

## DESERT HEALTHCARE FOUNDATION Finance, Legal, Administration, & Real Estate Committee March 13, 2024

The Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 6:00 PM, or immediately following the F&A Committee District meeting Wednesday, March 13, 2024 via Zoom using the following link:

https://us02web.zoom.us/j/83743788340?pwd=VXIjcEdUMWtLa3NvdHd3SGRXa0Mzdz09

**Password: 108761** 

Members of the public can also participate by telephone, using the following dial in information:

Dial in #:(669) 900-6833 or (888) 788-0099 Webinar ID: 837 4378 8340

Password: 108761

#### **AGENDA**

- I. CALL TO ORDER
- II. APPROVAL OF AGENDA
- **III. PUBLIC COMMENT**

At this time, comments from the audience may be made on items <u>not</u> listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. The Committee has a policy of limiting speakers to not more than three minutes. The Committee cannot take action on items not listed on the agenda. Public input may be offered on an agenda item when it comes up for discussion and/or action.

#### IV. APPROVAL OF MINUTES

**ACTION** 

**ACTION** 

1. F&A Meeting Minutes - February 14, 2024 - Pg. 2

V. CEO REPORT Information

#### VI. FINANCIAL REPORT

- 1. Financial Statements Pg. 3-7
- 2. Deposits Pg. 8
- 3. Check Register Pg. 9
- 4. Credit Card Expenditures Pg. 10
- 5. General Grants Schedule Pg. 11-12

**VII. OTHER MATTERS** 

VIII. ADJOURNMENT

The undersigned certifies that a copy of this agenda was posted in the front entrance to the Desert Healthcare District offices located at 1140 North Indian Canyon Drive, Palm Springs, California, and the front entrance of the Desert Healthcare District office located at the Regional Access Project Foundation, 41550 Eclectic Street, Suite G 100, Palm Desert, California at least 72 hours prior to the meeting.

Andrea S. Hayles

Andrea S. Hayles, Board Relations Officer



# DESERT HEALTHCARE FOUNDATION FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE February 14, 2024

<b>Directors Present via Video Conference</b>	District Staff Present via Video Conference	Absent
Chair/Treasurer Arthur Shorr	Chris Christensen, Interim CEO	
Vice-President Carmina Zavala, PsyD	Donna Craig, Chief Program Officer	
Director Leticia De Lara, MPA	Alejandro Espinoza, Chief of Community	
	Engagement	
	Eric Taylor, Accounting Manager	
	Andrea S. Hayles, Board Relations Officer	

AGENDA ITEMS DISCUSSION ACTION

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Shorr called the meeting to	
	order at 5:51 p.m.	
II. Approval of Agenda	Chair Shorr asked for a motion to approve the agenda.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the agenda.  Motion passed unanimously.
III. Public Comment	There was no public comment	
IV. Approval of Minutes  1. Minutes – Meeting January 10, 2024	Chair Shorr asked for a motion to approve the minutes of the January 10, 2024, F&A Committee meeting.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the January 10, 2024 meeting minutes.  Motion passed unanimously.
V. CEO Report	There was no CEO Report.	
VI. Financial Report  1. Financial Statements 2. Deposits 3. Check Register 4. Credit Card Expenditures 5. General Grants Schedule	Chair Shorr reviewed the January financials with the committee highlighting the check register and credit card expenditures.	Moved and seconded by Director De Lara and Chair Shorr to approve the January 2024 financials and forward to the board for approval.  Motion passed unanimously.
VII. Other Matters	There were no other matters.	
VIII. Adjournment	Chair Shorr adjourned the meeting at 5:56 p.m.	Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a>

Arthur Shorr, Treasurer, Board of Directors Finance & Administration Committee Chair Desert Healthcare Foundation Board of Directors

Minutes respectfully submitted by Andrea S. Hayles, Board Relations Officer

DESERT HEALTHCARE FOUNDATION FEBRUARY 2024 FINANCIAL STATEMENTS							
	INDE						
Statement of Operations							
Balance sheet							
Allocation of Restricted Funds							
Deposit Detail							
Check Register							
Credit Card Expenditures							
Schedule of Grants							

