

**DESERT HEALTHCARE FOUNDATION
BOARD MEETING
Board of Directors
April 25, 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

| <i>Page(s)</i> | AGENDA | <i>Item Type</i> |
|----------------|--|------------------|
| | <i>Any item on the agenda may result in Board Action</i> | |
| | <p>A. CALL TO ORDER – President Rogers Roll Call _____ Director Zendle _____ Director Wortham _____ Director Matthews _____ Vice-President Hazen _____ President Rogers</p> | |
| 1-2 | <p>B. APPROVAL OF AGENDA</p> | Action |
| | <p>C. PUBLIC COMMENT At this time, comments from the audience may be made on items <u>not</u> 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.</p> | |
| | <p>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.</p> | |
| 3-5 | <p>1. BOARD MINUTES a. Meeting Minutes of March 28, 2017</p> | Action |
| | <p>2. Consideration for Approval of the Foundation March 2017 Financial Statements</p> | Action |
| 6-13 | <p>F&A Committee approved April 18, 2017</p> | |

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|-----------------------|---|-------------------------|
| 14-15 | E. FINANCE & ADMINISTRATION COMMITTEE Draft Minutes of the April 18, 2017 F&A Committee Meeting | Information |
| 16-17 | F. OLD BUSINESS 1. Update on CVHIP | Information |
| | G. NEW BUSINESS | |
| | H. LEGAL COUNSEL COMMENTS & REPORTS | Information |
| | I. DIRECTOR'S COMMENTS & REPORTS | Information |
| | J. CEO Report | Information |
| | K. ADJOURNMENT | |

PUBLIC COMMENT

None

CONSENT AGENDA

Submitted for approval:

a. Board Minutes

Meeting Minutes of February 28, 2017

b. Consideration of approval Foundation February 2017 Financial Statements

- F&A Committee approved March 14, 2017

#17-07 MOTION WAS MADE by Director Matthews and seconded by Director Wortham to Approve the Consent Agenda.

Roll Call Vote:

AYES **4 Director Zendle; Director Matthews; Director Wortham; President Rogers**

NOES: **0**

ABSTAIN:

ABSENT: **1 Vice-President Hazen**

Motion Passed 4-0

FINANCE & ADMINISTRATION COMMITTEE

1. Draft minutes of the March 14, 2017 meeting

#17-08 MOTION WAS MADE by Director Matthews and seconded by Director Wortham to Approve the March 14, 2017 Draft Minutes.

Roll Call Vote:

AYES **4 Director Zendle; Director Matthews; Director Wortham; President Rogers**

NOES: **0**

ABSTAIN:

ABSENT: **1 Vice-President Hazen**

Motion Passed 4-0

OLD BUSINESS

1. Update on CVHIP

- Alejandro Espinoza, Director of Programs, Projects and Analytics, provided an overview of the Summaries of Activities on CVHIP.
- Director Matthews suggests survey questions to determine the service needs based on the Summary that Mr. Espinoza detailed.

NEW BUSINESS

1. None

LEGAL COUNSEL COMMENTS & REPORTS

No report was given.

DIRECTOR'S COMMENTS & REPORTS

There were no comments or reports.

CEO REPORT

No report was given.

