



DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee Meeting
September 8, 2020

A meeting of the Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 3:30 PM, Tuesday, September 8, 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 follow 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 July 14, 2020 - Pg. 2

V. CEO REPORT

VI. FINANCIAL REPORT

ACTION

1. Financial Statements – Pg. 3-7
2. Deposits – Pg. 8
3. Check Register – Pg. 9
4. Credit Card Expenditures – Pg. 10
5. General Grants Schedule – Pg. 11

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
July 14, 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 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 4:04 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 June 09, 2020	Chair Matthews asked for a motion to approve the minutes of the June 09, 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 June financial reports with the committee discussing the restricted funds compared to the cash versus investment account. The \$3M grant expenses will be committed from the investment account to the cash on hand, as the Foundation moves forward with allocations from the District to the Foundation. The finances are being paid to the District for overhead costs and depleted over time.	Moved and seconded Director Shorr and President De Lara to approve the June 2020 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.
VII. Other Matters		
VIII. Adjournment	Chair Matthews adjourned the meeting at 4:09 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

DESERT HEALTHCARE FOUNDATION
JULY / AUGUST 2020 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
Profit & Loss Budget vs. Actual
 July through August 2020

	MONTH			MONTH			TOTAL		
	Jul 20	Budget	\$ Over Budget	Aug 20	Budget	\$ Over Budget	Jul - Aug 20	Budget	\$ Over Budget
Income									
4000 · Gifts and Contributions	10	2,500	(2,490)	50,010	2,500	47,510	50,020	5,000	45,020
4003 · Grants	0	100,000	(100,000)	500,000	100,000	400,000	500,000	200,000	300,000
4116 · Bequests - Frederick Lowe	3,709	5,417	(1,708)	10,852	5,417	5,435	14,561	10,834	3,727
4130 · Misc. Income	0	83	(83)	0	83	(83)	0	166	(166)
8015 · Investment Interest Income	14,313	8,333	5,980	18,838	8,333	10,505	33,151	16,666	16,485
8030 · Change in Value of CRT's	0	500	(500)	0	500	(500)	0	1,000	(1,000)
8040 · Restr. Unrealized Gain/(Loss)	103,276	4,167	99,109	27,278	4,167	23,111	130,554	8,334	122,220
Total Income	121,308	121,000	308	606,978	121,000	485,978	728,286	242,000	486,286
Expense									
5001 · Accounting Services Expense	958	667	291	958	667	291	1,916	1,334	582
5035 · Dues & Memberships Expense	0	42	(42)	0	42	(42)	0	84	(84)
5057 · Investment Fees Expense	3,514	2,500	1,014	4,391	2,500	1,891	7,905	5,000	2,905
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	83	(83)	0	166	(166)
5101 · DHCD-Exp Alloc Wages& benefits	24,392	21,844	2,548	24,392	21,844	2,548	48,784	43,688	5,096
5106 · Marketing & Communications	10	3,958	(3,948)	0	3,958	(3,958)	10	7,916	(7,906)
5110 · Other Expenses	348	417	(69)	345	417	(72)	693	834	(141)
5115 · Postage & Shipping Expense	0	8	(8)	0	8	(8)	0	16	(16)
5120 · Professional Fees Expense	0	83	(83)	0	83	(83)	0	166	(166)
5210 · RSS Jr - Overhead Allocation	0	0	0	0	0	0	0	0	0
8051 · Major grant expense	0	83,333	(83,333)	550,000	83,333	466,667	550,000	166,666	383,334
8052 · Grant Expense - Collective/Mini	0	27,500	(27,500)	0	27,500	(27,500)	0	55,000	(55,000)
8053 · Grant Expense - RSS Jr	0	0	0	0	0	0	0	0	0
Total Expense Before Social Services	29,222	140,435	(111,213)	580,086	140,435	439,651	609,308	280,870	328,438
5054 · Social Services Fund	12,000	5,000	7,000	0	5,000	(5,000)	12,000	10,000	2,000
Net Income	80,086	(24,435)	104,521	26,892	(24,435)	51,327	106,978	(48,870)	155,848

