



DESERT HEALTHCARE FOUNDATION
Finance, Administration, Real Estate, Legal, Hospital Governance & Oversight Committee
Meeting
April 9, 2019

A meeting of the Finance, Administration, Real Estate, Legal, Hospital Governance & Oversight Committee of the Desert Healthcare Foundation will be held at 3:00 PM Tuesday, April 9, 2019, in the conference room on the 2nd floor of the Jerry Stergios Building, 1140 N. Indian Canyon Drive, Palm Springs, California.

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

1. Minutes – Meeting February 12, 2019 - 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. 11-12
5. General Grants Schedule – Pg. 13

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
February 12, 2019

Directors Present	District Staff Present	Absent
Chair/Treasurer Mark Matthews Director Jennifer Wortham, DrPH Arthur Shorr, Community Member	Chris Christensen, Interim CEO & CFO Lisa Houston, COO Stephen Huyck, Accounting Manager Andrea S. Hayles, Clerk to the Board	Director Leticia De Lara

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Matthews called the meeting to order at 3:24 p.m.	
II. Approval of Agenda	Chair Matthews asked for a motion to approve the Agenda.	It was moved and seconded (Community Member Shorr, President Wortham) to approve the agenda. Motion passed unanimously.
III. Public Comment	No public comment.	
IV. Approval of Minutes	Chair Matthews asked for a motion to approve the minutes of December 11, 2018.	It was moved and seconded (President Wortham, Community Member Shorr) to approve the agenda. Motion passed unanimously.
V. CEO Report		
VI. Financial Reports 1. Financial Statements 2. Deposits 3. Check Register 4. Credit Card Expenditures 5. General Grants Schedule	The Financial Reports were reviewed with Chris Christensen, Interim CEO. Community Member Shorr inquired on the status of the CEO recruitment search. Mr.	It was moved and seconded (Community Member Shorr, President Wortham) to approve the January 2019 Foundation Financial Reports – items 1.-5. and forward to the Board for approval. Motion passed unanimously.



DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
MEETING MINUTES
February 12, 2019

	Christensen explained that the ad hoc committee on CEO recruitment has interviewed three recruiting firms and a recommendation will be presented to the board.	
VII. Other Matters		
VIII. Adjournment	Chair Matthews adjourned the meeting at 3:26 p.m.	Audio recording available on the website at http://dhcd.org/Finance-and-Administration

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					
FEBRUARY & MARCH 2019 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 2018 through March 2019

	MONTH						TOTAL		
	Feb 19	Budget	\$ Over Budget	Mar 19	Budget	\$ Over Budget	Jul '18 - Mar 19	Budget	\$ Over Budget
Income									
4000 · Gifts and Contributions	-	-	-	9,247	100,000	(90,753)	17,247	105,000	(87,753)
4003 · Grants	-	-	-	-	-	-	136,000	250,000	(114,000)
4007 · Grant Income - RSS Jr	-	-	-	-	-	-	63,192	-	63,192
4116 · Bequests - Frederick Lowe	8,677	7,083	1,594	-	7,083	(7,083)	50,428	63,750	(13,322)
4130 · Misc. Income	-	83	(83)	-	83	(83)	-	750	(750)
8015 · Investment Interest Income	10,261	5,417	4,844	14,582	5,417	9,165	69,474	48,750	20,724
8040 · Restr. Unrealized Gain/(Loss)	48,568	833	47,735	52,167	833	51,334	214,734	7,500	207,234
Total Income	67,506	13,417	54,090	75,996	113,417	(37,420)	551,076	475,750	75,326
Expense									
5001 · Accounting Services Expense	647	628	19	647	628	19	5,821	5,651	171
5035 · Dues & Memberships Expense	-	83	(83)	-	83	(83)	24	750	(726)
5057 · Investment Fees Expense	2,784	1,100	1,684	2,744	3,600	(856)	22,249	17,400	4,849
5065 · Legal Costs Ongoing Expense	-	83	(83)	-	83	(83)	-	750	(750)
5100 · Office Supplies Expense	136	-	136	-	-	-	136	-	136
5101 · DHCD-Exp Alloc Wages& benefits	17,668	17,668	(0)	17,668	17,668	(0)	159,012	159,015	(3)
5106 · Marketing & Communications	10	4,167	(4,157)	10	4,167	(4,157)	2,894	37,500	(34,606)
5110 · Other Expenses	-	125	(125)	171	125	46	2,987	1,125	1,862
5115 · Postage & Shipping Expense	-	8	(8)	-	8	(8)	-	75	(75)
5120 · Professional Fees Expense	-	-	-	-	250	(250)	-	750	(750)
5210 · RSS Jr - Expense Clearing Acct	(866)	-	(866)	(710)	-	(710)	(16,492)	-	(16,492)
8051 · Major grant expense	-	18,250	(18,250)	-	18,250	(18,250)	1,465	164,250	(162,785)
8052 · Grant Expense - Collective/Mini	-	26,667	(26,667)	-	26,667	(26,667)	136,000	240,000	(104,000)
8053 · Grant Expense - RSS Jr	-	-	-	-	-	-	63,192	-	63,192
Total Expense Before Social Services Fund	20,378	68,779	(48,401)	20,529	71,529	(51,000)	377,288	627,266	(249,978)
5054 · Social Services Fund	6,000	2,083	3,917	-	2,083	(2,083)	24,000	18,750	5,250
Net Income	41,128	(57,446)	98,574	55,467	39,804	15,663	149,788	(170,266)	320,053

