

**DESERT HEALTHCARE DISTRICT
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
May 9, 2017**

Meeting of the Finance, Administration, Real Estate and Legal Committee of the Desert Healthcare District was held in the Desert Healthcare District Conference Room, 2nd Floor, Palm Springs, CA

Attendance:

Members

Mark Matthews, Chairman/Treasurer
Director Les Zendle

Absent

Sid Rubenstein, Community Member
Arthur Shorr, Community Member

Staff

Herb K. Schultz, CEO
Chris Christensen, COO/CFO
Donna Craig, CGO
Mary Pannoni, Accounting/Admin Support
Andrea S. Hayles, Clerk to the Board

Community Members

Richard Cagen, Community Member
Joseph Wild, Community Member

CALL TO ORDER

The meeting was called to order at 3:06 p.m. by Chairman Matthews.

APPROVAL OF AGENDA

Chairman Matthews asked for an approval of the agenda.

It was moved and seconded (Community Member Cagen, Community Member Wild) to approve the agenda. Motion passed unanimously.

PUBLIC COMMENT

- Ezra Kauffman, inquired on Section 14.9 of the Tenet Lease for capital investments from the first three years of the lease. Mr. Kauffman requested the definition of Capital Projects in Section 14.9.

- Herb K. Schultz, CEO, advised Mr. Kauffman that the Board is reviewing the capital investment list and has requested additional documentation from Desert Regional Medical Center.

APPROVAL OF MINUTES

Submitted for approval:

1. Minutes – April 18, 2017

It was moved and seconded (Community Member Wild, Director Zendle) to approve the minutes of April 18, 2017 with a modification to bullet number four of the COO's Report – striking Chairman Matthews and Director Zendle, illustrating the "Committee" recommends advertising to fill the LPMP vacancies.

Motion passed unanimously.

CHIEF OPERATING OFFICER'S REPORT - LPMP Leasing Update

- Chris Christensen, CFO/COO, briefly detailed the FY17-18 Budgetary process in conformity to the FY17-20 Strategic Plan.
- Mr. Christensen provided aspects of the annual preliminary audit, the LPMP Lease, and summarized the vacancy rate.

FINANCIAL REPORTS

1. Financial Statements – The District's and LPMP Financial Statements for April 2017 were reviewed.
 2. Accounts Receivable Aging Summary – The accounts receivable detail was reviewed.
 3. Deposits – District – The District's April 2017 deposit detail was reviewed.
 4. Property Tax Receipts – The property tax receipts were reviewed.
 5. Deposits – LPMP – The LPMP's April 2017 deposit detail was reviewed.
 6. DHCD Check Register – The April 2017 check register for the District was reviewed.
 7. Credit Card – The April 2017 credit card expenditures were reviewed.
 8. LPMP Check Register – The April 2017 check register for the LPMP was reviewed.
 9. RPP Update – The RPP update was reviewed.
 10. Grant Payment Schedule - The grant payment schedule was reviewed.
- The Committee engaged in a lengthy discussion concerning the Mobile Device Policy.
 - Community Member Cagen suggests revisiting the Policy next year as guidelines continue to evolve.

It was moved and seconded (Community Member Cagen, Community Member Wild) to approve the April 2017 District Finance Reports - Items 1-10 and to forward to the Board for approval.

Motion passed unanimously.

PUBLIC COMMENT

- Ezra Kaufman, distributed the Retirement Protection Plan from the District website inquiring on the Withdrawals in the Plan.
- Director Matthews explained that the retirement withdrawals were for retired employees.
- Mr. Kauffman requests the annual payout amounts per year.
- Director Matthews suggests that the Staff provide supporting detail for the Withdrawals.

OTHER MATTERS

1. CEO Report
 - Herb K. Schultz, CEO, outlined the Strategic Plan's proposed Infrastructure of the budget with a detailed PowerPoint presentation.
2. FY 2018 Annual Budget – Draft Review
 - Chris Christensen, CFO/COO, detailed a comprehensive summary of the FY18 Annual Budget with a lengthy discussion among Committee Members.
3. Consultation Agreement to Operationalize Strategic Plan (Mary Odell, Consultant)
 - Herb K. Schultz, CEO, outlined Mary Odell's background and qualifications with the Uni-health Foundation as a well-respected philanthropic leader at the national and state level.

It was moved and seconded (Chairman Matthews, Director Zendle) to approve the consultation agreement to operationalize strategic planning and forward to the Board for approval.

Motion passed unanimously.

- Community Member Wild expressed concerns from the prior F&A Meeting discussion on the CV Link project – moving forward with caution until matters are concrete.

PUBLIC COMMENT

- Ezra Kaufman, expressed concerned about OSPHD and seismic upgrades in the budget.

ADJOURNMENT

The meeting was adjourned at 5:16 p.m.

ATTEST:



Mark Matthews, Chairman Finance and Administration Committee/Treasurer
Desert Healthcare District Board of Directors