



DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee
June 12, 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, June 12, via Zoom using the following link:

<https://us02web.zoom.us/j/83743788340?pwd=VXljcEdUMWtLa3NvdHd3SGRXa0Mzd09>
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 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

- 1. F&A Meeting Minutes – May 15, 2024 – Pg. 2-3

ACTION

V. CEO REPORT

Information

VI. FINANCIAL REPORT

- 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

ACTION

VII. OTHER MATTERS

None

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
May 15, 2024

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

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Vice-President Zavala called the meeting to order at 6:10 p.m. in the absence of Director Shorr.	
II. Approval of Agenda	Vice-President Zavala 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 April 10, 2024	Vice-President Zavala asked for a motion to approve the minutes of the April 10, 2024, meeting minutes.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the April 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	Chris Christensen, Interim CEO, reviewed the March and April 2024 financial reports with the committee, highlighting the net income, the projected investment gains, and fewer expenses than budgeted.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the March and April financial reports and forward to the Board for approval. Motion passed unanimously.
VII. Other Matters 1. FY24-25 Annual Budget (Draft) Review	Mr. Christensen reviewed the FY24-25 annual budget with the committee, highlighting the projected total income and the projected net loss and noting the operational support from District funding. Mr. Christensen also detailed the classification of the behavioral health collective to	Moved and seconded by Director De Lara and Vice-President Zavala to approve the FY24-25 Annual Budget and forward to the Board for approval. Motion passed unanimously.



DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE
May 15, 2024

<p>2. Memorandum of Understanding – District to the Foundation – Operational Support - \$750,000</p>	<p>environmental health previously unclassified.</p> <p>The committee inquired about the \$200k District expenses for the mobile unit, with Alejandro Espinoza, Chief of Community Engagement, detailing future events like the Flying Doctors on a smaller scale in collaboration with other mobile units throughout the Valley for marketing, staffing, and supplementary expenses of \$50k per quarter.</p> <p>Mr. Christensen described the MOU from the District to the Foundation of \$750k for operational support funding.</p>	<p>Moved and seconded by Director De Lara and Vice-President Zavala to approve the Memorandum of Understanding – District to the Foundation – Operational Support - \$750,000 and forward to the Board for approval.</p> <p>Motion passed unanimously.</p>
<p>VIII. Adjournment</p>	<p>Vice-President Zavala adjourned the meeting at 6:23 p.m.</p>	<p>Audio recording available on the website at http://dhcd.org/Agendas-and-Documents</p>

ATTEST: _____
 Carmina Zavala, PsyD, Vice-President, Board of Directors
 Finance & Administration Committee Chair
 Desert Healthcare Foundation Board of Directors

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

DESERT HEALTHCARE FOUNDATION					
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Desert Healthcare Foundation
Profit & Loss Budget vs. Actual
July 2023 through May 2024

	MONTH			TOTAL		
	May 24	Budget	\$ Over Budget	Jul '23 - May 24	Budget	\$ Over Budget
Income						
4000 · Gifts and Contributions	7,770	10,833	(3,063)	71,920	119,163	(47,243)
4003 · Grants	0	185,333	(185,333)	1,856,036	2,038,663	(182,627)
4116 · Bequests - Frederick Lowe	6,383	5,000	1,383	57,026	55,000	2,026
4130 · Misc. Income	0	83	(83)	0	913	(913)
8015 · Investment Interest Income	10,304	12,500	(2,196)	108,863	137,500	(28,637)
8040 · Restr. Unrealized Gain/(Loss)	93,666	(8,333)	101,999	328,056	(91,663)	419,719
Total Income	118,123	205,416	(87,293)	2,421,901	2,259,576	162,325
Expense						
5001 · Accounting Services Expense	408	1,167	(759)	11,998	12,837	(839)
5035 · Dues & Memberships Expense	0	42	(42)	27	462	(435)
5057 · Investment Fees Expense	3,988	4,167	(179)	42,951	45,837	(2,886)
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	913	(913)
5101 · DHCD-Exp Alloc Wages& benefits	13,166	33,148	(19,982)	304,682	364,628	(59,946)
5101.1 · DHCD Labor Allocation to Grants	0	(14,349)	14,349	(114,792)	(157,839)	43,047
5102 · DHCD-Expenses - CVEC	6,786	36,237	(29,451)	242,125	398,607	(156,482)
5106 · Marketing & Communications	0	2,917	(2,917)	5,545	32,087	(26,542)
5110 · Other Expenses	(23,133)	417	(23,550)	30,362	4,587	25,775
5115 · Postage & Shipping Expense	0	8	(8)	0	88	(88)
5120 · Professional Fees Expense	0	83	(83)	0	913	(913)
8051 · Major grant expense	47,052	222,833	(175,781)	826,081	2,451,163	(1,625,082)
8052 · Grant Expense - Collective/Mini	0	2,500	(2,500)	0	27,500	(27,500)
Total Expense Before Social Services	48,267	289,253	(240,986)	1,348,979	3,181,783	(1,832,804)
5054 · Social Services Fund	0	10,000	(10,000)	26,000	110,000	(84,000)
Net Income	69,856	(93,837)	163,693	1,046,922	(1,032,207)	2,079,129

