



DESERT HEALTHCARE
DISTRICT & FOUNDATION

To achieve optimal health at all stages of life for all District residents

DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee
December 11, 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, December 11, 2024, 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

ACTION

- 1. F&A Meeting Minutes – November 13, 2024 – Pgs. 2

V. CEO REPORT

Information

VI. FINANCIAL REPORT

ACTION

- 1. Financial Statements – Pgs. 4-7
- 2. Deposits – Pg. 8
- 3. Check Register – Pg. 9
- 4. Credit Card Expenditures – Pg. 10
- 5. General Grants Schedule – Pgs. 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
November 13, 2024

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Vice-President Carmina Zavala, PsyD Chair/Treasurer Arthur Shorr Director Leticia De Lara, MPA	Chris Christensen, CPA, Chief Executive Officer Eric Taylor, CPA, Chief Administration Officer Donna Craig, Chief Program Officer Alejandro Espinoza, MPH, Chief of Community Engagement Jorge Rodriguez, 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 6:17 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 October 09, 2024	Vice-President Zavala asked for a motion to approve the minutes of the October 09, 2024, meeting with a correction to the adjournment.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the October 09, 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 inquired with the committee about any questions concerning the financials. There were no questions or comments.	Moved and seconded by Director De Lara and Chair Shorr to approve the October financial reports 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 6:21 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					
NOVEMBER 2024 FINANCIAL STATEMENTS					
INDEX					
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 through November 2024

	MONTH			TOTAL		
	Nov 24	Budget	\$ Over Budget	Jul - Nov 24	Budget	\$ Over Budget
Income						
4000 · Gifts and Contributions	12,460	4,167	8,293	26,840	20,831	6,009
4003 · Grants	0	19,514	(19,514)	0	847,567	(847,567)
4116 · Bequests - Frederick Lowe	0	5,000	(5,000)	29,837	25,000	4,837
4130 · Misc. Income	0	83	(83)	0	417	(417)
8015 · Investment Interest Income	8,342	12,500	(4,158)	38,294	62,500	(24,206)
8040 · Restr. Unrealized Gain/(Loss)	175,349	12,500	162,849	397,964	62,500	335,464
Total Income	196,152	53,764	142,387	492,935	1,018,815	(525,880)
Expense						
5001 · Accounting Services Expense	1,194	1,202	(8)	5,969	6,006	(37)
5035 · Dues & Memberships Expense	0	42	(42)	27	208	(181)
5057 · Investment Fees Expense	4,004	4,167	(163)	19,894	20,833	(940)
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	417	(417)
5101 · DHCD-Exp Alloc Wages& benefits	17,258	17,692	(434)	83,725	88,458	(4,733)
5102 · DHCD-Expenses - CVEC	17,575	25,000	(7,425)	41,747	125,000	(83,253)
5106 · Marketing & Communications	0	625	(625)	0	3,125	(3,125)
5110 · Other Expenses	882	625	257	4,270	3,125	1,145
5115 · Postage & Shipping Expense	0	8	(8)	0	42	(42)
5120 · Professional Fees Expense	0	83	(83)	0	417	(417)
8051 · Major grant expense	(30,081)	16,667	(46,747)	(35,711)	83,333	(119,044)
8052 · Grant Expense - Collective/Mini	0	125,833	(125,833)	0	629,167	(629,167)
Total Expense Before Social Services	10,832	192,027	(181,195)	119,921	960,131	(840,210)
5054 · Social Services Fund	0	8,000	(8,000)	6,000	40,000	(34,000)
Net Income	185,319	(146,263)	331,582	367,014	18,684	348,329

