

#### DESERT HEALTHCARE DISTRICT BOARD MEETING Board of Directors March 23, 2021 5:30 P.M.

In accordance with the current State of Emergency and the Governor's Executive Order N- 25-20, of March 12, 2020, revised on March 18, 2020, teleconferencing will be used by the Board members and appropriate staff members during this meeting. In lieu of attending the meeting in person, members of the public will be able to participate by webinar by using the following link:

https://us02web.zoom.us/j/83657671085?pwd=ODRTSIIRa0c0ckw2RGtTMmUxKzUyZz09

Password: 959066

Participants will need to download the Zoom app on their 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: 836 5767 1085 Password: 959066

You may also email <u>ahayles@dhcd.org</u> with your public comment no later than 4 p.m., Tuesday, 03/23

Page(s)

AGENDA

Item Type

Action

Any item on the agenda may result in Board Action

A. CALL TO ORDER – President De Lara Roll Call Director Zavala\_\_\_Director Shorr\_\_\_Director Zendle, MD\_\_\_\_ Director PerezGil\_\_\_Director Rogers, RN\_\_\_\_ Vice-President/Secretary Borja\_\_\_President De Lara

#### B. PLEDGE OF ALLEGIANCE

#### 1-3 C. APPROVAL OF AGENDA

#### D. PUBLIC COMMENT

At this time, comments from the audience may be made on items <u>not</u> listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. **The Board has a policy of limiting speakers to no more than three minutes.** The Board cannot take action on items not listed on the agenda. Public input may be offered on agenda items when they come up for discussion and/or action.

#### E. CONSENT AGENDA

All Consent Agenda item(s) listed below are considered routine by Board of Directors and will be enacted by one motion. <u>There will</u> <u>be no separate discussion of items unless a Board member so</u> <u>requests, in which event the item(s) will be considered following</u> <u>approval of the Consent Agenda.</u> Action



4-19 20-21		<ol> <li>BOARD MINUTES         <ul> <li>Board of Directors Meeting – February 23, 2021</li> <li>Special Meeting of the Board of Directors – March 16,</li> </ul> </li> </ol>	
22-45		2021 2. FINANCIALS a. Approval of the February 2021 Financial Statements – F&A Approved March 09, 2021	
46-51		<ol> <li>AGREEMENTS         <ul> <li>Professional Services Authorization – Prest-Vuksic- Greenwood Architects – Buildout Conference Room at Regional Access Project (RAP) Office</li> </ul> </li> </ol>	
52-82		<ol> <li>STRATEGIC PLANNING         <ul> <li>Veralon Partners, Inc., and Valentine Health Advisors consulting services and engagement agreement to facilitate, develop, and guide a three-year strategic plan –</li> </ul> </li> </ol>	
83-86		<ul> <li>NTE \$72,500</li> <li>5. COST GRANT EXTENSION <ul> <li>a. Grant #1134 cost grant extension to the Desert</li> <li>Healthcare Foundation for an additional allocation of \$100,000 towards Expanding Racial Diversity in the</li> <li>Health Profession Workforce for a total of \$200,000, increasing the total grant amount from \$500,000 to</li> </ul> </li> </ul>	
87-91		<ul> <li>\$600,000</li> <li>6. HUMAN RESOURCES</li> <li>a. Promotion and Revised Job Description for Alejandro Espinoza as Chief of Community Engagement</li> </ul>	
	F.	DESERT HEALTHCARE DISTRICT CEO REPORT	
92-118		<ul> <li>Conrado E. Bárzaga, MD</li> <li>1. COVID-19 Vaccination Campaign for Underserved Communities in the Coachella Valley</li> </ul>	Information
119-132		<ol> <li>Community Health Needs Assessment (CHNA) and Health Improvement Plan (HIP) Update and Future</li> </ol>	Information
133-139		Workshop 3. Local Area Formation Commission (LAFCO) Sphere of Influence Review and Approval	Information
140-200		<ol> <li>Senior Program Officer, Behavioral Health Update</li> <li>Consideration to approve the acceptance of \$175,000 from The Coachella Valley Resource Conservation (CVRCD) and direct staff to further study the feasibility of acquiring and operating a mobile unit</li> </ol>	Information Action
	G.	DESERT REGIONAL MEDICAL CENTER CEO REPORT – Michele Finney, CEO	Information
	Н.	DESERT REGIONAL MEDICAL CENTER GOVERNING BOARD MEETING – Les Zendle, MD and Carole Rogers, RN	Information



#### I. COMMITTEE MEETINGS

201-206 207-209 210 211-234		<ol> <li>PROGRAM COMMITTEE – Chair/Director Evett PerezGil, Vice-President Karen Borja, and Director Carmina Zavala         <ol> <li>Draft Meeting Minutes – March 09, 2021</li> <li>Funding Requests Schedule</li> <li>Grant Payment Schedule</li> <li>Consideration to approve Grant #1141 Martha's Village &amp; Kitchen – Homeless Housing with Wrap Around Services – \$210,905</li> </ol> </li> </ol>	Information Information Information <b>Action</b>
235-259 260-285		<ol> <li>Consideration to approve Grant #1171 Blood Bank of San Bernardino &amp; Riverside Counties, aka LifeStream Blood Bank – Bloodmobiles for Coachella Valley – \$150,000</li> <li>Consideration to approve Grant #1174 Mizell Center –</li> </ol>	Action
		<ul> <li>Geriatric Case Management Program – \$100,000</li> <li>FINANCE, LEGAL, ADMINISTRATION &amp; REAL ESTATE COMMITTEE – Chair/Director Arthur Shorr, President Leticia</li> </ul>	Action
286-291 292-325		<ul> <li>De Lara, and Director Les Zendle, MD</li> <li>1. Draft Meeting Minutes – March 09, 2021</li> <li>2. District and Retirement Plan Investment Reports 3Q20</li> <li>3. STRATEGIC PLANNING COMMITTEE – Chair/Director Leticia De Lara, Director Les Zendle, MD, and Director Evett PerezGil</li> </ul>	Information Information
326-329		1. Draft Meeting Minutes – March 09, 2021	Information
330	J.	OLD BUSINESS 1. Desert Healthcare District and Regional Access Project Foundation (RAP) Collective COVID-19 Recovery Fund	Information
331 332 333-344	К.	<ol> <li>LEGAL         <ol> <li>AB 705 – Health care, Facilities, and Medical Privileges</li> <li>AB 1132 – Health Care Consolidation and Contracting Fairness Act of 2021</li> <li>Consideration to approve a Business Associate Agreement between the Desert Healthcare District and Rite Aid for Vaccination Clinics in the Coachella Valley</li> </ol> </li> <li>IMMEDIATE ISSUES AND BOARD COMMENTS</li> </ol>	Information Information <b>Action</b>

# M. 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) 567-0298 at least 24 hours prior to the meeting.



Directors Present – Video Conference		District Staff Present – Vi	deo Conference	Absent
President Leticia De Lara		Conrado E. Bárzaga, MD	, CEO	
Vice-President/Secretary Karen Borja		Chris Christensen, CAO		
Director Carole Rogers, RN		Donna Craig, Chief Progr	am Officer	
Director Evett PerezGil	Will Dean, Marketing an	d		
Director Les Zendle, MD	Communications Directo	or		
Director Arthur Shorr		Alejandro Espinoza, Prog	gram Officer and	
Director Carmina Zavala		Outreach Director		
		Eric Taylor, Accounting N	Лanager	
		Meghan Kane, Programs	and Research	
		Analyst		
		Vanessa Smith, Special P	rojects and	
		Program Manager		
		Erica Huskey, Administra	ative and	
		Program Assistant		
		Andrea S. Hayles, Clerk o	of the Board	
		Legal Counsel		
		Jeff Scott		
AGENDA ITEMS	DIC	CUSSION	0.01	ΓΙΟΝ
AGENDATIENIS		ent De Lara called the	AC	
A. Can to Order		ng to order at 5:34 p.m.		
	meeti	ng to order at 5.54 p.m.		
Roll Call	Tho C	erk of the Board called		
Kon can		ll with all Directors'		
	presei			
B. Pledge of Allegiance		ent De Lara asked all in		
		lance to recite the		
		e of Allegiance.		
C. Approval of Agenda	-	ent De Lara asked for a	#21-23 MOTION	WAS MADE by
		n to approve the		il and seconded by
	agend		<b>Director Rogers</b>	•
			agenda.	
			Motion passed u	unanimously.
			AYES – 7 Preside	ent De Lara, Vice-
			President Borja,	Director Rogers,

	President Borja, Director Rogers,
	Director PerezGil, Director Zendle,
	Director Shorr, and Director Zavala
	NOES – 0
	ABSENT – 0
D. Public Comment	



	February 23, 2021	
E. Consent Agenda		
1. BOARD MINUTES	President De Lara asked for a	#21-24 MOTION WAS MADE by
a. Board of Directors Meeting –	motion to approve the	Director Shorr and seconded by
January 26, 2021	consent agenda.	Director PerezGil to approve all
2. FINANCIALS		items in the consent agenda.
a. Approval of the January 2021	Director Zendle withdrew	Motion passed unanimously.
Financial Statements – F&A	items 5.a. and 5.b. explaining	AYES – 7 President De Lara, Vice-
Approved February 09, 2021	that the grants should not be	President Borja, Director Rogers,
3. AGREEMENTS	part of the consent agenda,	Director PerezGil, Director Zendle,
a. Las Palmas Medical Plaza	most of the work of the	Director Shorr, and Director Zavala
Lease Renewal – LabCorp	District is to promote the	NOES – 0
b. Las Palmas Medical Plaza – 6-	mission, each grant warrants a	ABSENT – 0
MonthTemporary Lease –	brief presentation that should	
Sleep Treatment Partners, Inc.	be voted separately, and in	
4. HUMAN RESOURCES	the future listed in the	
a. District Job Descriptions –	Program Committee report	
Revised and Updated by HR	out. If the grants are	
Consultant, Maggie Martinez	continuously listed on the	
5. GRANTS	consent agenda, Director	
a. Grant #1170 Jewish Family	Zendle will remove the grants	
Service of the Desert –	during each meeting.	
Mental Health Counseling		
Services for Underserved	President De Lara described	
Coachella Valley Residents –	the discussion at a prior	
\$80,000	Workshop for the Board to	
b. Grant #1041 Healthy Families	provide adequate time for	
Foundation, aka John F.	other topics by placing the	
Kennedy Memorial	grants, which are	
Foundation – SafeCare In	recommended by the Program	
Home Visitation Program six	Committee with other consent	
(6) month no-cost grant	agenda matters. Using a	
extension extending the	consensus vote, President De	
grant agreement through August 31, 2021	Lara inquired with each	
6. POLICIES (reference staff report	Director if they agree with moving each grant request at	
for detailed changes)	the February meeting and	
	possibly the month of March	
a. Policy #BOD-06 Filling a Vacancy on the Board	to the Program Committee	
b. Policy #BOD-09 Rules of	reports with a brief overview	
Order for Board and	of each grant until the matter	
Committee Meetings	is discussed at the next	
c. Policy #BOD-10 Board	Workshop.	
Meeting Conduct	workshop.	