Desert Healthcare Foundation
Balance Sheet Previous Year Comparison
As of May 31, 2024

				May 31, 24	May 31, 23
ASSETS					
Current Assets					
Checking/Savings					
100 - CASH					
			150 - Petty Cash	237	200
			151 - Checking - Union Bank 7611	0	478,911
			152 - Checking - Union Bank 8570	0	100,000
			153 - Checking - US Bank - 7094	777,397	0
			154 - Checking - US Bank - 4946	157,759	0
Total Checking/Savings				935,393	579,111
Total Accounts Receivable				16,530	160,670
Other Current Assets					
476-486 - INVESTMENTS					
477 - Morgan Stanley-Investments					
			477.2 - Unrealized Gain/(Loss)	(100,690)	(211,127)
			477 - Morgan Stanley-Investments - Other	967,279	2,066,235
Total 477 - Morgan Stanley-Investments				866,589	1,855,108
486 - Merrill Lynch					
			486.1 - Merrill Lynch Unrealized Gain	739,659	477,549
			486 - Merrill Lynch - Other	2,349,910	2,085,722
Total 486 - Merrill Lynch				3,089,569	2,563,271
Total 476-486 - INVESTMENTS				3,956,158	4,418,379
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				154	1,372
Total Other Current Assets				4,152,452	4,608,140
TOTAL ASSETS				5,104,375	5,347,921

Desert Healthcare Foundation
Balance Sheet Previous Year Comparison
As of May 31, 2024

				May 31, 24	May 31, 23
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
			1000 · Accounts Payable	115,224	11,179
			1052 · Account payable-DHCD Exp Alloc	51,653	128,363
			Total Accounts Payable	166,877	139,542
Other Current Liabilities					
			2183 · Grants Payable-COVID-CARES PHI	0	73,515
			2190 · Current - Grants payable	344,120	1,498,691
			Total Other Current Liabilities	344,120	1,572,206
			Total Current Liabilities	510,997	1,711,748
Long Term Liabilities					
			2186 · Grants payable	0	200,000
			Total Liabilities	510,997	1,911,748
Equity					
			3900 · Retained Earnings	3,546,460	6,098,389
			Net Income	1,046,922	(2,662,215)
			Total Equity	4,593,382	3,436,174
TOTAL LIABILITIES & EQUITY				5,104,375	5,347,921

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 05/31/24					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS					
	150 · Petty Cash	237	237	-	-
	153 · Checking - US Bank 7094*	777,397	610,520	166,877	-
	154 · Checking - US Bank 4946*	157,759		157,759	
	Total 100 · CASH - UNRESTRICTED	935,393	610,757	324,636	-
	Accounts Receivable				
	321 - Accounts Receivable - Other	16,530	-	16,530	-
	Total Accounts Receivable	16,530	-	16,530	-
	477 ·Morgan Stanley Investments				
	477.2 · Unrealized Gain	(100,690)	(100,690)		-
	477 ·Morgan Stanley	967,279	967,279		-
	Total 477 · Morgan Stanley Investments	866,589	866,589	-	-
6441	486.1 · Merrill Lynch Unrealized Gain	739,659	-	739,659	-
	486 · Merrill Lynch	2,349,910	1,761,880	588,030	-
	Total 486 · Merrill Lynch	3,089,569	1,761,880	1,327,689	-
	515 · Contrib RCVB-Pressler CRT	70,118	-	-	70,118
	530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
	601 - Prepaid payables	154	154	-	-
	Total Current Assets	5,104,375	3,239,380	1,668,855	196,140
	TOTAL ASSETS	5,104,375	3,239,380	1,668,855	196,140
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	115,224	-	115,224	-
	1052 - Account Payable - DHCD - Alloc Expenses	51,653	-	51,653	-
	2183 · Grants Payable-COVID-CARES PHI	-	-	-	-
	2190 - Grants Payable - Current Portion	344,120	-	344,120	-
	Total Current Liabilities	510,997	-	510,997	-
	2186 - Grant Payable - Long Term	-	-	-	-
	Total Liabilities	510,997	-	510,997	-
Equity					
	3900 · Retained Earnings	3,546,460	2,192,462	1,157,858	196,140
	Net Income	1,046,922	1,046,922	-	-
	Total Equity	4,593,382	3,239,383	1,157,858	196,140
	TOTAL LIABILITIES & EQUITY	5,104,375	3,239,380	1,668,855	196,140
* Restricted funds include Accounts Payable & advance of USAging grant funds					

