



DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee Meeting
July 14, 2020

A meeting of the Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 3:30 PM, Tuesday, July 14, 2020, via Zoom using the following link:

<https://us02web.zoom.us/j/84837371547?pwd=MXJTeENUdmRlOGdpbXpjVW1hTWZtZz09>
Password: 406555

Participants will need to download the WebEx app on their mobile devices. Members of the public may also be able to participate by telephone, using the following dial in information:

Dial in #:(669) 900-6833 To Listen and Address the Board when called upon:
Webinar ID: 848 3737 1547
Password: 406555

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. Minutes – Meeting June 9, 2020 - Pg. 2-3

V. CEO REPORT

VI. FINANCIAL REPORT

ACTION

1. Financial Statements – Pg. 4-8
2. Deposits – Pg. 9
3. Check Register – Pg. 10
4. Credit Card Expenditures – Pg. 11
5. General Grants Schedule – Pg. 12

VII. OTHER MATTERS

VIII. ADJOURNMENT

If you have any disability which would require accommodation to enable you to participate in this meeting, please email Andrea S. Hayles, Special Assistant to the CEO and Board Relations Officer, at ahayles@dhcd.org or call (760) 323-6110 at least 24 hours prior to the meeting.



DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
June 09, 2020

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Chair/Treasurer Mark Matthews President Leticia De Lara Director Arthur Shorr	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Donna Craig, Chief Program Officer Eric Taylor, Accounting Manager Andrea S. Hayles, Clerk to the Board	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Matthews called the meeting to order at 3:51 p.m.	
II. Approval of Agenda	Chair Matthews asked for a motion to approve the Agenda.	Moved and President De Lara and Director Shorr to approve the agenda. Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes 1. Minutes – Meeting May 12, 2020	Chair Matthews asked for a motion to approve the minutes of the May 12, 2020 F&A Committee meeting.	Moved and seconded Director Shorr and President De Lara to approve the meeting minutes. Motion passed unanimously.
V. CEO Report	There was no CEO report.	
VI. Financial Reports 1. Financial Statements 2. Deposits 3. Check Register 4. Credit Card Expenditures 5. General Grants Schedule	Chair Matthews reviewed the May financial reports with the committee. The budgeted line item for the \$300k committed funds for grants has not been expended; thus, the Foundation will be accruing the \$300k to include in the grant payment schedule.	Moved and seconded Director Shorr and President De Lara to approve the May 2020 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.
VII. Other Matters	Michele Finney, CEO, Desert Regional Medical Center, Desert Care Network explained that the master suite for the family medicine clinic lease was approved by the District for subleasing to the University of California Riverside (UCR). The sublease will conclude in June, but UCR was advised that Desert Regional Medical Center is opening its own family medicine program with 20 residents on	



**DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
June 09, 2020**

	<p>the first of July, and space will be used for primary care or behavioral health.</p> <p>Mrs. Finney also explained that the protests at Desert Regional have been orderly and well organized with no issues.</p>	
VIII. Adjournment	Chair Matthews adjourned the meeting at 3:56 p.m.	Audio recording available on the website at http://dhcd.org/Agendas-and-Documents

ATTEST: _____
Mark Matthews, Chair/ Treasurer Finance & Administration Committee
Desert Healthcare Foundation Board of Directors

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

DRAFT

DESERT HEALTHCARE FOUNDATION					
JUNE 2020 FINANCIAL STATEMENTS					
INDEX					
<i>Preliminary</i>					
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 2019 through June 2020