## Desert Healthcare Foundation Profit & Loss Budget vs. Actual

July 2023 through February 2024

		MONTH			TOTAL	
	Feb 24	Budget	\$ Over Budget	Jul '23 - Feb 24	Budget	\$ Over Budget
Income						
4000 · Gifts and Contributions	13,770	10,833	2,937	48,696	86,664	(37,968)
4003 · Grants	(1,487)	185,333	(186,820)	1,621,975	1,482,664	139,311
4116 · Bequests - Frederick Lowe	8,592	5,000	3,592	45,430	40,000	5,430
4130 · Misc. Income	0	83	(83)	0	664	(664)
8015 · Investment Interest Income	11,885	12,500	(615)	80,042	100,000	(19,958)
8040 - Restr. Unrealized Gain/(Loss)	69,953	(8,333)	78,286	252,508	(66,664)	319,172
Total Income	102,713	205,416	(102,703)	2,048,651	1,643,328	405,323
Expense						
5001 - Accounting Services Expense	1,159	1,167	(8)	9,272	9,336	(64)
5035 · Dues & Memberships Expense	0	42	(42)	27	336	(309)
5057 · Investment Fees Expense	3,984	4,167	(183)	30,928	33,336	(2,408)
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	664	(664)
5101 · DHCD-Exp Alloc Wages& benefits	33,148	33,148	0	265,184	265,184	0
5101.1 · DHCD Labor Allocation to Grants	(14,349)	(14,349)	0	(114,792)	(114,792)	0
5102 · DHCD-Expenses - CVEC	8,378	36,237	(27,859)	210,783	289,896	(79,113)
5106 · Marketing & Communications	0	2,917	(2,917)	5,450	23,336	(17,886)
5110 · Other Expenses	1,121	417	704	4,589	3,336	1,253
5115 · Postage & Shipping Expense	0	8	(8)	0	64	(64)
5120 · Professional Fees Expense	0	83	(83)	0	664	(664)
8051 · Major grant expense	0	222,833	(222,833)	573,333	1,782,664	(1,209,331)
8052 - Grant Expense - Collective/Mini	0	2,500	(2,500)	0	20,000	(20,000)
Total Expense Before Social Services	33,441	289,253	(255,812)	984,774	2,314,024	(1,329,250)
5054 · Social Services Fund	0	10,000	(10,000)	18,000	80,000	(62,000)
let Income	69,272	(93,837)	163,109	1,045,877	(750,696)	1,796,573

### Desert Healthcare Foundation Balance Sheet Previous Year Comparison

As of February 29, 2024

	Feb 29, 24	Feb 28, 23
ASSETS		
Current Assets		
Checking/Savings		
100 · CASH		
150 - Petty Cash	237	200
151 · Checking - Union Bank 7611	0	1,450,344
152 · Checking - Union Bank 8570	0	100,000
153 · Checking - US Bank - 7094	496,588	0
154 · Checking - US Bank - 4946	190,183	0
Total Checking/Savings	687,008	1,550,544
Total Accounts Receivable	265,595	261,688
Other Current Assets		
476-486 - INVESTMENTS		
477 · Morgan Stanley-Investments		
477.2 · Unrealized Gain/(Loss)	(211,705)	(247,552)
477 · Morgan Stanley-Investments - Other	2,080,605	2,065,598
Total 477 · Morgan Stanley-Investments	1,868,900	1,818,046
486 · Merrill Lynch		
486.1 · Merrill Lynch Unrealized Gain	716,180	570,633
486 · Merrill Lynch - Other	2,278,732	2,050,718
Total 486 · Merrill Lynch	2,994,912	2,621,351
Total 476-486 · INVESTMENTS	4,863,812	4,439,397
500 · CONTRIBUTIONS -RCVB -CRTS		
515 · Contrib RCVB-Pressler CRT	70,118	62,367
530 · Contrib RCVB-Guerts CRT	126,022	126,022
Total 500 · CONTRIBUTIONS -RCVB -CRTS	196,140	188,389
601 - Prepaid Payables	3,227	4,868
Total Other Current Assets	5,063,179	4,632,654
TOTAL ASSETS	6,015,782	6,444,886

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### Desert Healthcare Foundation Balance Sheet Previous Year Comparison

