

**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS  
MEETING MINUTES  
AUGUST 17, 2017**

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A Meeting of the Board of Directors of the Desert Healthcare District was held in the Jerry Stergios Building - 1st Floor, Palm Springs, CA.

**Attendance**

**Members**

Carole Rogers, RN – President – *Video Conference*  
Mark Matthews – Treasurer  
Jennifer Wortham, Dr.PH - Director  
Les Zendle, MD – Director

**Absent**

Kay Hazen – Vice-President/Secretary

**Staff**

Herb K. Schultz, CEO  
Chris Christensen, COO/CFO  
Donna Craig, Chief Grants Officer  
Alejandro Espinoza, Director Programs/Projects  
Mary Pannoni, Accounting/Admin. Support  
Andrea S. Hayles, Clerk to the Board

**Legal Counsel**

Jeff Scott - *Telephonic*

**Guests**

**CALL TO ORDER**

The meeting was called to order at 3:00 p.m. by Director Matthews.

**APPROVAL OF AGENDA**

Director Matthews asked for a motion to approve the agenda.

**#17-84 MOTION WAS MADE by Director Zendle and seconded by Director Wortham to approve the agenda.**

**Motion passed unanimously.**

**Roll Call Vote:**

**AYES                      4   Director Zendle; Director Wortham; Director Matthews;  
President Rogers**

**NOES:                    0**

**ABSTAIN:**

**ABSENT:                1   Vice-President Hazen**

**Motion Passed 4-0**

## PUBLIC COMMENTS

Director Wortham provided an informational handout for PEACEfest – an annual fundraiser drawing attention to homelessness and hunger. Director Wortham requested that the Board agenda the PEACEfest for the September Board Meeting. The PEACEfest could potentially become the Foundation’s annual fundraiser, which coincides with the One Coachella strategic priority, including a co-sponsorship with the County.

## OLD BUSINESS

1. Consideration to approve a professional service agreement for Kaufman Hall to provide consulting services for programs and services, facilities and funding.

Herb K. Schultz, CEO explained that Steve Hollis, Senior Vice President and Jody Hill-Mischel, Managing Director, Kaufman Hall are the leads for consulting services.

**#17-85 MOTION WAS MADE by Director Zendle and seconded by Director Wortham to approve the professional service agreement for Kaufman Hall to provide consulting services for programs and services, facilities and funding.**

**Motion passed unanimously.**

### Roll Call Vote:

**AYES 4 Director Zendle; Director Wortham; Director Matthews;  
President Rogers**

**NOES: 0**

**ABSTAIN:**

**ABSENT: 1 Vice-President Hazen**

**Motion Passed 4-0**

2. Consideration to approve four job descriptions for the job titles consistent with the June 2017 enactment of the District/Foundation’s Three-year Strategic Plan.

- Herb K. Schultz, CEO explained the Board approved Strategic Plan Organizational Infrastructure at its June Board Meeting. Mary Odell, Philanthropy Consultant, evaluated the job descriptions with recommended changes that include a Chief Operating Officer.
- Director Zendle supports the job descriptions, but other than programming and grants inquired on the Chief Operating Officer’s operational function.
- Mr. Schultz explained that there is a significant amount of day-to-day operations that the CFO is managing such as human resources, IT and information systems, and contracts.

**#17-86 MOTION WAS MADE by Director Zendle and seconded by Director Wortham to approve four job descriptions for the job titles consistent with the June 2017 enactment of the District/Foundation's Three-year Strategic Plan.  
Motion passed unanimously.**

**Roll Call Vote:**

**AYES 4 Director Zendle; Director Wortham; Director Matthews;  
President Rogers**

**NOES: 0**

**ABSTAIN:**

**ABSENT: 1 Vice-President Hazen**

**Motion Passed 4-0**

**ADJOURNMENT**

The meeting adjourned at 4:00 p.m.

ATTEST:



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Carole Rogers, President  
Desert Healthcare District Board of Directors

*Minutes respectfully submitted by Andrea S. Hayles, Clerk to the Board*