



**Board Meeting  
June 17 20th, 2021**

**6:30 PM**

**Teleconference Via Zoom**

<https://us02web.zoom.us/j/83159511193>

Meeting ID: 831 5951 1193

+1 669 900 9128 US (San Jose)

**AGENDA**

- |  |             |
|--|-------------|
| 1. CALL TO ORDER AND ROLL CALL – Chair Taverner                    | <b>TABS</b> |
| 2. MISSION MOMENT – Dr. Bonnie Jue (something about her parents??) |             |
| 3. PUBLIC COMMENTS   |             |
| 4. APPROVAL OF BOARD MINUTES – Chair Taverner                      |             |
| 5. REPORTS   |             |
| A. CEO Report – CEO Fecher   | <b>A</b>    |
| B. CFO Report – CFO Fama   | <b>B</b>    |
| C. Fundraising Report – Maura LeBaron-Hsieh                        | <b>C</b>    |
| D. Outreach Report– Dr. Bonnie Jue                                 |             |
| E. Board Nomination Committee ACTION REQUIRED – Director Young     |             |
| 6. NEW BUSINESS  |             |
| A. Financial Review  |             |
| a. Unaudited financials for April '21– Tina Wang                   | <b>D</b>    |
| b. Financial Projection Model – CEO Fecher                         |             |
| B. FY22 Capital Budget ACTION Requested – CEO Fecher               | <b>E</b>    |
| C. Outreach Outcomes and Impact for FY21 – Dr. Bonnie Jue          | <b>F</b>    |
| 7. OLD BUSINESS  |             |
| A. Medi-Cal Dental Adult Patient Waitlist – CEO Fecher             |             |
| B. FY22 Budget Contingency Plans – CEO Fecher                      |             |
| 8. SUGGESTED AGENDA ITEMS FOR NEXT MEETING – Chair Taverner        |             |
| 9. ADJOURN   |             |





**Board Meeting  
May 20th, 2021  
6:30 PM**

**MINUTES**

1. **CALL TO ORDER AND ROLL CALL** – **Chair Taverner** called the meeting to order at **6:33pm**
  - **Present:** Board Chair Nigel Taverner, Helen Galligan, Board Members: Larry Cappel, Liz Dodge, Clyde Hinshelwood, Rick Navarro, Sheryl Young.
  - **Also Present:** CEO Tracey Fecher, CFO Cheryl Fama, Dental Director Dr. Torrey Rothstein, Center Director Pat Kinniburgh, Community Engagement Director Dr. Bonnie Jue, Director of Development Maura LeBaron-Hsieh, Sr. Accountant Tina Wang, Executive Assistant Libby Barnard, Dental Hygienist Jim Terry.
  
2. **MISSION MOMENT** – **Dr. Torrey Rothstein** shared how Sonrisas' partnership with community-based organizations like Bay Area Border Relief and ALAS has helped connect immigrants and their families to health care. Sonrisas' staff were able to expedite care coordination and help individuals with their insurance forms. **Dr. Rothstein** thanked the Sonrisas team for their effort and said that he is proud that Sonrisas is an organization which recognizes the challenges that these communities face and takes time to provide care and financial assistance to those that need it. Sonrisas worked with these two organizations in December 2020, providing 1000 toothbrushes in 250 dental kits for families. SDH's 20<sup>th</sup> Anniversary event will feature the story of one of these children that came to our Half Moon Bay clinic from Bay Area Border Relief.
  
3. **PUBLIC COMMENTS** – **CFO Fama** introduced two new staff at Peninsula Health Care District - Ann Wasson, Community Engagement Director and Eddie Flores, Director of Youth Behavioral Health Programs.
  
4. **APPROVAL OF BOARD MINUTES** – **Vice Chair Galligan** *motioned to approve the minutes for the board meeting on March 18<sup>th</sup>, 2021. The motion was seconded by Director Hinshelwood and approved by roll call. Ayes: Nigel Taverner, Helen Galligan, Liz Dodge, Clyde Hinshelwood, Rick Navarro, Sheryl Young. Director Cappel abstained from a vote because of his absence at that board meeting.*
  
5. **REPORTS**
  - **CEO Report** – **Chair Taverner** asked for clarification on the protocol for staff that are exposed to Covid-19, considering that Sonrisas will no longer be testing staff members. **Director Navarro** asked if all staff are now vaccinated (several are not). He pointed out that at Seton any staff who do not have a flu shot have to wear a mask in the hospital.
  - **Dr Torrey** reported that all clinical staff continue to wear full PPE while non-clinical continue to follow CDC and County guidelines.
  - **CFO Report** – **Chair Taverner** commended Ms. LeBaron-Hsieh for raising \$217K more than budget in donations and grants.
  - **Fundraising Report** – **Maura LeBaron-Hsieh** reported that Sonrisas exceeded its goal for Coastside Gives 2021 by raising \$15,429. Sonrisas will host its virtual 20<sup>th</sup>



Anniversary Celebration on June 5<sup>th</sup>.

- **Outreach Report – Dr. Bonnie Jue** reported that Sonrisas has screened more than 300 children (pre-K through to High School) this year. 40% of them had decay, 30% had never seen a dentist and 60% reported that they did not have a dental home. Dr. Jue will present a full report at the June Board meeting.
- **Board Nomination Committee – Director Young** presented Sonrisas’ New Board Selection and Orientation Guidelines 2021. She asked the board to review this document and provide feedback to finalize this process. **CFO Fama** asked for more information on PHCD’s role in appointing new board members. **Director Young** responded that she would be consulting with individual board members about this drafted document and the process would be in keeping with the Sonrisas’ board bylaws. The board will hold its annual retreat in October, hosting a dinner on the peninsula on the 1<sup>st</sup> and an all-day meeting on the 2<sup>nd</sup>. CEO Fecher and Mx. Barnard will follow-up to secure a venue for that date.

[Jim Terry left the Zoom Conference at approx. 7:15pm]

## 6. NEW BUSINESS

- **Financial Review**
  - **Unaudited financials for March ‘21** – Sonrisas experienced its highest number of visits and gross revenue of any month in fiscal year 2020-21. March also showed the smallest monthly loss from operations.
  - **Financial Projection Model – CEO Fecher** projected \$100K of outgoing cash for capital equipment for the San Mateo operatory build-out. Starting in May, Sonrisas will recognize the first sixth of the second Payment Protection Program loan. **Director Galligan** asked whether we are doing anything with our excess cash. **CEO Fecher** explained that apart from the Merrill Lynch account, cash is held in two current accounts; now we have achieved a period of some stability, she and the CFO will be exploring cash management options.
- **FY22 Budget ACTION Requested – CEO Fecher** presented the FY22 budget to the board as displayed in the May Board Meeting Packet, page 30. Sonrisas has received additional funding during Covid and has built relationships with additional funders, which has established a strong cash position for the organization. The positive impact of additional operatories is reflected in the higher budgeted visit volume. **CEO Fecher** also mentioned that the outreach team has seen increased interest from the community in hosting school screenings. The Sonrisas’ team recommends that the same Affordable Scale (up to a maximum 45% discount) is applied at both centers.
  - **Director Young** asked for further clarification on Sonrisas’ payer mix, specifically private pay patients and how the FY22 budget assumptions will affect visit volume. **CEO Fecher** explained that with the additional operatories, capacity will increase 9.5 provider days per week. The private pay estimate, which is 3% of the budget, is based on actuals from the previous fiscal year. It is a smaller payer pool because of the difficulty in recruiting these types of patients.
  - **Director Galligan** suggested partnering with local real estate agencies to market to people moving into the area as potential private pay patients.
- **Ms. Kinniburgh** explained that the cost of dental supplies has increased 81% due to increased use of protective gear and higher prices (50%+). FQHC and pediatric patients require more consumables as well as lab work. In indirect costs, **Mx. Barnard** recommended that the board approve a budget of \$15K to bring in a DEI consultant.



**Ms. LeBaron-Hsieh** presented a fundraising goal for growth in FY22. The budgeted development expenses cover extra support for Sonrisas' fundraising growth and initial preparation for a capital campaign. In the Outreach department, Sonrisas will conduct 800 screenings at 6-7 schools and plans to partner with Health Plan of San Mateo (HPSM). All budget assumptions can be reviewed on the PowerPoint slides 3-9 attached to these minutes. Overall, the budget sees a net positive income of \$360 for the year. The biggest risk to achieving this budget is the (non-)availability of hygienists, with an estimated loss of \$12-13K every month that we do not fill budgeted positions. In mitigation, the plan is to delay hiring for the budgeted extra dental assistant or care coordinator positions until 1.0 FT hygienists or more are secured. **CEO Fecher** also shared that the FQHC contract, which will reach the contract maximum this summer, could be a risk.