		February 23, 2021	
d.	Policy #BOD-21 Board	Donna Craig, Chief Program	
	Member Compensation	Officer, described the grant	
	Guidelines	request of \$80k from Jewish	
е.	Policy #OP-05 Grant & Mini	Family Service of the Desert	
	Grant	for mental health counseling	
		services for underserved	
		Coachella Valley residents	
		with a recommendation from	
		the Program Committee.	
		_	
		Director Zendle explained that	
		grants similar to Jewish Family	
		Service of the Desert is a	
		model of the District's effort	
		to promote behavioral health	
		issues and discover other	
		organizations that could	
		follow the same model given	
		the shortage of mental health	
		providers, further suggesting	
		significant amounts of money	
		or similar programs that help	
		accomplish the District's goals	
		with behavioral health.	
		Donna Craig, Chief Program	
		Officer, described the Board-	
		approved grant in February	
		2020 for a six-month no-cost	
		grant extension to complete	
		the deliverables due to COVID	
		at the Healthy Families	
		Foundation.	
	ert Healthcare District CEO	Before the District's CEO	
Rep	ort	report was presented,	
		President De Lara	
		acknowledged that February is	
		Black History Month, ensuring	
		that the District acknowledges	
		and recognizes the community	
		members contributions over	
		many years, and the health	
		care providers interest in the	
		District's Desert Highland	
		*	



	1 Coluary 23, 2021	
1. Presentation to Temple Sinai	Gateway Estates community grant for advancing and addressing the District's role in the healthcare needs of black communities in the Coachella Valley. Conrado Bárzaga, MD, CEO,	
on 02/11/21	described his presentation on February 11 to the Temple Sinai regarding the District's history and the efforts to bring equity in healthcare to the Coachella Valley and assisting the County with the distributions of the COVID vaccine, thanking Director Shorr for the meet and greet with the Rabbi of Temple Sinai.	
	Director Shorr explained that the presentation was exceptional, and he would like the CEO to establish additional similar presentations as a model throughout the Coachella Valley.	
	President De Lara recognized Director Zendle who also attended the comprehensive virtual presentation that encouraged positive conversations about the District.	
2. COVID-19 Vaccination Campaign for Underserved Communities in the Coachella Valley	Dr. Bárzaga, CEO, described the assessment of the number of COVID cases reflecting the lack of services and difficult conditions in some areas with the highest numbers per 1,000 cases exist in Thermal,	



		, , ,	
		including the highest death	
		rate, as well as in Garnet,	
		detailing the disparities as a	
		reflection of the challenges	
		the residents are facing as	
		COVID has elevated the	
		visibility of those	
		communities. Working with	
		the County, over 4,000	
		vaccine doses have been	
		distributed to the farm	
		working communities in the	
		Coachella Valley, further	
		highlighting the food	
		distribution chain of workers	
		in grocery stores that are	
		exposed, including line cooks	
		and others in the service	
		industry, and exploring	
		additional partnerships.	
		Vice-President Borja thanked	
		the community partners for	
		sharing resources, especially	
		given the scarcity at this time.	
		-	
		President De Lara explained	
		that the information	
		presented is informative and	
		offered at a time for others to	
		learn more about the District's	
		role in our communities.	
3.	Community Health Needs	Dr. Bárzaga, CEO, explained	
	Assessment and Health	that the report in the packet	
	Improvement Plan Update	outlines the work with Health	
	improvement rian opuate	Assessment Research for	
л	Strategic Planning Advisor	Communities (HARC) to	
4.	Consultants Update		
	consultants opuate	complete the needs	
		assessment, detailing the	
		focus groups with residents,	
		advisory council members,	
		and a forthcoming report to	
		share with the Board in the	



	coming weeks to assist moving	
	forward with a strategic plan	
	and determine the strengths,	
	resources, and to fulfill the	
	demands of the community	
	while prioritizing grant-making	
	with additional policy support	
	and fostering a system to	
	attract additional funds.	
5. Lift to Rise Rental Assistance	Dr. Bárzaga, CEO, explained	
Program	the District's support through	
	grant funding to assist with	
	efforts to launch and support	
	community with rental	
	assistance, describing the	
	disproportionate black and	
	Latino communities with	
	approx. 65% of those with job	
	loss due to COVID with over	
	1,000 applicants on the	
	waiting list for rental	
	assistance throughout the	1
	Eastern Coachella Valley.	
	Lastern Coachena valley.	
	Araceli Palafox, Deputy	
	Director, Lift to Rise, explained	
	that in early March additional	
	funding from the county will	
	be available to assist with the	
	wait list and those that were	
	not initially funded	
	(anticipating over \$25M to the	
	Coachella Valley), and to	
	rotate those families into the	
	next portion of the program.	
	The Directors inquired on	
	additional aspects of the	
	rental assistance program	
	with Ms. Palafox explaining	
	that funding will continue to	
	support the program, and the	
	applications are on Lift to	
	Rise's website with additional	



#### February 23, 2021

	February 23, 2021	
6. Board Development	resources of the platform, such as application status and direct questions. Dr. Bárzaga addressed Vice-President Borja's inquiry for using additional funding from the \$3M available in grant funding to assist with the waitlist as staff moves forward with discussions to assist, in addition to staff volunteering with the outreach component and supporting the digital divide and language barriers for completing the applications. Dr. Bárzaga, CEO, explained	
Workshop Facilitated by Rauch Communications	the Board development study recently completed by the Board and that staff is working to schedule the next two sessions in the month of March.	
7. Consideration to approve an invitation for the CEO to serve on the University of Riverside (UCR) School of Medicine's Community Advisor Board	Dr. Bárzaga, CEO, described the community partners that meet twice per year offering the District the opportunity to provide feedback on matters of significance that affect the Coachella Valley, detailing the invite from Dean Deas to join the University of Riverside of School of Medicine's Community Advisory Board.	#21-25 MOTION WAS MADE by Director Zendle and seconded by Director PerezGil to approve an invitation for the CEO to serve on the University of Riverside (UCR) School of Medicine's Community Advisor Board Motion passed unanimously. AYES – 7 President De Lara, Vice- President Borja, Director Rogers, Director PerezGil, Director Zendle, Director Shorr, and Director Zavala NOES – 0 ABSENT – 0
8. Consideration to approve an invitation from the County of	Dr. Bárzaga, CEO, described the voluntary invite from	

Page 10 of 344



February 23, 2021

	February 23, 2021	
Riverside Housing,	Carrie Harmon, Assistant	#21-26 MOTION WAS MADE by
Homelessness Prevention and	Director, County of Riverside	Director Zendle and seconded by
Workforce Solutions to	Housing, Homelessness	Director Shorr to approve an
appoint the CEO to the	Prevention and Workforce	invitation from the County of
Riverside County Upward	Solution, to join the anti-	Riverside Housing, Homelessness
Mobility Anti-Poverty	poverty initiative and the	Prevention and Workforce
Initiative Cohort and	economic opportunity	Solutions to appoint the CEO to
to appoint the CEO as Co-Chair	community action network,	the Riverside County Upward
of Lift to Rise's Economic	which are closely aligned to	Mobility Anti-Poverty Initiative
Opportunity Community	address the social	Cohort and to appoint the CEO as
Action Network (CAN)	determinants of health and	Co-Chair of Lift to Rise's Economic
	informs the District through	<b>Opportunity Community Action</b>
	the community health needs	Network (CAN) Motion passed
	assessment.	unanimously.
		AYES – 7 President De Lara, Vice-
	President De Lara explained	President Borja, Director Rogers,
	that the invites are a	Director PerezGil, Director Zendle,
	confirmation of the CEO's	Director Shorr, and Director Zavala
	work and involvement as a	NOES – 0
	community leader throughout	ABSENT – 0
	the Coachella Valley, and she	
	is pleased to see the CEO's	
	participation and input in the	
	community.	
G. Desert Regional Medical Center	Michele Finney, CEO, Desert	
CEO Report	Care Network (DCN), Desert	
	Regional Medical Center	
	(DRMC), described the	
	significant decrease in COVID	
	positive patients with January	
	averaging 110 Average Daily	
	Census (ADC). As of today,	
	DRMC returned to a normal	
	ICU occupancy rate, in the last	
	30 days all elective procedures	
	are reopened and have	
	eliminated most of the	
	overflow units.	
	As a network, DRMC has	
	administered or committed all	
	doses of COVID vaccines	
	allocated to date and hosted	
	two senior-focused	
		Dago 9 of 16

Page 11 of 344



February 23, 2021

February 23, 2021	
community events at the	
Mizell and Indio Senior	
Centers.	
The state through a third-	
party administrator is in the	
process of redesigning the	
vaccine distribution system.	
Working with the District CEO	
Ms. Finney has commenced	
preliminary conversations	
concerning the redesign and	
creating opportunities to	
partner and further advance	
outreach to the underserved	
populations in the Coachella	
Valley. Additional information	
will be available in the coming	
weeks.	
Weeks.	
A few of the accrediting	
entities have resumed their	
activities. DRMC is	
anticipating the Joint	
Commission reaccreditations	
for hip and knee certifications,	
also expecting to reaccredit	
Perinatal Services in the	
coming months.	
5	
DRMC recently received	
notification of continued Blue	
Distinction for the Center for	
Bariatric Surgery and the	
Maternity care program. The	
distinction signifies that the	
programs meet nationally	
established criteria for	
Quality, Safety, and Efficiency.	
The outpatient GI lab	
expansion at the El Mirador	
Surgery Center launched and	
opening in February. The GI	
lab expands the Center by two	
ins expands the center by two	Ĺ

Page 12 of 344



February 23, 2021

OR suites and thr rooms.	
rooms.	ncing
	ncing
	ncing
DRMC is commer	
completion on a	-
project to standa	
platforms for the	
facilities in the D	
of this project, DI	
upgrading the Ce	
Electronic Health	
Cerner Plus. The	
provide the hosp	ital staff,
particularly nursi	ng, and the
medical staff with	h improved
functionality and	ease of use.
Later in the year,	
Hi-Desert upgrad	
Cerner SNF modu	
investment of ap	
A few of the large	
projects underwa	
replacement of t	
scanners, a Nucle	
Camera at DRMC	
addition of a CT s	
Memorial Hospita	
Investment of ap	prox. \$4.5M.
DCN continues to	o focus on a
variety of TV ads,	, interviews,
digital, print, soci	
billboards on a ra	
such as COVID, Sa	
Orthopedics, Onc	
Neurosciences.	
Neurosciences.	
President De Lara	a thanked Ms
Finney and the er	
for the capital im	-
on both ends of t	
such as the new (	
H. Desert Regional Medical Center Director Zendle d	
Governing Board report of the Gov	verning Board

Page 10 of 16 Desert Healthcare District Meeting Minutes February 09, 2021

Page 13 of 344



February 23, 2021

 February 23, 2021	
meeting highlighting the	
comprehensive report from	
the Chief Nursing Officer on	
labor management, staffing,	
and competency activities	
throughout Desert Regional	
Medical Center (DRMC), which	
ensures the appropriate	
number of staff in surge and	
non-surge periods, and the	
adequate ratio of nurses to	
patient's as it relates to laws	
and regulations. The state	
allowed all hospitals to	
commence work out of ratio	
up to February 8, which is now	
lifted and DRMC is back to	
normal staffing ratios. The	
Governing Board reviewed the	
California Department of	
Public Health (CDPH) open	
and closed cases from the	
Joint Commission, and the	
Occupational Safety and	
Health Administration (OSHA).	
Survey activities were also	
reviewed that are underway	
or postponed due to COVID; a	
report on service lines was	
provided by the DRMC CEO	
with an increase in Obstetrics	
and Gynecology patients from	
last year, and the outpatient	
GI procedure rooms are	
completed and running at high	
capacity. Concluding the	
report, the Governing Board	
reviewed capital and	
construction projects, quality	
reports, with the Centers for	
Medicare & Medicaid Services	
(CMS) ratings due in April and	
anxiously awaiting the	
annously awaring the	Dage 11 of 16

Page 14 of 344



February 23, 2021

	February 23, 2021	
I.1. Program Committee 1. Draft Meeting Minutes –	hospital's star rating while anticipating any areas of improvement; and the medical executive committee review of newly credentialed or re-credentialed providers. Director PerezGil, Chair,	
February 09, 2021	Program Committee, inquired on any questions of the draft	
2. Funding Requests Schedule	meeting minutes, funding requests schedule, and the	
3. Grant Payment Schedule	grant payment schedule.	
4. Consideration to approve the COVID-19 Recovery Grant in Collaboration with Regional Access Project Foundation (RAP) to contribute a match of \$100,000 to a joint pool for nonprofits in the Coachella Valley and Blythe negatively impacted by COVID-19 that apply for funding.	President De Lara recused herself from discussions on the COVID-19 Recovery Grant collaboration with the Regional Access Project Foundation. Director PerezGil described the specifics of the recovery grant, Director Zendle explained that he supports the grant; however, the grant should explicitly state not funding cities outside of the District, such as Blythe. Donna Craig, Chief Program Officer clarified that similar to the prior collective fund with the Regional Access Project Foundation (RAP), any funding outside the boundaries were supported by RAP, which is described in the grant agreement for RAP's benefit only.	#21-27 MOTION WAS MADE by Director Shorr and seconded by Director Zendle to approve the COVID-19 Recovery Grant in Collaboration with Regional Access Project Foundation (RAP) to contribute a match of \$100,000 to a joint pool for nonprofits in the Coachella Valley and Blythe negatively impacted by COVID-19 that apply for funding. Motion passed unanimously. AYES – 7 President De Lara, Vice- President Borja, Director Rogers, Director PerezGil, Director Zendle, Director Shorr, and Director Zavala NOES – 0 ABSENT – 0
I.2. Finance, Legal, Administration & Real Estate	Director Shorr, Chair, F&A Committee, provided an overview of the February F&A	

