct Program Costs						
Personnel 5250 · Direct Progra	31,090.13	139,788.00	108,697.87	1,364,048.78	1,537,668.00	173,619.22
5260 · Payroll Taxes	2,612.57	11,183.04	8,570.47	98,759.25	123,013.44	24,254.19
5261 · Unemploym∈ 5270 · Benefits	3.61 4,082.59	1,554.05 2,643.47	1,550.44 (1,439.12)	10,516.53 49,317.88	17,094.55 29,078.17	6,578.02 (20,239.71)
5275 · 401k Match	645.27	963.66	318.39	10,793.40	10,600.26	(193.14)
5278 · Worker's Cor 5280 · Continuing E	864.70 35.00	1,397.88 21.30	533.18 (13.70)	12,579.75 2,462.45	15,376.68 1,542.60	2,796.93 (919.85)
5281 · Licenses and	711.24	216.00	(495.24)	9,045.74	2,376.00	(6,669.74)
Total Personnel Contracted Services	40,045.11	157,767.40	117,722.29 0.00	1,557,523.78	1,736,749.70	179,225.92 0.00
5301 · Contract Em	0.00	760.00	0.00 4.00	0.00	0.00	0.00 (288.00)
5303 · Sterilization : 5304 · Pathogen Te	756.00 0.00	65.00	65.00	8,648.00 0.00	8,360.00 715.00	715.00
5305 · Shredding Total Contracted Serv	0.00	005.00	0.00	654.00	0.00	(654.00)
5321 · PPE/Covid-Rel	756.00 10,723.55	825.00	69.00 (10,723.55)	9,302.00 14,279.61	9,075.00	(227.00) (14,279.61)
5320 · Dental Supplie	2,536.19	10,876.10	8,339.91	180,135.83	119,637.09	(60,498.74)
5325 · Small Dental E 5326 · Dental Equipm	0.00 67.50	0.00 800.00	0.00 732.50	10,457.08 7,382.06	2,500.00 8,800.00	(7,957.08) 1,417.94
5330 · Lab Fees	576.69	7,500.00	6,923.31	55,841.29	82,500.00	26,658.71
5331 · Uniforms Total Direct Program C	0.00 54,705.04	200.00 177,968.50	200.00 123,263.46	100.00 1,835,021.65	1,700.00 1,960,961.79	1,600.00 125,940.14
Indirect Costs			,			
Administrative Person 5450 · Salaries/Wag	nel 45,760.26	53,649.00	7,888.74	481,488.94	565,143.00	83,654.06
5460 · Payroll Taxe	3,882.89	4,291.92	409.03	35,026.06	45,211.44	10,185.38
5461 · Unemployme 5470 · Benefits	45.10 328.42	804.74 5,364.90	759.64 5,036.48	8,271.35 15,388.34	8,477.20 56,514.30	205.85 41,125.96
5475 · 401k Match,	426.47	804.74	378.27	5,464.52	8,477.20	3,012.68
5478 · Worker's Cor Administrative Pers	322.88 0.00	536.49	213.61 0.00	4,067.56 11,927.26	5,651.43	1,583.87 (11,927.26)
Total Administrative	50,766.02	65,451.79	14,685.77	561,634.03	689,474.57	127,840.54
Business Taxes 5520 · Property Tax	0.00		0.00 0.00	79.29	250.00	0.00 170.71
Total Business Taxes	0.00		0.00	79.29	250.00	170.71
Equipment Expenses 5507 · Computer Su	3,586.79	3,650.00	0.00 63.21	42,140.44	40,150.00	0.00 (1,990.44)
5608 · Software Sur	1,743.70	850.00	(893.70)	11,639.40	9,350.00	(2,289.40)
5630 · Office. Equip_ Total Equipment Exp	0.00 5,330.49	4,500.00	0.00 (830.49)	0.00 53,779.84	1,500.00 51,000.00	1,500.00 (2,779.84)
Facilities Expenses			0.00			0.00
5600 · Auto Expens 5610 · Building Mai	239.55 2,642.60	300.00 750.00	60.45 (1,892.60)	3,328.20 12,482.55	3,300.00 8,250.00	(28.20) (4,232.55)
5611 · Janitorial Se	800.00	2,250.00	1,450.00	21,351.30	24,750.00	3,398.70
5670 · Rent 5672 · Phone / Inter	3,300.00 983.11	3,300.00 1,247.00	0.00 263.89	36,300.00 15,064.75	36,300.00 13,717.00	0.00 (1,347.75)
5680 · Utilities	1,267.75	2,444.00	1,176.25	24,778.64	26,884.00	2,105.36
Total Facilities Exper Insurance	9,233.01	10,291.00	1,057.99 0.00	113,305.44	113,201.00	(104.44) 0.00
mouralice			0.00			0.00