Desert Healthcare Foundation
Balance Sheet
As of August 31, 2020

		Aug 31, 20
ASSETS		
Current Assets		
Checking/Savings		
100 · CASH		
150 · Petty Cash		200
151 · Checking - Union Bank 7611		1,467,885
Total Checking/Savings		1,468,085
321 · Accounts Receivable - Other		50,000
Other Current Assets		
476-486 · INVESTMENTS		
477 · Morgan Stanley-Investments		
477.2 · Unrealized Gain/(Loss)		224,424
477 · Morgan Stanley-Investments - Other		3,042,248
Total 477 · Morgan Stanley-Investments		3,266,672
486 · Merrill Lynch		
486.1 · Merrill Lynch Unrealized Gain		356,110
486 · Merrill Lynch - Other		1,719,562
Total 486 · Merrill Lynch		2,075,672
Total 476-486 · INVESTMENTS		5,342,344
500 · CONTRIBUTIONS -RCVB -CRTS		
515 · Contrib RCVB-Pressler CRT		61,277
530 · Contrib RCVB-Guerts CRT		126,022
Total 500 · CONTRIBUTIONS -RCVB -CRTS		187,299
601 · Prepaid Payables		6,083
Total Other Current Assets		5,535,725
TOTAL ASSETS		7,053,810

Desert Healthcare Foundation
Balance Sheet
As of August 31, 2020

		Aug 31, 20
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
	1000 · Accounts Payable	7,955
	1052 · Account payable-DHCD Exp Alloc	131,425
	Total Accounts Payable	139,379
Other Current Liabilities		
	2185 · Deferred Revenue	50,000
	2190 · Current - Grants payable	3,176,944
	Total Other Current Liabilities	3,226,944
	Total Current Liabilities	3,366,323
Long Term Liabilities		
	2186 · Grants payable	1,600,000
	Total Liabilities	4,966,323
Equity		
	3900 · Retained Earnings	1,980,510
	Net Income	106,977
	Total Equity	2,087,487
TOTAL LIABILITIES & EQUITY		7,053,810

DESERT HEALTHCARE FOUNDATION
BALANCE SHEET 8/31/20
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES

		T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS					
150	Petty Cash	200	200	-	-
151	Checking - Union Bank 7611*	1,467,885	1,286,783	181,102	-
Total 100 · CASH - UNRESTRICTED		1,468,085	1,286,983	181,102	-
Accounts Receivable					
321	Accounts Receivable - Other	50,000	-	50,000	-
Total Accounts Receivable		50,000	-	50,000	-
477 · Invt-Morgan Stanley					
477.2	Unrealized Gain	224,424	224,424	-	-
477	Invt-Morgan Stanley	3,042,248	-	3,042,248	-
Total 477 · Invt-Morgan Stanley		3,266,672	224,424	3,042,248	-
6441	486.1 · Merrill Lynch Unrealized Gain	356,110	356,110	-	-
	486 · Merrill Lynch	1,719,562	165,968	1,553,594	-
Total 486 · Merrill Lynch		2,075,672	522,078	1,553,594	-
	515 · Contrib RCVB-Pressler CRT	61,277	-	-	61,277
	530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
	601 - Prepaid payables	6,083	6,083	-	-
Total Current Assets		7,053,810	2,039,568	4,826,943	187,299
TOTAL ASSETS		7,053,810	2,039,568	4,826,943	187,299
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
1000	Accounts Payable	7,955	7,955	-	-
1052	Account Payable - DHCD - Alloc Expenses	131,425	131,425	-	-
2185	Deferred Revenue	50,000	-	50,000	-
2190	Grants Payable - Current Portion	3,176,944	-	3,176,944	-
Total Current Liabilities		3,366,323	139,379	3,226,944	-
2186	Grant Payable - Long Term	1,600,000	-	1,600,000	-
Total Liabilities		4,966,323	139,379	4,826,944	-
Equity					
3900	Retained Earnings	1,980,510	1,793,211	-	187,299
	Net Income	106,977	106,977	-	-
Total Equity		2,087,487	1,900,188	-	187,299
TOTAL LIABILITIES & EQUITY		7,053,810	2,039,568	4,826,944	187,299
* Restricted funds include Summer Survival Homeless Fund (\$16,722), Donations (\$25,000) and Accounts Payable					