Preliminary	MONTH			TOTAL		
	Jun 20	Budget	\$ Over Budget	Jul '19 - Jun 20	Budget	\$ Over Budget
Income						
4000 · Gifts and Contributions	5,418	5,000	418	73,223	30,000	43,223
4003 · Grants	0	29,167	(29,167)	200,000	350,000	(150,000)
4116 · Bequests - Frederick Lowe	10,055	5,417	4,639	64,668	65,000	(332)
4130 · Misc. Income	0	83	(83)	0	1,000	(1,000)
8015 · Investment Interest Income	18,183	8,333	9,849	184,904	100,000	84,904
8030 · Change in Value of CRT's	0	6,000	(6,000)	0	6,000	(6,000)
8040 · Restr. Unrealized Gain/(Loss)	(11,138)	14,583	(25,722)	41,026	175,000	(133,974)
Total Income	22,518	68,583	(46,066)	563,820	727,000	(163,180)
Expense						
5001 · Accounting Services Expense	661	667	(6)	7,930	8,000	(70)
5035 · Dues & Memberships Expense	0	42	(42)	25	500	(475)
5057 · Investment Fees Expense	3,739	2,500	1,239	46,473	30,000	16,473
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	1,000	(1,000)
5101 · DHCD-Exp Alloc Wages& benefits	25,473	27,854	(2,381)	305,676	334,249	(28,573)
5106 · Marketing & Communications	599	3,958	(3,359)	5,231	47,500	(42,269)
5110 · Other Expenses	575	417	158	6,158	5,000	1,158
5115 · Postage & Shipping Expense	0	8	(8)	0	100	(100)
5120 · Professional Fees Expense	0	83	(83)	0	1,000	(1,000)
5210 · RSS Jr - Overhead Allocation	0	(1,417)	1,417	(3,946)	(17,000)	13,054
8051 · Major grant expense	(34,049)	20,833	(54,882)	184,667	250,000	(65,333)
8052 · Grant Expense - Collective/Mini	300,000	27,500	272,500	300,000	330,000	(30,000)
8053 · Grant Expense - RSS Jr	0	5,000	(5,000)	0	60,000	(60,000)
Total Expense Before Social Services	296,998	87,529	209,468	852,213	1,050,349	(198,136)
5054 · Social Services Fund	0	3,333	(3,333)	24,000	40,000	(16,000)
Net Income	(274,480)	(22,279)	(252,201)	(312,393)	(363,349)	50,956

Desert Healthcare Foundation
Balance Sheet
As of June 30, 2020

Preliminary			Jun 30, 20
ASSETS			
Current Assets			
Checking/Savings			
100 - CASH			
150 - Petty Cash			200
151 - Checking - Union Bank 7611			998,158
Total Checking/Savings			998,358
Other Current Assets			
476-486 - INVESTMENTS			
477 - Morgan Stanley-Investments			
477.2 - Unrealized Gain/(Loss)			224,502
477 - Morgan Stanley-Investments - Other			3,024,349
Total 477 - Morgan Stanley-Investments			3,248,851
486 - Merrill Lynch			
486.1 - Merrill Lynch Unrealized Gain			221,312
486 - Merrill Lynch - Other			1,716,380
Total 486 - Merrill Lynch			1,937,693
Total 476-486 - INVESTMENTS			5,186,544
500 - CONTRIBUTIONS -RCVB -CRTS			
515 - Contrib RCVB-Pressler CRT			63,217
530 - Contrib RCVB-Guerts CRT			126,022
Total 500 - CONTRIBUTIONS -RCVB -CRTS			189,239
601 - Prepaid Payables			3,000
Total Other Current Assets			5,378,782
Total Current Assets			6,377,141
TOTAL ASSETS			6,377,141

Desert Healthcare Foundation
Balance Sheet
As of June 30, 2020

Preliminary			Jun 30, 20
LIABILITIES & EQUITY			
	Liabilities		
	Current Liabilities		
	Accounts Payable		
	1000 · Accounts Payable		18,720
	1052 · Account payable-DHCD Exp Alloc		81,738
	Total Accounts Payable		100,458
	Other Current Liabilities		
	2190 · Current - Grants payable		2,034,224
	Total Other Current Liabilities		2,034,224
	Total Current Liabilities		2,134,681
	Long Term Liabilities		
	2186 · Grants payable		2,260,000
	Total Long Term Liabilities		2,260,000
	Total Liabilities		4,394,681
	Equity		
	3900 · Retained Earnings		2,294,853
	Net Income		(312,393)
	Total Equity		1,982,460
TOTAL LIABILITIES & EQUITY			6,377,141

