



DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee
July 10, 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, July 10, 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 – June 12, 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

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
June 12, 2024

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Chair/Treasurer Arthur Shorr Vice-President Carmina Zavala, PsyD Director Leticia De Lara, MPA	Chris Christensen, CPA, 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	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Shorr called the meeting to order at 6:00 p.m.	
II. Approval of Agenda	Chair Shorr asked for a motion to approve the agenda.	Moved and seconded by Director De Lara and Director Shorr to approve the agenda. Motion passed unanimously.
III. Public Comment	There was no public comment	
IV. Approval of Minutes 1. Minutes – Meeting May 15, 2024	Chair Shorr asked for a motion to approve the minutes of the May 15, 2024, meeting minutes.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the May 15, 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 May 2024 financial reports with the committee, highlighting the net income and Chris Christensen, CEO, describing a fraudulent check for project funds not blocked by US Bank, resulting in the District paying half of the loss—\$23K—and US Bank compensating the additional \$23k of the costs of the loss. The committee expressed their concern and discussed the remedy with staff, such as positive pay to deter fraudulent checks, which has been implemented.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the May financial reports and forward to the Board for approval. Motion passed unanimously.

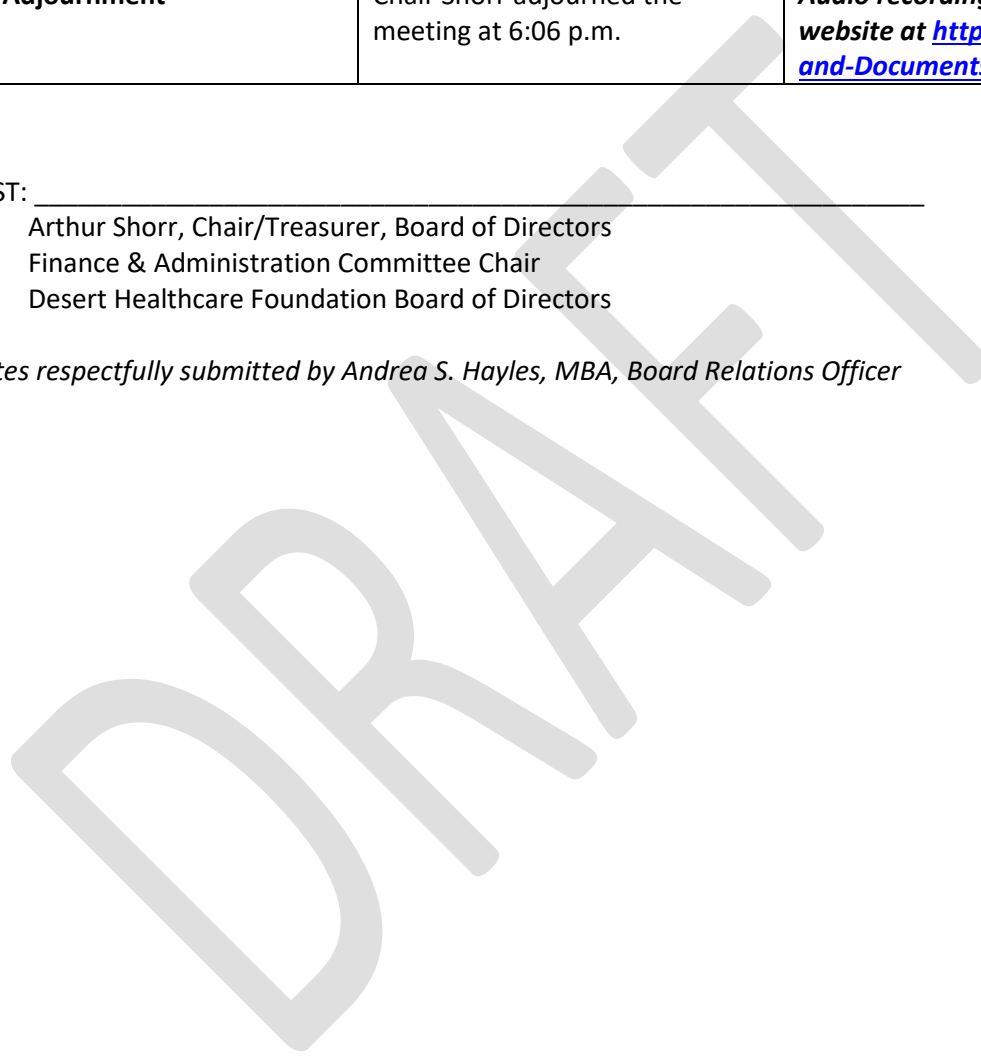


DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE
June 12, 2024

	Mr. Christensen described the Board-approved rollover of the \$1.5M and repurposing \$1M to the environmental health initiative request for proposals.	
VII. Other Matters	There were no other matters.	
VIII. Adjournment	Chair Shorr adjourned the meeting at 6:06 p.m.	Audio recording available on the website at http://dhcd.org/Agendas-and-Documents

ATTEST: _____