Page 15 of 344



February	23,	2021
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	February 23, 2021	
1. Draft Meeting Minutes	Committee meeting minutes,	
January 12, 2021	inquiring on any questions of	
	the Board.	
I.3. Board and Staff Communications	President De Lara, Chair,	
and Policy Committee	Board and Staff	
	Communications and Policy	
1. Draft Meeting Minutes –	Committee, described the	
February 09, 2021	minutes of the February	
	meeting and several policy	
	discussions and inquired on	
	any questions.	
	Vice-President Borja	
	suggested consideration of	
	the job descriptions for	
	bilingual skills given that over	
	40% of the population in the	
	Coachella Valley is	
	multilingual. Not as a	
	requirement, but to	
	communicate with the non-	
	English speaking community.	
J. Old Business	There was no old business.	
K. Legal		
1. AB 361 - Medi-Cal: Health	Jeff Scott, Legal Counsel,	
Homes for Medi-Cal Enrollees	described AB 361 and the	
and Section 1115 Waiver	renumbering of new	
Demonstration Populations	legislation for low-income	
with Chronic and Complex Conditions	individuals for home health program enrollees with	
conditions	chronic conditions in 2013.	
	but AB 361 is a bill introduced	
	for this legislative session and	
	the codification of the	
	Governors executive order for	
	virtual meetings and reiterates	
	the requirements that the	
	meetings are open and public	
	and in accordance with the	
	Brown Act, suspending the	
	Brown Act orders for	



February 23, 2021

	February 23, 2021	
	teleconferencing during states	
	of emergencies.	
2. District Complaint Process –		
Policy OP-07	Jeff Scott, Legal Counsel,	
	reminded the Board during	
	the course of business the	
	District receives complaints	
	and inquiries about the	
	hospital via letters, emails,	
	and other forms of	
	communication, which is	
	common for Special Districts	
	that do not operate hospitals	
	to received complaints from	
	constituents. The District has a	
	formal policy for complaints	
	and inquiries that should be	
	forwarded to the CEO. The	
	CEO then forwards the	
	complaint to the hospital with	
	a copy to the District Board,	
	which is also the standard and	
	used by other Healthcare	
	Districts.	
3. Legislative Budget Letter for	Districts.	
Seismic Retrofit	Dr. Bárzaga, CEO, explained	
	that as the deadline	
	approaches for the hospital	
	retrofit for seismic	
	compliance, a plan is	
	necessary to submit to the	
	Office of Statewide Health	
	Planning and Development	
	(OSPHD), which is a costly	
	process. After meeting with	
	Assemblymember Garcia to	
	•	
_	discuss the challenges in protecting the main asset of	
	the District, and to continue	
	addressing the healthcare	
	needs in the Coachella Valley,	
	the Assemblymember is	
	supportive of the District's	
	efforts to obtain state funding	

Page 14 of 16 Desert Healthcare District Meeting Minutes February 09, 2021

Page 17 of 344



February 23, 2021

 February 23, 2021	
for the OSPHD seismic retrofit plan of \$5M to meet the 2030 deadline.	
Director Zendles explained that since Assemblymember Chad Mayes is in the hospital's district and should be involved in the legislation, nonetheless, staff will submit a copy of the letter to Assemblymember Mayes; however, Assemblymember Garcia has offered to submit the letter to the state for the budget process.	
President De Lara thanked the CEO for moving quickly to prepare the letter, it is a costly and necessary step possibly with funding through other means, but hopefully successful by other means, with lots of competition as Director Rogers described, inquiring how the District improve its chances for success.	
Dr. Bárzaga explained that staff will work with the community to increase the visibility by sending letters of support to the legislature, mobilizing community partners, the Association of California Healthcare Districts, and the California Special Districts Association with meetings, letters, and phone calls to legislatures with consideration of hiring a	

Page 18 of 344



#### February 23, 2021

lobbyist to assist the District at	
state and federal levels.	
President De Lara requested	
that the CEO provide at the	
next meeting additional	
thoughts on progress and if	
any action is necessary,	
President De Lara adjourned	Audio recording available on the
the meeting at 7:12 p.m.	website at
	http://dhcd.org/Agendas-and-
	<u>Documents</u>
	state and federal levels. President De Lara requested that the CEO provide at the next meeting additional thoughts on progress and if any action is necessary, President De Lara adjourned

ATTEST:

Karen Borja, Vice-President/Secretary Desert Healthcare District Board of Directors

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

Page 16 of 16 Desert Healthcare District Meeting Minutes February 09, 2021

Page 19 of 344



#### DESERT HEALTHCARE DISTRICT SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES MEETING MINUTES March 16, 2021

Directors Present – Video Conference		District Staff Present – V	ideo Conference	Absent
President Leticia De Lara		Conrado E. Bárzaga, MD		
Vice-President/Secretary Karen Borja		Chris Christensen, CAO	,	
Director Carole Rogers, RN		Donna Craig, Chief Prog	ram Officer	
Director Evett PerezGil		Andrea S. Hayles, Clerk		
Director Les Zendle, MD		, indica 5. nayles, elence	bi the board	
Director Arthur Shorr		Legal Counsel		
Director Carmina Zavala		Jeff Scott		
AGENDA ITEMS	DIS	CUSSION	ACT	ΓΙΟΝ
A. Call to Order	Presid	ent De Lara called the		
	meetii	ng to order at 5:02 p.m.		
Roll Call	The Cl	erk of the Board called		
	the ro	ll with all Directors'		
	preser	nt except Director Shorr		
	who jo	pined the meeting at		
	5:15 p	.m.		
B. Pledge of Allegiance	Presid	ent De Lara asked all in		
	attend	lance to recite the		
	Pledge	e of Allegiance.		
C. Approval of Agenda	Presid	ent De Lara asked for a	#21-28 MOTION	WAS MADE by
	motio	n to approve the Director Rogers and seconded		and seconded by
	agend	a.	Director PerezGi	l to approve the
	agend	а.	Director PerezGi agenda.	l to approve the
	agend	a.		
	agend	a.	agenda. Motion passed u	
	agend	a.	agenda. Motion passed u AYES – 6 Preside	inanimously.
	agend	a.	agenda. Motion passed u AYES – 6 Preside President Borja,	inanimously. Int De Lara, Vice-
	agend	a.	agenda. Motion passed u AYES – 6 Preside President Borja,	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle,
	agend	a.	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle,
	agend	a.	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
D. Closed Session	agend	a.	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
			agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
1. Conference with Legal Counsel	Repor	t After Closed Session:	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
<ol> <li>Conference with Legal Counsel Pursuant to Government Code</li> </ol>	Repor The clo	<b>t After Closed Session:</b> osed session adjourned	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
<ol> <li>Conference with Legal Counsel Pursuant to Government Code Section 54957(b)(1): Related</li> </ol>	Repor The clo at 7:33	<b>t After Closed Session:</b> osed session adjourned 3 p.m. Counsel, Scott	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
<ol> <li>Conference with Legal Counsel Pursuant to Government Code Section 54957(b)(1): Related to the Evaluation of Public</li> </ol>	Repor The clo at 7:33 report	<b>t After Closed Session:</b> osed session adjourned 3 p.m. Counsel, Scott red that the Board met	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
<ol> <li>Conference with Legal Counsel Pursuant to Government Code Section 54957(b)(1): Related</li> </ol>	Repor The clo at 7:33 report pursua	t After Closed Session: osed session adjourned 3 p.m. Counsel, Scott red that the Board met ant to Government	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
<ol> <li>Conference with Legal Counsel Pursuant to Government Code Section 54957(b)(1): Related to the Evaluation of Public</li> </ol>	Repor The clo at 7:33 report pursua Sectio	t After Closed Session: osed session adjourned 3 p.m. Counsel, Scott red that the Board met ant to Government n 54957(b)(1) and took	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
<ol> <li>Conference with Legal Counsel Pursuant to Government Code Section 54957(b)(1): Related to the Evaluation of Public Employee</li> </ol>	Repor The clo at 7:33 report pursua Sectio no act	t After Closed Session: osed session adjourned 3 p.m. Counsel, Scott red that the Board met ant to Government n 54957(b)(1) and took ion.	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala
<ol> <li>Conference with Legal Counsel Pursuant to Government Code Section 54957(b)(1): Related to the Evaluation of Public</li> </ol>	Repor The clo at 7:33 report pursua Sectio no act Martir	t After Closed Session: osed session adjourned 3 p.m. Counsel, Scott red that the Board met ant to Government n 54957(b)(1) and took	agenda. Motion passed u AYES – 6 Preside President Borja, Director PerezGi and Director Zav NOES – 0	inanimously. ent De Lara, Vice- Director Rogers, il, Director Zendle, vala

Page 1 of 2 Desert Healthcare District Meeting Minutes March 16, 2021



# DESERT HEALTHCARE DISTRICT SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES MEETING MINUTES

#### March 16, 2021

<ol> <li>Facilitated workshop discussion on development, workplan, and governance on policy issues, Martin Rauch, President, Senior Consultant, Rauch Communication Consultants, Inc.</li> </ol>	Communications, Inc. indicated that the workplan would be continued to a later date.	
F. Adjournment	President De Lara adjourned the meeting at 7:34 p.m.	Audio recording available on the website at <u>http://dhcd.org/Agendas-and-</u> <u>Documents</u>

ATTEST: \_\_\_\_

Karen Borja, Vice-President/Secretary Desert Healthcare District Board of Directors

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

Page 21 of 344

DESERT HEALTHCARE DISTRICT					
FEBRUARY 2021 FINANCIAL STATEMENTS					
INDEX					
Year to Date Variance Analysis					
Cumulative Profit & Loss Budget vs Actual - Summary					
Cumulative Profit & Loss Budget vs Actual - District Including LPMP					
Cumulative Profit & Loss Budget vs Actual - LPMP					
Balance Sheet - Condensed View					
Balance Sheet - Expanded View					
Accounts Receivable Aging					
Deposit Detail - District					
Property Tax Receipts - YTD					
Deposit Detail - LPMP					
Check Register - District					
Credit Card Expenditures					
Check Register - LPMP					
Retirement Protection Plan Update					
Grants Schedule					

DESERT HEALTHCARE DISTRICT							
YEAR TO DATE VARIANCE ANALYSIS ACTUAL VS BUDGET							
						FIO	
						EIG	HT MONTHS ENDED FEBRUARY 28, 2021
Scope: \$25,000 Variance per Statem	ent	of Operation	ns S	Summary			
		Y	ΓD		0	ver(Under)	
Account		Actual		Budget		Budget	Explanation
4000 - Income	\$	4,201,253	\$	4,496,710	\$	(295,457)	Lower interest income and market fluctuations (net) from FRF investments 939k; higher property tax revenues \$669k; lower grant income \$26k
4500 - LPMP	\$	827,744	\$	792,616	\$	35,128	Higher rent revenue \$35k
5000 - Direct Expenses	\$	784,960	\$	1,122,440	\$	(337,480)	Lower wage related expenses \$181k due to open positions; lower education expense \$58k; lower health insurance expense \$48k; lower board expenses \$38k; lower workers comp expense \$7k; lower retirement expense \$5k
6000-General & Admin Expense	\$	307,697	\$	379,960	\$	(72,263)	Lower bank and investment fees expense \$22k; lower computer services expense \$17k; lower travel expense \$13k; higher dues and membership expense \$11k; lower supplies expense \$8k; lower staff mileage expense \$5k; lower meals & entertainment expense \$5k; lower personnel expense \$3k; lower various \$10k
6445 - LPMP Expense	\$	651,512	\$	783,640	\$	(132,128)	Lower landscaping expense \$107k; lower depreciation expenses \$18k; higher bank charges \$9k; lower deferred maintenance expense \$7k; lower marketing expense \$7k; higher bad debt expense \$6k; lower HVAC maintenance expense \$5k; higher interior building expense \$4k; higher interior plumbing expense \$4k; higher security expense \$4k; lower professional fees expense \$3k; lower various \$12k
6500 - Professional Fees Expense	\$	272.483	\$	839,088	\$	(566,605)	Lower Professional Services expense \$488k; lower PR/Communications expense \$68k; lower legal expense \$11k
	Ť	212,100	Ť.	000,000	<b>•</b>	(000,000)	
7000 - Grants Expense	\$	1,062,329	\$	2,722,664	\$	(1,660,335)	Budget of \$4 Million for fiscal year is amortized straight-line over 12-month fiscal year.
Las Palmas Medical Plaza - <b>Net</b>	\$	176,232	\$	8,976	\$	167,256	LPMP expenses lower \$132k; LPMP revenue higher \$35k