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

			Nov 30, 24	Nov 30, 23
ASSETS				
Current Assets				
Checking/Savings				
100 - CASH				
150 - Petty Cash			237	207
153 - Checking - US Bank - 7094			1,157,339	693,901
154 - Checking - US Bank - 4946			124,389	270,824
Total Checking/Savings			1,281,965	964,932
Total Accounts Receivable			22,937	177,904
Other Current Assets				
476-486 - INVESTMENTS				
477 - Morgan Stanley-Investments				
477.2 - Unrealized Gain/(Loss)			(72,861)	(245,206)
477 - Morgan Stanley-Investments - Other			976,553	2,080,146
Total 477 - Morgan Stanley-Investments			903,692	1,834,940
486 - Merrill Lynch				
486.1 - Merrill Lynch Unrealized Gain			1,011,554	545,732
486 - Merrill Lynch - Other			2,442,959	2,201,826
Total 486 - Merrill Lynch			3,454,513	2,747,558
Total 476-486 - INVESTMENTS			4,358,205	4,582,498
500 - CONTRIBUTIONS -RCVB -CRTS				
515 - Contrib RCVB-Pressler CRT			80,317	70,118
530 - Contrib RCVB-Guerts CRT			114,737	126,022
Total 500 - CONTRIBUTIONS -RCVB -CRTS			195,054	196,140
601 - Prepaid Payables			4,031	7,130
Total Other Current Assets			4,557,290	4,785,768
TOTAL ASSETS			5,862,192	5,928,604

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

				Nov 30, 24	Nov 30, 23
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
		1000 · Accounts Payable		727	92,954
		1052 · Account payable-DHCD Exp Alloc		105,062	100,442
		Total Accounts Payable		105,789	193,396
Other Current Liabilities					
		2183 · Grants Payable-COVID-CARES PHI		0	112,156
		2190 · Current - Grants payable		248,965	1,218,156
Long Term Liabilities					
		2186 · Grants payable		33,120	0
		Total Liabilities		387,874	1,523,708
Equity					
		3900 · Retained Earnings		5,107,307	3,546,460
		Net Income		367,014	858,436
		Total Equity		5,474,321	4,404,896
TOTAL LIABILITIES & EQUITY				5,862,192	5,928,604

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 11/30/24					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS					
	150 · Petty Cash	237	237	-	-
	153 · Checking - US Bank 7094*	1,157,339	1,051,550	105,789	-
	154 · Checking - US Bank 4946*	124,389		124,389	
	Total 100 · CASH - UNRESTRICTED	1,281,965	1,051,787	230,178	-
Accounts Receivable					
	321 - Accounts Receivable - Other	22,937	-	22,937	
	Total Accounts Receivable	22,937	-	22,937	-
477 ·Morgan Stanley Investments					
	477.2 · Unrealized Gain	(72,861)	(72,861)		-
	477 ·Morgan Stanley	976,553	976,553		-
	Total 477 · Morgan Stanley Investments	903,692	903,692	-	-
6441	486.1 · Merrill Lynch Unrealized Gain	1,011,554	0	1,011,554	-
	486 · Merrill Lynch	2,442,959	2,337,013	105,946	-
	Total 486 · Merrill Lynch	3,454,513	2,337,013	1,117,500	-
	515 · Contrib RCVB-Pressler CRT	80,317	-	-	80,317
	530 · Contrib RCVB-Guerts CRT	114,737	-	-	114,737
	601 - Prepaid payables	4,031	4,031	-	-
	Total Current Assets	5,862,192	4,296,523	1,370,615	195,054
	TOTAL ASSETS	5,862,192	4,296,523	1,370,615	195,054
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	727	-	727	-
	1052 - Account Payable - DHCD - Alloc Expenses	105,062	-	105,062	-
Other Current Liabilities					
	2190 - Grants Payable - Current Portion	248,965	-	248,965	-
	Total Current Liabilities	354,753	-	354,753	-
	2186 - Grant Payable - Long Term	33,120	-	33,120	-
	Total Liabilities	387,873	-	387,873	-
Equity					
	3900 · Retained Earnings	5,107,307	3,929,511	982,742	195,054
	Net Income	367,014	367,014	-	-
	Total Equity	5,474,321	4,296,523	982,742	195,054
	TOTAL LIABILITIES & EQUITY	5,862,192	4,296,523	1,370,615	195,054
* Restricted funds include Accounts Payable & advance of USAging grant funds					

