

**DESERT HEALTHCARE FOUNDATION
Board Meeting
Board of Directors
March 28, 2017
4:00 p.m.**

Or As Soon After The Adjournment of the Desert Healthcare District Board Meeting

Jerry Stergios Building, 2nd floor
Arthur H. "Red" Motley Boardroom
1140 N. Indian Canyon Drive, Palm Springs, California 92262
This meeting is handicapped-accessible

AGENDA

Pages

Any item on the agenda may result in Board action

- A. CALL TO ORDER –** President Rogers
___Director Zendle ___Director Wortham ___Director
Matthews ___Vice-President Hazen ___President Rogers

1-2

- B. APPROVAL OF AGENDA**

Action

- C. 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 Foundation. **The Board has a policy of limiting speakers to no more than three minutes.** The Board cannot take action on items not listed on the agenda. Public input may be offered on agenda items when they come up for discussion and/or action.

- D. CONSENT AGENDA**

All Consent Agenda item(s) listed below are considered to be routine by the Board of Directors and will be enacted by one motion. There will be no separate discussion of items unless a Board member so requests, in which event the item(s) will be considered following approval of the Consent Agenda.

3-5

1. BOARD MINUTES

6-13

- a. Meeting Minutes of February 28, 2017
b. Consideration of approval Foundation February 2017 Financial Statements
- F&A Committee approved March 14, 2017

Action

Action

**DESERT HEALTHCARE FOUNDATION
Board Meeting
Board of Directors
March 28, 2017
4:00 p.m.**

**Or As Soon After The Adjournment of the Desert Healthcare District Board
Meeting**

AGENDA

Pages

Any item on the agenda may result in Board action

| | | |
|--------------|--|-------------|
| 14-15 | E. FINANCE & ADMINISTRATION COMMITTEE 1. Draft minutes of meeting March 14, 2017 | Information |
| 16-17 | F. OLD BUSINESS 1. Update on CV HIP | Information |
| | G. NEW BUSINESS | |
| | H. LEGAL COUNSEL COMMENTS & REPORTS | Information |
| | I. DIRECTOR'S COMMENTS & REPORTS | Information |
| | J. CEO Report | Information |
| | K. ADJOURNMENT | |

**DESERT HEALTHCARE FOUNDATION
BOARD OF DIRECTORS
MEETING MINUTES
February 28, 2017**

A Meeting of the Board of Directors of the Desert Healthcare Foundation was held in the Arthur H. "Red" Motley Boardroom, Palm Springs, CA

Attendance:

Members

Carole Rogers RN – President
Kay Hazen – Vice-President/Secretary
Mark Matthews – Treasurer
Jennifer Wortham, Dr.PH - Director
Les Zendle, MD - Director

Absent

Staff

Herb K. Schultz, Chief Executive Officer
Chris Christensen, COO/CFO
Donna Craig, Chief Grants Officer
Alejandro Espinoza, Director Programs/Projects
Mary Pannoni, Accounting/Admin Support
Andrea S. Hayles, Clerk to the Board

Legal Counsel

Jeff Scott

Guests

None

CALL TO ORDER

The meeting was called to order at 5:22 p.m. by President Rogers.

APPROVAL OF AGENDA

President Rogers asked for a motion to approve the agenda.

#17-04 MOTION WAS MADE by Director Matthews and seconded by Director Zendle to approve the agenda.

Motion passed unanimously.

PUBLIC COMMENT

None

CONSENT AGENDA

Submitted for approval:

- a. Board Minutes
 - Meeting Minutes of January 24, 2017
- b. Foundation January 2017 Financial Statements

#17-05 MOTION WAS MADE by Director Matthews and seconded by Director Wortham to Approve the Consent Agenda.

Director Hazen abstained from check# 10703 – Coachella Valley Economic Partnership to avoid any potential business conflicts.

Director Wortham abstained due to a potential conflict with Riverside County.

