TAHOE FOREST
HOSPITAL DISTRICT

11/03/2026 Board Community Engagement Committee

Tuesday, November 03, 2026, at 2:30 p.m.

Tahoe Forest Hospital - Eskridge Conference Room

10121 Pine Avenue, Truckee, CA 96161

Meeting Book - 11/03/2026 Board Community Engagement Committee

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TAHOE FOREST
HOSPITAL DISTRICT

BOARD COMMUNITY ENGAGEMENT COMMITTEE AGENDA

Tuesday, November 03, 2026, at 2:30 p.m.
Eskridge Conference Room – Tahoe Forest Hospital
10121 Pine Avenue, Truckee, CA 96161

1. CALL TO ORDER

2. ROLL CALL
Rob Darzynkiewicz, MD, Chair; Dale Chamblin, Board Member

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

4. INPUT – AUDIENCE
This is an opportunity for members of the public to address the Committee on items which are not on the agenda. Please state your name for the record. Comments are limited to three minutes. Written comments should be submitted to the Board Clerk 24 hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Committee cannot take action on any item not on the agenda. The Committee may choose to acknowledge the comment or, where appropriate, briefly answer a question, refer the matter to staff, or set the item for discussion at a future meeting.

5. APPROVAL OF MINUTES: ◈
5.1. Community Engagement Committee Meeting 06/04/2026 ..... ATTACHMENT
5.2. Community Engagement Committee Meeting 10/02/2026 ..... ATTACHMENT

6. ITEMS FOR COMMITTEE DISCUSSION AND/OR RECOMMENDATION ◈

6.1. Care in Action
The Community Engagement Committee will hear an example of exceptional care.

6.2. Small Wins
The Community Engagement Committee will share recent small wins and successes from community engagement efforts.

6.3. Committee Charter ◈ ..... ATTACHMENT
The Community Engagement Committee will review and may recommend changes to its committee charter.

6.4. True North

6.4.1. 5,000 Voices Implementation: Community Advisor Matrix
The Community Engagement Committee will discuss the process for developing a governance skills and expertise matrix.

6.3.2 Community Guided: Defining the Tahoe Forest Story
The Community Engagement Committee will receive a presentation on the process for defining who Tahoe Forest is today, what the community wants it to become, and how the story of Tahoe Forest's identity connects to strategy.

6.5. Policy Discussion ◈

◈ Denotes Action Item

6.5.1. AGOV-2402, Requests for Public Funds (Grants) and Community SponsorshipsATTACHMENT
6.5.2. APR-01, Community Involvement.....ATTACHMENT

6.6. Report on Sponsorship Committee Activities FY26.....ATTACHMENT
The Community Engagement Committee will review the Sponsorship Committee activities.

7. REVIEW FOLLOW UP ITEMS / BOARD MEETING RECOMMENDATIONS / ROUND TABLE

8. NEXT MEETING DATE The next committee date and time will be confirmed.

9. ADJOURN

AMR:smj

*Denotes material (or a portion thereof) may be distributed later.

Note: It is the policy of Tahoe Forest Hospital District to not discriminate in admissions, provisions of services, hiring, training and employment practices on the basis of color, national origin, sex, religion, age or disability including AIDS and related conditions. Equal Opportunity Employer. The telephonic meeting location is accessible to people with disabilities. Every reasonable effort will be made to accommodate participation of the disabled in all of the District's public meetings. If particular accommodations for the disabled are needed or a reasonable modification of the teleconference procedures are necessary (i.e., disability-related aids or other services), please contact the Executive Assistant at 582-3583 at least 24 hours in advance of the meeting.

TAHOE FOREST
HOSPITAL DISTRICT

BOARD COMMUNITY ENGAGEMENT COMMITTEE
DRAFT MINUTES

Thursday, June 4, 2026, at 2:30 p.m.
Eskridge Conference Room – Tahoe Forest Hospital
10121 Pine Avenue, Truckee, CA 96161

1. CALL TO ORDER
The meeting was called to order at 2:31 p.m.

2. ROLL CALL
Present Board Members: Dr. Darzynkiewicz, MD, Chair; Mary Brown, Board Member

Staff in Attendance: Anna Roth, President & CEO; Louis Ward, COO; Brian Evans, MD, CMO; Kim McCarl, Chief Strategy Officer; Ted Owens, Executive Director Governance; Lauren Lessard, Director of Community Health; Hillary Bayliss, Manager of Care Coordination; Jen Malone, Communication Manager; Wendy Buchanan, Director of Occupational Health; Megan Shirley Clinical Program Coordinator; Sydney Shelton, Executive Assistant

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA
No changes were made to the agenda.

4. INPUT – AUDIENCE
No public comment was received.

5. APPROVAL OF MINUTES: February 25, 2026
Director Brown moved to approve the Board Community Engagement Committee minutes of 02/25/2026 as presented, seconded by Director Darzynkiewicz. The motion was unanimously approved.