- **Director Young** asked for CEO Fecher to prepare a contingency plan, to be presented at the June board meeting, outlining how Sonrisas would respond to unmet visit volume and fundraising goals. She also asked for further clarification on Sonrisas' plan to recover from the pandemic and reduced contributions from the Peninsula Health Care District (PHCD). Currently, PHCD support is committed until June 30<sup>th</sup>, 2023. **CEO Fecher** highlighted that HPSM will have a significant effect on Sonrisas' net revenue – reflected in the budget - through increased Medi-Cal Dental fee reimbursements. If fundraising goals are not being met, consulting contracts will be terminated. At the June board meeting, **CEO Fecher** will present the Capital Budget and a cash flow analysis. **Director Young** was satisfied by CEO Fecher's response but asked that a written contingency plan with dollar amounts be presented at the next board meeting. **Director Galligan** asked to see the Capital Budget before approving the operating budget before taking the action to a vote.
- **Director Cappel** motioned to approve the operating budget for Fiscal Year 21-22, with the understanding that a Capital Budget will be presented and reviewed at the June board meeting. If the contingency plan is not accepted, this motion to approve the FY21-22 budget could be rescinded. The motion was seconded by **Director Navarro** and approved by roll call. Ayes: **Nigel Taverner, Larry Cappel, Liz Dodge, Clyde Hinshelwood, Rick Navarro, Sheryl Young**, Nays: **Helen Galligan**

[**Irma Ochoa** joined the Zoom conference at approx. 8:15pm]

## 7. OLD BUSINESS

- **COVID Testing for Staff** – See 5. CEO Report.
- **Half Moon Bay HVAC and Lease Renewal** – **CEO Fecher** reported that the team is working on a resolution for the installation of the HVAC unit. The landlord is not willing to cover the addition of A/C, so the team is in the process of gathering more information before negotiating the lease, which is up for renewal in August 2021.
- **San Mateo Operatory Build Out and Coastside Refresh Updates** – **CEO Fecher** reported that the Coastside refresh would happen in November/December when the primary dentists at that office, Dr. Gabriella and Dr. Riley Bateman, are expecting to be out on family leave.
- **Medi-Cal Dental Adult Patient Waitlist** – Sonrisas currently has a waitlist of 480 adult patients on public dental insurance (PDI). Clinical Care Coordinator **Irma Ochoa** talked about the difficulty of turning people away when they enquire about being seen. **CEO Fecher** proposed that, over the next six months, no new names are added to the



waitlist, but we see patients from the waitlist as appointments need to be filled. In addition, a block would be placed on Dr. Gabriella Bateman's and Dr. Torrey Rothstein's schedule to take at least one waitlist patient a week, after a new hygienist has been hired. At the same time, Sonrisas will contact those on the waitlist, urging them to update their contact information and asking if they can make themselves available at short notice. This recommendation also includes a re-evaluation that would be conducted in January 2022.

- **Director Cappel** commented that in keeping with Sonrisas' core purpose, it is critical to serve people on this Medi-Cal Dental waitlist. In his view, addressing the needs of those unable to access dental care should be our prime focus. **Director Hinshelwood** asked for additional information on the capacity to clear the waitlist. **CEO Fecher** commented that the team could create a plan to address the waitlist through shifting Sonrisas' payer mix and with a significant negative impact on Sonrisas' financials. **Ms. Kinniburgh** commented that once a hygienist is added to the team, dentists' schedules will open for new patients. **CEO Fecher** echoed Director Galligan's recommendation to pause the PDI waitlist, remarking that this would give the Sonrisas team time to assess the situation and figure out a sustainable solution.
- **Director Hinshelwood** asked how the team prioritizes scheduling at the San Mateo clinic. **Ms. Kinniburgh** responded that all children are added to the schedule while adults with PDI are put on a waitlist, from which the team has not been able to take patients since the pandemic. **Director Cappel** urged the board to have further conversations at the June board meeting to reach a decision concerning this issue, which is at the core of Sonrisas' mission. **Ms. Ochoa** added that people with PDI in these communities are keen to be seen at Sonrisas because they've heard about the high quality of care Sonrisas provides.

[Director Cappel left the meeting at 9:08]

- Board members agreed that this issue needs to be discussed in detail and that it cannot be solved in a few months. **Director Young** noted that Sonrisas cannot be the only dental office that serves those on Medi-Cal Dental. It needs to work in collaboration with the county to create a long-term solution. **CEO Fecher** commented that the board needs to consider whether the payer mix is appropriate or should be changed.
  - **Director Galligan** *motioned to pause the waitlist for a period of three months, in which time the Sonrisas team will prepare information about the issue. At the close of three months, the board will re-evaluate the situation. The motion was seconded by Director Hinshelwood and approved by roll call. Ayes: Nigel Taverner, Helen Galligan, Liz Dodge, Clyde Hinshelwood, Rick Navarro, Sheryl Young.*
- **FQHC Contract Update** – No Update.
  - **Employee Payments for 401K employer contribution ACTION Requested** – During the transition from Apple Tree Dental to Sonrisas Dental Health, three employees participating in Sonrisas' 401K plan did not receive full vesting for their seniority. **CFO Fama** recommended that the board approve \$5,120 that would be administered as a legal bonus payment, the amount being based on the record keeping of the Apple Tree 401K at the time of the separation of the organizations.



- ***Director Navarro*** motioned to approve this recommendation. The motion was seconded by ***Director Galligan*** and approved by roll call. Ayes: ***Nigel Taverner, Helen Galligan, Liz Dodge, Clyde Hinshelwood, Rick Navarro, Sheryl Young.***
8. SUGGESTED AGENDA ITEMS FOR NEXT MEETING – Chair Taverner
- Capital Budget.
  - Budget contingency plan.
  - Outreach Program Report.
9. Meeting was adjourned at **9:25pm.**





**DATE:** June 14, 2021

**TO:** SDH Board of Directors

**FROM:** Tracey Fecher, CEO

**RE: CEO Monthly Report**

1. Patient Visit Volume:

- May visit volume was better than forecast and off budget due to providers seeing less patients than planned in the budget.

	Budget	Forecast	Actual	Actual vs. Budget	% of Actual
Comm/PPO	287		239	(48)	23%
Private Pay	40		28	(12)	3%
Medi-Cal Dental	569		543	(26)	53%
Affordable Plan	65		54	(11)	5%
Farmworker	30		18	(12)	2%
FQHC	69		111	42	11%
<b>Access to Care Subtotal</b>	<b>733</b>		<b>726</b>	<b>(7)</b>	<b>71%</b>
<b>Total Visits</b>	<b>1,060</b>	<b>951</b>	<b>993</b>	<b>(67)</b>	

- Visit Forecast: We have forecasted through June and expect the fiscal year to end with over 10,000 visits.

	June
Budgeted Visits	1,139
Adjusted Visit Forecast	1,000
Delta Budget to Forecast Visits	(139)

2. Clinic Operations:

- The equipment for the two operatories in San Mateo will be delivered in mid-June and the build out has been scheduled for the last week of June. The dental chairs were delayed in manufacturing due availability of materials. If the chairs are not delivered when expected, it may impact July visits.
- The team hired a hygienist, five days a week. She started this week. There is an additional candidate who is interested in four days a week that the team is currently interviewing.

3. FQHC Contract Update:

- Sonrisas has billed \$259K to date of the \$500K contract. At the current visit rate, we expect to hit the contract maximum in early FY22. The SMMC team has said they will submit an extension to

the contract dollar amount in lieu of negotiating a new contract at this time. The current contract expires in August 2022.

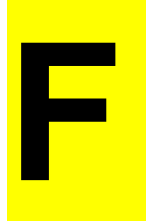
- A VPN tunnel between Sonrisas and SMMC is being tested this week. If testing goes well, the team will try running SMMC applications on Sonrisas computers.