Roll Call Vote:

| | |
|-----------------|--|
| AYES | 3 Director Zendle; Director Matthews Vice-President Hazen; President Rogers |
| NOES: | 0 |
| ABSTAIN: | 2 Director Hazen, Director Wortham |
| ABSENT: | 0 |

Motion Passed 5-0

FINANCE & ADMINISTRATION COMMITTEE

- 1. Draft minutes of the February 14, 2017 meeting

OLD BUSINESS

- 1. None

NEW BUSINESS

- 1. None

LEGAL COUNSEL COMMENTS & REPORTS

No report was given.

DIRECTOR’S COMMENTS & REPORTS

There were no comments or reports.

CEO REPORT

Herb Schultz, CEO reminded all that the Strategic Plan has on entity.

ADJOURNMENT

The meeting was adjourned at 5:26 p.m.

ATTEST: _____

Kay Hazen, Vice-President/Secretary
Desert Healthcare Foundation Board of Directors

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

DRAFT

| DESERT HEALTHCARE FOUNDATION | | | | | |
|---|--|--|--|--|--|
| FEBRUARY 2017 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 | | | | |
|--|------------------|------------------|---------------------|----------------|
| BALANCE SHEET 02/28/17 | | | | |
| ALLOCATION OF MAJOR CATEGORIES/LIABILITIES | | | | |
| | T/B | GENERAL Fund | Restricted Funds | Trusts |
| ASSETS | | | | |
| 146 - Checking Pacific Premier 6718 | 255,608 | 255,608 | | |
| 149 - Money Market Pacific Premier Bank | 1,931 | 1,931 | | |
| 150 - Petty Cash | 200 | 200 | | |
| Total 100 - CASH - UNRESTRICTED | 257,739 | 257,739 | - | - |
| Accounts Receivable | | | | |
| 324- RSS Jr. Receivable | 1,536 | | 1,536 | |
| Total Accounts Receivable | 1,536 | - | 1,536 | - |
| 477 - Invt-Morgan Stanley | | | | |
| 477.2 - Unrealized Gain | 15,096 | 15,096 | | |
| 477 - Invt-Morgan Stanley | 1,676,099 | 1,676,099 | | |
| Total 477 - Invt-Morgan Stanley | 1,691,196 | 1,691,196 | - | - |
| 8441 486.1 - Merrill Lynch Unrealized Gain | 156,773 | | 156,773 | |
| 486 - Merrill Lynch | 559,202 | | 559,202 | |
| Total 486 - Merrill Lynch | 716,976 | - | 716,976 | |
| 515 - Contrib RCVB-Pressler CRT | 60,666 | | | 60,666 |
| 530 - Contrib RCVB-Guerts CRT | 143,509 | | | 143,509 |
| 550 - Assets in CRT -R Waite | 78,576 | | | 78,576 |
| 601 - Prepaid payables | 2,451 | 2,451 | | |
| Total Current Assets | 2,951,647 | 1,951,385 | 717,511 | 282,751 |
| TOTAL ASSETS | 2,951,647 | 1,951,385 | 717,511 | 282,751 |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | | | | |
| 1000 - Accounts Payable | - | - | | |
| 1052 - Account Payable - DHCD - Alloc Expenses | 47,351 | 47,351 | | |
| 2180 - Accrued Accounts Payable | 467 | 467 | | |
| 2190 - Grants Payable - Current Portion | 461,982 | | 461,982 | |
| Total Current Liabilities | 509,800 | 47,819 | 461,982 | - |
| 2186 - Grant Payable - Long Term | 200,000 | | 200,000 | |
| Total Liabilities | 709,800 | 47,819 | 661,982 | - |
| Equity | | | | |
| 3900 - Retained Earnings | 2,107,170 | 1,768,889 | 55,530 | 282,751 |
| Net Income | 134,677 | 134,677 | | |
| Total Equity | 2,241,847 | 1,903,566 | 55,530 | 282,751 |
| TOTAL LIABILITIES & EQUITY | 2,951,647 | 1,951,385 | 717,511 | 282,751 |