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 6/30/20					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		T/B	GENERAL Fund	Restricted Funds	Trusts
Preliminary					
ASSETS					
	150 · Petty Cash	200	200	-	-
	151 · Checking - Union Bank 7611*	998,158	880,979	117,179	-
	Total 100 · CASH - UNRESTRICTED	998,358	881,179	117,179	-
	477 · Invt-Morgan Stanley				
	477.2 · Unrealized Gain	224,502	224,502	-	-
	477 · Invt-Morgan Stanley	3,024,349	-	3,024,349	-
	Total 477 · Invt-Morgan Stanley	3,248,851	224,502	3,024,349	-
6441	486.1 · Merrill Lynch Unrealized Gain	221,312	221,312	-	-
	486 · Merrill Lynch	1,716,380	563,684	1,152,696	-
	Total 486 · Merrill Lynch	1,937,693	784,997	1,152,696	-
	515 · Contrib RCVB-Pressler CRT	63,217	-	-	63,217
	530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
	601 - Prepaid payables	3,000	3,000	-	-
	Total Current Assets	6,377,141	1,893,678	4,294,224	189,239
	TOTAL ASSETS	6,377,141	1,893,678	4,294,224	189,239
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	18,720	18,720	-	-
	1052 - Account Payable - DHCD - Alloc Expenses	81,738	81,738	-	-
	2190 - Grants Payable - Current Portion	2,034,224	-	2,034,224	-
	Total Current Liabilities	2,134,681	100,458	2,034,224	-
	2186 - Grant Payable - Long Term	2,260,000	-	2,260,000	-
	Total Liabilities	4,394,681	100,458	4,294,224	-
Equity					
	3900 · Retained Earnings	2,294,853	2,105,614	-	189,239
	Net Income	(312,393)	(312,393)	-	-
	Total Equity	1,982,460	1,793,221	-	189,239
	TOTAL LIABILITIES & EQUITY	6,377,141	1,893,679	4,294,224	189,239
* Restricted funds include Summer Survival Homeless Fund (\$16,722) and Accounts Payable					

Desert Healthcare Foundation
Deposit Detail
June 2020

Preliminary				
Type	Date	Name	Account	Amount
Deposit	06/02/2020		151 · Checking - Union Bank 7611	7,846
		Misc.	4000 · Gifts and Contributions	(10)
		Misc.	4000 · Gifts and Contributions	(398)
		American Society of Composers	4116 · Bequests - Frederick Lowe	(7,438)
TOTAL				(7,846)
Deposit	06/02/2020		151 · Checking - Union Bank 7611	10,000
Payment	06/02/2020	Avangrid Renewables	1499 · Undeposited Funds	(10,000)
TOTAL				(10,000)
Deposit	06/16/2020		151 · Checking - Union Bank 7611	2,617
		Warner Music Group Services	4116 · Bequests - Frederick Lowe	(2,617)
TOTAL				(2,617)
Deposit	06/25/2020		151 · Checking - Union Bank 7611	1,406
		City of Desert Hot Springs.	2190 · Current - Grants payable	(1,406)
TOTAL				(1,406)
Deposit	06/25/2020		151 · Checking - Union Bank 7611	5,000
		Misc.	4000 · Gifts and Contributions	(5,000)
TOTAL				(5,000)
Deposit	06/30/2020		151 · Checking - Union Bank 7611	10
		Misc.	4000 · Gifts and Contributions	(10)
TOTAL				(10)
			Total	26,879

Desert Healthcare Foundation
Check Register
As of June 30, 2020

Preliminary					
Type	Date	Num	Name	Amount	
100 - CASH					
151 - Checking - Union Bank 7611					
Bill Pmt -Check	06/02/2020	5057	KESQ Newschannel 3	(1,800)	
Bill Pmt -Check	06/02/2020	5058	KUNA-FM	(1,350)	
Bill Pmt -Check	06/02/2020	5059	KUNA-TV Telemundo 15	(1,975)	
Bill Pmt -Check	06/02/2020	5060	Leap Marketing	(143)	
Bill Pmt -Check	06/03/2020	5061	Lund & Guttry LLP	(2,500)	
Bill Pmt -Check	06/04/2020	5062	Cardmember Services	(599)	
Check	06/25/2020		Bank Service Charge	(575)	
Bill Pmt -Check	06/30/2020	5063	Desert Recreation District	(6,037)	
TOTAL				(14,979)	

