



DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee
July 12, 2022

The Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 4:00 PM, Tuesday, July 12, 2022, via Zoom using the following link:

<https://us02web.zoom.us/j/88558995337?pwd=dGdIWVNiMXFnSG5LWGV3SEpsWjQzZz09>
Password: 051937

Participants will need to download the Zoom app on their mobile devices. Members of the public may also be able to participate by telephone, using the following dial in information:

Dial in #:(669) 900-6833 or (888) 788-0099 To Listen and Address the Board when called upon:
Webinar ID: 885 5899 5337
Password: 051937

AGENDA

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. PUBLIC COMMENT

At this time, comments from the audience may be made on items not 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

- 1. F&A Meeting Minutes – June 14, 2022 – Pg. 2-3

V. CEO REPORT

Information

VI. FINANCIAL REPORT

ACTION

- 1. Financial Statements – Pg. 4-8
- 2. Deposits – Pg. 9
- 3. Check Register – Pg. 10
- 4. Credit Card Expenditures – Pg. 11
- 5. General Grants Schedule – Pg. 12-13

VII. OTHER MATTERS

- 1. None

VIII. ADJOURNMENT

The undersigned certifies that on July 07, 2022, I posted a copy of this agenda in the front entrance to the Desert Healthcare District offices located at 1140 North Indian Canyon Drive, Palm Springs, California. I also caused a copy of this agenda to be posted in the front entrance of the Desert Healthcare District office located at the Regional Access Project Foundation, 41550 Eclectic Street, Suite G100, Palm Desert California.

If you have any disability which would require accommodation to enable you to participate in this meeting, please email Andrea S. Hayles, Special Assistant to the CEO and Board Relations Officer, at ahayles@dhcd.org or call (760) 567-0298 at least 24 hours prior to the meeting.

Andrea S. Hayles

Andrea S. Hayles, Board Relations Officer



DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
June 14, 2022

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Chair/Treasurer Arthur Shorr President Karen Borja Director Les Zendle, MD	Conrado E. Bázquez, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Eric Taylor, Accounting Manager Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement Andrea S. Hayles, Clerk to the Board	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Shorr called the meeting to order at 4:26 p.m.	
II. Approval of Agenda	Chair Shorr asked for a motion to approve the agenda.	Moved and seconded by Director Zendle and President Borja to approve the agenda. Motion passed unanimously.
III. Public Comment	There was no public comment	
IV. Approval of Minutes 1. Minutes – Meeting May 10, 2022	Chair Shorr asked for a motion to approve the minutes of the May 10, 2022, F&A Committee meeting.	Moved and seconded by President Borja and Director Zendle to approve the May 10, 2022, 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 financials with the committee.	Moved and seconded by Director Zendle and President Borja to approve the May 2022 financials and forward to the board for approval. Motion passed unanimously.
VII. Other Matters 1. Addendum #4 – Concur, Inc. – No Cost Time Extension to 06/30/23	Chris Christensen, CAO, described the extensive environmental work of Concur with an extension through 06/30/2023 with a no-cost extension.	Moved and seconded by President Borja and Director Zendle to approve Addendum #4 – Concur, Inc. – No Cost Time Extension to 06/30/23 and forward to the Board for approval. Motion passed unanimously.
VIII. Adjournment	Chair Shorr adjourned the meeting at 4:33 p.m.	Audio recording available on the website at http://dhcd.org/Agendas-and-Documents



DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
June 14, 2022

ATTEST: _____
Arthur Shorr, Treasurer/Chair, Board of Directors
Finance & Administration Committee
Desert Healthcare Foundation Board of Directors

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

DRAFT

DESERT HEALTHCARE FOUNDATION					
JUNE 2022 FINANCIAL STATEMENTS					
INDEX					
Preliminary					
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 2021 through June 2022

