

**DESERT HEALTHCARE DISTRICT
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
October 11, 2011**

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

Attendance:

Members

Michael Solomon, M.D. – Chairman/Treasurer
Kay Hazen – Vice President/Member

Staff

Kathy Greco, Chief Executive Officer
Peter Young, Chief Operating Officer
Donna Craig, Chief Program Officer
Tricia Wheeler, Program Manager
Steve Brown, Executive Administrative Assistant

Guests

None

CALL TO ORDER

The meeting was called to order at 3:00 p.m. by Chairman Solomon.

APPROVAL OF AGENDA

Chairman Solomon asked for a motion to approve the agenda.

It was moved and seconded (Vice-President Hazen, Chairman Solomon) to approve the agenda. Motion passed unanimously.

PUBLIC COMMENTS

None

APPROVAL OF MINUTES

Submitted for approval:

1. Minutes – September 13, 2011

It was moved and seconded (Vice-President Hazen, Chairman Solomon) to approve the minutes of September 13, 2011. Motion passed unanimously.

CHIEF OPERATING OFFICER'S REPORT

The report was reviewed in conjunction with the Las Palmas Medical Plaza report, Parking Lot G Update, and Parking Lot G Payment Schedule.

Mr. Young reported that the parking lot was open and an average of 50 cars per day has utilized the new lot. The solar energy savings was approximately \$6300 for the month of September. Ms. Greco explained that the rate per kw was an estimate which has been asked to be verified by DRMC. Vice-President Hazen suggested that this information be shared with the City of Palm Springs Sustainability Manager, Michele Mician.

FINANCE REPORTS

- 1. Financial Statements** - The District's and LPMP financial statements for September 2011 were reviewed.
- 2. Accounts Receivable Aging Summary** – the District's September 2011 Accounts Receivable detail was reviewed.
- 3. Deposits - District**– the District's September 2011 deposit detail was reviewed.
- 4. Property Tax Receipts** – The September 2011 property tax receipts were reviewed.
- 5. Deposits - LPMP** – The LPMP's September 2011 deposit detail was reviewed.
- 6. Warrants** – The September 2011 warrant register for the District was reviewed.
- 7. Credit Card** – The September 2011 credit card expenditures were reviewed.
- 8. Warrant - LPMP** – The September 2011 warrant register for the LPMP was reviewed.
- 9. Retirement Protection Plan Update** – The retirement protection plan update was reviewed.

It was moved and seconded (Vice-President Hazen, Chairman Solomon) to approve the District Finance Reports. Motion passed unanimously.

OTHER MATTERS

- 1. Grants Payments Schedule** – The grants payments schedule was reviewed.
- 2. Pending Grants Under Review/Discussions with Community-Based Organizations and Pending Grant and Grant Tracking to Strategic Plan.**

This schedule was reviewed.

3. Medical Reimbursement Oversight Procedure Memo

Mr. Young reviewed the memo. Vice-President Hazen recommended that for oversight, there still needs to be some type of independent audit of the reimbursement system. There could be an outside auditor every 2-3 years who would review that the reimbursement process is following the District's policy. Alternatively, the reimbursement procedure could be brought back in house as it was handled in the past.

It was moved and seconded (Vice-President Hazen, Chairman Solomon) to recommend to the Board that there be a discussion regarding obtaining an independent audit of the medical reimbursements as provided by the District's benefits policy and practices in order to provide appropriate Board oversight. Motion passed unanimously.

4. Desert Hot Springs – Community Health and Wellness Center – Discussion

Mr. Brown provided an update on the status of the construction of the Wellness Center. The project is on schedule with an estimated completion date in July 2012.

Adjourn Finance and Administration Meeting – Open Session

Open Session was adjourned at 3:25 p.m.

Reconvene to Closed Session

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Title: General Counsel pursuant to Government Code Section 54957.

Adjournment of Closed Session

Closed Session was adjourned at 4:14 p.m.

Reconvene to Open Session of the Finance and Administration Meeting

Open Session was reconvened at 4:14 p.m.

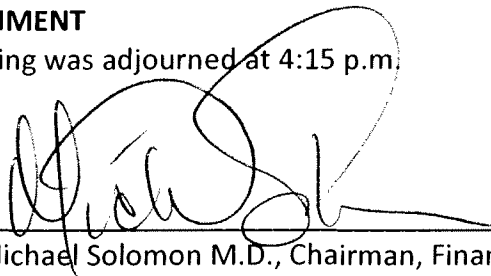
Report After Closed Session

No reportable action was taken.

ADJOURNMENT

The meeting was adjourned at 4:15 p.m.

ATTEST:



Michael Solomon M.D., Chairman, Finance and Administration Committee
Treasurer, Desert Healthcare District Board of Directors

Minutes respectfully submitted by Steve Brown, Executive Administrative Assistant