 Arthur Shorr, Chair/Treasurer, 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					
JUNE 2024 FINANCIAL STATEMENTS					
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Preliminary					
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Balance sheet					
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Credit Card Expenditures					
Schedule of Grants					

Desert Healthcare Foundation
Profit & Loss Budget vs. Actual
July 2023 through June 2024

	Preliminary	MONTH			TOTAL		
		Jun 24	Budget	\$ Over Budget	Jul '23 - Jun 24	Budget	\$ Over Budget
Income							
	4000 · Gifts and Contributions	4,717	10,833	(6,116)	76,637	129,996	(53,359)
	4003 · Grants	760,487	185,333	575,154	2,616,523	2,223,996	392,527
	4116 · Bequests - Frederick Lowe	484	5,000	(4,516)	57,510	60,000	(2,490)
	4130 · Misc. Income	0	83	(83)	0	996	(996)
	8015 · Investment Interest Income	11,053	12,500	(1,447)	119,916	150,000	(30,084)
	8030 · Change in Value of CRT's	0	6,000	(6,000)	0	6,000	(6,000)
	8040 · Restr. Unrealized Gain/(Loss)	(21,587)	(8,333)	(13,254)	306,469	(99,996)	406,465
	Total Income	755,154	211,416	543,738	3,177,055	2,470,992	706,063
Expense							
	5001 · Accounting Services Expense	1,910	1,167	743	13,908	14,004	(96)
	5035 · Dues & Memberships Expense	0	42	(42)	27	504	(477)
	5057 · Investment Fees Expense	3,783	4,167	(384)	46,734	50,004	(3,270)
	5065 · Legal Costs Ongoing Expense	0	83	(83)	0	996	(996)
	5101 · DHCD-Exp Alloc Wages& benefits	13,166	33,148	(19,982)	317,848	397,776	(79,928)
	5101.1 · DHCD Labor Allocation to Grants	0	(14,349)	14,349	(114,792)	(172,188)	57,396
	5102 · DHCD-Expenses - CVEC	4,130	36,237	(32,107)	246,255	434,844	(188,589)
	5106 · Marketing & Communications	0	2,917	(2,917)	5,545	35,004	(29,459)
	5110 · Other Expenses	1,110	417	693	31,472	5,004	26,468
	5115 · Postage & Shipping Expense	0	8	(8)	0	96	(96)
	5120 · Professional Fees Expense	0	83	(83)	0	996	(996)
	8051 · Major grant expense	19,049	222,833	(203,784)	845,130	2,673,996	(1,828,866)
	8052 · Grant Expense - Collective/Mini	0	2,500	(2,500)	0	30,000	(30,000)
	Total Expense Before Social Services	43,148	289,253	(246,105)	1,392,127	3,471,036	(2,078,909)
	5054 · Social Services Fund	6,000	10,000	(4,000)	32,000	120,000	(88,000)
	Net Income	706,006	(87,837)	793,843	1,752,928	(1,120,044)	2,872,972

