



DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee Meeting
November 10, 2020

A meeting of the Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 3:30 PM, Tuesday, November 10, 2020, via Zoom using the following link:

<https://us02web.zoom.us/j/84837371547?pwd=MXJTeENUdmRlOGdpcXpjVW1hTWZtZz09>
Password: 406555

Participants will need to download the Zoom 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 October 13, 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
October 13, 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 4:34 p.m.	
II. Approval of Agenda	Chair Matthews asked for a motion to approve the Agenda.	Moved and seconded by Director Shorr and President De Lara to approve the agenda. Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes 1. Minutes – Meeting September 08, 2020	Chair Matthews asked for a motion to approve the minutes of the September 08, 2020 F&A Committee meeting.	Moved and seconded by President De Lara and Director Shorr to approve the September 08, 2020 meeting minutes. Motion passed unanimously.
V. CEO Report	Conrado Bárgaza, MD, CEO, explained the negotiations for a \$1M grant request from Riverside University Health Systems (RUHS) and partnerships for outreach and coordination of COVID testing and activities in the Eastern Coachella Valley due to the high positivity rate, with additional details provided at the upcoming Board meeting.	
VI. Financial Reports 1. Financial Statements 2. Deposits 3. Check Register 4. Credit Card Expenditures 5. General Grants Schedule	Chair Matthews reviewed the September financial reports with the Committee.	Moved and seconded by President De Lara and Director Shorr to approve the September 2020 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.
VII. Other Matters 1. Gary Dack – Lund & Guttry LLP – FY 2020 Audit Report	Director Matthews explained that the FY 2020 Foundation audit reports were reviewed in the District meeting for	Moved and seconded Director Shorr and President De Lara to approve the Foundation FY 2020 Audit Reports



**DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
October 13, 2020**

(Reports were presented during the District meeting)	forwarding to the Board for approval.	and forward to the Board for approval. Motion passed unanimously.
VIII. Adjournment	Chair Matthews adjourned the meeting at 4:41 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					
OCTOBER 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 October 2020

	MONTH			TOTAL		
	Oct 20	Budget	\$ Over Budget	Jul - Oct 20	Budget	\$ Over Budget
Income						
4000 · Gifts and Contributions	10	2,500	(2,490)	50,040	10,000	40,040
4003 · Grants	0	100,000	(100,000)	500,000	400,000	100,000
4116 · Bequests - Frederick Lowe	4,108	5,417	(1,309)	18,669	21,668	(2,999)
4130 · Misc. Income	0	83	(83)	0	332	(332)
8015 · Investment Interest Income	13,304	8,333	4,971	62,975	33,332	29,643
8030 · Change in Value of CRT's	0	500	(500)	0	2,000	(2,000)
8040 · Restr. Unrealized Gain/(Loss)	(75,583)	4,167	(79,750)	2,082	16,668	(14,586)
Total Income	(58,161)	121,000	(179,161)	633,766	484,000	149,766
Expense						
5001 · Accounting Services Expense	958	667	291	3,832	2,668	1,164
5035 · Dues & Memberships Expense	0	42	(42)	25	168	(143)
5057 · Investment Fees Expense	3,628	2,500	1,128	15,169	10,000	5,169
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	332	(332)
5101 · DHCD-Exp Alloc Wages& benefits	18,425	21,844	(3,419)	91,601	87,376	4,225
5106 · Marketing & Communications	21	3,958	(3,937)	131	15,832	(15,701)
5110 · Other Expenses	326	417	(91)	1,356	1,668	(312)
5115 · Postage & Shipping Expense	0	8	(8)	0	32	(32)
5120 · Professional Fees Expense	0	83	(83)	0	332	(332)
8051 · Major grant expense	(173,376)	83,333	(256,709)	376,624	333,332	43,292
8052 · Grant Expense - Collective/Mini	0	27,500	(27,500)	0	110,000	(110,000)
Total Expense Before Social Services	(150,018)	140,435	(290,453)	488,738	561,740	(73,002)
5054 · Social Services Fund	0	5,000	(5,000)	12,000	20,000	(8,000)
Net Income	91,857	(24,435)	116,292	133,028	(97,740)	230,768