Desert Healthcare Foundation
Deposit Detail
July through August 2020

Type	Date	Name	Account	Amount
Deposit	07/21/2020		151 · Checking - Union Bank 7611	3,709
		American Society of Composers	4116 · Bequests - Frederick Lowe	(3,709)
TOTAL				(3,709)
Deposit	07/24/2020		151 · Checking - Union Bank 7611	10
		Misc.	4000 · Gifts and Contributions	(10)
TOTAL				(10)
Deposit	08/20/2020		151 · Checking - Union Bank 7611	10,852
		American Society of Composers	4116 · Bequests - Frederick Lowe	(10,852)
TOTAL				(10,852)
Deposit	08/26/2020		151 · Checking - Union Bank 7611	10
		Misc.	4000 · Gifts and Contributions	(10)
TOTAL				(10)
Deposit	08/28/2020		151 · Checking - Union Bank 7611	50,000
Payment	08/28/2020	Inland Empire Health Plan	1499 · Undeposited Funds	(50,000)
TOTAL				(50,000)
Deposit	08/31/2020		151 · Checking - Union Bank 7611	500,000
Payment	08/31/2020	Desert Healthcare Dist.	1499 · Undeposited Funds	(500,000)
TOTAL				(500,000)
			Total	564,581

Desert Healthcare Foundation
Check Register
As of August 31, 2020

Type	Date	Num	Name	Amount
100 · CASH				
151 · Checking - Union Bank 7611				
Bill Pmt -Check	07/13/2020	5064	KESQ Newschannel 3	(950)
Bill Pmt -Check	07/13/2020	5065	KUNA-FM	(695)
Bill Pmt -Check	07/13/2020	5066	KUNA-TV Telemundo 15	(1,225)
Bill Pmt -Check	07/14/2020	ACH07142020	CONCUR, INC.	(15,850)
Bill Pmt -Check	07/21/2020	5067	Cardmember Services	(20)
Bill Pmt -Check	07/21/2020	5068	Desert Regional Medical Ctr Aux	(6,000)
Bill Pmt -Check	07/21/2020	5069	Galilee Center	(7,500)
Bill Pmt -Check	07/24/2020	5070	Desert Regional Medical Ctr Aux	(6,000)
Check	07/27/2020		Bank Service Charge	(348)
Bill Pmt -Check	08/05/2020	5071	KESQ Newschannel 3	(750)
Bill Pmt -Check	08/05/2020	5072	KUNA-FM	(775)
Bill Pmt -Check	08/05/2020	5073	KUNA-TV Telemundo 15	(1,300)
Bill Pmt -Check	08/07/2020	5074	Lund & Guttry LLP	(1,500)
Bill Pmt -Check	08/20/2020	5075	Angel View Inc.	(22,500)
Bill Pmt -Check	08/20/2020	5076	BPOE Lodge 1905	(1,472)
Bill Pmt -Check	08/20/2020	5077	KUNA-FM	(550)
Bill Pmt -Check	08/20/2020	5078	KUNA-TV Telemundo 15	(1,575)
Bill Pmt -Check	08/20/2020	5079	Lund & Guttry LLP	(3,500)
Bill Pmt -Check	08/20/2020	5080-VOID	United Methodist Church of Palm Springs	0
Check	08/25/2020		Bank Service Charge	(345)
Bill Pmt -Check	08/27/2020	5081	John F. Kennedy Memorial Foundation	(22,500)
TOTAL				(95,355)

Desert Healthcare Foundation
Details for credit card Expenditures
Credit card purchases - June 2020 - Paid July 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.