Desert Healthcare Foundation
Balance Sheet Previous Year Comparison
As of June 30, 2024

	Preliminary	Jun 30, 24	Jun 30, 23
ASSETS			
Current Assets			
Checking/Savings			
100 - CASH			
150 - Petty Cash		237	207
151 - Checking - Union Bank 7611		0	193,754
152 - Checking - Union Bank 8570		0	167,136
153 - Checking - US Bank - 7094		1,342,799	0
154 - Checking - US Bank - 4946		124,389	0
Total Checking/Savings		1,467,425	361,097
Total Accounts Receivable		22,587	183,530
Other Current Assets			
476-486 - INVESTMENTS			
477 - Morgan Stanley-Investments			
477.2 - Unrealized Gain/(Loss)		(92,580)	(218,266)
477 - Morgan Stanley-Investments - Other		968,883	2,066,375
Total 477 - Morgan Stanley-Investments		876,303	1,848,109
486 - Merrill Lynch			
486.1 - Merrill Lynch Unrealized Gain		710,487	591,246
486 - Merrill Lynch - Other		2,355,051	2,122,833
Total 486 - Merrill Lynch		3,065,538	2,714,079
Total 476-486 - INVESTMENTS		3,941,841	4,562,188
500 - CONTRIBUTIONS -RCVB -CRTS			
515 - Contrib RCVB-Pressler CRT		70,118	70,118
530 - Contrib RCVB-Guerts CRT		126,022	126,022
Total 500 - CONTRIBUTIONS -RCVB -CRTS		196,140	196,140
601 - Prepaid Payables		5,000	6,748
Total Other Current Assets		4,142,981	4,765,076
TOTAL ASSETS		5,632,993	5,309,703

Desert Healthcare Foundation
Balance Sheet Previous Year Comparison
As of June 30, 2024

	Preliminary	Jun 30, 24	Jun 30, 23
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
1000 - Accounts Payable		6,000	21,965
Total Accounts Payable		6,000	21,965
Other Current Liabilities			
2183 - Grants Payable-COVID-CARES PHI		0	133,109
2190 - Current - Grants payable		327,609	1,608,171
Total Liabilities		333,609	1,763,245
Equity			
3900 - Retained Earnings		3,546,460	6,098,389
Net Income		1,752,928	(2,551,929)
Total Equity		5,299,388	3,546,460
TOTAL LIABILITIES & EQUITY		5,632,993	5,309,703

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 06/30/24					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		Preliminary			
		T/B	GENERAL	Restricted	
			Fund	Funds	Trusts
ASSETS					
	150 · Petty Cash	237	237	-	-
	153 · Checking - US Bank 7094*	1,342,799	1,336,799	6,000	-
	154 · Checking - US Bank 4946*	124,389		124,389	
	Total 100 · CASH - UNRESTRICTED	1,467,425	1,337,036	130,389	-
Accounts Receivable					
	321 - Accounts Receivable - Other	22,587	-	22,587	
	Total Accounts Receivable	22,587	-	22,587	-
477 ·Morgan Stanley Investments					
	477.2 · Unrealized Gain	(92,580)	(92,580)		-
	477 ·Morgan Stanley	968,883	968,883		-
	Total 477 · Morgan Stanley Investments	876,303	876,303	-	-
6441	486.1 · Merrill Lynch Unrealized Gain	710,487	-	710,487	-
	486 · Merrill Lynch	2,355,051	1,727,047	628,004	-
	Total 486 · Merrill Lynch	3,065,538	1,727,047	1,338,491	-
	515 · Contrib RCVB-Pressler CRT	70,118	-	-	70,118
	530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
	601 - Prepaid payables	5,000	5,000	-	-
	Total Current Assets	5,632,993	3,945,386	1,491,467	196,140
	TOTAL ASSETS	5,632,993	3,945,386	1,491,467	196,140
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	6,000	-	6,000	-
	2190 - Grants Payable - Current Portion	327,609	-	327,609	-
	Total Current Liabilities	333,609	-	333,609	-
	2186 - Grant Payable - Long Term	-	-	-	-
	Total Liabilities	333,609	-	333,609	-
Equity					
	3900 · Retained Earnings	3,546,460	2,192,462	1,157,858	196,140
	Net Income	1,752,928	1,752,928	-	-
	Total Equity	5,299,388	3,945,386	1,157,858	196,140
	TOTAL LIABILITIES & EQUITY	5,632,993	3,945,386	1,491,467	196,140
* Restricted funds include Accounts Payable & advance of USAgng grant funds					