<u>-</u>						
<u>-</u>	May 20	Budget	VarianceB(W)	Jul '19 - May 20	YTD Budget	VarianceB(W)
5635 · Auto Insuran	265.08	671.00	405.92	2,624.30	7,381.00	4,756.70
5636 · Malpractice (660.00	457.60	(202.40)	9,070.00	5,033.60	(4,036.40)
5637 · Liability & Pr	701.25	1,030.70	329.45	10,634.55	11,337.70	703.15
5638 · Directors & (345.50	309.10	(36.40)	3,345.50	3,400.10	54.60
Total Insurance	1,971.83	2,468.40	496.57	25,674.35	27,152.40	1,478.05
Office Exp.	10.00	400.00	0.00	4 405 00	4 000 00	0.00
5502 · Claims Proce	12.06	126.00	113.94	1,435.02	1,386.00	(49.02)
5504 · Payroll Proce	892.10	984.00	91.90	9,650.16	10,824.00	1,173.84
5616 · Patient Notifi	740.00	485.00	(255.00)	5,354.90	5,335.00	(19.90)
5660 · Office Suppli	986.62 0.00	1,280.00	293.38	9,360.77	14,080.00	4,719.23
5665 · Postage and		310.00	310.00	2,936.42	3,410.00	473.58
5668 · Printing Cost	0.00	200.00	200.00	956.20	1,900.00	943.80
Total Office Exp.	2,630.78	3,385.00	754.22	29,693.47	36,935.00	7,241.53
Fundraising Expenses	0.00	1,100.00	1,100.00	2.076.24	8.800.00	6,723.76
5632 · Fundraising	1.019.00	2.800.00	1,100.00	2,076.24	30.800.00	
5633 · Fundraising	1,019.00		,		,	7,804.75
Total Fundraising Exp Meeting & Travel Expe		3,900.00	2,881.00	25,071.49	39,600.00	14,528.51
5676 · Travel Costs	0.00	0.00	0.00	2.897.06	100.00	(2,797.06)
5677 · Meals	0.00	25.00	25.00	0.00	275.00	275.00
5678 · Mileage	16.38	425.00	408.62	1,062.75	2,875.00	1,812.25
Total Meeting & Trave	16.38	450.00	433.62	3,959.81	3,250.00	(709.81)
Outsourced Services	10.50	430.00	0.00	3,939.01	3,230.00	0.00
5503 · Consultants	0.00		0.00	0.00	0.00	0.00
5508 · Professional	1.950.00		(1,950.00)	4.450.00	0.00	(4,450.00)
Total Outsourced Ser	1,950.00		(1,950.00)		0.00	(4,450.00)
5615 · Depreciation E	22.689.06	22.300.60	(388.46)	247.725.09	243.796.92	(3,928.17)
5618 · Dues, Fees & L	0.00	210.00	210.00	662.00	2.310.00	1,648.00
5620 · Employee Goo	87.78	200.00	112.22	2.333.26	2,200.00	(133.26)
5639 · Recruitment Ex	375.22	1.475.00	1.099.78	2,533,60	16,225.00	13.691.40
5648 · Marketing Expe		.,	0.00	2,000.00	10,220.00	0.00
5651 · Outreach	402.96		(402.96)	5,304.56	10,000.00	4,695.44
5648 · Marketing Ex	0.00	2,000.00	2,000.00	3,000.60	22,000.00	18,999.40
Total 5648 · Marketin	402.96	2,000.00	1,597.04	8,305.16	32,000.00	23,694.84
Fees and Interest						
5605 · Service Char	0.00		0.00	0.00	0.00	0.00
5625 · Penalty char	0.00		0.00	0.00		0.00
5641 · Finance Cha	0.00	50.00	50.00	553.45	550.00	(3.45)
5642 · Loan Interest	0.00	0.00	0.00	0.00	0.00	0.00
5650 · Merchant Pr	208.92	800.00	591.08	8,004.68	9,289.74	1,285.06
Total Fees and Intere	208.92	850.00	641.08	8,558.13	9,839.74	1,281.61
Total Indirect Costs	96,681.45	117,481.79	20,800.34	1,087,764.96	1,267,234.63	179,469.67
6999 ⋅ Uncategorized E	0.00		0.00	0.00		0.00
Total Expense	151,386.49	295,450.29	144,063.80	2,922,786.61	3,228,196.42	305,409.81
Net Ordinary Income	65,026.54	(33,041.23)	98,067.77	5,128.95	(361,265.07)	366,394.02
Other Income/Expense						
Other Income						
Other Income						
6120 · Interest Income	4.68		4.68	90.82		90.82
6121 · Dividends	12.19	340.00	(327.81)	2,194.81	3,740.00	(1,545.19)
6130 · Other Income	0.00	0.10.00	0.00	1,569.51	0.710.65	1,569.51
Total Other Income	16.87	340.00	(323.13)	3,855.14	3,740.00	115.14
Total Other Income	16.87	340.00	(323.13)	3,855.14	3,740.00	115.14
Other Expense	0.00		0.00	240.00		0.00
5900 · Other Expenses	0.00		0.00	349.09		349.09
Total Other Expense	0.00	240.00	0.00	349.09	2.740.00	349.09
Net Other Income	16.87	340.00	(323.13)	3,506.05	3,740.00	(233.95)
Net Income	65,043.41	(32,701.23)	97,744.64	8,635.00	(357,525.07)	366,160.07