Year	Statement		Expense Type	Amount	Purpose
	Month Charged	Total Charges			
		\$ 20.00			
Chris' Statement:					
2020	June	\$ 20.00	Foundation		
			5106	\$ 10.00	Desert Sun subscription June
			5106	\$ 10.00	Desert Sun subscription July
				<u>\$ 20.00</u>	

DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
August 31, 2020							
TWELVE MONTHS ENDED JUNE 30, 2021							
A/C 2190 and A/C 2186-Long term			6/30/2020	New Grants	Total Paid	8/31/2020	
Grant ID Nos.	Name		Open	Current Yr	July-June	Open	
			BALANCE	2020-2021		BALANCE	
Health Portal	Remaining Collective Funds-Mayor's Race & DHCF		\$ 110,105		\$ 7,708	\$ 102,397	HP-cvHIP
BOD - 04/24/18	Behavioral Health Initiative Collective Fund		\$ 1,952,000		\$ -	\$ 1,952,000	Behavioral Health
BOD - 06/26/18 BOD	Avery Trust Funds-Committed to Pulmonary services		\$ 919,801		\$ -	\$ 919,801	Avery Trust
BOD - 5/28/19 BOD (#993)	Galilee Center - Emergency Services		\$ 7,500		\$ 7,500	\$ -	
BOD - 6/25/19 BOD (#1006)	DHCD - Homelessness Initiative Collective Fund		\$ 711,383		\$ 6,169	\$ 705,214	Homelessness
F&A - 06/11/19	\$300k Grant Funding Commitment FY18-19 - \$225k Balance		\$ 119,156		\$ 45,000	\$ 74,156	EV Funding
BOD - 9/26/17; 10/23/18; 09/24/19 (#1025)	RSS Funds-From Investment Funds & DHCD Grants		\$ 174,279		\$ 903	\$ 173,376	RSS
F&A - 06/09/20	\$300k Grant Funding Commitment FY19-20		\$ 300,000		\$ -	\$ 300,000	
BOD - 07/28/20 (#1134)	DHCD/IEHP - Addressing the Healthcare Needs of Black Communities			\$ 550,000	\$ -	\$ 550,000	
TOTAL GRANTS			\$ 4,294,223	\$ 550,000	\$ 67,280	\$ 4,776,944	
Summary: As of 6/30/2020							
Health Portal (CVHIP):	\$ 102,397				A/C 2190	\$ 3,176,944	
Ready Set Swim	\$ 173,376				A/C 2186	\$ 1,600,000	
West Valley Homelessness Initiative	\$ 705,214				Total	\$ 4,776,944	
Behavioral Health Initiative Collective Fund	\$ 1,952,000				Diff	\$ (0)	
Avery Trust - Pulmonary Services	\$ 919,801						
Galilee Center - Emergency Services	\$ -						
\$300k East Valley Grant Funding - \$225k Balance	\$ 74,156						
\$300k Grant Funding Commitment FY19-20	\$ 300,000						
Healthcare Needs of Black Communities	\$ 550,000						
Total	\$ 4,776,944						
Amts available/remaining for Grant/Programs - FY 2020-21:			FY21 Grant Budget		Social Services Fund #5054		
Amount budgeted 2020-2021		\$ 1,330,000	\$ 1,000,000		Budget	\$ 60,000	
Amount granted year to date		\$ (550,000)	\$ 330,000		DRMC Auxiliary	\$ (12,000)	\$ (12,000) Spent YTD
Mini Grants:					Balance Available	\$ 48,000	
Net adj - Grants not used:							
Contribution from IEHP		\$ 50,000					
Balance available for Grants/Programs		\$ 830,000					