ADJOURNMENT

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

ATTEST: _____

Carole Rogers, President
Desert Healthcare Foundation Board of Directors

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

DRAFT

| DESERT HEALTHCARE FOUNDATION | | | | | |
|--|--|--|--|--|--|
| MARCH 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 03/31/17 | | | | |
| ALLOCATION OF MAJOR CATEGORIES/LIABILITIES | | | | |
| | T/B | GENERAL | Restricted | |
| | | Fund | Funds | Trusts |
| ASSETS | | | | |
| 146 - Checking Pacific Premier 6718 | 232,437 | 232,437 | | |
| 149 - Money Market Pacific Premier Bank | 1,932 | 1,932 | | |
| 150 - Petty Cash | 200 | 200 | | |
| Total 100 - CASH - UNRESTRICTED | 234,569 | 234,569 | - | - |
| Accounts Receivable | | | | |
| 324 - RSS Jr. Receivable | 5,669 | 5,669 | | |
| Total Accounts Receivable | 5,669 | 5,669 | - | - |
| 477 - Invt-Morgan Stanley | | | | |
| 477.2 - Unrealized Gain | 10,279 | 10,279 | | |
| 477 - Invt-Morgan Stanley | 1,679,337 | 1,679,337 | | |
| Total 477 - Invt-Morgan Stanley | 1,689,616 | 1,689,616 | - | - |
| 6441 486 1 - Merrill Lynch Unrealized Gain | 149,704 | | 149,704 | |
| 486 - Merrill Lynch | 561,448 | | 561,448 | |
| Total 486 - Merrill Lynch | 711,152 | - | 711,152 | |
| 515 - Contrib RCVB-Pressler CRT | 60,666 | | | 60,666 |
| 530 - Contrib RCVB-Guerts CRT | 143,509 | | | 143,509 |
| 550 - Assets in CRT - R Waite | 78,578 | | | 78,578 |
| 601 - Prepaid payables | 1,838 | 1,838 | | |
| Total Current Assets | 2,925,595 | 1,931,692 | 711,152 | 282,751 |
| TOTAL ASSETS | 2,925,595 | 1,931,692 | 711,152 | 282,751 |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | | | | |
| 1000 - Accounts Payable | 1,579 | 1,579 | | |
| 1052 - Account Payable - DHCD - Alloc Expenses | 54,215 | 54,215 | | |
| 2180 - Accrued Accounts Payable | 467 | 467 | | |
| 2190 - Grants Payable - Current Portion | 430,478 | | 430,478 | |
| Total Current Liabilities | 486,740 | 56,261 | 430,478 | - |
| 2186 - Grant Payable - Long Term | 200,000 | | 200,000 | |
| Total Liabilities | 686,740 | 56,261 | 630,478 | - |
| Equity | | | | |
| 3900 - Retained Earnings | 2,107,170 | 1,743,745 | 80,674 | 282,751 |
| Net Income | 131,685 | 131,685 | | |
| Total Equity | 2,238,856 | 1,875,431 | 80,674 | 282,751 |
| TOTAL LIABILITIES & EQUITY | 2,925,595 | 1,931,692 | 711,152 | 282,751 |

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

| | MONTH | | | TOTAL | | |
|--|----------------|---------------|-----------------|------------------|----------------|-----------------|
| | Mar 17 | Budget | \$ Over Budget | Jul '16 - Mar 17 | Budget | \$ Over Budget |
| Income | | | | | | |
| 4000 · Gifts and Contributions | 4,980 | 0 | 4,980 | 4,980 | 5,000 | (20) |
| 4007 · Grant Income - RSS Jr | 4,133 | | 4,133 | 8,843 | | 8,843 |
| 4116 · Bequests - Frederick Lowe | 295 | 8,333 | (8,038) | 58,906 | 74,997 | (16,091) |
| 4130 · Misc. Income | 0 | 83 | (83) | 55,000 | 747 | 54,253 |
| 8015 · Investment Interest Income | 6,481 | 5,000 | 1,481 | 42,605 | 45,000 | (2,395) |
| 8040 · Restr. Unrealized (Gain/Loss) | (11,773) | 4,167 | (15,940) | 12,556 | 37,503 | (24,947) |
| Total Income | 4,117 | 17,583 | (13,466) | 182,893 | 163,247 | 19,646 |
| Expense | | | | | | |
| 5001 · Accounting Services Expense | 613 | 610 | 3 | 5,517 | 5,490 | 27 |
| 5035 · Dues & Memberships Expense | 0 | 100 | (100) | 19 | 900 | (881) |
| 5055 · Insurance Expense | 0 | | 0 | 136 | 0 | 136 |
| 5057 · Investment Fees Expense | 1,110 | 2,900 | (1,790) | 14,511 | 14,100 | 411 |
| 5065 · Legal Costs Ongoing Expense | 0 | 83 | (83) | 894 | 747 | 147 |
| 5101 · DHCD-Exp Alloc Wages & benefits | 2,127 | 2,127 | 0 | 19,143 | 19,143 | 0 |
| 5110 · Other Expenses | 0 | 21 | (21) | 84 | 189 | (105) |
| 5115 · Postage & Shipping Expense | 0 | 8 | (8) | 0 | 72 | (72) |
| 5120 · Professional Fees Expense | 0 | 250 | (250) | 0 | 750 | |
| 5210 · RSS Jr - Expense Clearing Acct | (874) | | (874) | (2,228) | | (750) |
| 8052 · Grant Expense - Collective/Mini | 0 | 1,250 | (1,250) | (9,708) | 11,250 | (20,958) |
| 8053 · Grant Expense - RSS Jr | 4,133 | | | 8,843 | | |
| Total Expense Before Social Services Fund | 7,110 | 7,349 | (239) | 37,212 | 52,641 | (15,429) |
| 5054 · Social Services Fund | 0 | 4,167 | (4,167) | 14,000 | 37,503 | (23,503) |
| Net Income | (2,993) | 6,067 | (9,060) | 131,685 | 73,103 | 58,582 |