Desert Healthcare Foundation
Balance Sheet
As of October 31, 2020

				Oct 31, 20
ASSETS				
Current Assets				
Checking/Savings				
100 - CASH				
			150 - Petty Cash	200
			151 - Checking - Union Bank 7611	1,091,036
Total Checking/Savings				1,091,236
Total Accounts Receivable				50,000
Other Current Assets				
476-486 - INVESTMENTS				
477 - Morgan Stanley-Investments				
			477.2 - Unrealized Gain/(Loss)	191,654
			477 - Morgan Stanley-Investments - Other	3,055,007
Total 477 - Morgan Stanley-Investments				3,246,661
486 - Merrill Lynch				
			486.1 - Merrill Lynch Unrealized Gain	299,096
			486 - Merrill Lynch - Other	1,690,674
Total 486 - Merrill Lynch				1,989,770
Total 476-486 - INVESTMENTS				5,236,431
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				4,917
Total Other Current Assets				5,428,647
TOTAL ASSETS				6,569,883

Desert Healthcare Foundation
Balance Sheet
As of October 31, 2020

				Oct 31, 20
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
		1000 - Accounts Payable		5,071
		1052 - Account payable-DHCD Exp Alloc		15,669
Total Accounts Payable				20,740
Other Current Liabilities				
		2185 - Deferred Revenue		50,000
		2190 - Current - Grants payable		2,785,606
Total Other Current Liabilities				2,835,606
Total Current Liabilities				2,856,346
Long Term Liabilities				
		2186 - Grants payable		1,600,000
Total Liabilities				4,456,346
Equity				
		3900 - Retained Earnings		1,980,510
		Net Income		133,028
Total Equity				2,113,538
TOTAL LIABILITIES & EQUITY				6,569,883

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 10/31/20					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS					
	150 · Petty Cash	200	200	-	-
	151 · Checking - Union Bank 7611*	1,091,036	1,028,534	62,502	-
	Total 100 · CASH - UNRESTRICTED	1,091,236	1,028,734	62,502	-
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	191,654	-	191,654	-
	477 · Invt-Morgan Stanley	3,055,007	-	3,055,007	-
	Total 477 · Invt-Morgan Stanley	3,246,661	-	3,246,661	-
6441	486.1 · Merrill Lynch Unrealized Gain	299,096	299,096	-	-
	486 · Merrill Lynch	1,690,674	614,231	1,076,443	-
	Total 486 · Merrill Lynch	1,989,770	913,327	1,076,443	-
	515 · Contrib RCVB-Pressler CRT	61,277	-	-	61,277
	530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
	601 - Prepaid payables	4,917	4,917	-	-
	Total Current Assets	6,569,883	1,946,979	4,435,606	187,299
	TOTAL ASSETS	6,569,883	1,946,979	4,435,606	187,299
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	5,071	5,071	-	-
	1052 - Account Payable - DHCD - Alloc Expenses	15,669	15,669	-	-
	2185 - Deferred Revenue	50,000	-	50,000	-
	2190 - Grants Payable - Current Portion	2,785,606	-	2,785,606	-
	Total Current Liabilities	2,856,346	20,740	2,835,606	-
	2186 - Grant Payable - Long Term	1,600,000	-	1,600,000	-
	Total Liabilities	4,456,346	20,740	4,435,606	-
Equity					
	3900 · Retained Earnings	1,980,510	1,793,211	-	187,299
	Net Income	133,028	133,028	-	-
	Total Equity	2,113,538	1,926,239	-	187,299
	TOTAL LIABILITIES & EQUITY	6,569,883	1,946,979	4,435,606	187,299
* Restricted funds include Summer Survival Homeless Fund (\$16,762), Donations (\$25,000) and Accounts Payable					