#### Desert Healthcare District Profit & Loss Budget vs. Actual July 2020 through February 2021

		MONTH			TOTAL	
	Feb 21	Budget	\$ Over Budget	Jul '20 - Feb 21	Budget	\$ Over Budget
Income						
4000 · Income	62,990	129,048	(66,058)	4,201,253	4,496,710	(295,457)
4500 · LPMP Income	103,432	99,077	4,355	827,744 6,000	792,616	35,128
4501 · Miscellaneous Income	750	950	(200)		7,600	(1,600)
Total Income	167,172	229,075	(61,903)	5,034,997	5,296,928	(261,931)
Expense						
5000 · Direct Expenses	88,853	140,305	(51,452)	784,960	1,122,440	(337,480)
6000 · General & Administrative Exp	19,869	47,495	(27,626)	307,697	379,960	(72,263)
6325 · CEO Discretionary Fund	10,000	2,083	7,917	19,000	16,664	2,336
6445 · LPMP Expenses	80,669	97,955	(17,286)	651,512	783,640	(132,128)
6500 · Professional Fees Expense	31,881	104,886	(73,005)	272,483	839,088	(566,605)
6700 · Trust Expenses	7,958	8,792	(834)	68,282	70,336	(2,054)
Total Expense	239,230	401,516	(162,286)	2,103,936	3,212,156	(1,108,220)
7000 · Grants Expense	187,882	340,333	(152,451)	1,062,329	2,722,664	(1,660,335)
Net Income	(259,940)	(512,774)	252,834	1,868,732	(637,892)	2,506,624

#### Desert Healthcare District Profit & Loss Budget vs. Actual July 2020 through February 2021

		MONTH			TOTAL					
	Feb 21	Budget	\$ Over Budget	Jul '20 - Feb 21	Budget	\$ Over Budget				
Income										
4000 · Income										
4010 · Property Tax Revenues	94,294	0	94,294	4,133,485	3,464,326	669,159				
4200 · Interest Income										
4220 · Interest Income (FRF)	85,589	86,965	(1,376)	668,754	695,720	(26,966				
9999-1 · Unrealized gain(loss) on invest	(126,580)	33,333	(159,913)	(645,044)	266,664	(911,708				
Total 4200 · Interest Income	(40,991)	120,298	(161,289)	23,710	962,384	(938,674				
4300 · DHC Recoveries	1,805	1,750	55	14,325	14,000	325				
4400 · Grant Income	7,882	7,000	882	29,733	56,000	(26,267				
Total 4000 · Income	62,990	129,048	(66,058)	4,201,253	4,496,710	(295,457				
4500 · LPMP Income	103,432	99,077	4,355	827,744	792,616	35,128				
4501 · Miscellaneous Income	750	950	(200)	6,000	7,600	(1,600				
Total Income	167,172	229,075	(61,903)	5,034,997	5,296,928	(261,931				
Expense										
5000 · Direct Expenses										
5100 · Administration Expense										
5110 Wages Expense	80,188	113,645	(33,457)	616,140	909,160	(293,020				
5111 · Allocation to LPMP - Payroll	(5,161)	(5,166)	5	(41,288)	(41,328)	40				
5112 · Vacation/Sick/Holiday Expense	8,709	10,000	(1,291)	110,362	80,000	30,362				
5114 · Allocation to Foundation	(30,794)	(37,196)	6,402	(238,786)	(297,568)	58,782				
5115 · Allocation to NEOPB	(7,870)	(7,571)	(299)	(29,540)	(60,568)	31,028				
5119 · Allocation to RSS/CVHIP-DHCF	0	(1,431)	1,431	(903)	(11,448)	10,545				
5120 · Payroll Tax Expense	7,030	8,694	(1,664)	50,564	69,552	(18,988				
5130 · Health Insurance Expense										
5131 · Premiums Expense	12,993	16,795	(3,802)	98,989	134,360	(35,371				
5135 · Reimb./Co-Payments Expense	471	3,000	(2,529)	11,174	24,000	(12,826				
Total 5130 · Health Insurance Expense	13,464	19,795	(6,331)	110,163	158,360	(48,197				
5140 · Workers Comp. Expense	0	1,193	(1,193)	2,529	9,544	(7,015				
5145 · Retirement Plan Expense	6,833	7,848	(1,015)	58,280	62,784	(4,504				
5160 · Education Expense	129	7,250	(7,121)	(86)	58,000	(58,086				
Total 5100 · Administration Expense	72,528	117,061	(44,533)	637,435	936,488	(299,053				
5200 · Board Expenses										
5210 · Healthcare Benefits Expense	1,223	5,834	(4,611)	42,054	46,672	(4,618				
5230 · Meeting Expense	350	1,667	(1,317)	1,450	13,336	(11,886				
5235 · Director Stipend Expense	3,885	4,410	(525)	19,635	35,280	(15,645				
5240 · Catering Expense	450	708	(258)	1,050	5,664	(4,614				
5250 · Mileage Reimbursment Expense	0	208	(208)	0	1,664	(1,664				
5270 · Election Fees Expense	10,417	10,417	0	83,336	83,336	0				
Total 5200 · Board Expenses	16,325	23,244	(6,919)	147,525	185,952	(38,427				
Total 5000 · Direct Expenses	88,853	140,305	(51,452)	784,960	1,122,440	(337,480				

#### Desert Healthcare District Profit & Loss Budget vs. Actual July 2020 through February 2021

		MONTH			TOTAL	
	Feb 21	Budget	\$ Over Budget	Jul '20 - Feb 21	Budget	\$ Over Budget
6000 · General & Administrative Exp						
6110 · Payroll fees Expense	174	208	(34)	1,425	1,664	(239)
6120 · Bank and Investment Fees Exp	(10,470)	9,833	(20,303)	56,638	78,664	(22,026)
6125 · Depreciation Expense	1,102	1,167	(65)	8,816	9,336	(520)
6126 · Depreciation-Solar Parking lot	15,072	15,072	0	120,576	120,576	0
6130 · Dues and Membership Expense	5,865	3,337	2,528	37,627	26,696	10,931
6200 · Insurance Expense	2,343	2,417	(74)	18,794	19,336	(542)
6300 · Minor Equipment Expense	0	42	(42)	0	336	(336)
6305 · Auto Allowance & Mileage Exp	462	600	(138)	3,926	4,800	(874)
6306 · Staff- Auto Mileage reimb	(12)	625	(637)	44	5,000	(4,956)
6309 · Personnel Expense	0	1,167	(1,167)	6,640	9,336	(2,696)
6310 · Miscellaneous Expense	0	42	(42)	0	336	(336)
6311 · Cell Phone Expense	485	776	(291)	4,464	6,208	(1,744)
6312 · Wellness Park Expenses	0	83	(83)	0	664	(664)
6315 · Security Monitoring Expense	0	42	(42)	449	336	113
6340 · Postage Expense	0	417	(417)	1,404	3,336	(1,932)
6350 · Copier Rental/Fees Expense	430	458	(28)	2,794	3,664	(870)
6351 · Travel Expense	0	1,667	(1,667)	0	13,336	(13,336)
6352 · Meals & Entertainment Exp	0	875	(875)	2,281	7,000	(4,719)
6355 · Computer Services Expense	1,528	3,775	(2,247)	13,105	30,200	(17,095)
6360 · Supplies Expense	2,764	2,167	597	9,306	17,336	(8,030)
6380 · LAFCO Assessment Expense	0	208	(208)	1,727	1,664	63
6400 · East Valley Office	126	2,517	(2,391)	17,681	20,136	(2,455)
Total 6000 · General & Administrative Exp	19,869	47,495	(27,626)	307,697	379,960	(72,263)
6325 · CEO Discretionary Fund	10,000	2,083	7,917	19,000	16,664	2,336
6445 · LPMP Expenses	80,669	97,955	(17,286)	651,512	783,640	(132,128)
6500 · Professional Fees Expense	00.010	77.400	(54.000)	100.055	047 504	(407 500)
6516 · Professional Services Expense	22,310	77,198	(54,888)	130,055	617,584	(487,529)
6520 · Annual Audit Fee Expense 6530 · PR/Communications/Website	1,538	1,313 11,375	225 (11,375)	10,729 22,542	10,504 91,000	225 (68,458)
6560 · Legal Expense	8.033	11,375	(11,375)	109,157	120,000	( , )
<u> </u>	,					(10,843)
Total 6500 · Professional Fees Expense 6700 · Trust Expenses	31,881	104,886	(73,005)	272,483	839,088	(566,605)
6700 · Trust Expenses						
	0	167	(167)	0	1 226	(1.226)
6721 · Legal Expense 6725 · RPP Pension Expense	7,500	7,500	(167)	60,000	1,336 60,000	(1,336)
6725 · RPP Pension Expense	458	1.125	(667)	8.282	9,000	(718)
Total 6700 · Trust Expenses	7,958	8,792	(834)	68,282	70,336	(2,054)
Total Expense Before Grants	239,230	401,516	(162,286)	2,103,936	3,212,156	(1,108,220)
7000 · Grants Expense	400.000	000.000	(450.000)	4 000 500	0.000.004	(4.004.000)
7010 · Major Grant Awards Expense	180,000	333,333	(153,333)	1,032,596	2,666,664	(1,634,068)
7027 · Grant Exp - NEOPB	7,882	7,000	882	29,733	56,000	(26,267)
Total 7000 · Grants Expense	187,882	340,333	(152,451)	1,062,329	2,722,664	(1,660,335)
Net Income	(259,940)	(512,774)	252,834	1,868,732	(637,892)	2,506,624

#### Las Palmas Medical Plaza Profit & Loss Budget vs. Actual July 2020 through February 2021

		MONTH			TOTAL				
	Feb 21	Budget	\$ Over Budget	Jul '20 - Feb 21	Budget	\$ Over Budget			
Income									
4500 · LPMP Income									
4505 · Rental Income	75,413	71,672	3,741	602,004	573,376	28,628			
4510 · CAM Income	28,019	27,372	647	225,740	218,976	6,764			
4513 · Misc. Income	0	33	(33)	0	264	(264			
Total 4500 · LPMP Income	103,432	99,077	4,355	827,744	792,616	35,128			
Expense									
6445 · LPMP Expenses									
6420 · Insurance Expense	2,599	2,750	(151)	20,792	22,000	(1,208			
6425 · Building - Depreciation Expense	21,487	21,879	(392)	171,896	175,032	(3,136			
6426 · Tenant Improvements -Dep Exp	15,320	16,833	(1,513)	119,410	134,664	(15,254			
6427 · HVAC Maintenance Expense	0	1,333	(1,333)	6,039	10,664	(4,625			
6428 · Roof Repairs Expense	0	208	(208)	0	1,664	(1,664			
6431 · Building -Interior Expense	0	833	(833)	10,235	6,664	3,571			
6432 · Plumbing -Interior Expense	0	333	(333)	6,228	2,664	3,564			
6433 · Plumbing -Exterior Expense	0	208	(208)	0	1,664	(1,664			
6434 · Allocation Internal Prop. Mgmt	5,161	5,166	(5)	41,288	41,328	(40			
6435 · Bank Charges	2,233	1,125	1,108	18,356	9,000	9,356			
6437 · Utilities -Vacant Units Expense	153	83	70	1,542	664	878			
6439 · Deferred Maintenance Repairs Ex	0	833	(833)	0	6,664	(6,664			
6440 · Professional Fees Expense	10,117	10,472	(355)	80,936	83,776	(2,840			
6441 · Legal Expense	0	83	(83)	0	664	(664			
6455 · Bad Debt Expense	0	0	0	5,543	0	5,543			
6458 · Elevators - R & M Expense	239	1,000	(761)	7,264	8,000	(736			
6460 · Exterminating Service Expense	175	333	(158)	1,400	2,664	(1,264			
6463 · Landscaping Expense	0	14,167	(14,167)	6,380	113,336	(106,956			
6467 · Lighting Expense	0	500	(500)	4,118	4,000	118			
6468 · General Maintenance Expense	0	83	(83)	0	664	(664			
6471 · Marketing-Advertising	0	1,250	(1,250)	2,507	10,000	(7,493			
6475 · Property Taxes Expense	6,000	6,008	(8)	48,000	48,064	(64			
6476 · Signage Expense	0	125	(125)	0	1,000	(1,000			
6480 · Rubbish Removal Medical Waste E	1,544	1,583	(39)	11,443	12,664	(1,221			
6481 · Rubbish Removal Expense	2,301	2,250	51	18,187	18,000	187			
6482 · Utilities/Electricity/Exterior	487	625	(138)	3,945	5,000	(1,055			
6484 · Utilties - Water (Exterior)	358	625	(267)	4,218	5,000	(782			
6485 · Security Expenses	12,495	7,167	5,328	61,485	57,336	4,149			
6490 · Miscellaneous Expense	0	100	(100)	300	800	(500			
6445 · LPMP Expenses	80,669	97,955	(17,286)	651,512	783,640	(132,128			
Net Income	22,763	1,122	21,641	176,232	8.976	167,256			