Desert Healthcare Foundation
Balance Sheet
As of March 31, 2019

					Mar 31, 19
ASSETS					
Current Assets					
Checking/Savings					
100 · CASH					
146 · Checking - Pacific Premier 6718					994,835
149 · Money Market - Pacific Premier					1,941
150 · Petty Cash					200
Total Checking/Savings					996,977
Other Current Assets					
476-486 · INVESTMENTS					
477 · Morgan Stanley-Investments					
477.2 · Unrealized Gain/(Loss)					29,562
477 · Morgan Stanley-Investments - Other					3,853,880
Total 477 · Morgan Stanley-Investments					3,883,442
486 · Merrill Lynch					
486.1 · Merrill Lynch Unrealized Gain					279,202
486 · Merrill Lynch - Other					1,638,684
Total 486 · Merrill Lynch					1,917,886
Total 476-486 · INVESTMENTS					5,801,328
500 · CONTRIBUTIONS -RCVB -CRTS					
515 · Contrib RCVB-Pressler CRT					66,389
530 · Contrib RCVB-Guerts CRT					122,540
Total 500 · CONTRIBUTIONS -RCVB -CRTS					188,929
601 · Prepaid Payables					2,441
Total Other Current Assets					5,992,698
Total Current Assets					6,989,675
Other Assets					
460 · Investments - Point Center Fin					
461 · Reserve - Point Center - Loan					(25,015)
460 · Investments - Point Center Fin - Other					25,015
Total Other Assets					-
TOTAL ASSETS					6,989,675

Desert Healthcare Foundation
Balance Sheet
As of March 31, 2019

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DESERT HEALTHCARE FOUNDATION						
BALANCE SHEET 3/31/19						
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES						
			T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS						
	146 · Checking Pacific Premier 6718		994,835	194,835	800,000	
	149 · Money Market Pacific Premier Bank		1,941	1,941		
	150 · Petty Cash		200	200		
Total 100 · CASH - UNRESTRICTED			996,977	196,977	800,000	-
477 · Invt-Morgan Stanley						
	477.2 · Unrealized Gain		29,562	29,562		
	477 · Invt-Morgan Stanley		3,853,880	132,433	3,721,447	
Total 477 · Invt-Morgan Stanley			3,883,442	161,995	3,721,447	
6441	486.1 · Merrill Lynch Unrealized Gain		279,202	279,202		
	486 · Merrill Lynch		1,638,684	1,638,684		
Total 486 · Merrill Lynch			1,917,886	1,917,886	-	
	515 · Contrib RCVB-Pressler CRT		66,389			66,389
	530 · Contrib RCVB-Guerts CRT		122,540			122,540
	601 · Prepaid payables		2,441	2,441		
Total Current Assets			6,989,675	2,279,299	4,521,447	188,929
TOTAL ASSETS			6,989,675	2,279,299	4,521,447	188,929
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Accounts Payable						
	1000 · Accounts Payable		144	144		
	1052 · Account Payable - DHCD - Alloc Expenses		39,074	39,074		
	2180 · Accrued Accounts Payable		-	-		
	2190 · Grants Payable - Current Portion		3,321,447		3,321,447	
Total Current Liabilities			3,360,666	39,218	3,321,447	-
	2186 · Grant Payable - Long Term		1,200,000		1,200,000	
Total Liabilities			4,560,666	39,218	4,521,447	-
Equity						
	3900 · Retained Earnings		2,279,221	2,090,292		188,929
	Net Income		149,788	149,788		
Total Equity			2,429,009	2,240,080	-	188,929
TOTAL LIABILITIES & EQUITY			6,989,675	2,279,299	4,521,447	188,929

Desert Healthcare Foundation
Deposit Detail
February through March 2019

Type	Date	Name	Amount
Deposit	02/28/2019		8,677
		American Society of Composers	(8,677)
TOTAL			(8,677)
Deposit	03/29/2019		1
		Investment Interest Income	(1)
TOTAL			(1)
Deposit	03/31/2019		9,247
		Saint Paul Foundation	(5,197)
		Walter L. & Patricia Rootness	(373)
		DRMC/Tenet - Patient Donation	(3,677)
TOTAL			(9,247)
		Total Deposits	17,925