Desert Healthcare Foundation
Deposit Detail
 June 2024

Type	Date	Name	Account	Amount
Deposit	06/04/2024		153 - Checking - US Bank - 7094	484
		Warner Music Group Services	4116 - Bequests - Frederick Lowe	(484)
TOTAL				(484)
Deposit	06/05/2024		153 - Checking - US Bank - 7094	8,790
Payment	06/05/2024	Inland Empire Health Plan - Connect IE Agreement	1499 - Undeposited Funds	(8,790)
TOTAL				(8,790)
Deposit	06/12/2024		153 - Checking - US Bank - 7094	750,000
		Desert Healthcare Dist.	4003 - Grants	(750,000)
TOTAL				(750,000)
Deposit	06/26/2024		153 - Checking - US Bank - 7094	10
		Misc.	4000 - Gifts and Contributions	(10)
TOTAL				(10)
Deposit	06/28/2024		153 - Checking - US Bank - 7094	347
		Misc. - PayPal Donations	4000 - Gifts and Contributions	(347)
TOTAL				(347)
			TOTAL	759,631

Desert Healthcare Foundation
Check Register
As of June 30, 2024

Type	Date	Num	Name	Amount
100 - CASH				
153 - Checking - US Bank - 7094				
Bill Pmt -Check	06/03/2024	6047	Regents of UC Riverside - Grant Payment	(112,500)
Bill Pmt -Check	06/10/2024	6048	Moss, Levy & Hartzheim LLP	(5,000)
Bill Pmt -Check	06/11/2024	6049	U.S. Bank	(2,332)
Check	06/14/2024		Bank Service Charge	(1,110)
Bill Pmt -Check	06/17/2024	6050	KESQ Newschannel 3	(1,000)
Bill Pmt -Check	06/17/2024	6051	Moss, Levy & Hartzheim LLP	(1,910)
Bill Pmt -Check	06/25/2024	6052	Desert Aids Project (DAP Health) - Grant Payment	(16,314)
Bill Pmt -Check	06/28/2024	IC 062824	Desert Healthcare District	(65,659)
Total 153 - Checking - US Bank - 7094				(205,825)
154 - Checking - US Bank - 4946				
Bill Pmt -Check	06/04/2024	1323	Coachella Valley Pharmacy, Inc.	(2,724)
Bill Pmt -Check	06/12/2024	1324	El Sol Neighborhood Educational Center - Grant Payment	(19,049)
Total 154 - Checking - US Bank - 4946				(21,773)
TOTAL				(227,598)