SONRISAS DENTAL HEALTH, INC. Balance Sheet

As of May 31, 2020

	May 31, 20
ASSETS	
Current Assets	
Checking/Savings	
Checking/Savings	
1010 · Boston Private BusinessChecking	728,248.10
1020 · Boston Private Saving	110,125.70
1050 · Wells Fargo Checking	21,280.03
1070 · Merrill Lynch	204,255.22
Total Checking/Savings	1,063,909.05
1175 · Petty Cash - Coastside	381.41
1176 · Petty Cash -San Mateo	200.00
Total Checking/Savings	1,064,490.46
Accounts Receivable	
Accounts Receivable	
1250 · Accounts Receivable - Services	50,361.45
Total Accounts Receivable	50,361.45
Total Accounts Receivable	50,361.45
Other Current Assets	
1400 · Prepaid Expense	32,033.42
1405 · Work Comp Deposit	1,898.00
1450 · Allowance for Bad Debt	(4,938.61)
1499 · Undeposited Funds	219.00
Total Other Current Assets	29,211.81
Total Current Assets	1,144,063.72
Fixed Assets	
Fixed Assets	
1320 · Leasehold Impvmnt Coastside	25,886.14
1321 · Leasehold Improv S. Mateo	1,027,624.61
1335 · Dental Equipment - Coastside	117,755.81
1336 · Dental Equipment - San Mateo	529,967.70
1340 · Computers - Coastside	35,725.63
1341 · Computers - San Mateo	73,836.41
1350 · Mobile Equipment	188,945.09
1370 · Furniture/Fixtures - Coastside	10,171.94
1371 · Furniture/Fixtures - S.Mateo	117,861.12
1380 · Truck	111,934.08
Less Accumulated Depr.	
1390 · Accum. Depreciation-Coastside	(168,229.93)
1395 · Accum. Depreciation - San Mateo	(990,091.85)
Total Less Accumulated Depr.	(1,158,321.78)
Total Fixed Assets	1,081,386.75
Total Fixed Assets	1,081,386.75
Other Assets	
1420 · Security Deposits	14,697.00
Total Other Assets	14,697.00
TOTAL ASSETS	2,240,147.47
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	61,400.63
Total Accounts Payable	61,400.63
Credit Cards	
Credit Cards	
2112 · Wells Fargo Visa-Rothstein	348.30
2118 · Chase Ink (Cheryl Fama)	9,967.84
Total Credit Cards	10,316.14

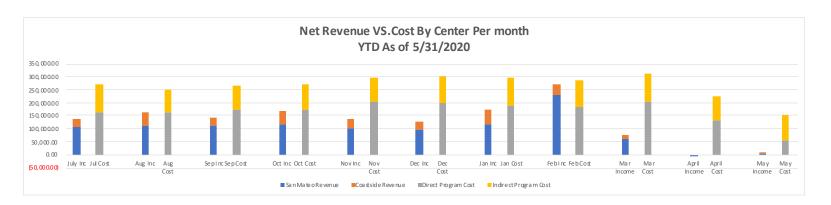
SONRISAS DENTAL HEALTH, INC. Balance Sheet