4. Half Moon Bay Clinic Refresh and Lease:

- After extensive research and talking to multiple HVAC contractors, the team is recommending that we move forward with installing a 3-ton HVAC system on the roof in Half Moon Bay to provide heat and A/C for the suite. If the Capital Budget is approved in June's board meeting, the team will move forward with the following:
  - i. Negotiations with the landlord for a tenant improvement credit for the upgrade to the HVAC system as part of lease negotiations.
  - ii. Discussions with the landlord about contingencies if there are issues installing a system on the roof.
  - iii. Planning for the 3-4 days the clinic will need to be closed for the install.
- If the Capital Budget is approved, the team will sign an agreement with a contractor to lock in price for the refresh of the clinic in the early winter.

5. Financial Updates:

- On Monday, June 14<sup>th</sup>, Sonrisas' current cash position was \$1,888,161.
- The first PPP loan forgiveness application was submitted in early June to the Small Business Administration by TechCU after being vetted by their team. TechCU shared that approval takes about 90 days
- Sonrisas received \$199K as a second installment in the Health and Human Services CARES Act Provider Relief funding. The total funding received from this program was \$234K.
- Sonrisas received a payment of \$41K when NorCal, our professional liability insurance provider, was sold and converted from a company held by policy holders to a privately held company. Sonrisas has had a policy with Norcal since the early 2000's.





**DATE:** June 17, 2021

**TO:** SDH Board of Directors

**FROM:** Cheryl Fama, CFO

**RE:** CFO Report

**1. Financial Performance YTD July-April FY 2021:**

- **Gross Patient Revenue *exceeded budget*** by \$402K. Commercial, PPO, Public Dental and FQHC were over budget by \$304K; Private Pay, Affordable and Farmer Workers were under by **<\$98K>**.
- **Net Program Income was **<\$1.4M>**, \$238K better than budget.**
  - Total visit volume was 8,677, 163 visits better than budget.
  - Total Direct Expense continues to be under budget at \$145K YTD.
  - Direct Personnel Expense was under budget by \$192K.
    - Total Clinic Expenses were **<\$48>** due to **<\$73>** in Dental Supplies and Lab Fees.
    - Total Indirect Expenses were \$19K under budget.
  - Total Direct and Indirect Expenses were **\$164K under budget.**
- **Grants and Donations** were \$931K, which was under budget by **<\$270K>** due to decision ***not*** to draw \$500K from the PHCD fund.
- **Other Income** was \$463K, \$460K better than budget due to PPP Loan Forgiveness Program.
- **Net Income YTD** was a loss of **<\$832>**, \$427,168 better than budget!

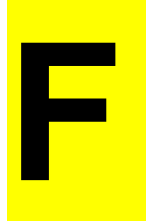
**2. Merrill Lynch Account:** \$37K will be transferred into the Boston Checking account to cover Board approved replacement of a dental chair, compressor and new nitrous system at the Half Moon Bay Center.

**3. Investing in CD's:** Given the cash balance in the checking account and with a cautious eye toward retaining sufficient liquidity for contingencies, the Chair, CEO and CFO are evaluating the amount and terms for an investment in CD's.

**4. 5-year Capital Budget** has been developed by the CEO, reviewed by the Board Chair and CFO, and will be presented at the June 17<sup>th</sup> Board meeting.

**5. FY '21 Audit Process:** As a "component" program of the Peninsula Health Care District, Sonrisas is included in and made part of the District's annual audit. Eide & Bailey Accounting Firm met with PHCD's CFO for the kickoff June 11.

**6. SDH Finance Policy:** CEO & CFO will be developing a draft policy for presentation at a future Board meeting.





**DATE:** June 11, 2021  
**TO:** SDH Board of Directors  
**FROM:** Maura LeBaron-Hsieh, MPH, Director of Development  
**RE:** Development Update



In late May and early June, the SDH Development Team produced a lively, well-attended 20<sup>th</sup> Anniversary Virtual Celebration.

We have also had a busy and productive month in grants. Our current focus is closing out this fundraising year and planning for the coming fiscal year, as well as preparing to produce our FY20-21 Annual Report over the summer.

**Please see the attached Fundraising Report for visual overview of progress toward annual fundraising goals.**

**Highlights from the past month are below:**

### 1. Individual Donations

- As of June 11th, we have raised \$147,823 in donations (including pledges), event funds, and sponsorships (144% of annual goal).
- In the past 90 days (through Coastsides Gives and our 20<sup>th</sup> Anniversary Celebration), we have added 70 new donors to our family of supporters.
- Thank you to the Development Committee and the Jue Family for helping to call our 20<sup>th</sup> Anniversary Event donors to thank them!

### 2. Grant-seeking

- The Sobrato Family Foundation has awarded us a \$123,000, two year (\$60,000/year) general operating grant.
- Stanford Health Care has awarded us a \$110,000 grant to help fund the San Mateo operatory build-out.
- We are currently in consideration for 3 grant proposals totaling \$138,000, including a substantial proposal submitted to Delta Dental that would focus on innovative approaches to expand Senior Access to Care.
- Overall, we have been awarded more than \$988,000 in grants since 7/1/2020, not including PHCD funds. These awards partly reflect COVID-19 relief awards and partly reflect a growing recognition of Sonrisas' service to the community throughout San Mateo County and our strong reputation among funders.

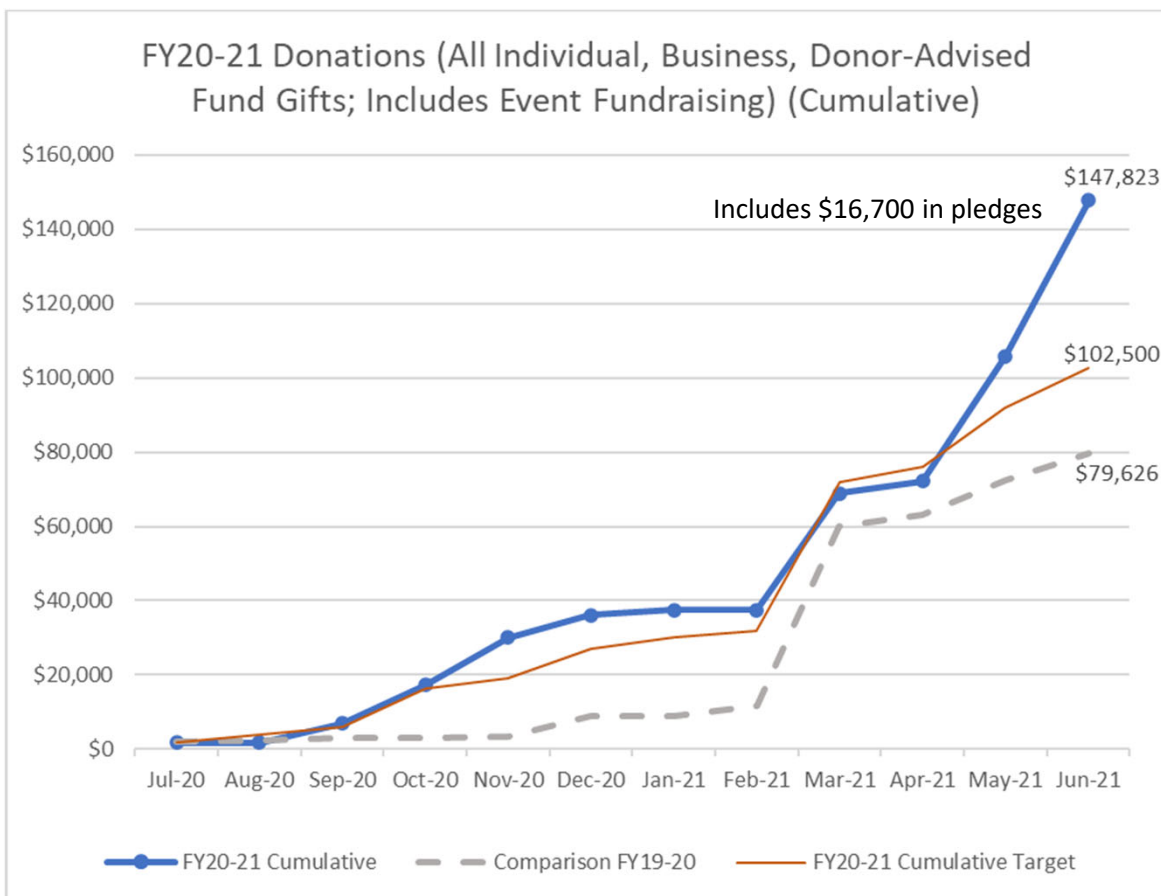
### 3. 20<sup>th</sup> Anniversary Virtual Celebration Update: It was a success!