Desert Healthcare Foundation
Check Register
February through March, 2019

Type	Date	Num	Name	Amount
100 - CASH				
146 - Checking - Pacific Premier 6718				
Bill Pmt -Check	02/12/2019	10979	Desert Recreation District	(8,936)
Bill Pmt -Check	02/12/2019	10980	Desert Regional Medical Ctr Aux	(6,000)
Bill Pmt -Check	02/12/2019	10981	Meghan Kane-	(258)
Bill Pmt -Check	02/12/2019	10982	Boys & Girls Club of Palm Springs	(5,140)
Bill Pmt -Check	02/12/2019	10983	Desert Healthcare District	(135,625)
Bill Pmt -Check	02/19/2019	10984	Cardmember Services	(10)
Bill Pmt -Check	02/21/2019	10985	State of Calif. Dept. of Insurance	(136)
Bill Pmt -Check	03/04/2019	10986	Boys & Girls Club of Palm Springs	(7,310)
Bill Pmt -Check	03/04/2019	10987	City of Desert Hot Springs - VOID	-
Bill Pmt -Check	03/04/2019	10988	Meghan Kane-	(192)
Bill Pmt -Check	03/05/2019	10989	City of Desert Hot Springs	(2,000)
Check	03/11/2019		Pacific Premier - Canceled Check Fee	(32)
Bill Pmt -Check	03/14/2019	10990	Boys & Girls Club of Palm Springs	(3,895)
Bill Pmt -Check	03/21/2019	10991	Alejandro Espinoza	(391)
Bill Pmt -Check	03/21/2019	10992	Cardmember Services	(10)
Bill Pmt -Check	03/28/2019	10993	City of Palm Springs	(93,426)
TOTAL				(263,361)

DESERT HEALTHCARE FOUNDATION								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
March 31, 2019								
TWELVE MONTHS ENDED JUNE 30, 2019								
A/C 2190 and A/C 2186-Long term			6/30/2018 Open	New Grants Current Yr	Total Paid	3/31/2019 Open		
Grant ID Nos.	Name		BALANCE	2018-2019	July-June	BALANCE		
	Mayor's Check recorded - \$100K HP		\$ 46,106		\$ (29,555)	\$ 75,661	100 HP-cvHIP	
	Mayor's Check recorded - \$100K HP		\$ 100,000		\$ -	\$ 100,000	100 HP - cvHIP	
BOD - 7/25/17 (#937)	*West Valley Homelessness Initiative - Matching Grant		\$ 1,382,000		\$ 253,288	\$ 1,128,712	Homelessness	
BOD - 9/26/17- RSS	RSS Funds-From Investment Funds for additional 4th year		\$ 53,904		\$ 94	\$ 53,810	RSS	
TCE Grant 01/31/18	Cal Endowment - Community & Health Policy Analysts 12/1/17- 11/30/18		\$ 189,375		\$ 100,996	\$ 88,379	TCE	
BOD - 04/24/18	Behavioral Health Initiative Collective Fund		\$ 2,000,000			\$ 2,000,000	Behavioral Health	
BOD - 06/26/18 BOD	Avery Trust Funds-Committed to Pulmonary services		\$ 1,000,000			\$ 1,000,000		
BOD - 10/23/18 BOD	RSS Grant from Desert Healthcare District			\$ 136,000	\$ 61,114	\$ 74,886		
TOTAL GRANTS			\$ 4,771,385	\$ 136,000	\$ 385,938	\$ 4,521,447		
Summary: As of 3/31/19			\$ 217,292		A/C 2190	\$ 3,321,447		
Health Portal (CVHIP):	\$ 175,661		\$ 200,000		A/C 2186	\$ 1,200,000		
Swim	\$ 53,810		\$ 417,292		Total	\$ 4,521,447		
Swim (funded by DHCD 10.25.18)	\$ 74,886		\$ 4,354,093		Diff	\$ -		
West Valley Homelessness Initiative	\$ 1,128,712							
Cal Endowment-Analysts	\$ 88,379							
Behavioral Health Initiative Collective Fund	\$ 2,000,000							
Avery Trust - Pulmonary Services	\$ 1,000,000							
Total	\$ 4,521,447							
* West Valley Homelessness Initiative - COMMITTED FUNDS \$1,927,863 (BALANCE \$72,137)								
Amts available/remaining for Grant/Programs - FY 2018-19:								
			FY17 Grant Budget					
Amount budgeted 2018-2019		\$ 539,000		\$ 219,000				
Amount granted year to date		\$ (136,000)		\$ 320,000				
Mini Grants:								
Net adj - Grants not used:								
Balance available for Grants/Programs		\$ 403,000						