As of February 29, 2024

				Feb 29, 24	Feb 28, 23
LIABIL	ITIES 8	& EQU	ITY		
	abilities				
	Curre	nt Lia	bilities		
	Α	ccour	its Payable		
		100	0 - Accounts Payable	(8,902)	37,756
		105	2 · Account payable-DHCD Exp Alloc	226,151	127,485
	Т	otal A	ccounts Payable	217,249	165,241
	С	ther C	Current Liabilities		
		218	3 · Grants Payable-COVID-CARES PHI	188,455	204,708
		219	0 - Current - Grants payable	1,017,744	2,178,863
	Т	otal O	ther Current Liabilities	1,206,199	2,383,571
	Total	Curre	nt Liabilities	1,423,448	2,548,812
	Long	Term	Liabilities		
	2	186 · 0	Grants payable	0	200,000
То	tal Lial	bilities		1,423,448	2,748,812
Eq	quity				
	3900 - Retained Earnings		ined Earnings	3,546,460	6,098,389
	Net Ir	ncome		1,045,877	(2,402,314)
То	tal Equ	ıity		4,592,337	3,696,075
TOTAL	L LIABI	LITIES	& EQUITY	6,015,782	6,444,886

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	DESERT HEALTHCARE FO	UNDATION		
	BALANCE SHEET 02	/29/24		
ALLOC	CATION OF MAJOR CATEGO	ORIES/LIABILITIES		
	T/D	OFNEDAL	Destricted I	
	T/B	GENERAL	Restricted	Tweete
		Fund	Funds	Trusts
ASSETS				
150 · Petty Cash	237	237	-	-
153 · Checking - US Bank 7094*	496,588	270,437	226,151	
154 · Checking - US Bank 4946*	190,183	100,000	90,183	
Total 100 · CASH - UNRESTRICTED	687,008	370,674	316,334	-
Accounts Receivable				
321 - Accounts Receivable - Other	265,595	-	265,595	
Total Accounts Receivable	265,595	-	265,595	-
477 ·Invt-Morgan Stanley				
477.2 · Unrealized Gain	(211,705)	(211,705)		-
477 ·Invt-Morgan Stanley	2,080,605	2,080,605		-
Total 477 · Invt-Morgan Stanley	1,868,900	1,868,900	-	-
6441 486.1 · Merrill Lynch Unrealized Gain	716,180		716,180	-
486 · Merrill Lynch	2,278,732	995,535	1,283,197	-
Total 486 · Merrill Lynch	2,994,912	995,535	1,999,377	-
515 · Contrib RCVB-Pressler CRT	70,118	-	-	70,118
530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
601 - Prepaid payables	3,227	3,227	-	-
Total Current Assets	6,015,782	3,238,336	2,581,306	196,140
TOTAL ASSETS	6,015,782	3,238,336	2,581,306	196,140
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
1000 ⋅ Accounts Payable	(8,902)	-	(8,902)	-
1052 - Account Payable - DHCD - Alloc Expenses	226,151	-	226,151	-
2183 · Grants Payable-COVID-CARES PHI	188,455		188,455	
2190 - Grants Payable - Current Portion	1,017,744	-	1,017,744	-
Total Current Liabilities	1,423,448	-	1,423,448	-
2186 - Grant Payable - Long Term	-	-	-	-
Total Liabilities	1,423,448	-	1,423,448	-
Equity				
3900 · Retained Earnings	3,546,460	2,192,462	1,157,858	196,140
Net Income	1,045,877	1,045,877	-	-
Total Equity	4,592,337	3,238,338	1,157,858	196,140
TOTAL LIABILITIES & EQUITY	6,015,782	3,238,336	2,581,306	196,140
	1,1 1,0	,,	, - ,	
* Restricted funds include Accounts Payable & advance	of USAging grant funds			

## Desert Healthcare Foundation Deposit Detail

#### February 2024

Туре	Date	Name	Account	Amount
Deposit	02/21/2024		154 · Checking - US Bank - 4946	96,778
Payment	02/21/2024	Riverside County - Public Health - Covid Disparities Grant	1499 · Undeposited Funds	(96,778)
TOTAL				(96,778)
Deposit	02/26/2024		153 - Checking - US Bank - 7094	8,602
		Misc.	4000 · Gifts and Contributions	(10)
		American Society of Composers	4116 · Bequests - Frederick Lowe	(8,592)
TOTAL				(8,602)
			TOTAL	105,380