A. Committee Accomplishments and Reflections
Chair Darzynkiewicz invited committee members to share significant accomplishments and highlights from the past year. Key accomplishments discussed included:

- Collaboration with the Tahoe Truckee Unified School District (TTUSD) to address children's mental health needs and strengthen community partnerships.
- Ongoing efforts supporting environmental stewardship and sustainability initiatives within the community.
- The continued success of the Sponsorship Committee in supporting local organizations and giving back to the communities served by Tahoe Forest Health System.

B. Visions of Success: One – Year Outlook
Chair Darzynkiewicz facilitated a discussion on what success would look like for the Community Engagement Committee one year from now. Committee members shared the following goals and aspirations:

◈Denotes Action Item

- Establish a clear committee structure that balances presentations, discussion, and strategic engagement.
- Advance the development of a community navigation center to better connect community members with available resources and services.
- Continue building upon the long-standing Wellness Neighborhood initiative and community partnerships that have laid the foundation for community health and wellness efforts.
- Strengthen community engagement by ensuring community voices are welcomed, heard, and incorporated into ongoing initiatives and decision-making processes.
- Increase the organization's presence within the community by meeting people where they are and expanding outreach beyond traditional healthcare settings.
- Develop transparent measurement and reporting strategies so the community can better understand outcomes and organizational impact.
- Improve accountability by consistently following up with community members and communicating progress on identified priorities.
- Institutionalize community communication processes to ensure ongoing engagement and information sharing.
- Serve as responsible stewards of community data and use data-driven insights to inform decision-making.
- Explore opportunities for broader community representation within decision-making committees and advisory groups.
- Establish a shared language and understanding with the community around accountability, goals, and outcomes.
- Continue advancing discussions around health equity and reducing unnecessary suffering, including increasing awareness and competency related to issues such as racism, inequity, and poverty.
- Promote inclusion, human rights awareness, and a welcoming environment for all community members.
- Increase participation in wellness programs and encourage greater provider referral utilization of available wellness resources and services.

Action Item: Committee leadership will develop and present a proposed Community Engagement Committee charter within the next three months for review and discussion.

C. What are the most pressing health issues in Truckee/Tahoe area?

- Access to Care: Improving affordability, reducing financial barriers, and increasing capacity to meet growing community needs.
- Youth Mental Health: Expanding access to mental health and behavioral health services for children and adolescents.
- Social Isolation Among Older Adults: Strengthening programs and community connections that support senior well-being and reduce loneliness.
- Health Equity and Social Determinants of Health: Addressing disparities related to income, access to resources, and other factors that influence health outcomes.
- Community Trust: Building trust through inclusive partnerships, shared decision-making, and culturally responsive care.
- Meeting People Where They Are: Delivering services and support that are accessible, affordable, and responsive to individuals' emotional, social, and financial circumstances.

- Community Well-Being and Suffering: Identifying and addressing underlying causes of physical, emotional, and social distress that affect quality of life.

D. Is there something you would like to see the hospital do?

- Improve language accessibility and translation services.
- Expand and enhance community laboratory access and other outpatient services.
- Increase awareness, accessibility, and usability of Financial Assistance and Charity Care programs.
- Offer additional fitness, wellness, and preventive health programming for older adults and seniors.
- Incorporate greater community representation in decision-making processes and committee structures.
- Review and restructure Financial Assistance programs to better meet community needs.
- Develop youth-focused programs, with an emphasis on behavioral health and mental wellness support.
- Expand screening and support efforts related to social drivers of health.
- Provide greater transparency and education regarding the use of tax dollars and community benefit investments.

E. What do you like to see in the community?

- Breakdown the silos.

6. ITEMS FOR COMMITTEE DISCUSSION AND/OR RECOMMENDATION ◈

6.1. Community Engagement Presentation

The Community Engagement Committee will receive an update on the following:

6.1.1 True North 2030 Debrief

- Anna Roth provided a verbal progress update on the status of True North.

6.2.1 Mobile Clinic Presentation

- Lauren Lessard gave a presentation on the mobile clinic touching on the following items:
  - Services
  - Scheduling and locations
  - Staffing
  - Alignment with Community Health Priorities
  - Implementation timeline
  - Potential layout
  - Budget overview
  - Community Partners

Action Item: Provide a brief progress update on the mobile clinic every three months (approximately 2 minutes).

6.1.3 Director of Community Health – First 100 Days

Lauren Lessard presented an overview of her first 100 days as Director of Community Health, highlighting key accomplishments, priorities, and areas of focus. Her presentation centered on three primary initiatives:

- Development and implementation of the Community Health Action Plan;
- Advancement of pilot programs and evaluation strategies to measure community impact and outcomes; and
- Ongoing planning and development of the Mobile Health Clinic to expand access to services and strengthen community outreach efforts.

