



DESERT HEALTHCARE DISTRICT
SPECIAL FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE
MEETING MINUTES
December 13, 2022

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

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Director Zendle called the meeting to order at 3:42 p.m. since Chair Shorr joined telephonically.	
II. Approval of Agenda	Director Zendle asked for a motion to approve the agenda and move item 8.1 – Capital Projects after approval of the meeting minutes.	Moved and seconded by Director Zendle and Director Shorr to approve the agenda and move item 8.1 – Capital Projects after approval of the minutes. Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes 1. F&A Minutes – Meeting November 16, 2022	Director Zendle motioned to approve the November 16, 2022, meeting minutes.	Moved and seconded by Director Zendle and Director Shorr to approve the November 16, 2022, meeting minutes. Motion passed unanimously.
V. CEO Report	There was no CEO Report.	
VI. Chief Administration Officer's Report	Chris Christensen, CAO, provided an update on the Las Palmas Medical Plaza, which is 100% occupied. There is the possibility of a tenant leaving the complex at the end of December, and staff will present any existing lease renewals for recommendation of approval at future meetings.	
VII. Financial Reports		



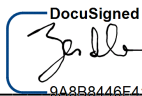
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<p>1. District and LPMP Financial Statements</p> <p>2. Accounts Receivable Aging Summary</p> <p>3. District – Deposits</p> <p>4. District – Property Tax Receipts</p> <p>5. LPMP Deposits</p> <p>6. District – Check Register</p> <p>7. Credit Card – Detail of Expenditures</p> <p>8. LPMP – Check Register</p> <p>9. Retirement Protection Plan Update</p> <p>10. Grant Payment Schedule</p>	<p>Chris Christensen, CAO, reviewed the November financials with the committee. Mr. Christensen highlighted the positive net gain on the unrealized investments and the remaining funds as illustrated on the grant payment schedule.</p> <p>The committee discussed and requested an itemized detail of the CEO Discretionary Fund expenditures, such as a year-to-date report.</p>	<p>Moved and seconded by Director Shorr and Director Zendle to approve the November 2022 financials – items 1-10 with the recommendation of a year-to-date report for the CEO Discretionary Fund expenditures at future meetings and to forward to the Board for approval.</p> <p>Motion passed unanimously.</p>
<p>VIII. Other Matters</p> <p>1. Capital Projects at Desert Regional Medical Center</p> <p>2. Huron Consulting Group – Professional Services Statement of Work (SOW)</p>	<p>Chris Christensen, CAO, described the lease terms for approval of Cath Lab 1 & 3 projects totaling \$4.5M and the El Mirador cooling tower project totaling \$3.3M.</p> <p>Michele Finney, CEO, Desert Care Network, Desert Regional Medical Center, described the architect project phases of Cath Lab 1 and, after completion returning for approval of the equipment associated with Cath Lab 3.</p> <p>Chris Christensen, CAO, described the Statement of Work (SOW) previously presented with minimal modifications to the SOW for transparency purposes detailing the kick-off meeting this week with additional details. The committee</p>	<p>Moved and seconded by Director Zendle and Director Shorr to approve the Desert Regional Medical Center Capital Projects and forward to the Board for approval.</p> <p>Motion passed unanimously.</p> <p>Moved and seconded by Director Zendle and Director Shorr to approve the Huron Consulting Group – Professional Services Statement of Work (SOW) and forward to the Board for approval.</p> <p>Motion passed unanimously.</p>



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	discussed and requested the consulting group consider the 2017 market analysis with the new analysis.	
IX. Adjournment	Director Zendle adjourned the meeting at 4:08 p.m.	Audio recording available on the website at http://dhcd.org/Agendas-and-Documents

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ATTEST: _____
 Les Zendle, MD, Director, Board of Directors
 Finance & Administration Committee Member
 Desert Healthcare District Board of Directors

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