- 100 households attended and were welcomed by CEO Tracey Carrillo Fecher, and introduced to the evening's MC, comedian Dhaya Lakshminarayanan, who treated attendees to her comedic talents and led the Fund-a-Future alongside Dr. Bonnie Jue.
- Many new Sonrisas supporters attended the event to honor Dr. Vincent Jue. We have heard from quite a few that they look forward to supporting Sonrisas again in the future!
- Thanks in part to the generous matching pledge from the Sonrisas Board of Directors, we were able to raise \$47,461, yielding approximately \$40,000 in net revenue.
- In addition to the Board match, we also received \$6,400 in sponsorships from businesses and community organizations, as well as a heartfelt, anonymous \$5,000 donation pledge in memory of Judy Macias.
- Total funds raised include \$16,700 in pledged gifts, which we are working to secure by June 30th.



## SDH Fundraising Report

Through June 11, 2021

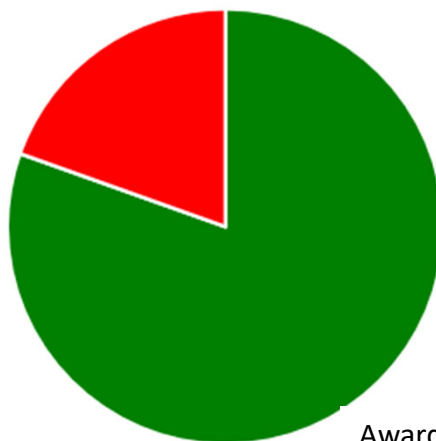


### Grants Awarded Year to Date

7/1/2020– 6/30/2021

**Budget Goal: \$450,000**

Denied: \$240,340  
(20%)



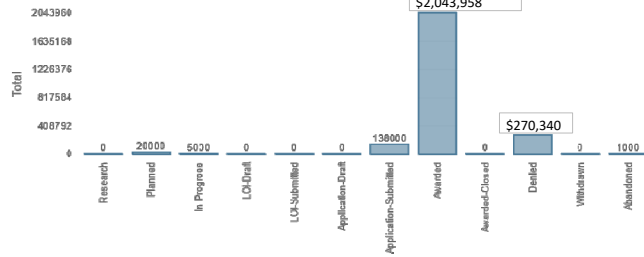
Awarded: \$988,958  
(80%)

■ Awarded ■ Denied

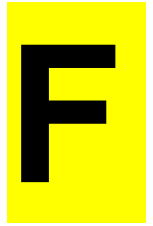
*\*Excluding PHCD Grant Dollars.*

## Opportunities By Status

3/1/2020 - 6/30/2021

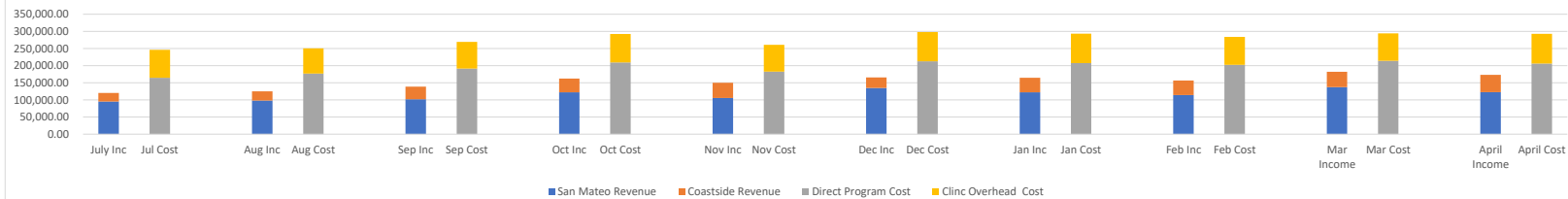


Funder	Funding Opportunity	Funding Category	Deadline	Amount Requested	Amount Awarded	Status
Sunlight Giving	FY20-21 Sunlight Giving Grant	Access to Care, General Operations	1/31/2020	\$50,000	\$50,000	Awarded
The Palo Alto Community Fund	2020 Palo Alto Community Foundation Grant	Access to Care	1/31/2020	\$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	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
Delta Dental Community Care 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
Lucile Salter Packard Childrens Hospital at Stanford	FY19-20 LPHC Grant COVID-19 Expansion	School Screenings, Covid 19, Access to Care Children	5/5/2020	\$10,000	\$10,000	Awarded
US Small Business Administration	2020 SBA COVID-19 Relief EIDL Grant	General Operations, Covid 19	5/5/2020	\$10,000	\$10,000	Awarded
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	\$0	Denied
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
America's ToothFairy: National Childrens Oral Health Foundation	FY 20-21 Tooth Fairy Update		7/15/2020	\$0	\$0	Awarded
US Health and Human Services Division	HHS Medicaid Grant	General Operations, Covid 19	7/16/2020	\$34,616	\$34,616	Awarded
Bothin Foundation	FY20-21 Bothin Foundation Grant	Capital Project	7/17/2020	\$30,340	\$0	Denied
Stanford Health Care	FY20-21 COVID-19 Relief Fund Request	Covid 19	7/21/2020	\$10,000	\$13,354	Awarded
Sidney Stern Memorial Trust	FY20-21 Grant Application	General Operations	7/31/2020	\$5,000	\$0	Denied
Dignity Health-Sequoia Hospital	2021 Dignity Health Grant	Seniors	7/31/2020	\$20,000	\$0	Denied
Lucile Salter Packard Childrens Hospital at Stanford	FY 20-21 LPHC Grant	School Screenings, Access to Care Children	8/14/2020	\$40,000	\$40,000	Awarded
William G Irwin Charity Foundation	2020 William G Irwin Charity Foundation Grant	Capital Project	8/14/2020	\$30,000	\$30,000	Awarded
CARL GELLERT AND CELIA BERTA GELLERT FOUNDATION	2020 Gellert Foundation Grant	Capital Project	8/14/2020	\$30,000	\$0	Denied
Stanford Health Care	FY 20-21 Stanford Grant	Access to Care	8/21/2020	\$61,000	\$61,000	Awarded
Kaiser Permanente Community Health	2021 Kaiser Community Grant	Access to Care	9/16/2020	\$40,000	\$40,000	Awarded
American Academy of Pediatric Dentistry	FY 20-21 AAPD Grant	School Screenings, Access to Care Children	9/18/2020	\$20,000	\$0	Denied
Mattel Children's Foundation	FY 20-21 Mattel Grant	School Screenings, Access to Care Children	9/30/2020	\$1,000	\$0	Abandoned
The San Bruno Community Foundation	2021 San Bruno Community Foundation Grant	School Screenings, Access to Care Children	9/30/2020	\$7,500	\$7,500	Awarded
Henry Schein Cares Foundation Inc	2021 Henry Schein Grant	Materials and Supplies	9/30/2020	\$50,000	\$1	Awarded
Touchpoint Foundation	FY20-21 TouchPoint Foundation Grant	Access to Care, Seniors	10/1/2020	\$7,500	\$3,000	Awarded
Sequoia Healthcare District	FY 20-21 Sequoia Healthcare District Q1 Grant	Access to Care	10/15/2020	\$58,000	\$58,000	Awarded
Delta Dental Community Care Foundation	2020 Access to Care Unrestricted Grant	Access to Care, General Operations, Covid 19	10/28/2020	\$1	\$10,000	Awarded
ARCHSTONE FOUNDATION	2021 Access to Care and Community Referral Network - Aging Populations	Access to Care, Seniors, Outreach	11/16/2020	\$50,000	\$0	Denied
San Mateo County Strong Fund	2020 SMC Strong - Round 2	Covid 19	11/25/2020	\$20,000	\$20,000	Awarded
Sequoia Healthcare District	FY 20-21 Sequoia Healthcare District Q2 Grant	Access to Care	1/8/2021	\$45,648	\$45,648	Awarded
Patterson Foundation	2021 Patterson Application	School Screenings, Access to Care Children	1/8/2021	\$35,000	\$0	Denied
Atkinson Foundation	2021 Senior Programs Grant	Access to Care, Seniors, Outreach	2/1/2021	\$12,500	\$12,500	Awarded
Sunlight Giving	2021-2023 Sunlight Giving Grant	General Operations, Access to Care Children, Capital Project	2/1/2021	\$50,000	\$150,000	Awarded
The Comcast Nbcuniversal Foundation	2021 Community Impact Grant - Program Innovation	School Screenings, Access to Care Children	2/12/2021	\$40,000	\$0	Denied
Mills Peninsula Hospital (Sutter Health)	2021 RFP Mills Sutter Health	Access to Care, School Screenings	3/1/2021	\$20,000	\$20,000	Awarded
Rotary Club of San Mateo	2021 Rotary Club of San Mateo	School Screenings	3/15/2021	\$3,000		Application-Submitted
Sobrato Family Foundation	2021-2022 Sobrato Essential Human Services Grant	Access to Care, General Operations, Capital Project	3/19/2021	\$50,000	\$123,000	Awarded
America's ToothFairy: National Childrens Oral Health Foundation	March 2021 Tooth Fairy In The Gap	Access to Care Children	3/31/2021	\$500	\$500	Awarded
Sand Hill Foundation	2021 Sand Hill Foundation	Access to Care	4/1/2021	\$50,000	\$25,000	Awarded
Sequoia Healthcare District	FY 20-21 Sequoia Healthcare District Q3 Grant	Access to Care	4/9/2021	\$64,839	\$64,839	Awarded
First Five San Mateo County	2021 First Five Oral Health RFP	School Screenings, Access to Care Children	4/13/2021	\$70,000	\$70,000	Awarded
City of Burlingame	2021 Community Funding Program	Access to Care	4/16/2021	\$5,000		Application-Submitted
City of Half Moon Bay	2021 CSFA	Access to Care, Covid 19	4/16/2021	\$20,000	\$20,000	Awarded
Stanford Health Care	FY21 Capital Grant for SM Operatory Build-Out	Capital Project	5/14/2021	\$75,000	\$110,000	Awarded
Delta Dental Community Care Foundation	2021 Delta Dental Community Care Grant	Access to Care, Seniors, Outreach	5/31/2021	\$130,000		Application-Submitted
Millbrae Community Foundation	Community Program Grant	School Screenings, Access to Care Children	6/30/2021	\$5,000		In-Progress
Sidney Stern Memorial Trust	2021 RFP Sidney Stern Memorial Trust		7/30/2021	\$5,000		Research
Coastside Women's Club	FY20 Coastside GO Grant	General Operations	TBD	\$1		Research
Chan Zuckerberg Initiative Foundation	FY21-22 CZI Community Fund		TBD	\$1		Research
Totals				\$2,296,446	\$2,043,958	51