A. Community Health Action Plan
   - The Community Health Index (CHI), Community Health Needs Assessment (CHNA) findings, and Community Health Improvement Plan (CHIP) Taskforce initiatives collectively inform and align with the organization's True North priorities. (See Slides 13-18 for tables and charts illustrating True North alignment.)

6.2. Report on Sponsorship Committee Activities FY26
The Community Engagement Committee briefly reviewed the Sponsorship Committee activities. Chair Darzynkiewicz requested that the FY26 report include color-coding with the Community Health Needs Assessment (CHNA) priority areas to provide a clear visual representation of funding allocations, decisions, and trends.

6.3. Small Wins
The Community Engagement Committee will share recent small wins and successes from community engagement efforts.

- Win for Dr. Evans:
  - The annual sports physicals program has begun, supporting local student-athletes as they prepare for the upcoming school year. Dr. Evans has been assisting with sports physicals.
- Win for Dr. Evans:
  - The committee highlighted recent successes related to TFHS's outward-facing educational videos, vaccination outreach efforts, and community sunscreen awareness initiatives.
- Win for Kim McCarl:
  - The committee recognized Kim for her leadership and contributions to the True North initiative.

<u>The GOAT was awarded to Kim McCarl.</u>

7. REVIEW FOLLOW UP ITEMS / BOARD MEETING RECOMMENDATIONS / ROUND TABLE DISCUSSION

8. NEXT MEETING DATE
The next committee date and time will be confirmed.

9. ADJOURN
Meeting adjourned at 4:15pm

◈Denotes Action Item

TAHOE FOREST
HOSPITAL DISTRICT

BOARD COMMUNITY ENGAGEMENT COMMITTEE
DRAFT MINUTES

Friday, October 01, 2026, at 9:00 a.m.
Aspen Conference Room – Tahoe Forest Hospital
10800 Donner Pass Rd, suite 200, Truckee, CA 96161

1. CALL TO ORDER
The meeting was called to order at 9:06 a.m.

2. ROLL CALL
Present Board Members: Rob Darzynkiewicz, MD, Chair; Mary Brown, Board Member [attending via teleconference due to Just Cause. "[a] caregiving need." (Gov. Code, § 54953.8.3, subd. (c)(2).]

Staff in Attendance: Anna Roth, President & CEO; Louis Ward, COO; Kim McCarl, Chief Strategy Officer; Ted Owens, Executive Director Governance; Hillary Bayliss, Manager of Care Coordination; Wendy Buchanan, Director of Occupational Health; Katie Lamb, Aaron Gladman, MD; Sarah Jackson, Clerk of the Board;

Guests Present: Amanda Helm, Protect Tahoe Truckee Schools – Yes on P Co-Chair; Hayden Pruitt, Protect Tahoe Truckee Schools – Yes on P; Larry Gage, Alston & Bird

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA
No changes were made to the agenda.

4. INPUT – AUDIENCE
No public comment was received.

5. ITEMS FOR COMMITTEE DISCUSSION AND/OR RECOMMENDATION◈

5.1. Tahoe Truckee Unified School District (Measure P)◈ ..... ATTACHMENT*
The Community Engagement Committee will review general election ballot TTUSD's Measure P (renews and adjusts the expiring annual parcel tax) and may consider a Resolution supporting same.

Amanda Helm, Protect Tahoe Truckee Schools – Yes on P Co-Chair; Hayden Pruitt, Protect Tahoe Truckee Schools – Yes on P provided self-introductions.

Measure P for TTUSD was reviewed. Benefits from funds were discussed.

Extensive Discussion was held.

Director Brown moved to recommend a resolution endorsing and supporting Measure P and sending Resolution to the 10/22/26 Board Meeting with Committee Recommendation, seconded by Director Darzynkiewicz. Item will go the Regular TFHD Board Meeting on 10/22/2026.

◈Denotes Action Item

Amanda Helm and Hayden Pruitt departed the meeting at 9:34 am.

5.2. Tahoe Truckee Homeless Action Coalition and Navigation Center Pilot Update◈ .. ATTACHMENT*
The Community Engagement Committee will review the Navigation Center utilization to date and consider a recommendation for continuation of the pilot Navigation Center and Year-Two funding.

Kim McCarl, CSO introduced the Navigation Center Update. Tahoe Forest data was reviewed. The draft staff report and draft joint agenda were reviewed.

Extensive Discussion was held. The budget was reviewed including two different bed counts (16 beds, current version vs. 25 beds, with surge capacity).

Further questions were posed and answered. Discussion was held regarding a TFHD Board member representative to TTHAC. Director Darzynkiewicz volunteered to be nominated as the TFHD Board representative to TTHAC.

The details of the suggested motion to be put forth at the Joint Meeting was discussed including meaningful input, receipt of data, a "seat at table", and a TFHD FY 27 budget adjustment.

Director Brown moved to recommend that the TFHD support the continued operation o the Navigation Center with Year-Two funding, seconded by Director Darzynkiewicz. Item will go to the Joint Meeting with the Town of Truckee and TFHD Board on 10/13/2026.

