

**DESERT HEALTHCARE DISTRICT
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
December 08, 2009**

A Regular Meeting of the Finance, Administration, Real Estate and Legal Committee of the Desert Healthcare District was held in the Arthur H. "Red" Motley Boardroom, Palm Springs, CA

Attendance:

Members

Mark Matthews - Chair
Kay Hazen – Member

Staff

Lenny Pepper, Chief Executive Officer
Peter Young, Chief Operating Officer
Donna Craig, Chief Program Officer
Samantha Prior, Operations Support Manager
Tricia Wheeler, Executive Administrative Assistant

Guests

None

CALL TO ORDER

The meeting was called to order at 2:07p.m. by Chairman Matthews.

APPROVAL OF AGENDA

Chairman Matthews asked for a motion to approve the agenda.

It was moved and seconded (Hazen, Matthews) to approve the agenda. Motion passed unanimously.

PUBLIC COMMENT

None

APPROVAL OF MINUTES

Submitted for approval:

1. Regular Meeting Minutes – October 13, 2009
2. Regular Meeting Minutes – November 10, 2009

It was moved and seconded (Hazen, Matthews) to approve the October 13, 2009 meeting minutes. Motion passed unanimously.

Chairman Matthews approved the November 10, 2009 meeting minutes for presentation to the Board of Directors.

CHIEF OPERATING OFFICER'S REPORT

The report was reviewed by Mr. Young in conjunction with the Las Palmas Medical Plaza report. It was noted that due to the record rain on December 07, 2009, seven suites at LPMP suffered various degrees of damage (5 caused by roof leakage, 2 caused by a clogged drain which created a need for roofing repairs). Repair costs not known at this time.

FINANCE REPORTS

- 1. Financial Statements** - The District's financial statements for November 2009 were reviewed by Mr. Young.
- 2. Deposits** – The November 2009 deposit detail was reviewed by Mr. Young.
- 3. Property Tax Receipts** – The November 2009 property tax receipts were reviewed by Mr. Young.
- 4. Warrants** – The November 2009 warrant register for the District and Las Palmas Medical Plaza was reviewed by Mr. Young.
- 5. Pension Plan Updates** – Mr. Young reviewed the retirement protection plan.

It was moved and seconded (Hazen, Matthews) to approve the District Financials with Director Hazen abstaining from check #10244, made out to the Coachella Valley Economic Partnership. (While Director Hazen does not receive compensation from CVEP, she does not wish for there to be an appearance of Conflict of Interest.) Motion passed unanimously.

OTHER MATTERS

- 1. Grants Payments Schedule** – The grants payments schedule was reviewed by Mr. Young.
- 2. Program Dept Report – Strategic Plan Tracking** – The Strategic Plan Tracking report was reviewed by Ms. Craig. Director Hazen suggested, and Chairman Matthews concurred, that it would be beneficial to expand the details of this report to encompass the progress of all efforts regarding the Strategic Plan.

ADJOURNMENT OF OPEN SESSION

The meeting was adjourned at 2:31p.m.

RECONVENE TO CLOSED SESSION

The meeting was reconvened to closed session. Topics were:

1. Conference with Real Property Negotiator Pursuant to Government Code Section 54956.8. Property – 1100 N Palm Canyon Drive, Palm Springs, CA. Under negotiation – Price and terms.
2. Pursuant to Government Code Section 32106 concerning a report involving trade secrets. Discussion will concern possible new services.

ADJOURNMENT OF CLOSED SESSION

The meeting was adjourned at 2:53p.m.

RECONVENE TO OPEN SESSION

The meeting was reconvened to open session at 2:53p.m.

REPORT AFTER CLOSED SESSION

No action was taken in closed session.

ADJOURNMENT

The meeting was adjourned at 2:53p.m.

ATTEST: _____

Mark Matthews, Chairman
Finance, Administration, Real Estate and Legal Committee
Desert Healthcare District Board of Directors

Minutes respectfully submitted by Tricia Wheeler, Executive Administrative Assistant