Desert Healthcare Foundation
Details for Credit Card Expenditures
Credit card purchases - May 2024 - Paid June 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 Charged	Total Charges	Expense Type	Amount	Purpose	Description
		\$ 2,332.03				
Monthly Statement:						
2024	May	\$ 2,332.03	Foundation			
			Chris Christensen:			
			5102	\$ 911.58	Enterprise - rental truck for 04/12/24 - 04/26/24 (final)	
				\$ 911.58		
			Alejandro Espinoza Santacruz:			
			5102	\$ 576.24	Taqueria Guerrero - farmworker appreciation lunch for 42 (\$288 provided by Growing CV)	
			5102	\$ 92.25	Starbucks - refreshments for 15 - mobile unit event	
			5102	\$ 34.75	Starbucks - refreshments for 5 - mobile unit event	
			5102	\$ 203.65	Chelo's Burgers - food for 20 - mobile unit event	
			5110	\$ 130.66	CJ's Diner - Environmental Health Initiative Data Walk - Chris Christensen, Donna Craig, Alejandro Espinoza Santacruz, Meghan Kane, Sergio Rodriguez, Stephanie Minor (to be transferred to District)	
			2190	\$ 100.18	Hertz Car Rental - reservation for van rental for homeless outreach on May 22, 2024	
			5110	\$ 186.15	Indio Florist - flowers for moms at Mother's Day clinic (to be transferred to District)	
			2190	\$ 20.00	Palm Springs Airport - parking for homeless outreach on May 22, 2024	
			2190	\$ 17.98	Arco - fuel for van rental for homeless outreach on May 22, 2024	
			2190	\$ 58.59	Hertz Car Rental - final charge for van rental for homeless outreach on May 22, 2024	
				\$ 1,420.45		

DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
June 30, 2024							
TWELVE MONTHS ENDING JUNE 30, 2024							
Preliminary							
A/C 2190 and A/C 2186-Long term			6/30/2023	New Grants		6/30/2024	
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		\$ 51,998	\$ 19,559	Homelessness
BOD - 07/27/21 BOD (#1288)	DAP Health (Borrego Community) - Improving Access to Healthcare - 3 yrs		\$ 423,971		\$ 150,277	\$ 273,693	
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	\$ -	\$ 1,332,323	\$ 3,174,002	
Summary: As of 06/30/2024							
							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	\$ 19,559	\$ -					
Healthcare Needs of Black Communities	\$ 273,693	\$ -					
Prior Year Commitments & Carry-Over Funds	\$ 1,544,156	\$ 1,544,156					
Total	\$ 3,174,002	\$ 2,702,606					
Amts available/remaining for Grant/Programs - FY 2023-24:							
Amount budgeted 2023-2024		\$ 30,000	\$ 30,000				
Amount granted year to date		\$ -	\$ -				
Mini Grants:							
Net adj - Grants not used:	1046	\$ 40					
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								
June 30, 2024								
FISCAL YEAR ENDING JUNE 30, 2024								
		Preliminary	TOTAL	6/30/2023		Total Paid	6/30/2024	Remaining
Grant ID Nos.	Name		Grant	Open	Current Yr	July-June	Payable	Funds
				BALANCE	2023-2024		BALANCE	BALANCE
BOD - 11/22/22 - Resolution 22-28 Approval*	Covid Disparities RFP - End date 12/31/23							
	Total CBOs		\$ 822,096	\$ 657,769	\$ (73,783)	\$ 714,952	\$ -	\$ (0)
	Contract #22-323B*		\$ 443,881	\$ 301,333	\$ (108,619)	\$ 240,521	\$ 0	\$ (0)
	Total DHCF							
		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								
	Grant #1379 - ABC Recovery		\$ 25,000	\$ 22,857	\$ (10,806)	\$ 14,194	\$ -	\$ -
	Contract #23-108*		\$ 24,000	\$ 15,807	\$ (4,518)	\$ 19,482	\$ -	\$ -
	Total DHCF							
		TOTAL	\$ 49,000	\$ 38,664	\$ (15,324)	\$ 33,676	\$ -	\$ -
BOD - 07/25/23 - USAging: Aging and Disability Vaccination Collaborative - End date 5/18/24 (pending extension)								
	Grant # 90HDC0001-01-00		\$ 222,332	\$ -	\$ 222,332	\$ 197,332	\$ -	\$ 25,000
	TOTAL CBOs		\$ 119,316	\$ -	\$ 119,316	\$ 61,969	\$ -	\$ 57,347
	Total DHCF							
		TOTAL	\$ 341,648	\$ -	\$ 341,648	\$ 259,301	\$ -	\$ 82,347
						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	