	Feb 28, 21	Feb 29, 20
ASSETS		
Current Assets		
Checking/Savings		
1000 · CHECKING CASH ACCOUNTS	1,038,456	1,844,447
1100 · INVESTMENT ACCOUNTS	62,601,377	59,329,291
Total Checking/Savings	63,639,833	61,173,738
Total Accounts Receivable	19,078	85,760
Other Current Assets		
1204.1 · Rent Receivable-Deferred COVID	176,451	0
1270 · Prepaid Insurance -Ongoing	23,495	17,279
1279 · Pre-Paid Fees	16,609	13,294
1281 · NEOPB Receivable	17,097	13,515
1295 · Property Tax Receivable	9,138	757,420
1565 · Retirement Plan ForfeitureAsset	0	15,401
Total Other Current Assets	242,790	816,909
Total Current Assets	63,901,701	62,076,407
Fixed Assets		
1300 · FIXED ASSETS	4,913,164	4,913,164
1335-00 · ACC DEPR	(2,166,140)	(1,953,828)
1400 · LPMP Assets	6,783,873	6,963,327
Total Fixed Assets	9,530,897	9,922,663
Other Assets		
1700 · OTHER ASSETS	2,909,152	2,867,136
TOTAL ASSETS	76,341,750	74,866,206

	Feb 28, 21	Feb 29, 20
IABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	26,039	15,391
2001 · LPMP Accounts Payable	41,963	4,411
Total Accounts Payable	68,002	19,802
Other Current Liabilities		
2002 · LPMP Property Taxes	(23,950)	12,538
2131 · Grant Awards Payable	2,357,110	5,702,161
2133 · Accrued Accounts Payable	222,886	142,550
2141 · Accrued Vacation Time	77,636	31,873
2188 · Current Portion - LTD	4,934	4,934
2190 · Investment Fees Payable	22,500	14,244
Total Other Current Liabilities	2,661,116	5,908,300
Total Current Liabilities	2,729,118	5,928,102
Long Term Liabilities		
2170 · RPP - Pension Liability	4,664,254	3,475,623
2171 RPP-Deferred Inflows-Resources	370,700	1,643,743
2280 · Long-Term Disability	28,809	40,626
2281 · Grants Payable - Long-term	6,660,000	5,400,000
2286 · Retirement BOD Medical Liabilit	49,451	74,343
2290 · LPMP Security Deposits	57,514	61,962
Total Long Term Liabilities	11,830,728	10,696,297
Total Liabilities	14,559,846	16,624,399
Equity		
3900 · *Retained Earnings	59,913,158	55,207,356
Net Income	1,868,732	3,034,451
Total Equity	61,781,890	58,241,807
OTAL LIABILITIES & EQUITY	76,341,750	74,866,206

	Feb 28, 21	Feb 29, 20
ASSETS		
Current Assets		
Checking/Savings		
1000 · CHECKING CASH ACCOUNTS		
1010 · Union Bank - Checking	904,604	1,666,180
1046 · Las Palmas Medical Plaza	133,352	177,76
1047 · Petty Cash	500	50
Total 1000 · CHECKING CASH ACCOUNTS	1,038,456	1,844,44
1100 · INVESTMENT ACCOUNTS		
1130 · Facility Replacement Fund	59,665,206	58,303,20
1135 · Unrealized Gain(Loss) FRF	2,936,171	1,026,08
Total 1100 · INVESTMENT ACCOUNTS	62,601,377	59,329,29
Total Checking/Savings	63,639,833	61,173,73
Accounts Receivable		
1201 · Accounts Receivable		
1204 · LPMP Accounts Receivable	(11,946)	(2,19
1205 · Misc. Accounts Receivable	0	7,593
1211 · A-R Foundation - Exp Allocation	31,024	80,36
Total Accounts Receivable	19,078	85,76
Other Current Assets		
1204.1 · Rent Receivable-Deferred COVID	176,451	
1270 · Prepaid Insurance -Ongoing	23,495	17,27
1279 · Pre-Paid Fees	16,609	13,29
1281 · NEOPB Receivable	17,097	13,51
1295 · Property Tax Receivable	9,138	757,42
1565 - Retirement Plan ForfeitureAsset	0	15,40
Total Other Current Assets	242,790	816,90
Total Current Assets	63,901,701	62,076,40
Fixed Assets		
1300 FIXED ASSETS		
1310 · Computer Equipment	94,034	94,03
1315 - Computer Software	68,770	68,77
1320 · Furniture and Fixtures	33,254	33,25
1325 · Offsite Improvements	300,849	300,84
1331 - DRMC - Parking lot	4,416,257	4,416,25
Total 1300 - FIXED ASSETS	4,913,164	4,913,16

		Feb 28, 21	Feb 29, 20
	1335-00 · ACC DEPR		,
	1335 - Accumulated Depreciation	(219,266)	(210,367)
	1336 · Acc. Software Depreciation	(68,770)	(68,770)
	1337 · Accum Deprec- Solar Parking Lot	(1,718,379)	(1,537,515)
	1338 · Accum Deprec - LPMP Parking Lot	(159,725)	(137,176)
	Total 1335-00 · ACC DEPR	(2,166,140)	(1,953,828)
	1400 · LPMP Assets		
	1401 · Building	8,705,680	8,705,680
	1402 · Land	2,165,300	2,165,300
	1403 · Tenant Improvements -New	2,187,796	2,212,096
	1404 · Tenant Improvements - CIP	129,550	129,550
	1406 - Building Improvements		
	1406.1 · LPMP-Replace Parking Lot	676,484	676,484
	1406.2 · Building Improvements-CIP	192,404	0
	1406 · Building Improvements - Other	1,559,534	1,559,534
	Total 1406 · Building Improvements	2,428,422	2,236,018
	1407 · Building Equipment Improvements	375,185	364,891
	1409 · Accumulated Depreciation		
	1410 · Accum. Depreciation	(7,566,053)	(7,329,993)
	1412 · T I Accumulated DepNew	(1,642,007)	(1,520,215)
	Total 1409 · Accumulated Depreciation	(9,208,060)	(8,850,208)
	Total 1400 · LPMP Assets	6,783,873	6,963,327
	Total Fixed Assets	9,530,897	9,922,663
	Other Assets		
	1700 · OTHER ASSETS		
	1731 · Wellness Park	1,693,800	1,693,800
	1740 · RPP-Deferred Outflows-Resources	1,204,238	1,159,189
	1741 · OPEB-Deferrred Outflows-Resourc	11,114	14,147
	Total Other Assets	2,909,152	2,867,136
тот	TAL ASSETS	76,341,750	74,866,206

Page 39 30f 344

	Feb 28, 21	Feb 29, 20
BILITIES & EQUITY		
Current Liabilities		
Accounts Payable		
2000 · Accounts Payable	26,039	15,
2001 · LPMP Accounts Payable	41,963	4,
Total Accounts Payable	68,002	19,
Other Current Liabilities		
2002 · LPMP Property Taxes	(23,950)	12,
2131 · Grant Awards Payable	2,357,110	5,702,
2133 · Accrued Accounts Payable	222,886	142,
2141 · Accrued Vacation Time	77,636	31,
2188 · Current Portion - LTD	4,934	4,
2190 · Investment Fees Payable	22,500	14,
Total Other Current Liabilities	2,661,116	5,908,
Total Current Liabilities	2,729,118	5,928,
Long Term Liabilities		
2170 · RPP - Pension Liability	4,664,254	3,475,
2171 · RPP-Deferred Inflows-Resources	370,700	1,643,
2280 · Long-Term Disability	28,809	40,
2281 · Grants Payable - Long-term	6,660,000	5,400,
2286 · Retirement BOD Medical Liabilit	49,451	74,
2290 · LPMP Security Deposits	57,514	61,
Total Long Term Liabilities	11,830,728	10,696,
Total Liabilities	14,559,846	16,624,
Equity		
3900 · *Retained Earnings	59,913,158	55,207,
Net Income	1,868,732	3,034,
Total Equity	61,781,890	58,241,
TAL LIABILITIES & EQUITY	76,341,750	74,866,

### Desert Healthcare District A/R Aging Summary As of February 28, 2021

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	COMMENT
Desert Family Medical Center	0	(3,650)	0	0	0	(3,650)	Prepaid
Desert Healthcare Foundation-	30,815	0	209	0	0	31,024	Due from Foundation
Laboratory Corporation of America	0	(4,689)	85	85	85	(4,434)	Prepaid
Quest Diagnostics Incorporated	0	(3,864)	0	0	0	(3,864)	Prepaid
TOTAL	30,815	(12,203)	294	85	85	19,076	

## Desert Healthcare District Deposit Detail February 2021

Туре	Date	Name	Amount
Deposit	02/02/2021		1,749
Deposit	02/02/2021		1,749
		T-Mobile	(1,749)
TOTAL			(1,749)
Deposit	02/03/2021		7,018
Payment	02/03/2021	Sovereign	(1,500)
Payment	02/03/2021	Mark Matthews - Director Premiums	(5,518)
TOTAL			(7,018)
Deposit	02/10/2021		1,500
Payment	02/10/2021	Sovereign	(1,500)
TOTAL			(1,500)
Deposit	02/10/2021		74,471
		Riverside County Treasurer - Property Tax	(74,471)
TOTAL			(74,471)
Deposit	02/17/2021		56
		California Business Bureau, Inc.	(56)
TOTAL			(56)
Deposit	02/25/2021		5,947
		Riverside County Treasurer - Property Tax	(5,947)
TOTAL			(5,947)
Deposit	02/26/2021		13,876
		Riverside County Treasurer - Property Tax	(13,876)
TOTAL			(13,876)
		TOTAL	104,617

				D	ESE	RT HEALTHC	ARE DISTRICT							i
				PROP	ERT	Y TAX RECEIF	PTS FY 2020 - 2	2021						
	-			RECEIPTS - E	IGH	IT MONTHS EN	IDED FEBRUAI	RY :	28, 2021					
		FY 2019	9-2020 Pro	jected/Actual					FY 2020	)-2021 Proj	ected/Actual			
	Budget %	Budget \$	Act %	Actual Receipts		Variance	Budget %		Budget \$	Act %	Actual Recei	ots	<u>``</u>	/ariance
July	2.5%	\$ 168,407	0.0%	\$ -	\$	(168,407)	2.5%	\$	154,934	0.0%	\$	-	\$	(154,934)
Aug	1.6%	107,780	2.9%	\$ 207,292	\$	99,512	1.6%	\$	99,158	2.4%		547	\$	50,390
Sep	2.6%	\$ 175,143	0.0%	\$ -	\$	(175,143)	2.6%	\$	161,131	0.0%	\$	-	\$	(161,131)
Oct	0.0%	\$ -	2.2%	\$ 158,895	\$	158,895	0.0%	\$	-	2.6%	\$ 162,	968	\$	162,968
Nov	0.4%	\$ 26,945	0.0%	\$-	\$	(26,945)	0.4%	\$	24,789	0.0%	\$	-	\$	(24,789)
Dec	16.9%	\$ 1,138,429	17.1%	\$ 1,222,723	\$	84,294	16.9%	\$	1,047,354	20.6%	\$ 1,279,	429	\$	232,075
Jan	31.9%	\$ 2,148,868	31.1%	\$ 2,228,697	\$	79,829	31.9%	\$	1,976,959	41.9%	\$ 2,596,	795	\$	619,836
Feb	0.0%	\$ -	1.0%	\$ 69,468	\$	69,468	0.0%	\$	-	1.5%	\$ 94,	294	\$	94,294
Mar	0.3%	\$ 20,209	1.0%	\$ 71,486	\$	51,277	0.3%	\$	18,592	0.0%				
Apr	5.5%	\$ 370,495	5.7%	\$ 405,506	\$	35,012	5.5%	\$	340,855	0.0%				
May	19.9%	\$ 1,340,517	1.4%	\$ 101,619	\$	(1,238,897)	19.9%	\$	1,233,275	0.0%				
June	18.4%	\$ 1,239,473	37.6%	\$ 2,695,867	\$	1,456,394	18.4%	\$	1,140,315	0.0%				
Total	100%	\$ 6,736,264	100.0%	\$ 7,161,553	\$	425,289	100.00%	\$	6,197,363	69.1%	\$ 4,283,	033	\$	818,707