7. REVIEW FOLLOW UP ITEMS / BOARD MEETING RECOMMENDATIONS / ROUND TABLE DISCUSSION
Ensure that the Staff Report and joint agenda with the Town of Truckee is adjusted to reflect the recommendation from the Community Engagement Committee.

8. NEXT MEETING DATE
November 3rd is being held for the next committee date.

9. ADJOURN
Meeting adjourned at 10:06 a.m.

◈Denotes Action Item

TAHOE FOREST
HOSPITAL DISTRICT

BOARD COMMUNITY ENGAGEMENT COMMITTEE CHARTER

Purpose

The Community Engagement Committee of the hospital district board is established to oversee and guide methods by which Tahoe Forest Health System can be an integrated partner in a more healthy community. The Committee ensures collaboration between the health system and its community partners through active listening and advocacy for our public. The Committee will support Tahoe Forest Health System's focus on health in addition to healthcare.

Responsibilities

- Aid in the identification of unmet, community health needs and the means by which those gaps can be filled.
- Assist in strategic plan and budget for the community benefit, health and wellness services offered to our community.
- Provide a collaborative space for open ideas, active listening and creative problem solving for community health and wellness.
- Aid in the identification of qualitative and quantitative metrics to track Committee engagement and progress.
- Aid in the identification of community partners to convene, discuss and collaboratively implement strategies to improve community health.
- Assist in employing various media to engage the public and regularly share Tahoe Health System's progress on and investment in community health.
- Aid in assisting a summary report for the public on all activities of the Tahoe Forest Health System as it relates to community health. This may include cost, partners, community health issues (current and future) and planning.

Guiding Principles

- Focus on Community Health
- Build Trust Through Collaboration
- Be Agile and Evolve as we Learn
- Prioritize Health over Healthcare
- Remain Curious

Composition

The committee will consist of two (2) members of the Tahoe Forest Hospital District Board of Directors.

Meeting Schedule:

The committee will meet quarterly.

REVISED 08/25/2025 – Approved by the TFHD Board of Directors 09/25/2025
No Changes 2026 – Approved by the TFHD Board of Directors 02/26/2026

TAHOE FOREST
HOSPITAL DISTRICT

BOARD COMMUNITY ENGAGEMENT COMMITTEE CHARTER

Purpose

~~The Community Engagement Committee of the hospital district board is established to oversee and guide methods by which Tahoe Forest Health System can be an integrated partner in a more healthy community. The Committee ensures collaboration between the health system and its community partners through active listening and advocacy for our public. The Committee will support Tahoe Forest Health System's focus on health in addition to healthcare.~~

The Community Committee exists to carry out the **Community Guided** pillar of Tahoe Forest Health System's True North 2030 strategic plan: to "deliver exceptional, world-class care by strengthening and expanding services, guided by what matters most to our community, staff and partners."

The Committee is the Board's standing mechanism for hearing directly from the community, staff, and partners, and for turning that input into recommendations on programs, investments, and community benefit priorities — so True North 2030 stays genuinely community-guided rather than guided from the boardroom alone.

Responsibilities

1. Identify unmet community health needs and access, navigation, or affordability gaps — the same gaps True North 2030's "5,000 Voices" engagement surfaced — and recommend strategies to close them.

- ~~Aid in the identification of unmet, community health needs and the means by which those gaps can be filled.~~

- ~~2. Assist in~~Support strategic plan~~ning~~ and budget~~ing~~ for ~~the~~ community benefit services, ~~health and wellness services offered~~ensuring investment decisions reflect what ~~to~~ our community says matters most.
- 3. Provide a collaborative space where community members, staff, and partners ~~for open ideas, active listening and creative~~can problem solv~~eing~~ ~~for on~~~~community~~ health and wellness priorities.

4. ~~Aid in the identification~~ Identify and steward community partners for collaborative implementation of True North 2030 initiatives.

- 5. ~~of qualitative and quantitative~~Establish and track metrics ~~to track~~for Committee engagement and progress toward the Community Guided pillar's goal.

- ~~Aid in the identification of community partners to convene, discuss and collaboratively implement strategies to improve community health.~~

6. Use media and public communication to keep engagement and progress transparent to the community.

REVISED 08/25/2025 – Approved by the TFHD Board of Directors 09/25/2025
No Changes 2026 – Approved by the TFHD Board of Directors 02/26/2026

- ~~Assist in employing various media to engage the public and regularly share Tahoe Health System's progress on and investment in community health.~~

7. Deliver an annual public report on community benefit activities, including charity care and community grants, framed against the True North 2030 progress.~~Aid in assisting a summary report for the public on all activities of the Tahoe Forest Health System as it relates to community health. This may include cost, partners, community health issues (current and future) and planning~~.

8. When Committee input points to an access, cost, or care-delivery issue that belongs to **Health Within Reach**, or a governance/operations issue that belongs to **Transformation**, refer it to the appropriate board committee or executive sponsor rather than acting on it directly.