Desert Healthcare Foundation
Deposit Detail
 May 2024

Type	Date	Name	Account	Amount
Deposit	05/07/2024		153 · Checking - US Bank - 7094	20
		Misc. - History Book Donation	4000 · Gifts and Contributions	(20)
TOTAL				(20)
Deposit	05/23/2024		153 · Checking - US Bank - 7094	788
		Misc. - Refund of Mall Kiosk Deposit	601 · Prepaid Payables	(500)
		Misc. - Growing CV contribution to Farmworker Appreciation Lunch	5102 · DHCD-Expenses - CVEC	(288)
TOTAL				(788)
Deposit	05/28/2024		153 · Checking - US Bank - 7094	6,383
		American Society of Composers	4116 · Bequests - Frederick Lowe	(6,383)
TOTAL				(6,383)
Deposit	05/30/2024		153 · Checking - US Bank - 7094	10
		Misc.	4000 · Gifts and Contributions	(10)
TOTAL				(10)
			TOTAL	7,201

Desert Healthcare Foundation
Check Register
As of May 31, 2024

Type	Date	Num	Name	Amount
100 - CASH				
153 - Checking - US Bank - 7094				
Bill Pmt -Check	05/01/2024	6039	Alejandro Espinoza Santacruz - Expense Reimbursement	(2,970)
Bill Pmt -Check	05/07/2024	6040	Sergio Rodriguez - Expense Reimbursement	(73)
Bill Pmt -Check	05/09/2024	6041	Sergio Rodriguez - Expense Reimbursement	(41)
Bill Pmt -Check	05/09/2024	6042	U.S. Bank	(3,942)
Bill Pmt -Check	05/13/2024	6043	Riverside County Latino Commission - Grant Payment	(90,825)
Check	05/14/2024		Bank Service Charge	(660)
Bill Pmt -Check	05/28/2024	6044 - VOID	Desert Aids Project (DAP Health)	0
Bill Pmt -Check	05/30/2024	6045	Desert Aids Project (DAP Health) - Grant Payment	(50,015)
Bill Pmt -Check	05/30/2024	6046	Verizon Wireless	(182)
Total 153 - Checking - US Bank - 7094				(148,708)
154 - Checking - US Bank - 4946				
Bill Pmt -Check	05/01/2024	1318	Todec Legal Center Perris - Grant Payment	(47,586)
Bill Pmt -Check	05/01/2024	1319	Vision Y Compromiso - Grant Payment	(15,779)
Bill Pmt -Check	05/16/2024	1320	El Sol Neighborhood Educational Center - Grant Payment	(16,122)
Bill Pmt -Check	05/21/2024	1321	Vision Y Compromiso - Grant Payment	(28,157)
Total 154 - Checking - US Bank - 4946				(107,644)
TOTAL				(256,352)

Desert Healthcare Foundation
Details for Credit Card Expenditures
Credit card purchases - April 2024 - Paid May 2024

Number of credit cards held by Foundation personnel - 2						
Credit Card Limit - \$25,000						
Credit Card Holders:						
Chris Christensen - Interim CEO/Chief Administration Officer						
Alejandro Espinoza Santacruz - Chief of Community Engagement						
Routine types of charges:						
Office Supplies, Dues for membership, Supplies for Projects, Programs, etc.						
Statement						
Year	Month	Total Charged	Expense Type	Amount	Purpose	Description
		\$ 3,942.17				
Monthly Statement:						
2024	April	\$ 3,942.17	Foundation			
Chris Christensen:						
			5102	\$ 1,865.48	Enterprise - rental truck for 03/14/24 - 04/14/24	
				\$ 1,865.48		
Alejandro Espinoza Santacruz:						
			5102	\$ 266.93	FedEx Office - flyers for USAging event	
			5102	\$ 96.02	G&M Oil - fuel for rental truck	
			5102	\$ 93.45	FedEx Office - flyers for USAging event	
			5102	\$ 1,366.26	FedEx Office - flyers for USAging event	
			5102	\$ 101.15	Arco - fuel for rental truck	
			2190	\$ 20.00	Palm Springs Airport - parking for homeless outreach	
			2190	\$ 29.47	Arco - fuel for van rental for homeless outreach	
			5102	\$ 103.41	Exxon - fuel for rental truck return	
				\$ 2,076.69		

DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
May 31, 2024							
TWELVE MONTHS ENDING JUNE 30, 2024							
A/C 2190 and A/C 2186-Long term			6/30/2023	New Grants		5/31/2024	
Grant ID Nos.		Name	Open	Current Yr	Total Paid	Open	
			BALANCE	2022-2023	July-June	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		\$ 1,081,361	\$ 851,542	Behavioral Health
BOD - 06/26/18 BOD		Avery Trust Funds-Committed to Pulmonary services	\$ 532,243		\$ 47,191	\$ 485,052	Avery Trust
BOD - 6/25/19 BOD (#1006)		DHCD - Homelessness Initiative Collective Fund	\$ 71,557		\$ 51,801	\$ 19,755	Homelessness
BOD - 07/27/21 BOD (#1288)		DAP Health (Borrego Community) - Improving Access to Healthcare - 3 yrs	\$ 423,971		\$ 133,964	\$ 290,007	
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			\$ 4,506,325	\$ -	\$ 1,315,813	\$ 3,190,513	
Summary: As of 05/31/2024			Uncommitted & Available				
Health Portal (CVHIP):	\$	-	\$	-			
Behavioral Health Initiative Collective Fund	\$	851,542	\$	673,398			
Avery Trust - Pulmonary Services	\$	485,052	\$	485,052			
West Valley Homelessness Initiative	\$	19,755	\$	-			
Healthcare Needs of Black Communities	\$	290,007	\$	-			
Prior Year Commitments & Carry-Over Funds	\$	1,544,156	\$	1,544,156			
Total	\$	3,190,513	\$	2,702,606			
Amts available/remaining for Grant/Programs - FY 2023-24:			FY24 Grant Budget		Social Services Fund #5054		
Amount budgeted 2023-2024			\$ 30,000	\$ 30,000	Budget	\$ 120,000	
Amount granted year to date			\$ -	\$ -	DRMC Auxiliary	\$ 20,000	Spent YTD
Mini Grants:					Eisenhower	\$ 6,000	
Net adj - Grants not used:	1046		\$ 40		Balance Available	\$ 94,000	
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								
OUTSTANDING PASS-THROUGH GRANTS AND GRANT PAYMENT SCHEDULE								
May 31, 2024								
FISCAL YEAR ENDING JUNE 30, 2024								
Grant ID Nos.	Name	TOTAL Grant	6/30/2023 Open BALANCE	Current Yr 2023-2024	Total Paid July-June	5/31/2024 Payable BALANCE	Remaining Funds 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	\$ (73,783)	\$ 714,952	\$ -	\$ (0)	
	Total DHCF	\$ 443,881	\$ 301,333	\$ (108,619)	\$ 240,521	\$ 0	\$ (0)	
	TOTAL	\$ 1,265,977	\$ 959,102	\$ (182,402)	\$ 955,473	\$ 0	\$ (0)	
BOD - 02/28/23 - Riverside Overdose Data to Action (RODA) Community Harm Reduction Education Plan - End date 8/31/23								
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 5/18/24								
Grant # 90HDC0001-01-00	TOTAL CBOs	\$ 279,000	\$ -	\$ 238,781	\$ 178,282	\$ -	\$ 60,499	
	Total DHCF	\$ 62,648	\$ -	\$ 102,867	\$ 50,373	\$ 11,597	\$ 40,897	
TOTAL GRANTS	TOTAL	\$ 341,648	\$ -	\$ 341,648	\$ 228,655	\$ 11,597	\$ 101,396	
					Account 2183	\$ -		
Amts available/remaining for Grant/Programs - FY 2023-24:						\$ -		
Pass-Through Organizations billed to date		\$ 596,037					Grant Funds	
Foundation Administration Costs		\$ 204,003					RFP	
Contributions / Additional Funding	Reimbursements received and pending	\$ (800,040)			Total Grant	\$ 1,458,900		
Balance available for Grants/Programs		\$ -			Received to Date	\$ 1,424,735		
*Contracts are on a reimbursement basis and will reflect expenses as they are invoiced and receivable from County of Riverside.					Balance Remaining	\$ 34,165		