Sonrisas Dental Health Operations													
	Jul 20	Aug 20	Sept 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Total	YTD Budget	B(W)
San Mateo Revenue	95,445	97,967	101,872	122,334	105,804	134,840	122,313	114,003	137,275	122,736	1,154,587	1,128,295	26,292
Coastside Revenue	25,056	26,925	36,790	39,908	43,971	30,796	42,374	42,587	44,679	50,490	383,576	336,157	47,419
<b>Total Net Revenue</b>	<b>120,496</b>	<b>124,892</b>	<b>138,662</b>	<b>162,242</b>	<b>149,774</b>	<b>165,636</b>	<b>164,686</b>	<b>156,590</b>	<b>181,954</b>	<b>173,226</b>	<b>1,538,158</b>	<b>1,464,452</b>	<b>73,706</b>
Direct Program Cost	164,462	176,821	191,421	209,430	182,639	212,719	207,446	202,167	214,204	206,050	1,967,359	2,111,485	(144,126)
Indirect Program Cost	95,325	88,873	93,432	100,264	89,760	98,212	98,033	96,675	101,983	102,837	965,395	985,384	(19,989)
<b>Total Cost</b>	<b>259,787</b>	<b>265,694</b>	<b>284,853</b>	<b>309,694</b>	<b>272,399</b>	<b>310,932</b>	<b>305,479</b>	<b>298,842</b>	<b>316,187</b>	<b>308,887</b>	<b>2,932,754</b>	<b>3,096,869</b>	<b>(164,115)</b>
<b>TOTAL</b>	<b>(139,291)</b>	<b>(140,802)</b>	<b>(146,191)</b>	<b>(147,452)</b>	<b>(122,625)</b>	<b>(145,296)</b>	<b>(140,793)</b>	<b>(142,252)</b>	<b>(134,232)</b>	<b>(135,661)</b>	<b>(1,394,596)</b>	<b>(1,632,416)</b>	<b>237,821</b>
Dividend/Other Income	(89)	65,908	65,899	66,290	65,900	65,976	65,905	80	0	67,050	462,918	3,400	459,518
Donations Received	51,683	62,483	33,562	51,751	65,232	52,261	107,151	77,508	125,092	54,119	626,724	450,500	176,224
Grant from PHCD	75,000	25,000	0	0	0	0	0	75,000	75,000		250,000	750,000	(500,000)
<b>OTHER INCOME</b>	<b>126,594</b>	<b>153,391</b>	<b>99,461</b>	<b>118,041</b>	<b>131,132</b>	<b>118,237</b>	<b>173,056</b>	<b>152,588</b>	<b>200,092</b>	<b>121,169</b>	<b>1,393,761</b>	<b>1,203,900</b>	<b>189,861</b>
<b>NET INCOME</b>	<b>(12,697)</b>	<b>12,589</b>	<b>(46,730)</b>	<b>(29,411)</b>	<b>8,507</b>	<b>(27,059)</b>	<b>32,263</b>	<b>10,336</b>	<b>65,860</b>	<b>(14,493)</b>	<b>(834)</b>	<b>(428,516)</b>	<b>427,682</b>

Net Revenue VS. Cost By Center Per Month  
YTD as of 04/30/2021



## Visits by Center

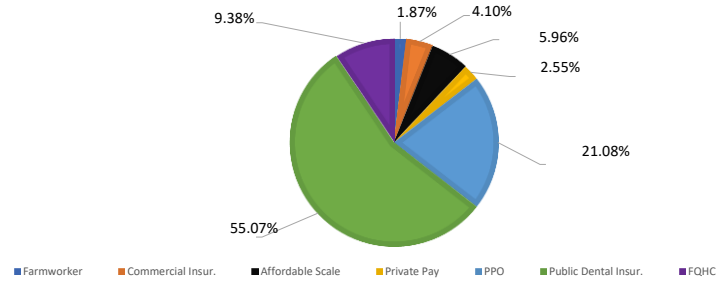
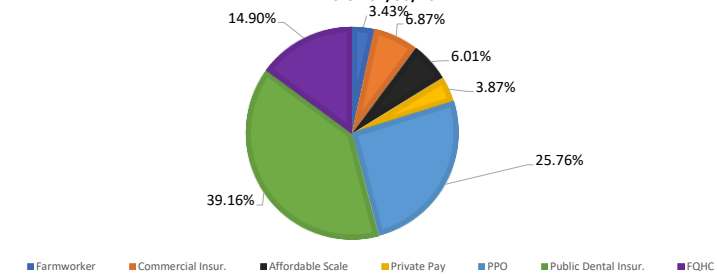
	Jul 20	Aug 20	Sept 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Year to Date	Budget	Variance
San Mateo Visits	533	537	548	587	551	608	610	658	750	687	6069	5839	230
Coastside Visits	166	228	263	283	261	225	260	255	332	335	2608	2675	(67)
<b>Total Visits</b>	<b>699</b>	<b>765</b>	<b>811</b>	<b>870</b>	<b>812</b>	<b>833</b>	<b>870</b>	<b>913</b>	<b>1082</b>	<b>1022</b>	<b>8677</b>	<b>8514</b>	<b>163</b>

## Visits by Payer -San Mateo

	Apr 21	Budget	Variance
Commercial Insurance	22	33	(11)
PPO	152	218	(66)
Private Pay	21	37	(16)
Affordable Scale	14	15	(1)
Farmworker		24	(24)
FQHC	104	97	7
Public Dental Insurance(Adult)	116	182	(66)
Public Dental Insurance (Child)	258	207	51
<b>Total Visits</b>	<b>687</b>	<b>813</b>	<b>(126)</b>

## Visits by Payer -Coastside

	Apr 21	Budget	Variance
Commercial Insurance	13	9	4
PPO	34	31	3
Private Pay	3	3	0
Affordable Scale	39	54	(15)
Farmworker	22	6	16
Public Dental Insurance (Adult)	138	105	33
Public Dental Insurance (Child)	86	89	(3)
<b>Total Visits</b>	<b>335</b>	<b>297</b>	<b>38</b>

VISITS BY PAYER AS A PERCENTAGE  
YTD AS OF 04/30/2021NET REVENUE BY PAYER AS A PERCENTAGE  
YTD AS OF 04/30/2021

Avg. Income (Loss) per Visit		
	YTD	
Net Revenue per Visit	\$	177.49
Direct Cost per Visit	\$	(228.29)
Indirect Cost per Visit	\$	(94.96)

True Income (Loss) per Visit by Payer		
Payer	Avg. YTD	
Commercial Insurance	\$	36.60
PPO	\$	(40.29)
Public Dental Insurance	\$	(259.56)
Private Pay	\$	180.29
FQHC	\$	(21.74)
Affordable Scale	\$	57.20

\* Indirect Cost only includes clinic overhead cost without fundraising and outreach expenses.