	Preliminary	MONTH			TOTAL		
		Jun 22	Budget	\$ Over Budget	Jul '21 - Jun 22	Budget	\$ Over Budget
Income							
	4000 · Gifts and Contributions	10,170	4,167	6,003	94,425	50,004	44,421
	4003 · Grants	2,000,000	137,500	1,862,500	2,042,065	1,650,000	392,065
	4116 · Bequests - Frederick Lowe	840	5,000	(4,160)	57,080	60,000	(2,920)
	4130 · Misc. Income	0	83	(83)	0	996	(996)
	8015 · Investment Interest Income	10,688	12,500	(1,812)	138,890	150,000	(11,110)
	8030 · Change in Value of CRT's	0	6,000	(6,000)	0	6,000	(6,000)
	8040 · Restr. Unrealized Gain/(Loss)	(230,633)	10,417	(241,050)	(498,074)	125,004	(623,078)
	Total Income	1,791,065	175,667	1,615,398	1,834,386	2,042,004	(207,618)
Expense							
	5001 · Accounting Services Expense	958	958	0	11,496	11,496	0
	5035 · Dues & Memberships Expense	0	42	(42)	25	504	(479)
	5057 · Investment Fees Expense	3,734	4,167	(433)	51,355	50,004	1,351
	5065 · Legal Costs Ongoing Expense	0	83	(83)	0	996	(996)
	5101 · DHCD-Exp Alloc Wages& benefits	17,499	15,073	2,426	180,853	180,876	(23)
	5102 · DHCD-Expenses - CVEC	14,190	33,634	(19,444)	177,436	403,608	(226,172)
	5106 · Marketing & Communications	26	3,958	(3,932)	500	47,496	(46,996)
	5110 · Other Expenses	338	417	(79)	5,026	5,004	22
	5115 · Postage & Shipping Expense	0	8	(8)	0	96	(96)
	5120 · Professional Fees Expense	0	83	(83)	0	996	(996)
	8051 · Major grant expense	2,500,000	116,667	2,383,333	2,610,408	1,400,004	1,210,404
	8052 · Grant Expense - Collective/Mini	30,000	2,500	27,500	30,000	30,000	0
	Total Expense Before Social Services	2,566,745	177,590	2,389,155	3,067,099	2,131,080	936,019
	5054 · Social Services Fund	6,000	5,000	1,000	18,000	60,000	(42,000)
	Net Income	(781,680)	(6,923)	(774,757)	(1,250,713)	(149,076)	(1,101,637)

Desert Healthcare Foundation
Balance Sheet Previous Year Comparison
As of June 30, 2022

			Preliminary	Jun 30, 22	Jun 30, 21
ASSETS					
Current Assets					
Checking/Savings					
100 - CASH					
			150 - Petty Cash	200	200
			151 - Checking - Union Bank 7611	305,952	1,182,817
			152 - Checking - Union Bank 8570	90,418	0
			Total Checking/Savings	396,570	1,183,017
			Total Accounts Receivable	2,068,285	200,000
Other Current Assets					
			316 - Accrued Revenue	26,534	922,500
476-486 - INVESTMENTS					
477 - Morgan Stanley-Investments					
			477.2 - Unrealized Gain/(Loss)	(177,804)	106,100
			477 - Morgan Stanley-Investments - Other	2,049,897	3,106,473
			Total 477 - Morgan Stanley-Investments	1,872,093	3,212,573
486 - Merrill Lynch					
			486.1 - Merrill Lynch Unrealized Gain	473,147	801,848
			486 - Merrill Lynch - Other	1,955,981	1,786,285
			Total 486 - Merrill Lynch	2,429,128	2,588,133
			Total 476-486 - INVESTMENTS	4,301,221	5,800,706
500 - CONTRIBUTIONS -RCVB -CRTS					
			515 - Contrib RCVB-Pressler CRT	74,787	74,787
			530 - Contrib RCVB-Guerts CRT	126,022	126,022
			Total 500 - CONTRIBUTIONS -RCVB -CRTS	200,809	200,809
			601 - Prepaid Payables	3,000	2,500
			Total Other Current Assets	4,531,564	6,926,515
TOTAL ASSETS				6,996,419	8,309,532

Desert Healthcare Foundation
Balance Sheet Previous Year Comparison
As of June 30, 2022

			Preliminary	Jun 30, 22	Jun 30, 21
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
			1000 · Accounts Payable	10,512	118,197
			1052 · Account payable-DHCD Exp Alloc	1,083	26,756
			Total Accounts Payable	11,595	144,953
Other Current Liabilities					
			2183 · Grants Payable-COVID-CARES PHI	67,907	1,340,446
			2185 · Deferred Revenue	0	50,000
			2190 · Current - Grants payable	2,732,924	3,339,419
			Total Other Current Liabilities	2,800,831	4,729,865
			Total Current Liabilities	2,812,426	4,874,818
Long Term Liabilities					
			2186 · Grants payable	3,600,000	1,600,000
			Total Liabilities	6,412,426	6,474,818
Equity					
			3900 · Retained Earnings	1,834,713	1,980,510
			Net Income	(1,250,713)	(145,797)
			Total Equity	584,000	1,834,713
TOTAL LIABILITIES & EQUITY				6,996,419	8,309,532