Desert Healthcare Foundation
Balance Sheet
As of March 31, 2017

| | Mar 31, 17 |
|---|------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 100 · CASH | |
| 146 · Checking - Pacific Premier 6718 | 232,437 |
| 149 · Money Market - Pacific Premier | 1,932 |
| 150 · Petty Cash | 200 |
| Total Checking/Savings | 234,569 |
| Accounts Receivable | 5,669 |
| Other Current Assets | |
| 476-486 · INVESTMENTS | |
| 477 · Morgan Stanley-Investments | |
| 477.2 · Unrealized Gain/(Loss) | 10,279 |
| 477 · Morgan Stanley-Investments - Other | 1,679,337 |
| Total 477 · Morgan Stanley-Investments | 1,689,616 |
| 486 · Merrill Lynch | |
| 486.1 · Merrill Lynch Unrealized Gain | 149,704 |
| 486 · Merrill Lynch - Other | 561,448 |
| Total 486 · Merrill Lynch | 711,152 |
| Total 476-486 · INVESTMENTS | 2,400,769 |
| 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 |
| Total 540 · ASSETS IN CRT | 78,576 |
| 601 · Prepaid Payables | 1,838 |
| Total Other Current Assets | 2,685,358 |
| Total Current Assets | 2,925,595 |
| Other Assets | |
| 460 · Investments - Point Center Fin | |
| 461 · Reserve - Point Center - Loan | (25,015) |
| 460 · Investments - Point Center Fin - Other | 25,015 |
| Total Other Assets | - |
| TOTAL ASSETS | 2,925,595 |

Desert Healthcare Foundation
Balance Sheet
As of March 31, 2017

| | | Mar 31, 17 |
|---------------------------------------|--|------------------|
| LIABILITIES & EQUITY | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | | |
| | 1000 · Accounts Payable | 1,579 |
| | 1052 · Account payable-DHCD Exp Alloc | 54,215 |
| | Total Accounts Payable | 55,794 |
| Other Current Liabilities | | |
| | 2180 · Accrued Accounts Payable | 467 |
| | 2190 · Current - Grants payable | 430,478 |
| | Total Other Current Liabilities | 430,946 |
| | Total Current Liabilities | 486,740 |
| Long Term Liabilities | | |
| | 2186 · Grants payable | 200,000 |
| | Total Liabilities | 686,740 |
| Equity | | |
| | 3900 · Retained Earnings | 2,107,170 |
| | Net Income | 131,685 |
| | Total Equity | 2,238,856 |
| TOTAL LIABILITIES & EQUITY | | 2,925,595 |

Desert Healthcare Foundation
Deposit Detail
 March 2017

| Type | Date | Name | Amount |
|--------------|------------|-----------------------------|----------------|
| Deposit | 03/31/2017 | | 5,291 |
| | | Warner Music Group Services | (295) |
| | | State of Calif | (16) |
| | | Saint Paul Foundation | (4,980) |
| TOTAL | | | (5,291) |