Sonrisas Dental Health Operations FY21 VS. FY20						
	Apr 21	Apr 20	Variance B(W)	YTD 21	YTD 20	Variance B(W)
<b>Visits</b>	<b>1,022</b>	<b>26</b>	<b>996</b>	<b>8,677</b>	<b>8,261</b>	<b>416</b>
<b>San Mateo Revenue</b>	122,736	(611)	123,346	1,154,587	1,043,059	111,528
<b>Coastside Revenue</b>	50,490		50,490	383,576	346,210	37,366
<b>Total Net Revenue</b>	173,226	(611)	173,837	1,538,158	1,389,269	148,889
<b>Direct Program Cost</b>	206,050	129,423	(76,627)	1,967,359	1,780,316	(187,043)
<b>Indirect Program Cost</b>	102,837	96,736	(6,101)	965,395	991,203	25,809
<b>Total Cost</b>	308,887	226,159	(82,728)	2,932,754	2,771,519	(161,235)
<b>TOTAL</b>	<b>(135,661)</b>	<b>(226,770)</b>	<b>91,108</b>	<b>(1,394,596)</b>	<b>(1,382,251)</b>	<b>(12,345)</b>
<b>Dividend/Other Income</b>	67,050	21	67,029	462,918	69,154	393,764
<b>Donations Received</b>	54,119	44,182	9,937	626,724	581,689	45,036
<b>Grant from PHCD</b>		75,000	(75,000)	250,000	675,000	(425,000)
<b>OTHER INCOME</b>	121,169	119,203	1,966	1,393,761	1,325,843	67,919
<b>NET INCOME</b>	<b>(14,493)</b>	<b>(107,567)</b>	<b>93,074</b>	<b>(834)</b>	<b>(56,408)</b>	<b>55,574</b>



**DATE:** June 14th, 2021  
**TO:** SDH Board of Directors  
**CC:** Cheryl Fama, CFO  
**FROM:** Tina Wang, Senior Accountant  
**RE:** April Unaudited Financials and YTD Performance to Budget

#### **April PERFORMANCE:**

- **1/6 of 2<sup>nd</sup> PPP loan- \$67,035 was recognized as revenue in April.**
- A. Revenue: Net Patient Revenue was \$173,226**
  - Total gross revenue was \$404,129 - \$8K less than budget
  - 1022 visits - 88 visits less than budget.
  - Total uncompensated care was **(\$230,903)** – 57% of gross revenue
- B. Total Expense: (\$308,887) – \$17K better than budget.**
  - Direct Expense: **(\$206,050)** – \$19K better than budget
    - Direct salary was \$15K better than budget, due to less FTE.
    - Dental supplies were \$4K more than the budget due to increased nitro masks for pediatric patients.
  - Indirect Expenses: **(\$102,837)** – \$2K more than budget
    - Fundraising expenses & fundraising consulting were higher than the budget because of the extra hours spent on the First 5 grant proposals and the 20<sup>th</sup> Anniversary event, which was approved by the Board.
- C. Donations/Grants & Other Income: \$121,169**
  - \$50,819 released from restricted grant.
  - \$3,301 individual donations
  - \$67,035-1/6 of second PPP loan was estimated to be forgiven
  - \$15 from other income

**Net Income: \$(14,493)**

**YTD PERFORMANCE TO BUDGET:** YTD net income is **\$427,683**, better than budget. Cash-flow is **\$409,056**, better than the budget. PHCD grant received to date is **\$250,000**.

	YTD Actual	YTD Budget	Performance
<i>Visits</i>	<i>8677</i>	<i>8514</i>	<i>163</i>
Gross Patient Revenue	\$3,539,808	\$3,137,687	13%
Uncompensated Care (Deductions)	<b>\$(2,001,650)</b>	<b>\$(1,673,235)</b>	<b>(20%)</b>
Grants/Donations/Other Income	\$1,393,763	\$1,203,900	16%
Direct Cost	<b>\$(1,966,862 )</b>	<b>\$(2,111,485)</b>	7%
Indirect Cost	<b>\$(965,893 )</b>	<b>\$(985,384)</b>	2%
<b>Net Income</b>	<b>(\$833)</b>	<b>(\$428,515)</b>	102%
<i>Non-cash items adj.</i>			
Depreciation	\$213,394	\$232,020	8%
<b>Estimated Cash Flow</b>	\$212,561	<b>(\$196,496)</b>	<b>208%</b>

Sonrisas Dental Health  
Revenues and Expenditures - Budget vs Actual  
As of April 30, 2021

As of Date: 04/30/2021  
Location: Sonrisas Dental Health  
Restriction: Unrestricted

	Month Ending 04/30/2021			Year To Date 04/30/2021		
	Actual 20 2021	BUDGET	Budget Diff	Actual 020 2021	BUDGET	Budget Diff
Revenue and Expenditures						
Net Program Income						
Patient Revenue						
Patient Services						
Commercial Insurance	13,993.00	14,124.62	(131.62)	127,513.00	105,846.87	21,666.13
PPO	65,157.00	84,949.25	(19,792.25)	715,441.00	622,108.23	93,332.77
Public Dental Insurance	255,085.00	237,064.55	18,020.45	2,022,570.41	1,802,224.29	220,346.12
Private Pay	7,417.00	11,130.74	(3,713.74)	63,136.00	79,508.31	(16,372.31)
Affordable Scale	10,785.00	21,755.92	(10,970.92)	163,039.00	184,220.60	(21,181.60)
Farmworker	7,195.00	15,673.80	(8,478.80)	64,844.00	125,409.25	(60,565.25)
FQHC	44,497.00	28,130.00	16,367.00	383,265.00	218,370.00	164,895.00
Gross Patient Revenue	404,129.00	412,828.88	(8,699.88)	3,539,808.41	3,137,687.55	402,120.86
Uncompensated Care						
Prior Period Adjustment	1,153.75	(1,500.00)	2,653.75	(27,956.63)	(15,000.00)	(12,956.63)
Uncompensated Care - Commercial Insurance	(943.73)	(2,499.27)	1,555.54	(18,471.40)	(19,607.76)	1,136.36
Uncompensated Care - PPO	(29,770.02)	(34,940.41)	5,170.39	(306,758.78)	(256,305.74)	(50,453.04)
Uncompensated Care - Public Dental Insurance	(178,582.39)	(164,944.95)	(13,637.44)	(1,401,392.60)	(1,255,784.42)	(145,608.18)
Uncompensated Care - Affordable Scale	(4,828.00)	(10,748.25)	5,920.25	(67,724.87)	(91,589.88)	23,865.01
Uncompensated Care - Farmworker	238.50	(1,368.14)	1,606.64	(10,485.91)	(10,946.75)	460.84
Uncompensated Care - FQHC	(15,787.00)	0.00	(15,787.00)	(146,941.00)	0.00	(146,941.00)
Fee Adjustments	(2,452.95)	(2,400.00)	(52.95)	(20,773.20)	(24,000.00)	3,226.80
Patient Account - Bad Debt Write-off	68.80	0.00	68.80	(1,145.90)	0.00	(1,145.90)
Total Uncompensated Care	(230,903.04)	(218,401.02)	(12,502.02)	(2,001,650.29)	(1,673,234.55)	(328,415.74)
Net Patient Revenue	173,225.96	194,427.86	(21,201.90)	1,538,158.12	1,464,453.00	73,705.12
Total Expenses						
Direct Expenses						

