



DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee Meeting
January 12, 2021

A meeting of the Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 3:30 PM, Tuesday, January 12, 2021, via Zoom using the following link:

<https://us02web.zoom.us/j/85040018506?pwd=SXpjVzg2K20xVy9LSXEvaIM4NHZGdz09>
Password: 797101

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: 850 4001 8506
Password: 797101

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 December 8, 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 Schedules – Pg. 12-13

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
December 08, 2020

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Chair/Director Arthur Shorr President Leticia De Lara	Conrado E. Bázquez, 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 Jeff Scott, Legal Counsel	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Shorr called the meeting to order at 4:26 p.m.	
II. Approval of Agenda	Chair Shorr asked for a motion to approve the Agenda.	Moved and seconded by 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 November 10, 2020	Chair Shorr asked for a motion to approve the minutes of the November 10, 2020 F&A Committee meeting.	Moved and seconded by Director Shorr and President De Lara to approve the November 10, 2020 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	Chris Christensen, CAO, reviewed the November financial reports with the Committee.	Moved and seconded by Director Shorr and President De Lara approve the November 2020 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.
VII. Other Matters	Dr. Bázquez, CEO, highlighted the notification for an enhancement to the Coachella Valley COVID Collective with \$500k of additional funding from the Public Health Institute with some of the funding for District staff time and resources.	
VIII. Adjournment	Chair Matthews adjourned the meeting at 4:33 p.m.	Audio recording available on the website at http://dhcd.org/Agendas-and-Documents



DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE
December 08, 2020

ATTEST: _____

Arthur Shorr, Director, Board of Directors
Finance & Administration Committee
Desert Healthcare Foundation Board of Directors

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

DRAFT

DESERT HEALTHCARE FOUNDATION					
DECEMBER 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 December 2020

	MONTH			TOTAL		
	Dec 20	Budget	\$ Over Budget	Jul - Dec 20	Budget	\$ Over Budget
Income						
4000 · Gifts and Contributions	75,000	2,500	72,500	125,250	15,000	110,250
4003 · Grants	400,000	100,000	300,000	1,500,000	600,000	900,000
4116 · Bequests - Frederick Lowe	2,280	5,417	(3,137)	28,642	32,502	(3,860)
4130 · Misc. Income	0	83	(83)	0	498	(498)
8015 · Investment Interest Income	15,161	8,333	6,828	97,382	49,998	47,384
8030 · Change in Value of CRT's	0	500	(500)	0	3,000	(3,000)
8040 · Restr. Unrealized Gain/(Loss)	56,370	4,167	52,203	305,730	25,002	280,728
Total Income	548,811	121,000	427,811	2,057,004	726,000	1,331,004
Expense						
5001 · Accounting Services Expense	958	667	291	5,748	4,002	1,746
5035 · Dues & Memberships Expense	0	42	(42)	25	252	(227)
5057 · Investment Fees Expense	3,839	2,500	1,339	23,320	15,000	8,320
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	498	(498)
5101 · DHCD-Exp Alloc Wages& benefits	12,605	21,844	(9,239)	122,631	131,064	(8,433)
5102 · DHCD-Expenses - COVID CARES	72,844	0	72,844	72,844	0	72,844
5106 · Marketing & Communications	63	3,958	(3,895)	194	23,748	(23,554)
5110 · Other Expenses	1,000	417	583	2,900	2,502	398
5115 · Postage & Shipping Expense	0	8	(8)	0	48	(48)
5120 · Professional Fees Expense	0	83	(83)	0	498	(498)
8051 · Major grant expense	75,000	83,333	(8,333)	1,411,624	499,998	911,626
8052 · Grant Expense - Collective/Mini	0	27,500	(27,500)	0	165,000	(165,000)
Total Expense Before Social Services	166,309	140,435	25,874	1,639,286	842,610	796,676
5054 · Social Services Fund	6,000	5,000	1,000	18,000	30,000	(12,000)
Net Income	376,502	(24,435)	400,937	399,718	(146,610)	546,328