Desert Healthcare Foundation
Profit & Loss Budget vs. Actual
July 2016 through February 2017

| | TOTAL | | | | | |
|--|---------------|---------------|----------------|------------------|----------------|-----------------|
| | Feb 17 | Budget | \$ Over Budget | Jul '16 - Feb 17 | Budget | \$ Over Budget |
| Income | | | | | | |
| 4000 · Gifts and Contributions | 0 | 0 | 0 | 0 | 5,000 | (5,000) |
| 4007 · Grant Income - RSS Jr | 1,536 | 0 | 1,536 | 4,710 | 0 | 4,710 |
| 4116 · Bequests - Frederick Lowe | 13,782 | 8,333 | 5,449 | 58,611 | 66,664 | (8,053) |
| 4130 · Misc. Income | 0 | 83 | (83) | 55,000 | 664 | 54,336 |
| 4301 · Interest Income | 0 | | | 2 | 0 | 2 |
| 8015 · Investment Interest Income | 3,012 | 5,000 | (1,988) | 36,124 | 40,000 | (3,876) |
| 8040 · Restr. Unrealized (Gain/Loss) | 38,323 | 4,167 | 34,156 | 24,329 | 33,336 | (9,007) |
| Total Income | 56,653 | 17,583 | 39,070 | 178,776 | 145,664 | 33,112 |
| Expense | | | | | | |
| 5001 · Accounting Services Expense | 613 | 610 | 3 | 4,904 | 4,880 | 24 |
| 5035 · Dues & Memberships Expense | 0 | 100 | (100) | 19 | 800 | (781) |
| 5055 · Insurance Expense | 136 | | | 136 | 0 | 136 |
| 5057 · Investment Fees Expense | 1,067 | 900 | 167 | 13,401 | 11,200 | 2,201 |
| 5065 · Legal Costs Ongoing Expense | 0 | 83 | (83) | 894 | 664 | 230 |
| 5101 · DHCD-Exp Alloc Wages& benefits | 2,127 | 2,127 | 0 | 17,016 | 17,016 | 0 |
| 5110 · Other Expenses | 0 | 21 | (21) | 84 | 168 | (84) |
| 5115 · Postage & Shipping Expense | 0 | 8 | (8) | 0 | 64 | (64) |
| 5120 · Professional Fees Expense | 0 | 0 | 0 | 0 | 500 | (500) |
| 5210 · RSS Jr - Expense Clearing Acct | 452 | 0 | 452 | (1,354) | 0 | (1,354) |
| 8052 · Grant Expense - Collective/Mini | 0 | 1,250 | (1,250) | (9,708) | 10,000 | (19,708) |
| 8053 · Grant Expense - RSS Jr | 1,536 | 0 | 1,536 | 4,710 | 0 | 4,710 |
| Total Expense Before Social Services Fund | 5,931 | 5,099 | 832 | 30,102 | 45,292 | (15,190) |
| 5054 · Social Services Fund | 0 | 4,167 | (4,167) | 14,000 | 33,336 | (19,336) |
| Net Income | 50,722 | 8,317 | 42,405 | 134,677 | 67,036 | 67,641 |