Page & of 12 Deposits

## Desert Healthcare Foundation Check Register

As of February 29, 2024

Туре	Date	Num	Name	Amount
100 · CASH				
153 Checking -	US Bank - 709	94		
Bill Pmt -Check	02/08/2024	6005	Desert Aids Project (DAP Health) - Grant Payment	(29,532)
Bill Pmt -Check 02/08/2024 60		6006	U.S. Bank	(11,619)
Bill Pmt -Check 02/08/2024		6007	Sergio Rodriguez - Expense Reimbursement	(106)
Bill Pmt -Check	02/08/2024	6008	Alejandro Espinoza Santacruz - Expense Reimbursement	(1,850)
Check	02/14/2024		Bank Service Charge	(767)
Bill Pmt -Check	02/20/2024	6009	Department of Justice	(200)
Bill Pmt -Check	02/29/2024	6010	Verizon Wireless	(182)
Total 153 · Check	ing - US Bank	- 7094		(44,256)
154 · Checking -	US Bank - 494	46		
Bill Pmt -Check	02/08/2024	1304	El Sol Neighborhood Educational Center - Grant Payment	(19,912)
Bill Pmt -Check	02/08/2024	1305	Vision Y Compromiso - Grant Payment	(16,316)
Bill Pmt -Check	02/29/2024	1306	Alianza Coachella Valley - Grant Payment	(19,349)
Bill Pmt -Check	02/29/2024	1307	El Sol Neighborhood Educational Center - Grant Payment	(20,249)
Bill Pmt -Check	02/29/2024	1308	Galilee Center - Grant Payment	(4,985)
Bill Pmt -Check	02/29/2024	1309	Vision Y Compromiso - Grant Payment	(30,731)
Total 154 · Check	ing - US Bank	- 4946		(111,542)
TOTAL				(155,798)

					Desert Healthcare Foundation	
					Details for Credit Card Expenditures	
					Credit card purchases - January 2024 - Paid February 2024	
lumber of o	redit cards held	by Foundation p	ersonnel - 2			
Credit Card	Limit - \$25,000					
redit Card						
Chris Ch	ristensen - Inte	rim CEO/Chief Ad	ministration Office	cer		
Alejandr	o Espinoza San	tacruz - Chief of (	Community Enga	gement		
outine typ	es of charges:					
Office Supp	lies, Dues for m	embership, Supp	lies for Projects,	Programs, etc.		
	S	tatement				
	Month	Total	Expense	1		
Year	Charged	Charges	Туре	Amount	Purpose	Description
		\$ 2,694.86			·	
Ionthly Sta	tement:	, ,				
202	4 January	\$ 2,694.86	Foundation		*Payment issued for \$11,618.90 which includes balance not yet received as of statement date. Will be credited on future statement.	
	Í					
			Chris Christe	nsen:		
			5102	\$ 1,865.48	Enterprise - rental truck for 12/16/23 - 01/15/24	
			5110	\$ 39.00	Late payment - check received late due to mail delays*	
			5110		Interest fee due to late payment	
				\$ 2,019.64		
	1					
			Aleiandro Esi	pinoza Santacr	  TP:	
			5102		Circle K - fuel for rental truck	
			5102		Sharro - food for CVEC event	
			5102		Tower Market - fuel for rental truck	
			5102		Charleys - food for CVEC event	
	+		5102		Chairlys - 100d for CVEC event Sbarro - food for CVEC event	
			5102		G&M - fuel for rental truck	<del></del>
			5102		Charleys - food for CVEC event	· · · · · · · · · · · · · · · · · · ·
	+		3102	\$ 675.22	Orianiya - rood for 6420 64611	
				ψ 013.22		