Desert Healthcare Foundation
Balance Sheet
As of December 31, 2020

			Dec 31, 20
ASSETS			
Current Assets			
Checking/Savings			
100 · CASH			
		150 · Petty Cash	200
		151 · Checking - Union Bank 7611	1,624,138
		Total Checking/Savings	1,624,338
		Total Accounts Receivable	50,000
Other Current Assets			
476-486 · INVESTMENTS			
477 · Morgan Stanley-Investments			
		477.2 · Unrealized Gain/(Loss)	211,879
		477 · Morgan Stanley-Investments - Other	3,066,376
		Total 477 · Morgan Stanley-Investments	3,278,255
486 · Merrill Lynch			
		486.1 · Merrill Lynch Unrealized Gain	590,542
		486 · Merrill Lynch - Other	1,697,536
		Total 486 · Merrill Lynch	2,288,078
		Total 476-486 · INVESTMENTS	5,566,333
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	5,750
		Total Other Current Assets	5,759,382
TOTAL ASSETS			7,433,720

Desert Healthcare Foundation
Balance Sheet
As of December 31, 2020

				Dec 31, 20
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
		1000 - Accounts Payable		17,883
		1052 - Account payable-DHCD Exp Alloc		67,172
		Total Accounts Payable		85,055
Other Current Liabilities				
		2183 - Grants Payable-COVID-CARES PHI		480,000
		2185 - Deferred Revenue		50,000
		2190 - Current - Grants payable		2,838,441
		Total Other Current Liabilities		3,368,441
		Total Current Liabilities		3,453,496
Long Term Liabilities				
		2186 - Grants payable		1,600,000
		Total Liabilities		5,053,496
Equity				
		3900 - Retained Earnings		1,980,510
		Net Income		399,718
		Total Equity		2,380,228
TOTAL LIABILITIES & EQUITY				7,433,720

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 12/31/20					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS					
	150 · Petty Cash	200	200	-	-
	151 · Checking - Union Bank 7611*	1,624,138	1,097,311	526,827	-
Total 100 · CASH - UNRESTRICTED		1,624,338	1,097,511	526,827	-
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	211,879	-	211,879	-
	477 · Invt-Morgan Stanley	3,066,376	-	3,066,376	-
Total 477 · Invt-Morgan Stanley		3,278,255	-	3,278,255	-
6441	486.1 · Merrill Lynch Unrealized Gain	590,542	590,542	-	-
	486 · Merrill Lynch	1,697,536	584,177	1,113,359	-
Total 486 · Merrill Lynch		2,288,078	1,174,719	1,113,359	-
	515 · Contrib RCVB-Pressler CRT	61,277	-	-	61,277
	530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
	601 - Prepaid payables	5,750	5,750	-	-
Total Current Assets		7,433,720	2,277,980	4,968,441	187,299
TOTAL ASSETS		7,433,720	2,277,980	4,968,441	187,299
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	17,883	17,883	-	-
	1052 - Account Payable - DHCD - Alloc Expenses	67,172	67,172	-	-
	2183 · Grants Payable-COVID-CARES PHI	480,000	-	480,000	-
	2185 - Deferred Revenue	50,000	-	50,000	-
	2190 - Grants Payable - Current Portion	2,838,441	-	2,838,441	-
Total Current Liabilities		3,453,496	85,055	3,368,441	-
	2186 - Grant Payable - Long Term	1,600,000	-	1,600,000	-
Total Liabilities		5,053,496	85,055	4,968,441	-
Equity					
	3900 · Retained Earnings	1,980,510	1,793,211	-	187,299
	Net Income	399,718	399,718	-	-
Total Equity		2,380,228	2,192,925	-	187,299
TOTAL LIABILITIES & EQUITY		7,433,720	2,277,980	4,968,441	187,299
* Restricted funds include Summer Survival Homeless Fund (\$16,772), Donations (\$25,000), PHI Grant (\$400,000) and Accounts Payable					