~~•~~9.

Guiding Principles

- Focus on Community Health
- Build Trust Through Collaboration
- Be Agile and Evolve as we Learn
- ~~Prioritize Health over Healthcare~~Stay Guided by the Community
- Remain Curious

Composition

The committee will consist of two (2) members of the Tahoe Forest Hospital District Board of Directors.

Meeting Schedule:

~~The committee will meet quarterly.~~

Reporting:

The Committee reports to the full Board of Directors and, per the charter's standing requirement, undergoes annual review with a recommendation for the Board's re-approval.

ADDITIONAL ITEMS FOR CONSIDERATION

Responsibilities

1. Review and recommend board policies that fall within the purview of the Committee.
2. Edit #7 to: “Oversee / Monitor / Review” versus Deliver.
3. Advocate for the Health System and communities served.
4. Complete an annual committee self-assessment; review the committee charter and advance any recommendations to the Board for approval.

Composition

The committee will consist of two (2) members of the Tahoe Forest Hospital District Board of Directors. It may also include non-board members or Community Advisors with connections to the community and needed expertise such as the following:

- Understanding of underserved and vulnerable populations in the community and their health needs
- Social determinants of health and how they affect quality and cost of care
- Organizational transformation and innovation
- Non-traditional and unique business partnerships/affiliations
- Community orientation; community education programming
- Public health background
- Public policy background
- Legal understanding of the board's role in advocacy and lobbying

Status **Active** PolicyStat ID **15198977**

Origination Date	01/2024
Last Approved	02/2024
Effective	01/2024
Last Revised	02/2024
Next Review	02/2027

Department	Governance - AGOV
Applicabilities	Multispecialty Clinics, Tahoe Forest Cancer Center, Tahoe Forest Hospital

Requests for Public Funds (Grants) and Community Sponsorships, AGOV-2402

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RISK:

Failure to provide a clear community process for grant submissions and/or community sponsorship submissions and requests could lead to community dissatisfaction and confusion and run afoul of state law governing the award of public funds for a public purpose.

POLICY:

A. In accordance with the Tahoe Forest Hospital District's ("TFHD" or the "District") Mission, Vision, and Strategic Plan it is the policy of TFHD to provide guidelines for Grants & Sponsorships to provide health and wellness programs / projects for the benefit of the District residents and in alignment with the California Health and Safety Code requirements.

B. Areas of consideration may include, but are not limited to, behavioral health, dental, rehabilitation, women's health, pediatric health, student scholarships in human health care related studies, senior programs, telehealth technology, and community services.

C. The District shall determine the amount to be budgeted to help fund these grant and sponsorship needs. The final decision regarding grant and sponsorship recipients shall be made by the Administrative Team. The District Board of Directors will review and approve the Annual Budget which may or may not include funds budgeted for grants and sponsorships.

PROCEDURE:

A. Sponsorship Requests:

    1. TFHD may sponsor local organizations without violating the constitutional

prohibition against making a gift of public funds if it reasonably determines that such sponsorships serve a public purpose, and the sponsorship has a nexus with health care and the Mission and Vision of the District. The purpose behind sponsorships can include increased utilization of the District's services and facilities, enhancing the community's image of the District as an organization that cares and gives back to the local community, and allowing the District to better compete for patients who have a choice when it comes to selecting their health care services.

2. Sponsorship requests must be submitted online utilizing the TFHD Sponsorship Request Form, which must be filled out in accordance with instructions provided, and go through the District's formal application process.
    a. The application process ensures that sponsorships meet the public purpose test and has a nexus to health care and the District's Mission and Vision.
    b. Sponsorships requests will be reviewed by the President & CEO or his/her designee.
    c. Sponsorship requests may be considered as part the District's formal annual budget process and may or may not be funded based on budgetary limitations.
3. Criteria for sponsorships are:
    a. Sponsorships: $1 - $7,500 (maximum). For **GRANTS $7,501 (minimum) - $300,000 (maximum) refer to SECTION B.**
    b. Advances the understanding of health and wellness issues locally.
    c. Focus on youth and senior health, education, wellness, or outreach programs. Preference will be given to groups, teams, or organizations and will not be awarded to individuals.
    d. If a sponsorship is awarded, recipient must agree to include recognition of TFHD and include its logo on marketing material in a prominent place.
    e. Sponsorship receiving entity must serve the communities that the District serves.
    f. Individual meetings regarding sponsorship requests between an applicant and a District Board Member, officer, or staff outside of the District's established sponsorship process is prohibited. Upon request by the applicant to the Administrative Team, technical assistance may be provided to grant applicants by the Administrative Team.
    g. Sponsorship recipients must accept the District's standard sponsorship/ contract terms and conditions as a stipulation of any sponsorship, including monitoring or reporting as required by the Health & Safety Code 32139(c)(6).