Desert Healthcare Foundation
Deposit Detail
 October 2020

Type	Date	Name	Account	Amount
Deposit	10/12/2020		151 - Checking - Union Bank 7611	4,108
		American Society of Composers	4116 - Bequests - Frederick Lowe	(4,108)
TOTAL				(4,108)
Deposit	10/27/2020		151 - Checking - Union Bank 7611	10
		Misc.	4000 - Gifts and Contributions	(10)
TOTAL				(10)
			Total	4,118

Desert Healthcare Foundation
Check Register
As of October 31, 2020

Type	Date	Num	Name	Amount
100 - CASH				
151 - Checking - Union Bank 7611				
Bill Pmt -Check	10/01/2020	5097	City of Palm Springs	(101,250)
Bill Pmt -Check	10/12/2020	5098	KESQ Newschannel 3	(1,500)
Bill Pmt -Check	10/12/2020	5099	KUNA-FM	(1,050)
Bill Pmt -Check	10/12/2020	5100	KUNA-TV Telemundo 15	(2,000)
Bill Pmt -Check	10/12/2020	5101	Lund & Guttry LLP	(750)
Bill Pmt -Check	10/12/2020	5102	Union Bank	(24)
Bill Pmt -Check	10/15/2020	5103	BPOE Lodge 1905	(2,091)
Bill Pmt -Check	10/15/2020	5104	United Methodist Church of Palm Springs	(1,059)
Bill Pmt -Check	10/15/2020	5105	Palms to Pines Printing	(1,846)
Bill Pmt -Check	10/22/2020	5106	Cardmember Services	(1,811)
Bill Pmt -Check	10/26/2020	5107	Coachella Valley Volunteers in Medicine	(22,500)
Check	10/26/2020		Bank Service Charge	(326)
Bill Pmt -Check	10/28/2020	ACH10282020	CONCUR, INC.	(15,265)
TOTAL				(151,472)

Desert Healthcare Foundation						
Details for credit card Expenditures						
Credit card purchases - September 2020 - Paid October 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	Amount	Purpose
		\$ 1,832.27				
Monthly Statement:						
2020	September	\$ 20.99	Foundation			
				5106	\$ 10.99	cvHIP.com hosting
				5106	\$ 10.00	Desert Sun subscription - marketing
					\$ 20.99	
2020	September (Pacific Premier)	\$ 1,811.28	Foundation			
				6130	\$ 1,811.28	Adobe Pro Annual Subscription (reclassified as District expense)
					\$ 1,811.28	

DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
October 31, 2020							
TWELVE MONTHS ENDED JUNE 30, 2021							
A/C 2190 and A/C 2186-Long term			6/30/2020	New Grants	Total Paid	10/31/2020	
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		\$ 19,554	\$ 90,551	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		\$ 52,765	\$ 867,036	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		\$ 114,520	\$ 596,864	Homelessness
	F&A - 06/11/19	\$300k Grant Funding Commitment FY18-19 - \$225k Balance	\$ 119,156		\$ 90,000	\$ 29,156	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
		Reclass Unexpended Balance for COVID-19 Per BOD 10/27/20				\$ (173,376)	
	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	\$ 285,241	\$ 4,385,606	
Summary: As of 10/31/2020							
	Health Portal (CVHIP):	\$ 90,551			A/C 2190	\$ 2,785,606	
	Ready Set Swim	\$ -			A/C 2186	\$ 1,600,000	
	West Valley Homelessness Initiative	\$ 596,864			Total	\$ 4,385,606	
	Behavioral Health Initiative Collective Fund	\$ 1,952,000			Diff	\$ (0)	
	Avery Trust - Pulmonary Services	\$ 867,036					
	Galilee Center - Emergency Services	\$ -					
	East Valley Grant Funding Commitment	\$ 329,156					
	Healthcare Needs of Black Communities	\$ 550,000					
	Total	\$ 4,385,606					
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					