Desert Healthcare Foundation
Deposit Detail
 December 2020

Type	Date	Name	Account	Amount
Deposit	12/08/2020		151 · Checking - Union Bank 7611	77,280
		Warner Music Group Services	4116 · Bequests - Frederick Lowe	(2,280)
		Lift To Rise	4000 · Gifts and Contributions	(75,000)
TOTAL				(77,280)
Deposit	12/23/2020		151 · Checking - Union Bank 7611	400,000
		Public Health Institute Funding	4003 · Grants	(400,000)
TOTAL				(400,000)
			TOTAL	477,280

Desert Healthcare Foundation
Check Register
As of December 31, 2020

Type	Date	Num	Name	Amount
100 - CASH				
151 - Checking - Union Bank 7611				
Bill Pmt -Check	12/08/2020	5127	KESQ Newschannel 3	(1,450)
Bill Pmt -Check	12/08/2020	5128	KUNA-FM	(1,050)
Bill Pmt -Check	12/08/2020	5129	KUNA-TV Telemundo 15	(2,450)
Bill Pmt -Check	12/08/2020	5130	Miguel Delgado	(400)
Bill Pmt -Check	12/08/2020	5131	Union Bank	(173)
Bill Pmt -Check	12/10/2020	5132	Alianza Coachella Valley	(30,000)
Bill Pmt -Check	12/10/2020	5133	El Sol Neighborhood Educational Center	(30,000)
Bill Pmt -Check	12/10/2020	5134	Galilee Center	(30,000)
Bill Pmt -Check	12/10/2020	5135	Lideres Campesinas, Inc.	(30,000)
Bill Pmt -Check	12/10/2020	5136	Pueblo Unido CDC	(30,000)
Bill Pmt -Check	12/10/2020	5137	Todec Legal Center Perris	(30,000)
Bill Pmt -Check	12/10/2020	5138	Vision Y Compromiso	(30,000)
Bill Pmt -Check	12/10/2020	5139	Youth Leadership Institute	(30,000)
Bill Pmt -Check	12/16/2020	5140	Desert Regional Medical Ctr Aux	(6,000)
Bill Pmt -Check	12/21/2020	ACH12212020	CONCUR, INC.	(10,615)
Bill Pmt -Check	12/21/2020	5141	Alejandro Espinoza	(5,572)
Check	12/28/2020		Bank Service Charge	(362)
TOTAL				(268,072)

Desert Healthcare Foundation						
Details for credit card Expenditures						
Credit card purchases - November 2020 - Paid December 2020						
Number of credit cards held by Foundation personnel - 2						
Credit Card Limit - \$25,000						
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
		\$ 172.84				
Monthly Statement:						
2020	November	\$ 172.84		Foundation		
				5106	\$ 21.98	cvHIP.com hosting
				5106	\$ 20.00	Desert Sun subscription - marketing
				5110	\$ 147.00	Late Fees
				5110	\$ (16.14)	Paid in November
					\$ 172.84	