As of May 31, 2020

	May 31, 20
Total Credit Cards	10,316.14
Other Current Liabilities	
*Payroll Liabilities	
2300 · Accrued Salaries/Wages	25,622.43
2301 · Accrued PTO	63,745.99
2321 · 401k Funds Payable	12,369.31
2322 · HSA Fund Payable	689.19
2383 · Accrued Payroll Taxes	11,892.96
2384 · Accrued PR Taxes on PTO	4,876.57
Total *Payroll Liabilities	119,196.45
Patient Liabilities	
2220 · Patient Prepayments - Coastside	7,814.88
2221 · Patient Prepayments - SM	10,709.80
2225 · Patient Refunds Payable -SM	3,299.29
2226 · Patient Refunds Payable - CSTSE	2,421.90
Total Patient Liabilities	24,245.87
2205 · Accrued Interest	260.33
Total Other Current Liabilities	143,702.65
Total Current Liabilities	215,419.42
Total Liabilities	215,419.42
Equity	
3900 · Retained Earnings- Coastside	344,765.83
3901 · Retained Earnings - San Mateo	1,486,780.08
3905 · Restricted Net Assets- Coastsid	90,906.93
3906 · Restricted Net Assets-S.Mateo	93,639.40
Net Income	8,635.81
Total Equity	2,024,728.05
TOTAL LIABILITIES & EQUITY	2,240,147.47

Sonriese	Dontal	Haalth	Operations	
Sonrisas	Dentai	ı Heaith	Operations	

	Jul 19	Aug 19	Sept 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Total	YTD Budget	B(W)
San Mateo Revenue	103,976	110,431	109,955	118,002	101,271	95,407	118,500	228,633	57,495	(611)	4,100	1,047,159	1,208,626	(161,467)
Coastside Revenue	34,980	53,473	31,805	49,289	33,020	30,693	54,158	42,502	16,290		106	346,316	416,155	(69,839)
Total Net Revenue	138,956	163,904	141,760	167,291	134,291	126,100	172,658	271,135	73,785	(611)	4,206	1,393,475	1,624,781	(231,306)
Direct Program Cost	160,634	162,047	172,576	173,985	204,507	200,595	185,781	184,556	206,212	129,423	54,705	1,835,021	1,960,962	125,941
Indirect Program Cost	107,847	87,327	91,652	95,322	93,584	102,321	110,010	99,427	106,978	96,736	96,681	1,087,884	1,267,234	179,350
Total Cost	268,482	249,375	264,228	269,306	298,090	302,915	295,791	283,983	313,190	226,159	151,386	2,922,905	3,228,196	305,290
TOTAL	(129,526)	(85,471)	(122,468)	(102,015)	(163,799)	(176,815)	(123,133)	(12,848)	(239,405)	(226,770)	(147,180)	(1,529,430)	(1,603,415)	73,984
Dividend/Other Income	33,103	303	31,419	341	273	235	1,341	1,991	128	21	17	69,171	3,740	65,431
Donations Received	39,307	36,304	31,877	67,917	104,132	123,546	48,975	(16,281)	101,731	44,182	62,207	643,896	417,150	226,746
Grant from PHCD	75,000	75,000	75,000	75,000	0	75,000	75,000	75,000	75,000	75,000	150,000	825,000	825,000	-
OTHER INCOME	147,409	111,606	138,297	143,257	104,404	198,781	125,316	60,710	176,859	119,203	212,224	1,538,067	1,245,890	292,177
NET INCOME	17,883	26,135	15,829	41,242	(59,395)	21,965	2,183	47,862	(62,546)	(107,567)	65,044	8,636	(357,525)	366,161