Desert Healthcare Foundation
Check Register
As of March 31, 2017

| Type | Date | Num | Name | Amount |
|--|------------|-------|---|-----------------|
| 100 - CASH | | | | |
| 146 - Checking - Pacific Premier 6718 | | | | |
| Bill Pmt -Check | 03/07/2017 | 10714 | Alejandro Espinoza | (1,229) |
| Bill Pmt -Check | 03/07/2017 | 10715 | Boys & Girls Club of Palm Springs | (1,047) |
| Bill Pmt -Check | 03/07/2017 | 10716 | Future Sports Products International, Inc | (1,487) |
| Bill Pmt -Check | 03/07/2017 | 10717 | Ronald A Stewart | (810) |
| Bill Pmt -Check | 03/07/2017 | 10718 | TOP Shop | (2,741) |
| Bill Pmt -Check | 03/17/2017 | 10719 | Mary Pannoni | (153) |
| Bill Pmt -Check | 03/28/2017 | 10720 | Boys & Girls Club of Coachella Valley | (930) |
| Bill Pmt -Check | 03/28/2017 | 10721 | Coachella Valley Economic Partnership | (300) |
| Bill Pmt -Check | 03/28/2017 | 10722 | Deiter Crawford. - VOID | - |
| Bill Pmt -Check | 03/28/2017 | 10723 | Desert Recreation District | (12,369) |
| Bill Pmt -Check | 03/28/2017 | 10724 | Ron Oden - VOID | - |
| Bill Pmt -Check | 03/28/2017 | 10725 | Deiter Crawford. | (412) |
| Bill Pmt -Check | 03/28/2017 | 10726 | Ron Oden | (411) |
| TOTAL | | | | (21,889) |

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

As of 03/31/17

TWELVE MONTHS ENDED JUNE 30, 2017

| A/C 2190 and A/C 2186-Long term | | 6/30/2016 Open | New Grants Current Yr 2016-2017 | Total Paid July-June | 3/31/2017 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 | | \$ 11,910 | \$ 86,106 | 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 | | \$ 57,578 | \$ 0 | Swim |
| 5/8/15 - Mayor's Race | Mayor's Check recorded - \$100K RSS | \$ 100,000 | | \$ 44,195 | \$ 55,805 | 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 | | \$ - | \$ 100,000 | Swim |
| BOD - 9/27/16 (#918) | Desert Highland Gateway Community Health & Wellness | \$ 110,000 | | \$ 57,945 | \$ 52,055 | DHG |
| TOTAL GRANTS | | \$ 957,106 | \$ - | \$ 316,920 | \$ 630,478 | |
| Summary: As of 03/31/17 | | \$ 519,290 | | | | |
| Alliance - School Program | \$ 82,987 | \$ 327,816 | | A/C 2190 | \$ 430,478 | |
| Health Portal: | \$ 286,106 | \$ 847,106 | | A/C 2186 | \$ 200,000 | |
| Swim | \$ 155,805 | \$ 110,000 | | Total | \$ 630,478 | |
| Boys and Girls Club Stabilization | \$ - | | | Diff | \$ (0) | |
| Shared facility use: | | | | | | |
| Cal Endow and School Dist | \$ 37,757 | | | | | |
| North Palm Springs | \$ 15,768 | | | | | |
| DHG | \$ 52,055 | | | | | |
| Total | \$ 630,478 | | | | | |
| Amts available/remaining for Grant/Programs - FY 2016-17: | | | FY17 Grant Budget | | | |
| Amount budgeted 2016-2017 | | \$ 215,000 | | \$ 15,000 | | |
| Amount granted through March 31, 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
April 18, 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

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
Richard Cagen, Community Member
Arthur Shorr, Community Member

CALL TO ORDER

The meeting was called to order at 2:53 p.m. by Director Matthews.

APPROVAL OF AGENDA

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

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Submitted for approval:

1. Minutes – March 14, 2017

It was moved and seconded (Member Wild, Chairman Matthews) to approve the minutes of March 14, 2017. Motion passed unanimously.

Member Cagen abstained from the March 14, 2107 Minutes approval.

FINANCIAL REPORTS

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

It was moved and seconded (Member Wild, Chairman Matthews) to approve the March 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.

ADJOURNMENT

The meeting was adjourned at 2:55 p.m.

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

Summary of Activity January 15, 2017 to April 15, 2017

Active Users: 699

Programs viewed: 547

Top Five (5) Search Terms *

1. Housing (460)
2. Counseling (224)
3. Mental Health (90)
4. Transportation (77)
5. Food (71)

Top Five (5) Binders *

1. Homeless (783)
2. Seniors (659)
3. Mental Health (526)
4. Food Assistance (481)
5. Disabled (450)

Top five (5) viewed programs*

1. Taxi Voucher Program (50)
2. Trails (50)
3. Counseling – Jewish Family Services (38)
4. Women’s Shelter (32)
5. Veterans Easy Access Program (27)

Referrals: 19

(26% clicked to email agency - 74% 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)

* These figures are running totals up to April 15, 2017.