Desert Healthcare Foundation
Deposit Detail
 November 2024

Type	Date	Name	Account	Amount
Deposit	11/12/2024		153 - Checking - US Bank - 7094	5,910
Payment	11/12/2024	Inland Empire Health Plan - Connect IE Agreement	1499 - Undeposited Funds	(5,910)
TOTAL				(5,910)
Deposit	11/21/2024		153 - Checking - US Bank - 7094	6,797
		Regional Access Project Foundation - Reimbursement	8051 - Major grant expense	(6,797)
TOTAL		of Unused Technical Support From RAP Collaboration		(6,797)
Deposit	11/26/2024		153 - Checking - US Bank - 7094	10
		Misc.	4000 - Gifts and Contributions	(10)
TOTAL				(10)
			TOTAL	12,717

Desert Healthcare Foundation
Check Register
As of November 30, 2024

Type	Date	Num	Name	Amount
100 - CASH				
153 - Checking - US Bank - 7094				
Bill Pmt -Check	11/08/2024	6074-VOID	Alejandro Espinoza Santacruz - Expense Reimbursement	0
Bill Pmt -Check	11/08/2024	6075	Belen G Navarro Valenzuela - Exense Reimbursement	(29)
Bill Pmt -Check	11/08/2024	6076	Desert Aids Project (DAP Health) - Grant Payment	(16,568)
Bill Pmt -Check	11/08/2024	6077	Sergio Rodriguez - Expense Reimbursement	(133)
Bill Pmt -Check	11/08/2024	6078	Alejandro Espinoza Santacruz - Expense Reimbursement	(633)
Check	11/15/2024		Bank Service Charge	(882)
Bill Pmt -Check	11/25/2024	6079	Regents of UC Riverside - Grant Payment	(26,520)
Bill Pmt -Check	11/26/2024	6080	U.S. Bank	(4,848)
Bill Pmt -Check	11/30/2024	ACH112724	Palm Desert Pacific Owner LLC - Mall Kiosk USAging Grant	(4,000)
TOTAL				(53,613)

Desert Healthcare Foundation
Details for Credit Card Expenditures
Credit Card Purchases - November 2024 - Paid November 2024

Number of Credit Cards Held by Foundation Personnel - 2

Credit Card Limit - \$40,000

Credit Card Holders:

Chris Christensen - Chief Executive Officer

Eric Taylor - 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
		\$ 4,848.17				
Monthly Statement CalCard:						
2024	November	\$ 4,848.17	Foundation			
			Chris Christensen			
			GL	Dollar	Description	
				\$ -		
			Eric Taylor			
			GL	Dollar	Description	
				\$ -		
			Alejandro Espinoza Santacruz			
			GL	Dollar	Description	
			5102	\$ 154.49	Taqueria Guerrero - food for staff and vaccination staff of 12 for October 25, 2024, vaccination event	
			5102	\$ 18.55	Walgreens - refreshments for staff and vaccination staff of 9 for October 27, 2024, vaccination event	
			5102	\$ 48.05	Starbucks - refreshments for staff and vaccination staff of 8 for October 26, 2024, vaccination event	
			5102	\$ 600.00	Facebook - advertising for USAging vaccination events	
			5102	\$ 101.68	Zapopan - food for staff and vaccination staff of 9 for October 27, 2024, vaccination event	
			5102	\$ 600.00	Party Time Rentals - deposit for rental equipment for mobile medical unit event	
			5102	\$ 654.18	Facebook - advertising for USAging vaccination events	
			5102	\$ 194.00	Stor-N-Lock - CVEC storage unit rent November 2024	
			5102	\$ 1,008.00	Target - gift cards for USAging vaccination events	
			5102	\$ 1,009.95	Starbucks - gift cards for USAging vaccination events	
			5102	\$ 26.45	Starbucks - refreshments for staff and vaccination staff of 11 for November 17, 2024, vaccination event	
			2190	\$ 178.49	Budget - rental van for November 21, 2024, homeless outreach event	
			5102	\$ 115.96	Charleys - food for staff and vaccination staff of 6 for November 24, 2024, vaccination event	
			2190	\$ 17.41	Arco - fuel for rental van for November 21, 2024, homeless outreach event	
			5102	\$ 120.96	Staples - Office and janitorial supplies for PD Mall storefront USAging grant	
				\$ 4,848.17		