### Las Palmas Medical Plaza Deposit Detail - LPMP February 2021

Туре	Date	Name	Amount
Deposit	02/03/2021		10,228
Payment	02/03/2021	Hassan Benchegroun, M.D.	(2,580
Payment	02/03/2021	Steven Gundry, M.D.	(5,471
Payment	02/03/2021	Desert Oasis Healthcare Medical Group	(2,177
TOTAL			(10,228
Deposit	02/08/2021		31,890
Payment	02/05/2021	Pathway Pharmaceuticals,Inc.	(2,346
Payment	02/05/2021	Aijaz Hashmi, M.D., Inc.	(2,803
Payment	02/05/2021	Brad A. Wolfson, M.D.	(3,430
Payment	02/05/2021	Cohen Musch Thomas Medical Group	(4,349
Payment	02/05/2021	Cure Cardiovascular Consultants	(2,962
Payment	02/05/2021	Derakhsh Fozouni, M.D.	(5,969
Payment	02/05/2021	Palmtree Clinical Research	(6,717
Payment	02/05/2021	Ramy Awad, M.D.	(3,315
TOTAL			(31,891)
Deposit	02/09/2021		3,650
Payment	02/08/2021	Desert Family Medical Center	(3,650
TOTAL			(3,650
Deposit	02/10/2021		3,359
Payment	02/10/2021	Hassan Benchegroun, M.D.	(175
Payment	02/10/2021	Peter Jamieson, M.D.	(3,184
TOTAL			(3,359
Deposit	02/17/2021		7,079
Payment	02/17/2021	EyeCare Services Partners Management LLC	(7,079
TOTAL	1		(7,079

## Las Palmas Medical Plaza Deposit Detail - LPMP February 2021

Туре	Date	Name	Amount
Deposit	02/22/2021		4,774
Payment	02/19/2021	Laboratory Corporation of America	(4,774)
TOTAL			(4,774)
Deposit	02/23/2021		3,864
Payment	02/23/2021	Quest Diagnostics Incorporated	(3,864)
TOTAL			(3,864)
Deposit	02/24/2021		47,262
Payment	02/24/2021	Desert Family Medical Center	(3,650)
Payment	02/23/2021	Desert Regional Medical Center	(5,416)
Payment	02/23/2021	Tenet HealthSystem Desert, Inc.	(32,131)
Payment	02/23/2021	Tenet HealthSystem Desert, Inc	(6,066)
TOTAL			(47,263)
		TOTAL	112,106

## Desert Healthcare District Check Register February 2021

Type Date		Num	Name	Amount		
1000 CHECKING CASH	ACCOUNTS					
1010 · Union Bank - Che	ecking					
Check	02/03/2021	16305	Mark Matthews - Premium Reimbursement	(290)		
Bill Pmt -Check	02/03/2021	16306	Carmina Zavala - Premium Reimbursement	(398)		
Bill Pmt -Check	02/03/2021	16307	HARC, INC.	(9,817)		
Bill Pmt -Check	02/03/2021	16308	Image Source	(73)		
Bill Pmt -Check	02/03/2021	16309	Rauch Communication Consultants	(3,413)		
Bill Pmt -Check	02/03/2021	16310	Rogers, Carole - Stipend	(315)		
Bill Pmt -Check	02/03/2021	16311	So.Cal Computer Shop	(810)		
Bill Pmt -Check	02/03/2021	16312	Underground Service Alert of Southern Cal	(8)		
Bill Pmt -Check	02/03/2021	16313	Verizon Wireless	(868)		
Bill Pmt -Check	02/03/2021	16314	Zendle, Les - Stipend	(525)		
Liability Check	02/05/2021		QuickBooks Payroll Service	(42,298)		
Check	02/08/2021	Auto Pay	Calif. Public Employees'Retirement System	(11,600)		
Bill Pmt -Check	02/09/2021	ACH 020921	Law Offices of Scott & Jackson	(9,068)		
Bill Pmt -Check	02/10/2021	16315	Eric Taylor - Expense Reimbursement	(26)		
Bill Pmt -Check	02/10/2021	16316	Frazier Pest Control, Inc.	(30)		
Bill Pmt -Check	02/10/2021	16317	Lund & Guttry LLP	(225)		
Bill Pmt -Check	02/10/2021	16318	Mangus Accountancy Group, A.P.C.	(500)		
Bill Pmt -Check	02/10/2021	16319	Staples Credit Plan	(452)		
Bill Pmt -Check	02/10/2021	16320	Time Warner Cable	(250)		
Bill Pmt -Check	02/10/2021	16321	First Bankcard (Union Bank)	(965)		
Bill Pmt -Check	02/10/2021	16322	First Bankcard (Union Bank)	(634)		
Bill Pmt -Check	02/11/2021	16323	Leticia De Lara - Stipend	(525)		
Bill Pmt -Check	02/17/2021	16324	CoPower Employers' Benefits Alliance	(1,514)		
Bill Pmt -Check	02/17/2021	16325	Cove Communities Senior Association	(49,108)		
Bill Pmt -Check	02/17/2021	16326	Principal Life Insurance Co.	(1,612)		
Bill Pmt -Check	02/17/2021	16327	Xerox Financial Services	(430)		
Bill Pmt -Check	02/18/2021	ACH 021821	Law Offices of Scott & Jackson	(8,033)		
Liability Check	02/19/2021		QuickBooks Payroll Service	(41,636)		
Bill Pmt -Check	02/24/2021	16328	Evett PerezGil - Stipend	(735)		
Bill Pmt -Check	02/24/2021	16329	Image Source	(175)		
Bill Pmt -Check	02/24/2021	16330	Ready Refresh	(50)		
Bill Pmt -Check	02/24/2021	16331	Zendle, Les - Stipend	(630)		
Bill Pmt -Check	02/24/2021	16332	Find Food Bank, Inc.	(90,311)		
Bill Pmt -Check	02/24/2021	16333	Frazier Pest Control, Inc.	(30)		
Bill Pmt -Check	02/24/2021	16334	Frederic E. Supple - Medicare Reimbursement	(10,755)		
Bill Pmt -Check	02/24/2021	16335	Grantmakers In Health	(3,250)		
Bill Pmt -Check	02/24/2021	16336	Liebert Cassidy Whitmore	(7,249)		

## Desert Healthcare District Check Register February 2021

Туре	Date	Num	Name	Amount
Bill Pmt -Check	02/24/2021	16337	Regional Access Project Foundation	(126)
Bill Pmt -Check	02/25/2021	16338	Ernest Enterprises	(426)
Bill Pmt -Check	02/25/2021	16339	Ronald McDonald House Charities	(53,744)
Bill Pmt -Check	02/25/2021	16340	Shred-It	(106)
Check	02/25/2021		Bank Service Charge	(592)
TOTAL				(353,602)

						Desert Healthcare District		
						Details for credit card Expenditures		
						Credit card purchases - January 2021 - Paid February 2021		
Number of cr	edit cards he	d by District p	erson	nel -2				
Credit Card L	.imit - \$10,000							
Credit Card H	lolders:							
Conrado	Bárzaga - Chi	ef Executive O	fficer					
Chris Chr	ristensen - Ch	ief Administra	tion O	fficer				
Routine types								
					s, Meals, Tra	vel including airlines and Hotels, Catering, Supplies for BOD		
meetings, CE	O Discretiona	ary for small g	rant &	gift items				
	S	tatement						
	Month	Total		Expense				
Year	Charged	Charges		Туре	Amount	Purpose	Description	Participants
		\$ 1,598.45						
Chris' Statem	nent:							
2021	January	\$ 964.50		District				
				GL	Dollar	Descr		
				5160	\$ 129.00	HR Web Advisor 2021 Employment Law Webinar		
				6355		Premiere Global Services		
				6360		Zoom Videoconference/Webinar Expense		
				6355		Adobe Pro subscription		
	1			6130	\$ 335.00	Association of Fundraising Professionals Annual Membership, Desert Communities Chapter		
				6360		CalChamber HR poster & pamphlets		
					\$ 964.50			
Conrado's St	atement:							
2021	January	\$ 633.95		District				
				GL	Dollar	Descr		
				6355		Chegg Citation Machine Monthly Subscription		
				6130	\$ 399.00	Guidstar Nonprofit Compensation Report Annual Subscription		
				5240	\$ 25.00	Board of Directors' Meeting Food		
				5240		Board of Directors' Meeting Food		
				5240		Board of Directors' Meeting Food		
					\$ 633.95			
				6355 6130 5240 5240	\$9.95 \$399.00 \$25.00 \$150.00 \$50.00	Chegg Citation Machine Monthly Subscription Guidstar Nonprofit Compensation Report Annual Subscription Board of Directors' Meeting Food Board of Directors' Meeting Food Board of Directors' Meeting Food		

## Las Palmas Medical Plaza Check Register - LPMP February 2021

Type Date		Num	Name	Amount
1000 · CHECKING CASH ACCOUNTS				
1046 · Las Palmas Mec	lical Plaza			
Bill Pmt -Check	02/03/2021	10302	Desert Water Agency	(335)
Bill Pmt -Check	02/03/2021	10303	Palm Springs Disposal Services Inc	(2,301)
Bill Pmt -Check	02/03/2021	10304	Stericycle, Inc.	(1,545)
Bill Pmt -Check	02/04/2021	10305	Marina Landscape, Inc.	(119,700)
Bill Pmt -Check	02/10/2021	10306	Frazier Pest Control, Inc.	(175)
Bill Pmt -Check	02/10/2021	10307	Imperial Security	(5,355)
Bill Pmt -Check	02/10/2021	10308	INPRO-EMS Construction	(10,117)
Bill Pmt -Check	02/17/2021	10309	Frontier Communications	(239)
Bill Pmt -Check	02/17/2021	10310	Imperial Security	(1,785)
Bill Pmt -Check	02/17/2021	10311	Southern California Edison	(640)
Bill Pmt -Check	02/24/2021	10312	Imperial Security	(1,785)
Check	02/24/2021		Bank Service Charge	(2,233)
Bill Pmt -Check	02/25/2021	10313	Imperial Security	(1,785)
TOTAL				(147,995)



## MEMORANDUM

DATE: March 9, 2021

TO: F&A Committee

RE: Retirement Protection Plan (RPP)

Current number of participants in Plan:

	<u>Jan</u>	<u>Feb</u>
Active – still employed by hospital	94	94
Vested – no longer employed by hospital	61	60
Former employees receiving annuity	7	7
Total	<u>162</u>	<u>161</u>

The outstanding liability for the RPP is approximately **\$3.9M** (Actives - \$2.5M and Vested - \$1.4M). US Bank investment account balance \$5.2M. Per the June 30, 2020 Actuarial Valuation, the RPP has an Unfunded Pension Liability of approximately **\$4.6M**. A monthly accrual of \$7.5K is being recorded each month as an estimate for FY2021.

The payouts, excluding monthly annuity payments, made from the Plan for the Eight (8) months ended February 28, 2021 totaled **\$351K.** Monthly annuity payments (7 participants) total **\$1.0K** per month.



## **Chief Administration Officer's Report**

## March 9, 2021

Landscape Renovation and Fire Alarm Electrical Connection project -

The project is well underway. demolition is progressing. Removing old rock and digging out tree stumps, etc. The project is running a bit behind schedule. However, the contractor has committed to stepping up. Presently, irrigation installation is in progress. Fire alarm underground installation is behind schedule, but is anticipated to be installed by March 12. Irrigation will be complete and new plant life installation will begin, as well, by March 12.

The project began on January 11, 2021 with scheduled completion by end of March 2021. New estimated completion is mid-April.

## Las Palmas Medical Plaza - Property Management:

## **Occupancy:**

See attached unit rental status report.

92% currently occupied -

Total annual rent including CAM fees is **\$1,224,896.** 

## **Leasing Activity:**

Leasing activity has continued to be slow due to the COVID-19 virus. Rob Wenthold, the broker staff is working with, indicated prospective tenants are apprehensive during this period of time.