B. Grant Requests:
1. Requirements:
    a. Grants: $7,501 (minimum) - $300,000 (maximum) are covered by this policy. **For SPONSORSHIPS up to $7,500 (maximum) refer to SECTION A.**

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b. All grant requests must be submitted, online, between November 1 and February 28, utilizing the District Grant Request Form, which must be filled out in accordance with instructions provided, and go through the District's formal application process.
    i. The formal application process ensures that grants meet the public purpose test.
    ii. The formal application process is an enumerated power of the District.
    iii. Grant requests will be reviewed by the President & CEO and Administrative Team.
    iv. Grant requests may be considered as part of the District's formal annual budget process and may or may not be funded based on budgetary limitations.

c. When requesting Grant funding for health fairs, health education, and training projects, etc. requestors should provide complete information about the event/project and how it relates directly to providing health-related services to people in the District and aligns with the Mission and Vision of the District.

d. Individual meetings regarding grant applications between a grant applicant and a District Board Member, officer, or staff outside of the District's established grant awards process is prohibited. Upon request by the applicant to the Administrative Team, technical assistance may be provided to grant applicants by the Administrative Team.

2. Approved Grant Requests
    a. The District shall notify the applicant of the status of the request after the Board has approved the applicable fiscal year(s) budget.
    b. All grant awards will be contained within the budget process and approved by adoption of the District annual budget by the Board of Directors.
    c. Grants shall be awarded for a period not to exceed three (3) years.
    d. Approved grants are listed on District's website in accordance with applicable California statutes.
    e. Grant recipients must accept the District's standard grant/contract terms and conditions as a stipulation of any grant award.

3. Guidelines & Accountability:
    a. All grants must align with the District Mission & Vision and Strategic Plan. The Mission & Vision is available on our website, www.tfhd.com.
        i. The District Board may adopt a grant budget allocation each fiscal year (July – June) during the annual budget process. The budget allocation each year could be significantly different depending on the fiscal needs of the District.
        ii. Grant applicants should not assume there exists an entitlement

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to funding grants or continued funding of grants, nor that similar funding will be available in future years.

iii. Grant recipients may be asked to make a brief 5-minute presentation to the Administrative Team, approximately one (1) year after receiving the grant award, to account for appropriate intended use of the grant.

iv. Grant recipients shall provide the Administrative Team with a final accounting of grant awards at the end of each fiscal year.

v. Grant recipients who do not effectively administer their grant funding as intended, may be asked to return unused grant money and may become ineligible to apply for future grants for a period of up to two (2) years.

b. Grants Eligibility / Criteria Guidelines:

i. The District awards grants only to organizations exempt from federal taxation under Section 501(c) (3) of the Internal Revenue Code or equivalent exemption; such as a public/governmental agency, program or institution. Except for sponsorship recipients (section A), all organizations must have current audited financial statements.

ii. Organizations must directly serve residents of the Tahoe Forest Hospital District. Agencies physically located outside District boundaries be eligible for funds upon demonstration that the residents of the District will be proportionately served.

iii. Grants are available to organizations whose activities improve residents' health within one or more focus areas of the District's Mission, Vision and strategic plan through investment of its grant dollars, the District supports programs, organizations and community collaborations with potential for achieving measurable results. Through the use of a grant scoring structure, consideration is given to projects or organizations that:

a. Have proven records of success and capacity

b. Have potential to impact the greatest numbers of District residents in alignment with strategic goals

c. Can demonstrate the greatest potential to positively change health-related behaviors

d. Are based on research and/or best practices that demonstrate effectiveness

e. Have data available to measure progress, outcomes and relevance

f. Have strong fiscal and operational governance

g. Serve underserved individuals and communities, or serve organizations that meet the needs of

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underserved individuals and communities.

iv. The District's grants will NOT support the following:
    a. Endowment campaigns
    b. Retirement of debt
    c. Annual campaigns, fundraising events, or expenses related to fundraising
    d. Programs that proselytize or promote any religion or sect, or deny services to potential beneficiaries based upon religious beliefs
    e. Expenses related to lobbying public officials
    f. Political campaigns or other partisan political activities
    g. Unfunded government mandates
    h. Replacement funds to allow funding to be shifted to other programs or budget areas
    i. Any organization who discriminates against others based on, including, but not limited to race, color, creed, gender, gender identity sexual orientation or national origin
    j. Purchase or construction of real property to include but not limited to land, buildings, or appurtenant structures

v. Only one open grant per grant recipient is allowed.

vi. Multiyear grant funding (not to exceed three (3) years) may be considered for approval.

c. Application Process
    i. Applicants to submit Grant Application or Letter of Interest (if a preliminary review is requested by applicant prior to full submittal).
    ii. A completed application submitted between November 1 and February 28, utilizing the online District Grant Request Form, filled out in accordance with instructions provided, will be processed through the District's formal application process.
    iii. Staff will review the application and preliminary due diligence is performed on all applications.
    iv. Staff may decline incomplete application. Staff will forward complete grant application requests to be reviewed by the President & CEO and the Administrative Team.
    v. Grant request will be reviewed by the President & CEO and Administrative Team and if applicable a site visit will be