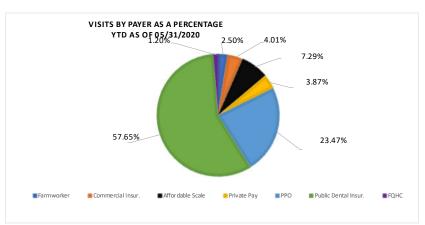


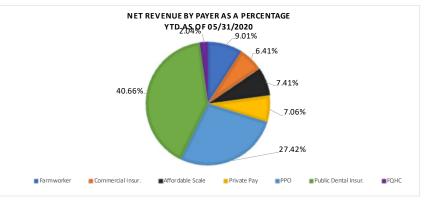
			Visits by Center												
		Jul 19	Aug 19	Sept 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Total	Budget	Variance
San Mateo Visits	_	668	631	598	677	580	606	723	733	328	26	47	5617	6872	(1,255)
Coastside Visits		295	357	303	327	293	265	368	318	165	0	2	2693	3618	(925)
	Total Visits	963	988	901	1004	873	871	1091	1051	493	26	49	8310	10490	(2,180)

*Total 50 visits include 19 office visits and 30 visits in Tele Dentistry with each billed for \$\$37 after write-off.

	Visits b	y Payer -Sa	n Mateo			
	Apr 20	Budget	Variance	YTD Visits	YTD Budget	Variance
Commercial Insurance		35	(35)	251	425	(174)
PPO	12	175	(163)	1672	1,965	(293)
Private Pay		30	(30)	294	330	(36)
Affordable Scale	3	15	(12)	120	160	(40)
Farmworker		25	(25)	151	310	(159)
FQHC		50	(50)	100	320	(220)
Public Dental Insurance	32	300	(268)	1417 1612	3362	(33)
Total Visits	47	630	(583)	5617	6,872	(955)

	Visits b	y Payer -Co	oastside			
	Apr 20	Budget	Variance	YTD Visits	YTD Budget	Variance
Commercial Insurance		5	(5)	82	55	27
PPO	1	29	(28)	278	288	(10)
Private Pay		8	(8)	28	68	(40)
Affordable Scale	1	57	(56)	486	663	(177)
Farmworker			0	57	0	57
Public Dental Insurance (Adult) Public Dental Insurance (Child)		230	(230)	942 820	2544	(782)
Total Visits	2	329	(327)	2,693	3,618	(925)





Avg. Income (Loss) per Visit							
	YTD						
Net Revenue per Visit	\$	166.52					
Direct Cost per Visit	\$	(213.82)					
Indirect	\$	(114.91)					
Net Income per Visit	\$	(162.21)					

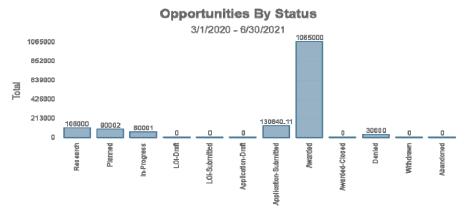
True Income (Loss) per Visit by Payer							
Payer	er Avg. YTD						
Commercial Insurance	\$	13.76					
PPO	\$	(75.24)					
Public Dental Insurance	\$	(290.69)					
Private Pay	\$	219.46					
Affordable Scale	\$	45.06					

^{*} April & May figures were excluded to calculate Average income per visit & True income per visit by payer

Sonrisas Dental Health Operations FY20 VS. FY19												
		May 20		May 19	Vari	ance B(W)		YTD 20	YTD 19		Variance B(W)	
Visits		49		1060		(1011)		8310		10310		(2000)
San Mateo Revenue	\$	4,099.68	\$	112,523	\$	(108,423)	\$	1,047,159	\$	1,075,248	\$	(28,089)
Coastside Revenue	\$	106.41	\$	55,621	\$	(55,514)	\$	346,316	\$	484,466	\$	(138,150)
Total Net Revenue	\$	4,206.09	\$	168,144	\$	(163,937)	\$	1,393,475	\$	1,559,715	\$	(166,240)
Direct Program Cost	\$	54,705.00	\$	157,609	\$	102,904	\$	1,835,021	\$	1,682,966	\$	152,055
Indirect Program Cost	\$	96,681.00	\$	129,101	\$	32,420	\$	1,087,884	\$	1,280,486	\$	(192,602)
Total Cost	\$	151,386.00	\$	286,710	\$	135,324	\$	2,922,905	\$	2,963,452	\$	(40,547)
TOTAL	\$	(147,179.91)	\$	(118,566)	\$	(28,614)	\$	(1,529,430)	\$	(1,403,737)	\$	(125,693)
											\$	-
Dividend/Other Income	\$	16.87	\$	384	\$	(367)	\$	69,171	\$	11,176	\$	57,995
Donations Received	\$	62,206.94	\$	51,157	\$	11,050	\$	643,896	\$	398,768	\$	245,128
Grant from PHCD	\$	150,000.00	\$	-	\$	150,000	\$	825,000	\$	675,000	\$	150,000
OTHER INCOME	\$	212,223.81	\$	51,541	\$	160,683	\$	1,538,067	\$	1,084,943	\$	453,124
				_								
NET INCOME	\$	65,044	\$	(67,026)	\$	132,070	\$	8,636	\$	(318,794)	\$	327,430



Sonrisas Dental Health Fiscal Year 2020-2021 Grantseeking Update



Grantseeking Chart and data table produced via SDH's new Grant Hub system. This report requires minimal hands-on time to create.