Desert Healthcare Foundation
Balance Sheet
As of February 28, 2017

| | Feb 28, 17 |
|---|------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 100 · CASH | |
| 146 · Checking - Pacific Premier 6718 | 255,608 |
| 149 · Money Market - Pacific Premier | 1,931 |
| 150 · Petty Cash | 200 |
| Total Checking/Savings | 257,739 |
| Accounts Receivable | 1,536 |
| Other Current Assets | |
| 476-486 · INVESTMENTS | |
| 477 · Morgan Stanley-Investments | |
| 477.2 · Unrealized Gain/(Loss) | 15,096 |
| 477 · Morgan Stanley-Investments - Other | 1,676,099 |
| Total 477 · Morgan Stanley-Investments | 1,691,196 |
| 486 · Merrill Lynch | |
| 486.1 · Merrill Lynch Unrealized Gain | 156,773 |
| 486 · Merrill Lynch - Other | 559,202 |
| Total 486 · Merrill Lynch | 715,975 |
| Total 476-486 · INVESTMENTS | 2,407,171 |
| 500 · CONTRIBUTIONS -RCVB -CRTS | |
| 515 · Contrib RCVB-Pressler CRT | 60,666 |
| 530 · Contrib RCVB-Guerts CRT | 143,509 |
| Total 500 · CONTRIBUTIONS -RCVB -CRTS | 204,175 |
| 540 · ASSETS IN CRT | |
| 550 · Assets in CRT -R Waite | 78,576 |
| 601 · Prepaid Payables | 2,451 |
| Total Other Current Assets | 2,692,373 |
| Total Current Assets | 2,951,647 |
| Other Assets | |
| 460 · Investments - Point Center Fin | |
| 461 · Reserve - Point Center - Loan | (25,015) |
| 460 · Investments - Point Center Fin - Other | 25,015 |
| Total 460 · Investments - Point Center Fin | - |
| Total Other Assets | - |
| TOTAL ASSETS | 2,951,647 |
| LIABILITIES & EQUITY | |
| Liabilities | |

Desert Healthcare Foundation
Balance Sheet
As of February 28, 2017

| | | Feb 28, 17 |
|--|--|------------------|
| Current Liabilities | | |
| Accounts Payable | | |
| 1052 · Account payable-DHCD Exp Alloc | | 47,351 |
| Other Current Liabilities | | |
| 2180 · Accrued Accounts Payable | | 467 |
| 2190 · Current - Grants payable | | 461,982 |
| Total Other Current Liabilities | | 462,449 |
| Total Current Liabilities | | 509,800 |
| Long Term Liabilities | | |
| 2186 · Grants payable | | 200,000 |
| Total Liabilities | | 709,800 |
| Equity | | |
| 3900 · Retained Earnings | | 2,107,170 |
| Net Income | | 134,677 |
| Total Equity | | 2,241,847 |
| TOTAL LIABILITIES & EQUITY | | 2,951,647 |

Desert Healthcare Foundation
Deposit Detail
February 2017

| Type | Date | Name | Amount |
|----------------|-------------------|---|-----------------|
| Deposit | 02/22/2017 | | 39,000 |
| | | Tams-Witmark Music Library | (4,168) |
| | | American Society of Composers | (9,614) |
| | | State of Calif | (218) |
| Payment | 02/22/2017 | Regional Access Project Foundation | (25,000) |
| TOTAL | | | (39,000) |
| Deposit | 02/28/2017 | | 2,000 |
| | | Riverside County Treasurer - RSS Jr | (2,000) |
| TOTAL | | | (2,000) |
| Deposit | 02/28/2017 | | 1,173 |
| | | Riverside County Treasurer - RSS Jr | (1,173) |
| TOTAL | | | (1,173) |
| | | Total Deposits | 42,173 |

Desert Healthcare Foundation
Check Register
As of February 28, 2017

| Type | Date | Num | Name | Amount |
|--|------------|-------|---------------------------------------|----------------|
| 100 · CASH | | | | |
| 146 · Checking - Pacific Premier 6718 | | | | |
| Bill Pmt -Check | 02/08/2017 | 10707 | Boys & Girls Club of Palm Springs | (1,414) |
| Bill Pmt -Check | 02/08/2017 | 10708 | My Air Freshener, Inc. | (796) |
| Bill Pmt -Check | 02/08/2017 | 10709 | Ronald A Stewart | (540) |
| Bill Pmt -Check | 02/08/2017 | 10710 | State of Calif. Dept. of Insurance | (136) |
| Bill Pmt -Check | 02/23/2017 | 10711 | Desert Recreation District | (4,501) |
| Bill Pmt -Check | 02/23/2017 | 10712 | City of Palm Springs | (1,024) |
| Bill Pmt -Check | 02/28/2017 | 10713 | Coachella Valley Economic Partnership | (300) |
| TOTAL | | | | (8,711) |