						Las Pa	almas Medio	al Plaza	1					
							nit Rental St							
						As	of March 1,	2021						T
Unit	Tenant Name	e	Deposit	Leas From	e Dates To	Term	Unit Sq Feet	Percent of Total		Annual Rent	Rent Per Sq Foot	Monthly CAM	Total Monthly Rent Inclg CAM	Total Annual Rent Inclg CAM
							•					\$ 0.62	Ŭ	
3W, 101	Vacant						1,656	3.36%						
2W, 107	Vacant						1,024	2.07%						
1W, 204	Vacant						1,280	2.59%						
Total - Vac	ancies						3,960	8.02%						
Total Suite	s-31 - 28 Suites	s Occupied	\$ 57,513.50				49,356	92.0%	\$ 74,055.65	\$ 888,667.80	\$ 1.63	\$ 28,019.04	\$ 102,074.69	\$ 1,224,896.28
			Summarv	- All Units										
			Occupied	45,396	92.0%									
			Vacant	3,960	8.0%									
			Pending	0	0%									
			Total	49,356	100%									

		DESERT HEALTH	-								
		OUTSTANDING GRANTS AND (			HEDULE						
		As of 02 TWELVE MONTHS EN									
				,							
				Approved	Current Yr		/30/2020		Total Paid		Open
Grant ID Nos.		Name	-	ints - Prior Yrs	2020-2021	-	Fwd/New		July-June		BALANCE
2014-MOU-BOD-11/21/13		Memo of Understanding CVAG CV Link Support	\$	10,000,000			8,330,000		-	\$	8,330,000
2018-974-BOD-09-25-18		HARC - 2019 Coachella Valley Community Health Survey - 2 Yr	\$	399,979		\$	39,999	\$	39,998	\$	-
2019-985-BOD-03-26-19		Coachella Valley Volunteers in Medicine - Primary Healthcare & Support Services - 1 Yr	\$	121,500		\$	12,150	\$	12,150	\$	-
2019-986-BOD-05-28-19		Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr	\$	200,000		\$	20,000	\$	20,000	\$	-
2019-997-BOD-05-28-19		Martha's Village & Kitchen - Homeless Housing With Wrap Around Services - 1 Yr	\$	200,896		\$	20,090	\$	20,090	\$	-
2019-989-BOD-05-28-19		Pegasus Riding Academy - Cover the Hard Costs of Pegasus Clients - 1 Yr	\$	109,534		\$	10,954	\$	10,954	\$	-
2019-994-BOD-05-28-19		One Future Coachella Valley - Mental Health College & Career Pathway Development - 2 Yr	\$	700,000		\$	385,000	\$	157,500	\$	227,500
2019-1000-BOD-05-28-19		Voices for Children - Court Appointed Special Advocate Program - 1 Yr	\$	24,000		\$	2,400	\$	2,400	\$	-
2019-1017-BOD-09-24-19		Jewish Family Services - Case Management Services for Homeless Prevention - 1 Yr	\$	90,000		\$	9,000	\$	8,855	\$	145
	3	Unexpended funds Grant #1017		,			,		,	\$	(145)
2019-1023-BOD-10-22-19		CVRM - Transportation for Seniors & Homeless Hospital Discharge Referrals - 1 Yr	\$	216,200		\$	118,910	\$	113,586	\$	5,324
	3	Unexpended funds Grant #1023		-,			- /		.,	\$	(5,324)
2019-1021-BOD-11-26-19		Neuro Vitality Center - Community Based Adult Services Program - 6 Months	\$	143,787		\$	79,083	\$	50,323	\$	28,760
	1	Unexpended funds Grant #1021	-			Ť	,	Ľ		\$	(28,760)
2020-1045-BOD-03-24-20	<u> </u>	FIND Food Bank - Ending Hunger Today, Tomorrow, and for a Lifetime - 1 Yr	\$	401,380		\$	311,069	\$	270,933	\$	40,136
2020-1129-BOD-05-26-20		Coachella Valley Volunteers In Medicine - Response to COVID-19	\$	149,727		\$	149,727		149,727	\$	10,100
2020-1085-BOD-05-26-20		Olive Crest Treatment Center - General Support for Mental Health Services	\$	50,000		\$	27,500		22,500	\$	5,000
2020-1003-BOD-05-26-20 2020-1057-BOD-05-26-20		Desert Cancer Foundation - Patient Assistance Program	\$	150,000		\$	82,500	\$	67,500	φ \$	15,000
2020-1037-BOD-05-28-20 2020-1124-BOD-06-23-20	-	Regents of UCR - COVID-19 Testing & Health Education for Eastern Valley - 5 Months	\$	149,976		\$	149,976	\$	149,976	э \$	15,000
2020-1124-BOD-06-23-20 2020-1134-BOD-07-28-20	1		φ	149,970	\$ 500,000		500,000	э \$	500,000	э \$	-
2020-1134-BOD-07-28-20 2020-1139-BOD-09-22-20	1	Desert Healthcare Foundation - Addressing Healthcare Needs of Black Communities					50,000	- <b>-</b>	· · · · · ·	ֆ Տ	-
	<u> </u>				. ,		,		22,500		27,500
2020-1135-BOD-11-24-20	_	Hope Through Housing Foundation - Family Resilience - 1 Yr			\$ 20,000	_	20,000		9,000	\$	11,000
2020-1149-BOD-12-15-20	_	Voices for Children - Court Appointed Special Advocate Program - 1 Yr			\$ 40,000	- ·	40,000		18,000	\$	22,000
2021-1136-BOD-01-26-21	-	Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr			\$ 119,432		119,432		53,744	\$	65,688
2021-1147-BOD-01-26-21	-	Alzheimer's Association - Critical Program Support - 1 Yr			\$ 33,264		33,264		-	\$	33,264
2021-1162-BOD-01-26-21	_	Joslyn Center - Wellness Center Program Support - 1 Yr			\$ 109,130	_	109,130	\$	49,108	\$	60,022
2021-1170-BOD-02-23-21	-	Jewish Family Services - Mental Health Counseling for Underserved Residents - 1 yr			\$ 80,000		80,000	\$	-	\$	80,000
2021-BOD-02-23-21	5	COVID-19 Recovery Grants in Collaboration with Regional Access Project Foundation			\$ 100,000	\$	100,000	\$	-	\$	100,000
TOTAL GRANTS			\$	13,106,979	\$ 1,051,826	\$ 1	0,800,184	\$	1,748,844	\$	9,017,110
Amto ovoiloble <i>k</i> omoining f		irant/Programs - FY 2020-21:									
Amount budgeted 2020-20		ianuriogranis - Ff 2020-21:			\$ 4,000,000	-		C/I	Balance:		2/28/2021
Amount granted through F		Jany 28, 2021:			\$ 4,000,000			G/L	2131	\$	2,357,110
Mini Grants:		1132, 1163			\$ (10,000)				2131	\$	6,660,000
Financial Audits of Non-Profi	its	8/15/20			\$ (5,000				2201	Ψ	0,000,000
Net adj - Grants not used:		1017, 1021, 1023			\$ 34,229			To	tal	\$	9,017,110
Matching external grant cont					\$ -					\$	(0)
Balance available for Gran	ts/P	rograms			\$ 2,967,403						
	C 41	interio Ferrer Areas FV20.24				<u> </u>					
		ategic Focus Areas FY20-21:	G	irant Budget	Granted YTD		vailable	-			
		Healthcare Infrastructure and Services Behavioral Health/Mental Health	\$ \$	1,500,000 500,000			819,328 310,870	I			
		Homelessness	э \$	500,000			500,469				
		Vital Human Services to People with Chronic Conditions	\$	1,000,000			966,736				
		Economic Protection, Recovery and Food Security	\$	500,000			370,000				
	1	Balance available for Grants/Programs	\$	4 000 000	\$ (1,032,597	) C	2 967 /03				



Date: March 23, 2021

To: **Board of Directors** 

Subject: Consideration to approve a Professional Services Authorization for Prest-Vuksic-Greenwood Architects for services completing a conference room buildout at the RAP office - NTE \$6,000

<u>Staff Recommendation</u>: Consideration to approve a Professional Services Authorization for Prest-Vuksic-Greenwood Architects for services completing a conference room buildout at the RAP office. - NTE \$6,000

## **Background:**

- The District presently leases a 1,000 square foot office space at the RAP offices.
- The suite includes a large section that can be converted to a conference room • suitable for committee meetings and other District/Foundation meetings.
- The conference room would save on renting space elsewhere for meetings.
- The area requires a tenant improvement to create the conference room. •
- Staff has met with Chris Mills and requested an estimate to complete the buildout. •
- There are two components, the architect's fees and the construction costs. •
- The estimate for construction will be presented at the April F&A Committee meeting, but anticipated to not exceed \$25,000.
- RAP has authorized the tenant improvement project.
- At the March 9, 2021 Finance & Administration Committee meeting, the Committee approved the request and recommended forwarding to the Board for consideration of approval.
- ٠ Staff recommends approval of the attached Professional Services Authorization for Prest-Vuksic-Greenwood Architects not to exceed \$6,000.

**<u>Fiscal Impact:</u>** \$6,000 Architect Fees – presently not included in the annual budget. However, the District has incurred substantially less expense due to the pandemic.

Estimated costs of construction not to exceed \$25,000 to be presented at the April F&A Committee meeting



### PROFESSIONAL SERVICES AUTHORIZATION

Date: March 4, 2021

To: Desert Healthcare District (DHCD)

Attn: Chris Christensen

Project: DHCD- RAPP Office Remodel

Project No: 221035

Location: 41550 Eclectic St. #D, Palm Desert, CA 92260

Issued By:

Prest+Vuksic+Greenwood Architects (PVG)

Execution of this document will confirm your request for professional services. Please refer to the "Terms and Conditions of Agreement" on the fourth page for additional information.

### I. PROJECT SCOPE

Provide minimum modification to an existing Tenant Improvement to provide a conference room.

### II ARCHITECT'S BASIC SERVICES AND RESPONSIBILITIES

1. Provide a complete City of Palm Desert Plan Check Package for building permit purposes only. Contractor shall be responsible for securing any permits required.

### III. PAYMENTS TO THE ARCHITECT

3.1 Billings for Basic Services shall be made monthly, and payable upon receipt.

3.2 All billings will be sent to: DHCD, c/o Chris Christensen 1140 N. Indian Canyon Dr. Palm Springs, CA 92262

3.3 Payments on account of the Architect's Additional Services and for Reimbursable Expenses shall be made monthly upon presentation of the Architect's statement of services rendered or expenses incurred.

44530 SAN PABLO AVE SUITE 200 PALM DESERT CA 92260 T • 760 779 5393 F • 760 779 5395

## Page 47 of 344

### IV. REIMBURSABLE EXPENSES

- 4.1 Reimbursable Expenses are in addition to the Architect's compensation and include actual expenditures made by the Architect and Architect's employees in the interest of the Project for the expenses listed in the following subparagraphs:
  - a. Fees paid in securing approvals of authorities having jurisdiction over the project.
  - b. Computer plotting, reproductions of drawings, specifications and other documents.
  - c. Postage and special handling of documents.
  - d. Any consultants retained by the Architect as maybe required by the City to complete plan check.

### V. BASIS OF COMPENSATION

- 5.1 The Owner shall compensate the Architect for the services provided in accordance with Section 3 Payments to the Architect and the other Terms and Conditions of this Agreement.
- 5.2 FOR BASIC SERVICES, as described in Section 2, compensation shall be computed Hourly not to exceed \$6,000 without DHCD approval:

Principal Architect:	\$235	Hr.
Project Manager:	\$175	Hr.
Job Captain:	\$135	Hr.
Senior CADD Operator:	\$115	Hr.
Intermediate CADD Operator:	\$105	Hr.
Junior CADD Operator:	\$95	Hr.
Administration:	\$65	Hr.

Fee: Hourly as noted below:

- 5.3 FOR REIMBURSABLE EXPENSES, as described in Section IV, a multiple of 1.15 times the amount expended by the Architect, the Architect's employees and the Architect's consultants in the interest of the project.
- 5.4 Payments are due and payable upon receipt of the Architect's invoice and shall be considered past due 15 days after the date of invoice. Amounts unpaid (30) thirty days after the invoice shall bear interest at the legal rate prevailing at the principal place of business of the Architect.

Prest-Vuksic •Greenwood Architects, Authorized Signature

Owner Authorized Signature:

Date

Professional Services Authorization DHCD- RAPP Office Remodel Project No. 221035 Page 3

#### TERMS AND CONDITIONS OF AGREEMENT

The following terms and conditions shall be applicable to the scope of services described in this "Professional Services Authorization" and may be amended, superseded or replaced by a formal written agreement.

1. Prest-Vuksic-Greenwood Architects shall provide Owner with monthly invoices reflecting current expenditures of professional time and reimbursable expenses. Each invoice shall be due and payable upon receipt and will become delinquent fifteen (15) days after date of invoice. After 30 days, a service charge of 1% per month will be assessed. Prest-Vuksic-Greenwood Architects reserves its right to stop the work as outlined in this Agreement, at any time without notice, due to delinquency and receive an automatic extension of the project completion date equal to the period of stoppage. In the event of stoppage of work due to delinquent payment, Prest-Vuksic-Greenwood Architects shall have no liability to Owner for delay and/or damage caused the Owner because of such a stoppage. Furthermore, the submittal of the Entitlement Package to the City will not occur until all payments past due and current, have been made to Prest-Vuksic-Greenwood Architects on account of problems or losses for which Prest-Vuksic-Greenwood Architects has not been held legally liable.