Please share your feedback & suggestions for improvement!

Funder	Funding Opportunity	Funding Category	Deadline	Amount Requested	Amount Awarded	Status
Sunlight Giving	FY20-21 Sunlight Giving Grant	Access to Care, General Operations	1/31/2020	\$50,000	\$50,000	Awarded
The Palo Alto Community Fund	2020 Palo Alto Community Foundation Grant	Access to Care	1/31/2020	\$10,000	\$0	Denied
Atkinson Foundation	2020 Atkinson Grant	Seniors, General Operations, Covid 19	2/1/2020	\$10,000	\$10,000	Awarded
Mills Peninsula Hospital (Sutter Health)	2020 RFP	Access to Care, School Screenings, Children's Dentistry	3/20/2020	\$20,000	\$20,000	Awarded
The California Wellness Foundation	2020 CA Wellness Covid Relief	Covid 19	3/27/2020	\$10,000	\$10,000	Awarded
Henry Schein Cares Foundation	2020 Henry Schein Grant	Materials and Supplies	3/31/2020	\$50,000		Application-Submitted
America's ToothFairy: National Childrens Oral Health Foundation	2020 April Tooth Fairy In The Gap	ATC Children	3/31/2020	\$500		Application-Submitted
Delta Dental Community Foundation	2020 Covid 19 Relief Grant	General Operations, Covid 19	4/10/2020	\$20,000	\$5,000	Awarded
Silicon Valley Community Foundation	FY20 SVCF Bay Area Nonprofit Relief Fund	General Operations, Covid 19	4/22/2020	\$20,000	\$20,000	Awarded
Patterson Foundation	2020 Patterson Application	School Screenings, ATC	5/3/2020	\$35,000		Application-Submitted
COASTSIDE WOMENS CLUB	FY20 Coastside GO Grant	General Operations	5/4/2020			In-Progress
San Mateo County Strong Fund	2020 SMC Strong	Covid 19	5/11/2020	\$20,000	\$0	Denied
Oral Health Foundation of the Pierre Fauchard Academy	2020 RFP	Access to Care	5/19/2020	\$10,000		Application-Submitted
Sunlight Giving	FY20-21 Sunlight Giving Grant	General Operations, Covid 19	6/1/2020	\$0	\$30,000	Awarded
Peninsula Health Care District	FY 20 PHCD 3-Year Grant, Year 1	Access to Care, General Operations	6/1/2020	\$900,000	\$900,000	Awarded
City of Half Moon Bay	FY20-21 CSFA Grant	General Operations, Covid 19, Materials and Supplies	6/16/2020	\$10,000	\$20,000	Awarded
Bothin Foundation	FY20-21 Bothin Foundation Grant	Materials	7/17/2020	\$30,340		Application-Submitted
Sidney Stern Memorial Trust	FY20-21 Grant Application	General Operations	7/31/2020	\$5,000		Application-Submitted
Dignity Health-Sequoia Hospital	2021 Dignity Health Grant	Seniors	7/31/2020	\$20,000		In-Progress
Lucile Salter Packard Childrens Hospital at Stanford	FY 20-21 LPCH Grant	School Screenings, ATC Children	8/14/2020	\$40,000		In-Progress
Network for Good, Inc.	FY 20-21 Network For Good RFP		8/15/2020	\$5,000		Planned
Millbrae Community Foundation	2020 LOI	School Screenings	8/31/2020	\$5,000		Planned
George H Sandy Foundation	FY 20-21 George H Sandy Grant		8/31/2020	\$30,000		Research
Stanford Health Care	FY 20-21 Stanford Grant	Access to Care	9/1/2020	\$50,000		Planned
Chan Zuckerberg Initiative Foundation	FY20-21 CZI Community Fund		9/1/2020	\$75,000		Research
American Academy of Pediatric Dentistry	FY 20-21 AAPD Grant	School Screenings, ATC Children	9/18/2020	\$20,000		Planned
Mattel Children's Foundation	FY 20-21 Mattel Grant	School Screenings, ATC Children	9/30/2020	\$1,000		Research
Touchpoint Foundation	FY20-21 TouchPoint Foundation Grant	Access to Care, Seniors	10/1/2020	\$10,000		Planned
			Totals	\$1,456,840	\$1,065,000	28