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conducted.

vi. Grant requests may be declined at any stage of the application process.

vii. If the Grant Application is preliminarily approved, the President & CEO and Administrative Team reserve the right to consider various options for grant making during the application process that include refining the grant plans, reframing the goals of the project, and funding adjustments to the grant.

viii. The President & CEO and Administrative Team may review preliminarily approved Grant Applications recommended in the annual budget with the Board Engagement Committee during May or June.

ix. On approval of the Annual Budget, preliminarily approved Grant Applicants that were included in the Annual Budget will move forward to grant approval.

x. If approved, the applicant will be notified and a grant agreement will be executed between the District and the applicant.

xi. If declined the applicant will be notified in writing.

Special Instructions / Definitions:

Administrative Team: The District grant program staff responsible for oversight and for making recommendations to the Board, where appropriate, on District matters related to grant-making and related programs.

District: The Tahoe Forest Hospital District (TFHD)

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Related Policies/Forms:

Forms will be built into TFHD.com website, Examples are attached:

TFHD Sponsorship Request Form

TFHD Grant Request Form

Grant Agreement Template Example

References:

Health and Safety Code, sections 32126.5 & 32139(c).

TFHD Mission Statement

TFHD Strategic Plan

All Revision Dates

02/2024, 01/2024

Attachments

- AGOV-2401 Grant Agreement Template-EXAMPLE.pdf
- AGOV-2401 Grant Form-EXAMPLE.pdf
- AGOV-2401 Process flow chart
- AGOV-2401 Sponsorship Form-EXAMPLE.pdf

Approval Signatures

Step Description	Approver	Date
	Harry Weis: CEO	02/2024
	Sarah Jackson: Executive Assistant	02/2024

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Status **Active** PolicyStat ID **19286998**

Origination Date	07/1996
Last Approved	11/2025
Effective	11/2025
Last Revised	11/2025
Next Review	11/2028

Department	Public Relations - APR
Applicabilities	System

Community Involvement, APR-01

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RISK:

Failure to adhere to the Community Involvement Policy may lead to inappropriate or unapproved use of Health System resources, untracked expenditures, and participate in activities misaligned with organizational goals.

POLICY:

A. Participation in a group or activity must have clear benefits as identified in the department's strategic or business plan and receive approval by an Administrative Council Member or the Chief Executive Officer.

B. It is the participant's responsibility to monitor and track all time and materials provided to the organization.

All Revision Dates

11/2025, 02/2017, 06/2012, 05/2011, 01/2010, 02/2009, 03/2008

Approval Signatures

Step Description	Approver	Date
	Louis Ward: COO	11/2025
	Ted Owens: Director of	11/2025

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	Application Date	Event Date	Organization	Event Name	Tax ID	Requested Amount	GL Charged	Prior Sponsorship	Funded	Amount	Check Submitted
July	7/5/2026	7/11/2026	Kesem at UNR	Season Sponsorship	51-0454157	$7,000.00	18630-707	No	NO	$0.00	NA
	7/13/2026	8/24/2026	North Tahoe AYSO	July Event	95-6205398	$2,000.00	18630-707	Yes $5,000	YES	$2,000.00	8/6/2026
	6/25/2026	10/3/2026	Tiny Toes Foundation	Footprints of Hope Charity Gala; Moonlight and Miracles	87-3871801	$3,500.00	18630-707	No	YES	$1,000.00	8/25/2026
						$12,500.00			**TOTAL**	**$3,000.00**	