	DESERT HEALTHCARE FOUNDATION										
	OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDU	LE									
	February 29, 2024										
	TWELVE MONTHS ENDING JUNE 30, 2024										
				(	6/30/23	New Grants			2/29/24		
A/C 2190 and A/C 2186-Long term					Open	Current Yr	Total Paid		Open		
Grant ID Nos.	Name			BA	ALANCE	2022-2023	July-June	E	BALANCE		
Health Portal	Remaining Collective Funds-Mayor's Race & DHCF			\$	1,496		\$ 1,496	\$	-	HP-cvHIP	
BOD - 04/24/18 & 06/28/22	Behavioral Health Initiative Collective Fund + Expansion			\$	1,932,903		\$ 501,867	\$	1,431,036	Behavioral	Health
BOD - 06/26/18 BOD	Avery Trust Funds-Committed to Pulmonary services			\$	532,243		\$ 43,191	\$	489,052	Avery Trus	st
BOD - 6/25/19 BOD (#1006)	DHCD - Homelessness Initiative Collective Fund			\$	71,557		\$ -	\$	71,557	Homelessr	ness
BOD - 07/27/21 BOD (#1288)	DAP Health (Borrego Community) - Improving Access to Healthcare - 3 yrs			\$	423,971		\$ 43,833	\$	380,137		
F&A - 6/11/19, 6/09/20, 6/22/21 Res. NO. 21-02, 22-17	Prior Year Commitments & Carry-Over Funds			\$	1,544,156		\$ -	\$	1,544,156		
TOTAL GRANTS				\$	4,506,326	\$ -	\$ 590,387	\$	3,915,939		
Summary: As of 10/31/2023		l	Uncommitted & Available								
Health Portal (CVHIP):	\$ -	\$	\$ -								
Behavioral Health Initiative Collective Fund	\$ 1,431,036	\$			616,002						
Avery Trust - Pulmonary Services	\$ 489,052	\$			485,052						
West Valley Homelessness Initiative	\$ 71,557	\$			71,557						
Healthcare Needs of Black Communities	\$ 380,137	\$			-						
Prior Year Commitments & Carry-Over Funds	\$ 1,544,156	\$	\$ 1,544,156								
Tota	3,915,939	\$			2,716,767						
	+										
Amts available/remaining for Grant/Programs - FY 2023	24:			FY24	Grant Bud	dget	Social Service	es Fı	und #5054		
Amount budgeted 2023-2024		\$	30,000	\$	30,000		Budget		120,000		
Amount granted year to date		\$	-	\$	-		DRMC Auxiliary	\$	12,000	Spent YTD	
Mini Grants:							Eisenhower	er \$	6,000	openi i i D	
Net adj - Grants not used:	1046	\$	40			Bala	ance Available	\$	102,000		
Contributions / Additional Funding											
Prior Year Commitments & Carry-Over Funds	FY19-20 \$284,156; FY20-21 \$730,000; FY21-22 \$530,000	\$	1,544,156								
Balance available for Grants/Programs		\$	1,574,196								

DESERT HEALTHCARE FOUNDATION															
DESERT HEALTHCARE FOUNDATION OUTSTANDING PASS-THROUGH GRANTS AND GRANT PAYMENT SCHEDULE															
February 29, 2024															
		•	20.0	2004											
	FISCAL YEAR	ENDING JUNE			1	0/00/0000			1			0/00/0004			
			TOTAL			6/30/2023		O		Tital		2/29/2024		Remaining	
				Grant	4	Open		Current Yr		Total Paid		Payable		Funds	
Grant ID Nos.	Name					BALANCE		2023-2024		July-June		BALANCE		BALANCE	
BOD - 11/22/22 - Resolution 22-28 Approval*	Covid Disparities RFP - End date 12/31/23														
Contract #22-323B*	Total CBOs		\$	822,096		657,769		-	\$	445,329	\$	188,455		154,951	
	Total DHCF		\$	443,881		,		-	\$	155,955		68,332		124,853	
		TOTAL	\$	1,265,977	\$	959,102	\$	-	\$	601,284	\$	256,787	\$	279,804	
BOD - 02/28/23 - Riverside Overdose Data to Ad	ction (RODA) Community Harm Reduction Education Plan - End date 8/31/2	23													
Contract #23-108*	Grant #1379 - ABC Recovery		\$	25,000	\$	22,857	\$	(10,806)	\$	14,194	\$	-	\$	-	
	Total DHCF		\$	24,000	\$	15,807	\$	(4,518)	\$	19,482	\$	-	\$	-	
TOTAL GRANTS		TOTAL	\$	49,000	\$	38,664	\$	(15,324)	\$	33,676	\$	-	\$	-	
BOD - 07/25/23 - USAging: Aging and Disability Vaccination Collaborative - End date 4/15/24															
Grant # 90HDRC0001-01-00	TOTAL CBOs		\$	279,000	\$	-	\$	279,000	\$	58,504	\$	-	\$	220,496	
	Total DHCF		\$	62,648	\$	-	\$	62,648	\$	43,601	\$	6,771	\$	12,275	
TOTAL GRANTS		TOTAL	\$	341,648	\$	-	\$	341,648	\$	102,105	\$	6,771	\$	232,771	
									Ac	count 2183	\$	188,455			
Amts available/remaining for Grant/Programs - FY 2023-24:											\$	-			
Pass-Through Organizations billed to date		\$ 514,869									-	Grant Funds			
Foundation Administration Costs		\$ 187,770										RFP			
Contributions / Additional Funding	Reimbursements received and pending	\$ (702,638)						Total Grant			\$	1,641,301			
Balance available for Grants/Programs		\$ -					Received to Date				\$	955,351			
*Contracts are on a reimbursement basis and will r	reflect expenses as they are invoiced and receivable from County of Riverside.						В	alance Remaining			\$	685,950			