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 06/30/22					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		Preliminary			
		T/B	GENERAL	Restricted	Trusts
			Fund	Funds	
ASSETS					
	150 · Petty Cash	200	200	-	-
	151 · Checking - Union Bank 7611*	305,952	294,357	11,595	-
	152 · Checking - Union Bank 8570*	90,418		90,418	
Total 100 · CASH - UNRESTRICTED		396,570	294,557	102,013	-
Accounts Receivable					
	321 - Accounts Receivable - Other	2,068,285	-	2,068,285	
Total Accounts Receivable		2,068,285	-	2,068,285	-
	316 - Accrued Revenue	26,534		26,534	
477 · Invt-Morgan Stanley					
	477.2 · Unrealized Gain	(177,804)	-	(177,804)	-
	477 · Invt-Morgan Stanley	2,049,897	-	2,049,897	-
Total 477 · Invt-Morgan Stanley		1,872,093	-	1,872,093	-
6441	486.1 · Merrill Lynch Unrealized Gain	473,147	85,632	387,515	-
	486 · Merrill Lynch	1,955,981	-	1,955,981	-
Total 486 · Merrill Lynch		2,429,128	85,632	2,343,496	-
	515 · Contrib RCVB-Pressler CRT	74,787	-	-	74,787
	530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
	601 - Prepaid payables	3,000	3,000	-	-
Total Current Assets		6,996,419	383,189	6,412,421	200,809
TOTAL ASSETS		6,996,419	383,189	6,412,421	200,809
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	10,512	-	10,512	-
	1052 - Account Payable - DHCD - Alloc Expenses	1,083	-	1,083	-
	2183 · Grants Payable-COVID-CARES PHI	67,907		67,907	
	2190 - Grants Payable - Current Portion	2,732,924	-	2,732,924	-
Total Current Liabilities		2,812,426	-	2,812,426	-
	2186 - Grant Payable - Long Term	3,600,000	-	3,600,000	-
Total Liabilities		6,412,426	-	6,412,426	-
Equity					
	3900 · Retained Earnings	1,834,713	1,633,904		200,809
	Net Income	(1,250,713)	(1,250,713)	-	-
Total Equity		584,000	383,189	-	200,809
TOTAL LIABILITIES & EQUITY		6,996,419	383,189	6,412,421	200,809
* Restricted funds include Pass-Through Funds and Accounts Payable					

Desert Healthcare Foundation
Deposit Detail
June 2022

Type	Date	Name	Account	Amount
Deposit	06/06/2022		151 - Checking - Union Bank 7611	840
		Warner Music Group Services	4116 - Bequests - Frederick Lowe	(840)
TOTAL				(840)
Deposit	06/10/2022		151 - Checking - Union Bank 7611	15,563
Payment	06/10/2022	Inland Empire Health Plan	1499 - Undeposited Funds	(15,563)
TOTAL				(15,563)
Deposit	06/14/2022		152 - Checking - Union Bank 8570	56,583
Payment	06/14/2022	Riverside County - Public Health	1499 - Undeposited Funds	(56,583)
TOTAL				(56,583)
Deposit	06/22/2022		151 - Checking - Union Bank 7611	823
		Misc.	4000 - Gifts and Contributions	(823)
TOTAL				(823)
Deposit	06/30/2022		151 - Checking - Union Bank 7611	10
		Misc.	4000 - Gifts and Contributions	(10)
TOTAL				(10)
			TOTAL	73,819

Desert Healthcare Foundation
Check Register
As of June 30, 2022

Type	Date	Num	Name	Amount
100 - CASH				
151 - Checking - Union Bank 7611				
Bill Pmt -Check	06/01/2022	5337	Miguel Delgado - Pico De Gallo Advertising	(400)
Bill Pmt -Check	06/06/2022	5338	Coachella Valley Accounting & Auditing	(3,000)
Bill Pmt -Check	06/06/2022	5339	Union Bank	(4,681)
Bill Pmt -Check	06/06/2022	5340	Verizon Wireless	(157)
Bill Pmt -Check	06/10/2022	5341	Sergio Rodriguez - Expense Reimbursement	(329)
Check	06/27/2022		Bank Service Charge	(338)
Bill Pmt -Check	06/28/2022	IB 062822	Desert Healthcare District	(186,466)
Bill Pmt -Check	06/29/2022	ACH 062922	CONCUR, INC.	(16,902)
Total 151 - Checking - Union Bank 7611				(212,273)
152 - Checking - Union Bank 8570				
Bill Pmt -Check	06/10/2022	1047	El Sol Neighborhood Educational Center - Grant Payment	(60,000)
Bill Pmt -Check	06/10/2022	1048	Vision Y Compromiso - Grant Payment	(45,000)
Bill Pmt -Check	06/21/2022	1049	Orland Penales - Video Production for CVEC	(1,000)
Bill Pmt -Check	06/30/2022	1050	Verizon Wireless	(165)
Total 152 - Checking - Union Bank 8570				(106,165)
TOTAL				(318,438)

DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
June 30, 2022							
TWELVE MONTHS ENDING JUNE 30, 2022							
A/C 2190 and A/C 2186-Long term			6/30/2021	New Grants		6/30/2022	
Grant ID Nos.		Name	Open	Current Yr	Total Paid	Open	
			BALANCE	2021-2022	July-June	BALANCE	
Health Portal		Remaining Collective Funds-Mayor's Race & DHCF	\$ 72,176		\$ 5,059	\$ 67,117	HP-cvHIP
BOD - 04/24/18 & 06/28/22		Behavioral Health Initiative Collective Fund + Expansion	\$ 1,752,356	\$ 2,000,000	\$ 455,045	\$ 3,297,311	Behavioral Health
BOD - 06/26/18 BOD		Avery Trust Funds-Committed to Pulmonary services	\$ 795,017		\$ 74,735	\$ 720,282	Avery Trust
BOD - 6/25/19 BOD (#1006)		DHCD - Homelessness Initiative Collective Fund	\$ 595,714		\$ 501,657	\$ 94,057	Homelessness
BOD - 02/23/21 BOD (#1148)		OneFuture - Black and African American Healthcare Scholarship - 2 yrs	\$ 155,000		\$ 90,000	\$ 65,000	
BOD - 07/28/20 (#1134)		* <u>DHCD/IEHP - Addressing the Healthcare Needs of Black Communities</u>	\$ 400,000		\$ -	\$ -	
		* <u>IEHP Contribution to Grant #1134 (Aug 2020)</u>	\$ 50,000		\$ -	\$ -	
		* <u>Lift To Rise Contribution to Grant #1134 (Dec 2020)</u>	\$ 75,000		\$ -	\$ -	
BOD - 07/27/21 BOD (#1288)		Borrego Community - Improving Access to Healthcare - 3 yrs		\$ 575,000	\$ 30,000	\$ 545,000	
		* <u>Underlined items above, plus 2nd IEHP \$50k, were combined into Grant #1288</u>					
F&A - 6/11/19, 6/09/20, 6/22/21 Res. NO. 21-02,22-17		Prior Year Commitments & Carry-Over Funds	\$ 1,044,156	\$ 530,000	\$ 30,000	\$ 1,544,156	
TOTAL GRANTS			\$ 4,939,419	\$ 3,105,000	\$ 1,186,496	\$ 6,332,924	
Summary: As of 06/30/2022				Uncommitted & Available		A/C 2190	\$ 2,732,924
Health Portal (CVHIP):	\$	67,117	\$	67,117		A/C 2186	\$ 3,600,000
Behavioral Health Initiative Collective Fund	\$	3,297,311	\$	3,297,311		Total	\$ 6,332,924
Avery Trust - Pulmonary Services	\$	720,282	\$	530,944		Diff	\$ 0
West Valley Homelessness Initiative	\$	94,057	\$	71,557			\$200,000 Borrego
Healthcare Needs of Black Communities	\$	610,000	\$	-			
Prior Year Commitments & Carry-Over Funds	\$	1,544,156	\$	1,544,156			
Total	\$	6,332,923	\$	5,511,085			
Amts available/remaining for Grant/Programs - FY 2021-22:				FY22 Grant Budget		Social Services Fund #5054	
Amount budgeted 2021-2022			\$ 530,000	\$ 500,000		Budget	\$ 60,000
Amount granted year to date			\$ (3,105,000)	\$ 30,000		DRMC Auxiliary	\$ 18,000
Mini Grants:						Balance Available	\$ 42,000
Net adj - Grants not used:							
Contributions / Additional Funding		DHCD Grants (#1134 & #965) \$2,400,000, IEHP \$100,000, Lift To Rise \$75,000	\$ 2,575,000				
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			\$ 1,544,156				