DESERT HEALTHCARE FOUNDATION								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
November 30, 2024								
TWELVE MONTHS ENDING JUNE 30, 2025								
A/C 2190 and A/C 2186-Long term			6/30/2024	New Grants	Total Paid	11/30/2024		
Grant ID Nos.		Name	Open	Current Yr	July-June	Open		
			BALANCE	2024-2025		BALANCE		
BOD-04-24-18 & 06-28-22		Behavioral Health Initiative Collective Fund + Expansion	\$ 851,542		\$ 134,905	\$ 722,641	Behavioral Health	
2018-BOD-06-26-18		Avery Trust Funds-Committed to Pulmonary services	\$ 485,052		\$ -	\$ 485,052	Avery Trust	
2019-1006-BOD-06-25-19		DHCD - Homelessness Initiative Collective Fund	\$ 19,345		\$ 1,346	\$ 17,999	Homelessness	
2021-1288-BOD-07-27-21		DAP Health (Borrego Community) - Improving Access to Healthcare - 3 Yrs	\$ 273,693		\$ 70,827	\$ 202,866		
Res. NO. 22-17		Carry-Over Funds*	\$ 477,916		\$ -	\$ 477,916		
BOD-05-28-24 FY 2024-2025 Budget		Environmental Health RFP	\$ 1,000,000		\$ -	\$ 1,000,000		
2024-MOU-BOD-06-25-24		HARC - 2025 Coachella Valley Health Survey - 2 Yrs.	\$ 66,240		\$ -	\$ 66,240		
TOTAL GRANTS			\$ 3,173,789	\$ -	\$ 207,079	\$ 2,972,714		
YTD Summary:			Uncommitted & Available					
Behavioral Health Initiative Collective Fund	\$	722,641	\$	709,662				
Avery Trust - Pulmonary Services	\$	485,052	\$	485,052				
West Valley Homelessness Initiative	\$	17,999	\$	-				
Carry-Over Funds	\$	477,916	\$	477,916				
Environmental Health RFP	\$	1,000,000	\$	1,000,000				
Total	\$	2,703,608	\$	2,672,630				
Amts available/remaining for Grant/Programs - FY 2024-25:			FY25 Grant Budget		Social Services Fund #5054			
Amount budgeted 2024-2025		\$ 10,000	\$	10,000	Budget	\$ 96,000		
Amount granted year to date		\$ -	\$	-	DRMC Auxiliary	\$ 6,000	Spent YTD	
Mini Grants:					Eisenhower	\$ -		
Net adj - Grants not used:	Unused Technical Assistance from RAP Collaboration ; 1334	\$ 30,276			Balance Available	\$ 90,000		
Contributions / Additional Funding								
Prior Year Commitments & Carry-Over Funds		\$ 1,477,916						
Balance available for Grants/Programs		\$ 1,518,192						

* Value listed in Total Paid column reflects funds granted from carryover funds. Actual grant payments will be reflected under the respective grant.

DESERT HEALTHCARE FOUNDATION								
OUTSTANDING PASS-THROUGH GRANTS AND GRANT PAYMENT SCHEDULE								
November 30, 2024								
FISCAL YEAR ENDING JUNE 30, 2025								
Grant ID Nos.	Name	TOTAL Grant	6/30/2024 Open	Current Yr 2024-2025	Total Paid July-June	11/30/2024 Payable	Remaining Funds	
			BALANCE			BALANCE	BALANCE	
BOD - 07/25/23 - USAging: Aging and Disability Vaccination Collaborative - End date 3/31/25								
Grant # 90HDCR0001-01-00	TOTAL CBOs	\$ 222,332	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000	
	Total DHCF	\$ 119,316	\$ 57,347	\$ -	\$ 5,924	\$ 26,799	\$ 24,624	
TOTAL GRANTS		\$ 341,648	\$ 82,347	\$ -	\$ 5,924	\$ 26,799	\$ 49,624	
					Account 2183	\$ -		
Amts available/remaining for Grant/Programs - FY 2024-25:								
Pass-Through Organizations billed to date		\$ -					Grant Funds	
Foundation Administration Costs		\$ 32,723					RFP	
Contributions / Additional Funding	Reimbursements received and pending	\$ (32,723)			Total Grant	\$ 341,648		
Balance available for Grants/Programs		\$ -			Received to Date	\$ 307,483		
					Balance Remaining	\$ 34,165		