**DESERT HEALTHCARE FOUNDATION
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE**

December 31, 2020

TWELVE MONTHS ENDED JUNE 30, 2021

A/C 2190 and A/C 2186-Long term		6/30/2020	New Grants	Total Paid	12/31/2020	
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		\$ 29,954	\$ 80,151	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		\$ 63,380	\$ 856,421	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		\$ 115,669	\$ 595,714	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		\$ 500,000	\$ -	\$ 500,000	
	IEHP Contribution to Grant #1134		\$ 50,000	\$ -	\$ 50,000	
	Lift To Rise Contribution to Grant #1134		\$ 75,000	\$ -	\$ 75,000	
TOTAL GRANTS		\$ 4,294,223	\$ 625,000	\$ 307,406	\$ 4,438,441	
Summary: As of 12/31/2020				A/C 2190	\$ 2,838,441	
Health Portal (CVHIP):	\$ 80,151			A/C 2186	\$ 1,600,000	
Ready Set Swim	\$ -			Total	\$ 4,438,441	
West Valley Homelessness Initiative	\$ 595,714			Diff	\$ (0)	
Behavioral Health Initiative Collective Fund	\$ 1,952,000					
Avery Trust - Pulmonary Services	\$ 856,421					
Galilee Center - Emergency Services	\$ -					
East Valley Grant Funding Commitment	\$ 329,156					
Healthcare Needs of Black Communities	\$ 625,000					
Total	\$ 4,438,441					
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		\$ (625,000)	\$ 330,000	DRMC Auxiliary	\$ (18,000)	\$ (18,000) Spent YTD
Mini Grants:				Balance Available	\$ 42,000	
Net adj - Grants not used:						
Contributions / Additional Funding	IEHP \$50,000 - LIFT TO RISE \$75,000	\$ 125,000				
Balance available for Grants/Programs		\$ 830,000				

DESERT HEALTHCARE FOUNDATION
OUTSTANDING PASS-THROUGH GRANTS AND GRANT PAYMENT SCHEDULE
December 31, 2020
FISCAL YEAR ENDED JUNE 30, 2021

			6/30/2020 Open	New Grants Current Yr	Total Paid July-June	12/31/2020 Open
A/C 2183			BALANCE	2020-2021	July-June	BALANCE
Grant ID Nos.	Name					
BOD - 10/20/20 - Contract #21-024	Coronavirus Aid, Relief, and Economic Security (CARES) Act and Center for Disease Control and Prevention Epidemiology and Laboratory Capacity (ELC) Enhancing Detection funding from Riverside County - \$1.2 Million					
BOD - 10/20/20 (#1152)	Galilee Center - Emergency Services			\$ 120,000	\$ 60,000	\$ 60,000
BOD - 10/20/20 (#1154)	Vision Y Compromiso - Stop the Spread of COVID-19			\$ 120,000	\$ 60,000	\$ 60,000
BOD - 10/20/20 (#1155)	Pueblo Unido CDC - Coachella Valley COVID-19 Collaborative			\$ 120,000	\$ 60,000	\$ 60,000
BOD - 10/20/20 (#1156)	El Sol Neighborhood Educational Center - Coachella Valley COVID-19 Collaborative			\$ 120,000	\$ 60,000	\$ 60,000
BOD - 10/20/20 (#1157)	Youth Leadership Institute - COVID-19 ECV Collaborative			\$ 120,000	\$ 60,000	\$ 60,000
BOD - 10/20/20 (#1158)	Alianza Coachella Valley - ECV COVID-19 STRATEGIC COMMUNICATIONS PLAN			\$ 120,000	\$ 60,000	\$ 60,000
BOD - 10/20/20 (#1159)	Lideres Campesinas, Inc. - Take It to the Fields Initiative			\$ 120,000	\$ 60,000	\$ 60,000
BOD - 10/20/20 (#1161)	Todec Legal Center Perris - Sembrando Prevencion			\$ 120,000	\$ 60,000	\$ 60,000
TOTAL GRANTS			\$ -	\$ 960,000	\$ 480,000	\$ 480,000
					A/C 2183	\$ 480,000
					Diff	\$ -
	CARES/ELC Administrative Costs			\$ 240,000	\$ 72,844	\$ 167,156
TOTAL ADMINISTRATIVE COSTS			\$ -	\$ 1,200,000	\$ 552,844	\$ 647,156
Amts available/remaining for Grant/Programs - FY 2020-21:						
Amount granted year to date		\$ (960,000)				
Mini Grants:						
Net adj - Grants not used:						
Foundation Administration Costs		\$ (240,000)				
Contributions / Additional Funding	CARES \$600,000 & ELC \$600,000	\$ 1,200,000				
Balance available for Grants/Programs		\$ -				
Summary: As of 12/31/2020						
Riverside County COVID-19 Support	\$ 647,156					
Total	\$ 647,156					