DESERT HEALTHCARE FOUNDATION						
OUTSTANDING PASS-THROUGH GRANTS AND GRANT PAYMENT SCHEDULE						
June 30, 2022						
FISCAL YEAR ENDING JUNE 30, 2022						
Preliminary				6/30/2021	New Grants	6/30/2022
A/C 2183			Open	Current Yr	Total Paid	ELC3 Funds Payable
Grant ID Nos.	Name		BALANCE	2021-2022	July-June	BALANCE
BOD - 10/20/20 - Contract #21-024	Coronavirus Aid, Relief, and Economic Security (CARES) Act and Center for Disease Control and Prevention Epidemiology and Laboratory Capacity (ELC) Enhancing Detection funding from Riverside County - \$2.4 Million (\$1,960,000 for grants)					
BOD - 10/20/20 (#1159)	Lideres Campesinas, Inc. - Take It to the Fields Initiative		\$ 30,000		\$ 30,000	\$ -
BOD - 03/23/21 (#1268)	El Sol Neighborhood Educational Center - Coachella Valley COVID-19 Collaborative		\$ 125,000	\$ 60,000	\$ 185,000	\$ -
BOD - 03/23/21 (#1269)	Alianza Coachella Valley - ECV COVID-19 STRATEGIC COMMUNICATIONS PLAN		\$ 125,000		\$ 125,000	\$ -
BOD - 03/23/21 (#1270)	Galilee Center - Emergency Services		\$ 85,000		\$ 85,000	\$ -
BOD - 03/23/21 (#1271)	Vision Y Compromiso - Stop the Spread of COVID-19		\$ 85,000		\$ 85,000	\$ -
BOD - 03/23/21 (#1272)	Youth Leadership Institute - COVID-19 ECV Collaborative		\$ 85,000		\$ 85,000	\$ -
BOD - 03/23/21 (#1273)	Pueblo Unido CDC - Coachella Valley COVID-19 Collaborative		\$ 125,000	\$ (60,000)	\$ 65,000	\$ -
BOD - 03/23/21 (#1274)	Todec Legal Center Perris - Sembrando Prevencion		\$ 125,000		\$ 125,000	\$ -
BOD - 03/23/21 (#1275)	Lideres Campesinas, Inc. - Take It to the Fields Initiative		\$ 125,000		\$ 90,000	\$ 35,000
BOD - 04/26/22 - Contract Amendment*	Center for Disease Control and Prevention Epidemiology and Laboratory Capacity (ELC) Enhancing Detection funding from Riverside County - \$750,000 (\$625,000 for grants) (Reimbursement Grant)					
BOD - 03/23/21 (#1268)	El Sol Neighborhood Educational Center - Coachella Valley COVID-19 Collaborative			\$ 150,000	\$ -	\$ 19,049
BOD - 03/23/21 (#1269)	Alianza Coachella Valley - ECV COVID-19 STRATEGIC COMMUNICATIONS PLAN			\$ 35,000	\$ -	\$ -
BOD - 03/23/21 (#1270)	Galilee Center - Emergency Services			\$ 70,000	\$ -	\$ 13,858
BOD - 03/23/21 (#1272)	Youth Leadership Institute - COVID-19 ECV Collaborative			\$ 35,000	\$ -	\$ -
BOD - 03/23/21 (#1273)	Pueblo Unido CDC - Coachella Valley COVID-19 Collaborative			\$ 35,000	\$ -	\$ -
BOD - 03/23/21 (#1274)	Todec Legal Center Perris - Sembrando Prevencion			\$ 300,000	\$ -	\$ -
TOTAL GRANTS			\$ 910,000	\$ 625,000	\$ 875,000	\$ 67,907
CARES/ELC	Passthrough to Community Based Organizations		\$ 910,000	\$ -	\$ 875,000	\$ 35,000
	CARES/ELC Administrative Costs		\$ 200,000	\$ -	\$ 200,000	\$ -
Total CARES/ELC			\$ 1,110,000	\$ -	\$ 1,075,000	\$ 35,000
ELC Amendment	Passthrough to Community Based Organizations		\$ -	\$ 625,000	\$ -	\$ 32,907
	CARES/ELC Administrative Costs		\$ -	\$ 125,000	\$ 9,157	\$ 9,157
Total ELC Amendment			\$ -	\$ 750,000	\$ 9,157	\$ 42,065
					Account 2183	\$ 67,907
						\$ -
Amts available/remaining for Grant/Programs - FY 2021-22:						
Amount granted year to date		\$ (625,000)			Grant Funds	
Mini Grants:					CARES/ELC	ELC Amend
Net adj - Grants not used:				Total Grant	\$ 2,400,000	\$ 750,000
Foundation Administration Costs		\$ (325,000)		Received to Date	\$ 2,356,583	\$ -
Contributions / Additional Funding	ELC3 \$200,000 Carryover from FY21; ELC3 Amendment \$750,000	\$ 950,000		Balance Remaining	\$ 43,417	\$ 750,000
Balance available for Grants/Programs		\$ -				

*Contract #21-024 Amendment is on a reimbursement basis and will reflect expenses as they are invoiced and receivable from County of Riverside.