Direct Personnel Expense						
Direct Program Salaries	161,923.18	172,369.40	10,446.22	1,475,907.54	1,630,067.36	154,159.82
Payroll Taxes	12,448.17	13,789.55	1,341.38	105,802.22	130,405.34	24,603.12
Unemployment Taxes	355.51	1,551.33	1,195.82	13,523.14	14,670.63	1,147.49
Benefits	1,401.61	5,682.68	4,281.07	36,035.64	53,556.53	17,520.89
401k Match	3,913.58	1,292.77	(2,620.81)	19,483.07	12,225.52	(7,257.55)
Worker's Comp	829.12	864.70	35.58	8,800.23	8,647.00	(153.23)
Continuing Education	0.00	125.00	125.00	300.00	3,250.00	2,950.00
License and Registration	816.92	863.00	46.08	9,453.04	8,630.00	(823.04)
Total Direct Personnel Expense	181,688.09	196,538.43	14,850.34	1,669,304.88	1,861,452.38	192,147.50
Clinic Expenses						
Sterilization Services	756.00	898.00	142.00	7,560.00	8,980.00	1,420.00
Shredding	72.00	67.00	(5.00)	680.00	670.00	(10.00)
Dental Supplies	15,186.09	10,800.00	(4,386.09)	142,217.73	90,072.00	(52,145.73)
Small Dental Equipment	144.14	600.00	455.86	3,298.86	6,000.00	2,701.14
Dental Equipment Repair	661.00	780.00	119.00	10,303.90	12,800.00	2,496.10
Lab Fees	4,596.36	5,801.26	1,204.90	65,860.99	44,719.54	(21,141.45)
Uniforms	0.00	37.50	37.50	107.94	375.00	267.06
PPE& Covid Related	2,946.32	10,207.00	7,260.68	67,527.34	86,415.61	18,888.27
Total Clinic Expenses	24,361.91	29,190.76	4,828.85	297,556.76	250,032.15	(47,524.61)
Total Direct Expenses	206,050.00	225,729.19	19,679.19	1,966,861.64	2,111,484.53	144,622.89
Indirect Expenses						
Indirect Personnel Expenses						
Salaries/Wages	40,083.04	45,021.76	4,938.72	413,234.07	425,218.21	11,984.14
Payroll Taxes	3,260.64	3,601.74	341.10	28,330.50	34,017.48	5,686.98
Unemployment Taxes	174.60	900.44	725.84	2,639.14	8,504.39	5,865.25
Benefits	963.67	1,615.38	651.71	8,558.61	15,201.88	6,643.27
401k Match	1,932.30	675.32	(1,256.98)	8,971.86	6,378.23	(2,593.63)
Worker's Comp	352.88	322.88	(30.00)	3,288.80	3,228.80	(60.00)
Total Indirect Personnel Expenses	46,767.13	52,137.52	5,370.39	465,022.98	492,548.99	27,526.01
Facility Expenses						
Auto Expenses	92.75	270.00	177.25	1,070.97	2,700.00	1,629.03
Building Maintenance	1,389.41	1,057.00	(332.41)	8,621.16	10,570.00	1,948.84
Janitorial Service	3,055.00	2,235.00	(820.00)	20,297.47	22,350.00	2,052.53
Rent	3,300.00	3,300.00	0.00	33,000.00	33,000.00	0.00
Phone/Internet	1,675.99	1,485.00	(190.99)	15,312.87	14,850.00	(462.87)
Utilities	2,894.78	2,315.00	(579.78)	27,501.92	23,150.00	(4,351.92)

Total Facility Expenses	12,407.93	10,662.00	(1,745.93)	105,804.39	106,620.00	815.61
Office Expenses						
Claims Processing	141.14	161.00	19.86	1,308.10	1,610.00	301.90
Office Exp.	0.00	0.00	0.00	0.00	0.00	0.00
Patient Notification	485.00	485.00	0.00	4,991.10	4,850.00	(141.10)
Office Supplies	448.88	824.00	375.12	8,535.58	8,240.00	(295.58)
Postage and Shipping	155.25	336.00	180.75	2,007.31	3,360.00	1,352.69
Printing Costs	0.00	100.00	100.00	300.10	1,000.00	699.90
Property Taxes	0.00	0.00	0.00	249.99	500.00	250.01
Dues, Fees & License	0.00	84.00	84.00	260.57	840.00	579.43
Employee Goodwill	230.46	210.00	(20.46)	2,070.51	1,752.00	(318.51)
Recruitment Expense	0.00	230.00	230.00	1,139.73	2,300.00	1,160.27
Total Office Expenses	1,460.73	2,430.00	969.27	20,862.99	24,452.00	3,589.01
Insurance						
Insurance - Auto	317.92	304.85	(13.07)	2,857.74	2,690.57	(167.17)
Insurance - Malpractice	514.33	756.99	242.66	6,408.63	6,681.24	272.61
Insurance - Liability & Property	761.68	806.44	44.76	7,205.18	7,117.69	(87.49)
Insurance - Directors & Officer Liability	372.20	397.33	25.13	3,663.75	3,506.83	(156.92)
Total Insurance	1,966.13	2,265.61	299.48	20,135.30	19,996.33	(138.97)
Fundraising Department						
Fundraising Expenses	1,109.00	25.00	(1,084.00)	10,942.61	3,724.00	(7,218.61)
Fundraising Consulting	4,003.25	2,250.00	(1,753.25)	24,258.25	22,500.00	(1,758.25)
Total Fundraising Department	5,112.25	2,275.00	(2,837.25)	35,200.86	26,224.00	(8,976.86)
Professional Fees						
Consultant - Professional Fees	1,650.00	0.00	(1,650.00)	20,510.00	2,500.00	(18,010.00)
Total Professional Fees	1,650.00	0.00	(1,650.00)	20,510.00	2,500.00	(18,010.00)
General						
Depreciation Expense	21,739.57	23,202.00	1,462.43	213,394.32	232,020.00	18,625.68
Marketing Expense	8.33	791.67	783.34	3,698.01	8,996.70	5,298.69
Meeting & Travel Expenses	86.24	387.00	300.76	557.56	6,036.00	5,478.44
Fees and Interest	608.55	849.00	240.45	11,069.19	8,490.00	(2,579.19)
Merchant Processing	1,078.52	840.00	(238.52)	8,224.14	8,400.00	175.86
Outreach Supplies	66.07	0.00	(66.07)	2,729.68	0.00	(2,729.68)
Total General	23,587.28	26,069.67	2,482.39	239,672.90	263,942.70	24,269.80
Computer expense						
Computer Support	3,873.00	3,900.00	27.00	44,649.32	39,000.00	(5,649.32)
Software Support	6,012.87	1,010.00	(5,002.87)	14,034.00	10,100.00	(3,934.00)

Total Computer expense	9,885.87	4,910.00	(4,975.87)	58,683.32	49,100.00	(9,583.32)
Total Indirect Expenses	102,837.32	100,749.80	(2,087.52)	965,892.74	985,384.02	19,491.28
Total Total Expenses	308,887.32	326,478.99	17,591.67	2,932,754.38	3,096,868.55	164,114.17
Total Net Program Income	(135,661.36)	(132,051.13)	(3,610.23)	(1,394,596.26)	(1,632,415.55)	237,819.29
Grants and Other Income						
Grants and Donations						
Fundraiser	0.00	0.00	0.00	17,044.74	9,000.00	8,044.74
Donations	3,301.00	3,000.00	301.00	62,750.69	66,500.00	(3,749.31)
In-Kind Donations	0.00	0.00	0.00	17,930.00	0.00	17,930.00
Incentives	0.00	0.00	0.00	33,778.50	0.00	33,778.50
Grants	50,817.75	37,500.00	13,317.75	549,339.88	375,000.00	174,339.88
Other Events	0.00	0.00	0.00	0.00	0.00	0.00
PHCD Grants	0.00	75,000.00	(75,000.00)	250,000.00	750,000.00	(500,000.00)
Total Grants and Donations	54,118.75	115,500.00	(61,381.25)	930,843.81	1,200,500.00	(269,656.19)
Other Income						
Estimated PPP Loan Forgiveness	67,035.00	0.00	67,035.00	462,400.00	0.00	462,400.00
Interest Income	0.00	0.00	0.00	22.70	0.00	22.70
Dividends	0.00	340.00	(340.00)	0.00	3,400.00	(3,400.00)
Other Income	15.00	0.00	15.00	496.78	0.00	496.78
Total Other Income	67,050.00	340.00	66,710.00	462,919.48	3,400.00	459,519.48
Total Grants and Other Income	121,168.75	115,840.00	5,328.75	1,393,763.29	1,203,900.00	189,863.29
Net income	(14,492.61)	(16,211.13)	1,718.52	(832.97)	(428,515.55)	427,682.58