**DESERT HEALTHCARE FOUNDATION
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE - EXCLUDING ACA GRANTS**

As of 02/28/17

TWELVE MONTHS ENDED JUNE 30, 2017

| A/C 2190 and A/C 2186-Long term | | 6/30/2016 | New Grants | Total Paid | 2/28/2017 | |
|--|---|-------------------|--------------------------|-------------------|-------------------|-------------------|
| | | Open | Current Yr | July-June | Open | |
| Grant ID Nos. | Name | BALANCE | 2016-2017 | July-June | BALANCE | |
| BOD -5/22/2012 (#729) | Alliance for a Healthier Generation | \$ 82,987 | | \$ - | \$ 82,987 | School Prog |
| 6/25/2013 | Mayor's Check recorded | \$ 15,768 | | \$ - | \$ 15,768 | N. Palm Spgs |
| BOD - 11/21/13 | California Health Portal 2014 and 2015 - \$200K | \$ 98,016 | | \$ 11,553 | \$ 86,463 | HP |
| DHCD BOD 1/28/14 | DHCD BOD - approved \$50K for Collective fund | \$ 27,757 | | \$ - | \$ 27,757 | Shared Facility |
| Restricted Donation | Cal Endowment - \$130K for collective fund | \$ 10,000 | | \$ - | \$ 10,000 | Shared Facility |
| | Mayor's Check recorded - \$100K HP | \$ 100,000 | | \$ - | \$ 100,000 | 100 HP |
| BOD 4/15/14 | Challenge Grant #829 \$310K Record match only | \$ 77,047 | | \$ 77,047 | \$ - | B&G Stabilization |
| Matching Grants #829 | RAP \$150K, B&G Club | \$ 77,953 | | \$ 68,245 | \$ 9,708 | B&G Stabilization |
| | Unexpended funds - Grant 829(900) - Nov 2016 | | | | \$ (9,708) | |
| 2015-BOD-2-24-15 | Mayor's Race Grant - Foundation funded match - \$100K RSS | \$ 57,578 | | \$ 75,389 | \$ (17,811) | Swim |
| 5/8/15 - Mayor's Race | Mayor's Check recorded - \$100K RSS | \$ 100,000 | | \$ - | \$ 100,000 | 100 Swim |
| | Mayor's Check recorded - \$100K HP | \$ 100,000 | | \$ - | \$ 100,000 | 100 HP |
| 3/17/16 - Mayor's Race | Mayor's Check recorded - \$100K RSS | \$ 100,000 | | \$ 4,501 | \$ 95,499 | Swim |
| BOD - 9/27/16 (#918) | Desert Highland Gateway Community Health & Wellness | \$ 110,000 | | \$ 48,382 | \$ 61,618 | DHG |
| TOTAL GRANTS | | \$ 957,106 | \$ - | \$ 285,116 | \$ 662,281 | |
| Summary: As of 02/28/17 | | \$ 519,290 | | A/C 2190 | \$ 462,282 | |
| Alliance - School Program | \$ 82,987 | \$ 327,816 | | A/C 2186 | \$ 200,000 | |
| Health Portal: | \$ 286,463 | \$ 847,106 | | Total | \$ 662,282 | |
| Swim | \$ 177,688 | \$ 110,000 | | Diff | \$ (0) | |
| Boys and Girls Club Stabilization | \$ - | | | | | |
| Shared facility use: | | | | | | |
| Cal Endow and School Dist | \$ 37,757 | | | | | |
| North Palm Springs | \$ 15,768 | | | | | |
| DHG | \$ 61,618 | | | | | |
| Total | \$ 662,281 | | | | | |
| Amts available/remaining for Grant/Programs - FY 2016-17: | | | FY17 Grant Budget | | | |
| Amount budgeted 2016-2017 | \$ 215,000 | | \$ 15,000 | | | |
| Amount granted through February 28, 2017: | \$ - | | \$ 154,094 | | | |
| Mini Grants: | \$ - | | \$ 100,000 | | | |
| Net adj - Grants not used: 900 | \$ (9,708) | | \$ 100,000 | | | |
| Balance available for Grants/Programs | \$ 205,292 | | \$ 369,094 | | | |

**DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
March 14, 2017**

A Meeting of the Finance, Administration, Real Estate and Legal Committee of the Desert Healthcare Foundation was held in the Desert Healthcare District Conference Room, 2nd Floor, Palm Springs, CA

Attendance:

Members

Mark Matthews, Chairman/Treasurer
Director Les Zendle

Absent

Richard Cagen, Community Member
Arthur Shorr, Community Member
Sid Rubenstein, Community Member

Staff

Herb Schultz, CEO
Chris Christensen, CFO/COO
Donna Craig, CGO
Mary Pannoni, Accounting/Admin Support
Andrea S. Hayles, Clerk to the Board

Community Members

Joseph Wild, Community Member

CALL TO ORDER

The meeting was called to order at 3:37 p.m. by Director Matthews.

APPROVAL OF AGENDA

It was moved and seconded (Chairman Matthews, Community Member Wild) to approve the agenda. Motion passed unanimously.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Submitted for approval:

1. Minutes – February 14, 2017

It was moved and seconded (Director Zendle, Member Wild) to approve the minutes of February 14, 2017. Motion passed unanimously.

FINANCIAL REPORTS

1. Financial Statements – The February 2017 financial statements were reviewed.
2. Asset Allocations Schedule – The asset allocation schedule was reviewed.
3. Deposits – The February 2017 deposit detail was reviewed.
4. Check Register – The February 2017 check register was reviewed.
5. General Grants Schedule – The general grants schedule was reviewed.

It was moved and seconded (Director Zendle, Member Wild) to approve the February 2017 Foundation Finance Reports and forward to the Board for approval.

OTHER MATTERS

1. CEO Report
Herb Schultz, CEO provided a brief overview of the CEO report.

Member Wild inquired about any challenges in the East Valley related to Strategic Planning and District Expansion. Mr. Schultz outlined the current meetings and tours with East Valley leaders and partners. In addition, Mr. Schultz detailed the District's work with the California Endowment Building Healthy Communities Initiative. The next Staff meeting we will determine the content of the one page flyer for public participation in the April 11th Forum co-hosted by Assemblymember Eduardo Garcia.

ADJOURNMENT

The meeting was adjourned at 4:09 p.m.

ATTEST: _____

Mark Matthews, Chairman Finance and Administration Committee/Treasurer
Desert Healthcare District Board of Directors

Summary of Activity November 2016 thru February 2017

Active Users: 559

Total searches: 668

Top Five (5) Search Terms

1. Housing (382)
2. Counseling (224)
3. Mental Health (88)
4. Food (71)
5. Transportation (55)

Top Five (5) Binders

1. Homeless
2. Seniors
3. Mental Health
4. Food Assistance
5. Disabled

Top five (5) viewed programs

1. Trails (49)
2. Taxi Voucher Program (45)
3. Counseling – Jewish Family Services (38)
4. Women’s Shelter (32)
5. Veterans Easy Access Program (27)

Referrals: 59

(33% clicked to email agency - 67% clicked to print info)

Top Three (3) Referred Programs

1. Counseling Services – Jewish Family Service of the Desert (9)
2. Emergency Shelter and Transitional Housing (9)
3. New Life (4)
3. Transitional Housing (4)
3. Full Service Partnership and adult program (4)
3. Outpatient Treatment (4)
3. Emergency Shelter (4)
3. Counseling Services (4)