	Application Date	Event Date	Organization	Event Name	Tax ID	Requested Amount	GL Charged	Prior Sponsorship	Funded	Amount	Check Submitted
Sept	6/29/2026	10/17/2026	Child Advocates of Nevada County	Heart of Gold Gravel Bike Race	68-0317841	$7,000.00	18630-707	Yes $5,000	Yes	$1,000.00	9/28/2026
	9/18/2026	9/25/2026	Incline Elementary PTA	Jog-a-thon	88-0328006	$2,500.00	18630-707	Yes $500 in FY26	Yes	$500.00	9/29/2026
	9/10/2026	10/23/2026	Kings Beach Elementary PACE	Walk-a-thon	68-0430651	$2,500.00	18630-707	Yes $500 in FY26	Yes	$500.00	9/28/2026
	9/17/2026	10/1/2026	Mind Over Mountain Initiative	Programatic Funding	41-3092986	$7,500.00	18630-707	No	No	$0.00	NA
	9/2/2026	10/16/2026	North Tahoe Middle School PTO	Fun Run	94-2500189	$1,000.00	18630-707	Yes $500 in FY26	Yes	$500.00	10/1/2026
	9/17/2026	11/14/2026	Rotary Club of Truckee	Big Night Out Event		$3,500.00	18630-707	Yes $2000 in FY26	Sent to Marketing - funded at $2k	$0.00	NA
	9/21/2026	10/18/2026	Tahoe Community Nursey School	Claudia Jones Memorial Golf Tournament	94-1604822	$1,000.00	18630-707	Yes $1000 in FY26	Yes	$1,000.00	9/28/2026
	8/30/2026	11/30/2026	Tahoe Junior Freeride Series	Need- Based Scholarships	81-1118384	$3,000.00	18630-707	No	No	$0.00	NA
	9/16/2026	10/23/2026	Tahoe Lake Elementary PTO	Walk-a-thon	68-0059104	$1,500.00	18630-707	Yes $500 in FY26	Yes	$500.00	9/28/2026
	8/28/2026	9/25/2026	Truckee Chamber of Commerce	Top of the Town Awards Celebration	68-0017285	$2,000.00	18630-707	Yes $2,000 through marketing	Yes	$2,000.00	9/17/2026
	9/2/2026	9/26/2026	Truckee High School Cross Country	Season Sponsorship & hosting local meet	94-6003109	$4,000.00	18630-707	No	Yes	$1,000.00	9/28/2026
	8/26/2028	8/26/2026	Truckee Soccer Association	Season Sponsorship	47-1242148	$1,250.00	18630-707	Funded Truckee High School Soccer $1250 in FY26	Yes	$1,000.00	Waiting for W9
	9/16/2026	10/22/2026	Truckee Volleyball Foundation	Season Sponsorship	83-1732884	$2,500.00	18630-707	No	Yes	$2,500.00	10/1/2026
						$39,250.00			**TOTAL**	**$10,500.00**	

	Application Date	Event Date	Organization	Event Name	Tax ID	Requested Amount	GL Charged	Prior Sponsorship	Funded	Amount	Check Submitted
Oct	10/2/2026	11/20/2026	Boys & Girls Club of North Lake Tahoe	Shirts & Jerseys	31-1549603	$5,000.00	18630-707	No	Yes	$1,000.00	10/30/2028
	10/14/2026	11/8/2026	Donner Trail Elementary PTO	Community Gathering Fundraiser	94-3395386	$7,000.00	18630-707	No	Yes	$500.00	10/30/2028
	10/12/2026	12/5/2026	Glenshire Elementary School PTO	Holiday Breakfast Sponsorship + Silent Auction	86-1123441	$3,500.00	18630-707	Yes, $1,000 in FY26	Yes	$500.00	11/2/2026
	10/19/2026	6/4/2027	North Tahoe High School Project Grad	Safe and Sober Grad Night, Run Under PTO	94-2500189	$3,000.00	18630-707	Yes, $2000 in FY26	Yes	$3,000.00	11/2/2026
	9/28/2026	10/19/2026	North Tahoe High School PTO	Tshirts	94-2500189	$1,000.00	18630-707	Yes, $500 in FY26	Yes	$500.00	11/2/2026
	10/28/2026	3/6/2027	Rotary Club of Incline Village	RECLAIMED: The Art of Sustainable Style Fundraiser	88-0165462	$2,500.00	18630-707	No	TBD		Pull offline - sent to Louis & Karli
	10/16/2026	4/21/2027	Rural Medical Training Collaborative (RMTC)	Rural Medical Training Collaborative Annual Meeting	46-2065029	$7,500.00	18630-707	No	TBD		Follow Up Questions
	10/5/2026	10/24/2026	Sierra Community House	36th Annual Tahoe Chocolate & Wine Festival	94-2985554	$5,000.00	18630-707	Yes, $2,500 in FY26	No	$0.00	NA
	10/13/2026	11/7/2026	Truckee High School Boys Basketball Foundation	Fundraising Clinic	92-0422803	$1,500.00	18630-707	No	No	$0.00	NA
						$36,000.00			**TOTAL**	**$5,500.00**	

Sponsorship Monthly Tracking FY26

Month	Total Requested	Total Awarded
July	$ 22,600.00	$ 7,100.00
August	$ 21,250.00	$ 11,250.00
September	$ 20,000.00	$ 8,475.00
October	$ 13,500.00	$ 5,000.00
November	$ 7,500.00	$ 6,500.00
Dec/Jan	$ 21,500.00	$ 4,500.00
February	$ 22,700.00	$ 12,500.00
March	$ 42,000.00	$ 11,000.00
April	$ 28,500.00	$ 16,600.00
May	$ 10,000.00	$ 2,500.00
June	$ 13,500.00	$ 10,000.00

Grand Total	$ 223,050.00	$ 95,425.00

Sponsorship Monthly Tracking FY27

Month	Total Requested	Total Awarded
July	$ 12,500.00	$ 3,000.00
August	$ -	$ -
September	$ 39,250.00	$ 10,500.00
October	$ 36,000.00	$ 5,500.00
November		
Dec/Jan		
February		
March		
April		
May		
June		

Grand Total	$ 87,750.00	$ 19,000.00