Desert Healthcare Foundation					
Details for credit card Expenditures					
Credit card purchases - May 2020 - Paid June 2020					
Number of credit cards held by Foundation personnel - 2					
Credit Card Limit - \$5,000					
Credit Card Holders:					
Conrado Bárzaga - Chief Executive Officer					
Chris Christensen - Chief Administration Officer					
Routine types of charges:					
Office Supplies, Dues for membership, Supplies for Projects, Programs, etc.					
	Statement				
	Month	Total		Expense	
Year	Charged	Charges		Type	Purpose
		\$ 598.99			
Chris' Statement:					
2020	May	\$ 598.99		Foundation	
			5106	\$ 588.00	Constant Contact annual subscription
			5106	\$ 10.99	cvHIP.com hosting
				\$ 598.99	

DESERT HEALTHCARE FOUNDATION								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
June 30, 2020								
TWELVE MONTHS ENDED JUNE 30, 2020								
A/C 2190 and A/C 2186-Long term			6/30/2019	New Grants		6/30/2020		
			Open	Current Yr	Total Paid	Open		
Grant ID Nos.	Name		BALANCE	2019-2020	July-June	BALANCE		
Health Portal	Remaining Collective Funds-Mayor's Race & DHCF		\$ 131,898		\$ 21,793	\$ 110,105		HP-cvHIP
BOD - 7/25/17 (#937)	*West Valley Homelessness Initiative - Matching Grant		\$ 1,125,712		\$ 1,125,712	\$ -		Homelessness
TCE Grant 01/31/18	Cal Endowment - Community & Health Policy Analysts 12/1/17- 11/30/18		\$ 64,817		\$ 30,768	\$ 34,049		TCE
	Reclass Unexpended Balance to Grant Expense					\$ (34,049)		
BOD - 04/24/18	Behavioral Health Initiative Collective Fund		\$ 1,985,200		\$ 33,200	\$ 1,952,000		Behavioral Health
BOD - 06/26/18 BOD	Avery Trust Funds-Committed to Pulmonary services		\$ 1,000,000		\$ 80,199	\$ 919,801		Avery Trust
BOD - 5/28/19 BOD (#993)	Galilee Center - Emergency Services		\$ 41,250		\$ 33,750	\$ 7,500		
BOD - 6/25/19 BOD (#1006)	DHCD - Homelessness Initiative Collective Fund		\$ 1,000,000		\$ 288,617	\$ 711,383		Homelessness
F&A - 06/11/19	\$300k Grant Funding Commitment FY18-19 - \$225k Balance		\$ 225,000		\$ 105,844	\$ 119,156		EV Funding
BOD - 9/26/17; 10/23/18; 09/24/19 (#1025)	RSS Funds-From Investment Funds & DHCD Grants		\$ 70,573	\$ 200,000	\$ 96,294	\$ 174,279		RSS
F&A - 06/09/20	\$300k Grant Funding Commitment FY19-20			\$ 300,000		\$ 300,000		
TOTAL GRANTS			\$ 5,644,450	\$ 500,000	\$ 1,816,177	\$ 4,294,224		
Summary: As of 6/30/2020								
Health Portal (CVHIP):	\$	110,105			A/C 2190	\$ 2,034,224		
Ready Set Swim	\$	174,279			A/C 2186	\$ 2,260,000		
West Valley Homelessness Initiative	\$	711,383			Total	\$ 4,294,224		
Behavioral Health Initiative Collective Fund	\$	1,952,000			Diff	\$ -		
Avery Trust - Pulmonary Services	\$	919,801						
Galilee Center - Emergency Services	\$	7,500						
\$300k East Valley Grant Funding - \$225k Balance	\$	119,156						
\$300k Grant Funding Commitment FY19-20	\$	300,000						
Total	\$	4,294,223						
Amts available/remaining for Grant/Programs - FY 2019-20:			FY20 Grant Budget		Social Services Fund #5054			
Amount budgeted 2019-2020		\$ 640,000	\$ 250,000		Budget	\$ 40,000		
Amount granted year to date		\$ (500,000)	\$ 390,000		DRMC Auxiliary	\$ (18,000)		
Mini Grants:					EMC Luci Curci	\$ (6,000)	\$ (24,000)	Spent YTD
Net adj - Grants not used:	TCE	\$ 34,049			Balance Available	\$ 16,000		
Balance available for Grants/Programs		\$ 174,049						