## Sonrisas Dental Health

### Balance Sheet

As of Date:

04/30/2021

Location:

Sonrisas Dental Health

Year To Date

04/30/2021

Current Year Balance

#### Assets

##### Current Assets

##### Cash and Cash Equivalents

11205 - Operating - Boston Private Checking	1,207,104.79
11210 - Operating - Boston Private Savings	110,157.54
11215 - Operating - Wells Fargo Checking	21,280.03
11600 - Petty Cash	581.41

Total Cash and Cash Equivalents 1,339,123.77

Accounts Receivable, Net 175,437.12

Other Current Assets 44,088.34

Total Current Assets 1,558,649.23

##### Long-term Assets

##### Property & Equipment

17300 - Improvements	1,056,075.75
17400 - Equipment	1,013,295.51
17500 - Furniture/Fixtures	128,033.06
17600 - Vehicle	111,934.08
17999 - Accum Depreciation	(1,395,345.69)

Total Property & Equipment 913,992.71

Other Long-term Assets 15,209.40

Total Long-term Assets 929,202.11

##### Investments

##### Long Term Investments

11410 - Investment Acct. - Merrill Lynch 204,202.73

Total Long Term Investments 204,202.73

Total Investments 204,202.73

#### Total Assets

**2,692,054.07**

#### Liabilities and Net Assets

##### Liabilities

##### Short-term Liabilities

##### Accounts Payable

21110 - Accounts Payable	91,987.72
22110 - Accrued Payable - General	1,521.66
23100 - Patient Prepayments	21,719.20
23200 - Patient Refunds Payable	7,128.44

Total Accounts Payable 122,357.02

##### Accrued Liabilities

22210 - Accrued Payroll	63,280.96
22220 - Accrued PTO	48,016.76
22250 - Accrued 401k Funds Payable	10,364.08
22260 - Accrued HSA Fund Payable	955.35
22320 - FSA Employee Account	6,234.60

Total Accrued Liabilities 128,851.75

Withholding Tax Payable	
22230 - Accrued Payroll Taxes	30,869.57
Total Withholding Tax Payable	30,869.57
Other Short-term Liabilities	260.33
Total Short-term Liabilities	282,338.67
Long Term Liabilities	
Notes Payable - Long Term	
28000 - PPP Loan	797,575.00
28001 - Estimated PPP Loan Forgiveness	(462,400.00)
Total Long Term Notes Payable	335,175.00
Other Long-term Liabilities	8,541.79
Total Long Term Liabilities	343,716.79
Other Liabilities	83,988.56
Total Liabilities	710,044.02
Net Assets	2,008,934.51
<b>Total Liabilities and Net Assets</b>	<b>2,718,978.53</b>

Created on: 06/14/2021 5:01 PM PDT





**DATE:** June 9, 2021

**TO:** SDH Board of Directors

**FROM:** Tracey Fecher, CEO

**RE: FY 22 Capital Budget**

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Dear Board of Directors,

For this month's board meeting, the team has prepared a capital budget for your approval. The team reviewed Sonrisas' needs in the following areas: Information Technology (IT), Facility Improvements, New Dental Equipment, Replacement Dental Equipment, and the approved project building out two additional operatories in San Mateo.

The FY22 plan includes:

- IT Equipment: Replacement of a server and aging computers.
- Facility Improvements: Refresh of the Half Moon Bay Clinic, adding air conditioning to the Half Moon Bay Clinic and painting the interior of the San Mateo Clinic.
- New Dental Equipment: Equipment needed for the expanded number of providers planned for in the FY22 operating budget, allowing more patient visits as well as additional equipment for COVID mitigation, specifically extra-oral suction machines.
- Replacement of Dental Equipment includes equipment that must be replaced and equipment that is reaching the end of its useful life. The team planned on replacing 50% of the items nearing the end of their useful life.

The refresh of the Half Moon Bay clinic as well as the HVAC for that clinic were approved by the board in FY21. The work will be completed in FY22, so it has been included in this capital budget.

For FY23, FY24, FY25, and FY26, the team included replacement of IT and dental equipment that is reaching the end of its useful life as well as new dental equipment in FY23 for additional providers coming on board. We do not anticipate any large facility improvements being needed for those budget years. A small amount has been included for any facilities items that may come up.

Please let me know if you have any questions or requests for additional information that you'd like to receive before the discussion at the board meeting.

## FY 22-FY26 Sonrisas CAPITAL Budget

DESCRIPTION	FY 22	FY 23	FY 24	FY 25	FY 26
IT Equipment	\$ 14,000	\$ 16,000	\$ 16,000	\$ 19,000	\$ 19,000
Facility Improvements	\$ 172,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 9,500
New Dental Equipment	\$ 25,300	\$ 32,400	\$ -	\$ -	\$ -
Replacement Dental Equipment	\$ 74,345	\$ 64,800	\$ 30,978	\$ 113,240	\$ 131,245
Operatory Build Out - #5, #8	\$ 136,879	\$ -	\$ -	\$ -	\$ -
	<b>\$ 422,524</b>	<b>\$ 118,200</b>	<b>\$ 51,978</b>	<b>\$ 137,240</b>	<b>\$ 159,745</b>

Legend:

IT Equipment: Computers, Servers, Monitors, etc.

Facility Improvements: Leaseholder Improvements, Furniture and Fixtures

New Dental Equipment: Equipment needed for expansion of providers/visits OR COVID equipment (ex: extra oral suction)

Replacement Dental Equipment: Items reaching their age for replacement. Assumes 50% of possible items





**DATE:** June 15, 2021

**TO:** SDH Board of Directors

**FROM:** Bonnie Jue, DDS

**RE:** **Community Engagement Director Report – June 2021 (Year-End Summary)**

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Despite challenges presented by the pandemic, Sonrisas Dental Health’s Community Programs served over 2,000 community members in San Mateo County through virtual oral health education presentations, oral health kit donations, and free dental screenings (both on-site at school campuses and at drive-up events) during FY 20/21.

Below are some Outcomes Data and photos that I wanted to share in advance of my presentation at the Board Meeting.

#### SCHOOL-BASED PROGRAMS

- 1,110 children from 48 different schools (13 school districts) participated in oral health screenings and education presentations
- 305 dental screenings were completed this academic year, most of which took place in April and May when school campuses opened again
- 4 Drive-Up Dental Screening events at different locations (San Bruno, San Mateo, South San Francisco, Redwood City)
- 6 On-site Outdoor Screenings at schools:
  - Allen Preschool – San Bruno
  - Belle Air Preschool – San Bruno
  - Belle Haven Child Development Center – Menlo Park
  - Peninsula Family Service Early Learning sites – Daly City and South San Francisco
  - Pescadero Elementary – Pescadero
- A new online education module was created for students in the Health Career Academy at Sequoia High School
  - Introduced students to various levels of career opportunities in the dental field using an innovative, interactive digital model

#### OLDER ADULT/SENIOR PROGRAMS

- A pilot program to increase awareness and access to dental care was launched this quarter that will inform development of future models of outreach focused on older adults on the Peninsula and Coastsides communities.

Children/ School-Based (0-18)		
	Annual Goal	Performance
TOTAL # Students Served with Screenings and/or Virtual Presentations	800	1,110
- Screened no CC	200	0
- Screened w/ CC	100	120
- Screened w/ CC and FV	200	185
- Attended Virutal Presentations	300	805
# Unique Elementary Schools Served	7	11 main schools (48 total represented)
# Unique School Districts Served	5	6 main districts (13 total represented)
# Preschools/ Early Learning Programs	0	3
# Toothbrush Kits	1,000	2,018

Older Adults/Seniors (65+)		
	Annual Goal	Performance
# Seniors Served with Education Presentations and/or Screenings	100	35
# Senior Facilities Served	5	4
# Toothbrush Kits	1,000	432 (1,032)

Event Data		
	Annual Goal	Performance
EDUCATIONAL VIDEOS (in lieu of in-person presentations)	4	5
Community Events (Public)	2	5
Community Events (Commercial)	2	4
# Outreach "touches"	1,000	1,443

Volunteers		
	Annual Goal	Performance
# of Volunteer positions	8	73
# Unique volunteers recruited for community activities	5	40
# Volunteer hours	20	240



### ***Drive-Up Dental Screening Events***



## Outdoor Screenings on School Campuses



**Special thanks to those  
who support our  
Screening Programs:**



**SAN BRUNO**  
Community Foundation