FY20-21 Grant & Restricted Funds ACCOUNTING Update

Funder	Date Awarded	Amount	Received	Not Yet Received	Period	Program	Center
California Wellness Foundation	8/13/2018	\$ 250,000	\$ 250,000	\$ -	Aug 18-Jul 21	Adults/Seniors	SM/CS
Peninsula Health Care District	10/25/2018	\$ 1,300,000	\$ 1,300,000	\$ -	Jan 19-Jun 20	ATC	SM
Sequoia Healthcare District	2/6/2019	\$ 150,000	\$ 150,000	\$ -	Feb 19-Feb 20	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	10/28/2019	\$ 20,000	\$ 20,000	\$ -	Jan 19~Dec 19	School Screenings and treatment	SM
City of HMB	9/30/2019	\$ 10,000	\$ 10,000	\$ -	July 19-Jun 20		CS
Stanford Hospital	9/23/2019	\$ 50,000	\$ 50,000	\$ -	Sept 19~Aug 20	ATC	SM/CS
Kaiser Hospital	9/24/2019	\$ 40,000	\$ 40,000	\$ -	Oct 19~Sept 20	ATC	SM/CS
Lucille Packard Hospital	1/9/2020	\$ 40,000	\$ 40,000	\$ -	Sept 19~Aug 20	ATC and School Screenings	SM
Sandhill Foundation	12/3/2019	\$ 40,000	\$ 40,000	\$ -	Dec 19~Nov 20	ATC	SM/CS
Dignity Health Sequoia Hospital	9/6/2019	\$ 20,000	\$ 20,000	\$ -	Jan 20~Dec 20	School Screenings	SM
Tooth Fairy-Gap	12/18/2019	\$ 500	\$ 500	\$ -	Dec-19	Case for a Child	SM
Philanthropic Ventures	2/20/2020	\$ 10,000	\$ 10,000	\$ -	March 20- March 21	Oral Health Virtual Program	SM/CS
Sunlight Giving	2/20/2020	\$ 50,000	\$ 50,000	\$ -	March 20- March 21	General Operating Support	SM/CS
California Wellness Foundation	3/30/2020	\$ 10,000	\$ 10,000	\$ -	May-20	eneral Operating Support / COVI	SM/CS
Atkinson Foundation	1/23/2020	\$ 10,000	\$ 10,000	\$ -	March 20- March 21	General Operating Support	SM/CS
Rolo Fund via Silicon Valley Community Fo	3/30/2020	\$ 12,500	\$ 12,500	\$ -	Apr-20	General Operating Support	cs
Hurlbut -Johnson Fund via Valley Commur	3/30/2020	\$ 34,000	\$ 34,000	\$ -	Apr-20	General Operating Support	SM/CS
Lucile Packard Children's Hospital	5/5/2020	\$ 10,000	\$ 10,000	\$ -	May-20	General Operating Support	SM/CS
Sunlight Giving	6/2/2020	\$ 30,000	\$ 30,000	\$ -	Jun 2020-May 2021	eral Operating Support / COVID R	SM/CS
SVCF Bay Area Nonprofit Relief Fund	4/22/2020	\$ 20,000	\$ 20,000	\$ -	7 months	al Operating Support / COVID-19	SM/CS
City of Half Moon Bay - Government Gran	6/1/2020	\$ 20,000		\$20,000	6/01/2020-05/31/202	COVID-19 Relief	CS
Sutter Health Mills Peninsula Hospital	4/15/2020	\$ 20,000	\$ 20,000.00		Jan 20~Dec 20	ATC and School Screenings	SM
Delta Dental Community Foundation COV	4/27/2020	\$ 5,000	\$ 5,000	\$ -	May-20	General Operating Support	SM/CS
Peninsula Health Care District	7/1/2020	\$ 900,000		\$ 900,000	July 20-June 21	ATC and Operating Support	SM

Total \$ 3,092,000 \$ 2,172,000.00 \$ 920,000