2. All project expenses shall be reimbursed to Prest\*Vuksic\*Greenwood Architects by the Owner at a multiple of 1.15. Project expenses include, but are not necessarily limited to, all normal costs involving models, document reproduction, mileage and approved travel outside the Coachella Valley, and all governmental taxes and fees. Unless specifically noted as being included in a "stipulated sum," all consultant fees shall be subject to a multiple of 1.15.

3. Prest-Vuksic-Greenwood Architects shall be responsible for only the professional services provided by it and/or its subconsultants. In particular and without limitation, Prest-Vuksic-Greenwood Architects shall not be responsible for delays beyond its reasonable control, for inaccurate information provided to it by Owner or other reasonable reliable sources, for site conditions of which it was not informed, for Owner's finish materials and equipment decisions, for the actions or inaction of governmental agencies or for any failures of the Project's contractors and material suppliers.

4. If at any time either party should feel that the other has materially breached this Agreement, then it shall notify the party in writing setting forth clearly what must be done to cure that breach and thereafter the party so notified shall have fourteen (14) calendar days to take the prescribed action. This does not apply to payment delinquency which is addressed elsewhere in this Agreement.

6. In consideration of the disparity between Prest-Vuksic-Greenwood Architects' fee and potential professional liability concerning the Project, Owner shall limit Prest-Vuksic-Greenwood Architects' actual or alleged professional liability and that of Prest-Vuksic-Greenwood Architects' principals, employees and subconsultants to Owner and whatever other parties are involved with the Project such that Prest-Vuksic-Greenwood Architects' total aggregate liability concerning or arising out of the Project shall not exceed fifty thousand dollars, or the professional design fee, whichever is less.

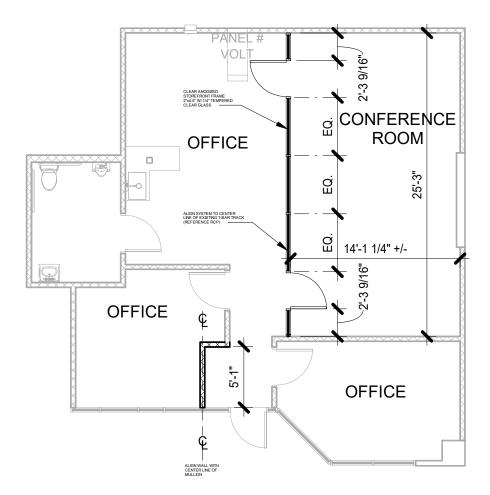
7. In the event that any dispute and/or litigation develops between Owner and Prest-Vuksic-Greenwood Architects concerning or arising out of this Agreement, then the prevailing party shall be entitled to recover from the other reasonable attorneys' fees and litigation costs.

Please initial each page.

Prest-Vuksic-Greenwood Architects, Authorized Signature

Amarci - J - ] Date Owner Authorized Signature:

Date



NOTICE TO GENERAL CONTRACTOR: The Contractor shall assure itself that all changes to drawings and specifications within this sketch have been correctly listed and described. The General Conditions and Supplementary Conditions sections of the specifications shall apply to the work of this Sketch as though printed herin.

PREST   VUKSIC			PVA Project No.:	221035	Scale:	1/8" = 1'-0"
ARCHITECT	S.INTERIORS	DHCD RAPP	PVA Project No		Scale.	
	44530 SAN PABLO AVE, STE 200		OSHPD #:	OSHPD #	Date:	Issue Date
	PALM DESERT, CA 92260		Drawn By:	Author	Reference:	
	760 . 779 . 5393 T	TENANT IMPROVEMENT	Check By:	Checker	Issue:	
	info@pvgarchitects.com www.pvgarchitects.com	41550 ECLECTIC ST. PALM DESERT, CA 92260 Page 50 of 344	File No.:		Sheet No.:	A0.02



# DHCD RAP - PROPOSED CONFERENCE ROOM

41550 ECLECTIC ST. PALM DESERT



Page 51 of 344

## PERSPECTIVE

Scale Sheet:

INFO@PVGARCHITECTS.COM | 760.779.5393 T

A0





Date: March 23, 2021

To: Board of Directors

Subject: Consideration to Approve a Consulting Services Agreement for Veralon Partners & Valentine Health Advisers for provide Strategic Planning Services to Develop a Three-Year Strategic Plan for Desert Healthcare District – NTE \$72,500

**<u>Staff Recommendation</u>**: Consideration to Approve a Consulting Services Agreement for Veralon Partners & Valentine Health Advisers for provide Strategic Planning Services to Develop a Three-Year Strategic Plan for Desert Healthcare District – NTE \$72,500

## **Background:**

- The District, by the issuance of a Request for Proposal, began the search to retain the services of a strategic planning consultant to assist the District Board in developing a three-year strategic plan that includes:
  - Reviewing and incorporating the findings of the Community Health Needs Assessment and Community Health Improvement Plan.
  - Evaluating the strategic alternatives in how additional resources, from a potential transaction with Desert Regional Medical Center, could further the District goals in meeting the important healthcare needs of the community.

## Information:

- A Request for Proposals was released on February 11, 2021 with a submission date of February 26, 2021.
- Four applications were received in response to the released Request for Proposals.
  - Applications were received from Citrin Cooperman, La Piana Consulting, Learning Lens, and Veralon Partners, Inc./Valentine Health Advisers
- Four staff members thoroughly reviewed each applicant's qualifications, scope of services, timeline, and cost.
  - Please see attached for detailed notes and an overall rating score for each application.
- At the March 9, 2021 Strategic Planning Committee meeting, the committee reviewed the proposals and recommended forwarding, to the Board for consideration of approval, the Consulting Services Agreement for Veralon Partners Inc. and Valentine Health Advisers as the strategic planning consultant to assist the District Board in developing a three-year strategic plan.

## **Fiscal Impact:**

- NTE \$72,500
- Approximately \$100,000 of unused budget for the Community Health Needs Assessment will accommodate the expense of the strategic plan.

## CONSULTING SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is entered into by and between Desert Healthcare District ("District"), a public agency organized and operating pursuant to California Health and Safety Code section 32000 et seq., and Veralon Partners Inc. ("Consultant") as follows:

## R-E-C-I-T-A-L-S

1. District would like to retain the professional services of Consultant to assist the District Board in developing a three-year strategic plan, which includes reviewing and considering its options related to the findings of the Community Health Needs Assessment and Health Improvement Plan.

2. Consultant has worked with the District previously is qualified and possesses the knowledge, skill, expertise necessary to provide the professional services ("Services") as more specifically outlined in the attached Exhibit "A" ("Consultant Proposal").

## C-O-V-E-N-A-N-T-S

## 1. CONSULTANT'S SERVICES.

1.1 <u>Services</u>. Consultant shall provide all labor, materials, equipment, and incidentals necessary to fully and adequately provide the District with the professional services described in the Consultant Proposal. All Services shall be performed by Consultant to the reasonable satisfaction of the District.

1.2 <u>Compliance with Laws</u>. In performing the Services, Consultant shall, at all times comply with all applicable laws, rules, regulations, codes, ordinances, and orders of every kind whatsoever issued, adopted, or enacted by any federal, state, or local governmental body having jurisdiction over the Services.

1.3 <u>Performance Standard</u>. Consultant shall perform the Services with efficiency and diligence and shall execute the Services in accordance with the standards of Consultant's profession, generally described as that degree of skill and care ordinarily exercised by professionals providing similar services as Consultant practicing in California.

1.4 <u>District and Foundation's Representative</u>. For purposes of this Agreement, the District's Representative shall be District's Chief Executive Officer Conrado Barzaga, located at 1140 North Indian Canyon Drive, Palm Springs, CA 92262. All amendments to this Agreement shall be approved by the District Board.

## 2. FEES AND PAYMENTS.

2.1 <u>Compensation for Services</u>. For the full and satisfactory performance of the Services, District shall compensate Consultant a Not To Exceed amount of \$72,500, plus customary expenses.

2.2 <u>Invoices</u>. Consultant shall deliver monthly invoices to the District no later than the 10th day of each month for Services.

2.3 <u>Payment.</u> The District shall remit payment for all amounts due to Consultant within thirty (30) days after receipt of invoices; provided, however, in the event District disputes any portion of Consultant's invoice, it shall timely pay any undisputed amounts invoiced and notify Consultant within thirty (30) days of its receipt of the invoice of the specifics of any disputed amounts. The parties shall expeditiously resolve the subject of any disputed amounts by way of negotiation or, if necessary, mediation. Any such dispute shall not relieve Consultant of its obligation to continue diligently performing the Services.

## 3. TERM; TERMINATION.

3.1 <u>Term</u>. The term of this Agreement shall run from the date this Agreement is fully executed until September 30, 2021 subject to Section 1.3 above or the District's right to terminate sooner for convenience.

3.2 <u>Termination for Convenience</u>. District may, at any time in the exercise of its sole discretion, terminate this Agreement in whole or in part, with or without cause, by providing notice to Consultant of its intention to terminate the Agreement for convenience. So long as Consultant is not in default under this Agreement at the time of such termination, District shall pay Consultant for all Services incurred upto and including the date of termination.

## 4. INDEPENDENT CONTRACTOR.

District has retained Consultant to provide, and Consultant shall perform, the Services as an independent contractor maintaining exclusive direction and control over its employees; and, no personnel utilized by Consultant to perform the Services are employees of the District.

## 5. OWNERSHIP OF DOCUMENTS.

All deliverables and other documents generated by Consultant in the performance of the Services, including all work papers, work-in-progress, designs, documents, data, ledgers, journals and reports prepared by Consultant as a part of Consultant's Services shall belong to and be subject to the sole ownership and use of the District. The provisions of this Paragraph 5 shall survive any termination of this Agreement.

## 6. INDEMNIFICATION.

- a. Consultant agrees to indemnify and hold the District, its governing body, officers, employees, representatives, agents, successors and assigns, harmless from and against any and all losses, liabilities, claims, causes of action or costs and expenses of whatever nature or kind, incurred or suffered by the District Indeminities including indemnity claims arising by reason of any personal injury of any person or property loss, loss of use, or damage, to the extent the same arise out of or in connection with the negligent act(s) or omission(s), recklessness, or willful misconduct of Consultant, its officers, employees, subcontractors, or representatives, relating to the performance of the services outlined in this Agreement.
- b. District agrees to indemnify and hold the Consultants, its governing body, officers, employees, representatives, agents, successors and assigns, harmless from and against any and all losses, liabilities, claims, causes of action or costs and expenses of whatever nature or kind, incurred or suffered by the Consultant Indeminities including indemnity claims arising by reason of any personal injury of any person or property loss, loss of use, or damage, to the extent the same arise out of or in connection with the negligent act(s) or omission(s), recklessness, or willful misconduct of District, its officers, employees, subcontractors, or representatives, relating to the District obligations outlined in this Agreement

## 7. NOTICE.

All notices to be given under this Agreement shall be in writing and shall be deemed effective upon receipt when personally served or two days after mailing by certified, return receipt requested, to the following addresses:

To: District Desert Healthcare District Attention: Conrado Barzaga, Chief Executive Officer 1140 N. Indian Canyon Drive Palm Springs, California 92262

> To: Consultant Veralon Partners, Inc. Three Bala Plaza West Suite 702 Bala Cynwyd, Pennsylvania 19004

#### 8. **MISCELLANEOUS PROVISIONS.**

8.1 <u>Venue</u>. Venue shall lie only in the federal or state courts nearest to the City of Palm Springs, in the County of Riverside, State of California.

8.2 Modification. This Agreement may not be altered in whole or in part except by a modification, in writing, executed by all the parties to this Agreement.

8.3 Entire Agreement. This Agreement, together with all Schedules attached, contains all representations and the entire understanding between the parties with respect to the subject matter of this Agreement. Any prior correspondence, memoranda, or agreements, whether or not such correspondence, memoranda, or agreements are in conflict with this Agreement, are intended to be replaced in total by this Agreement and its schedules.

8.4 Assignment. Consultant shall not be entitled to assign all or any portion of its rights or obligations contained in this Agreement without obtaining the prior written consent of the District. Nothing in this Agreement shall obligate the District to give such consent. Any purported assignment without the District's consent shall be void.

8.5 Binding Effect. This Agreement shall inure to the benefit of and be binding upon the parties and their respective purchasers, successors, heirs, and assigns.

8.6 Unenforceable Provisions. The terms, conditions, and covenants of this Agreement shall be construed whenever possible as consistent with all applicable laws and regulations. To the extent that any provision of this Agreement, as so interpreted, is held to violate any applicable law or regulation, the remaining provisions shall nevertheless be carried into full force and effect and remain enforceable.

This Agreement is entered into in the County of Riverside, State of California.

"District":

"Consultant":

Desert Healthcare District

Veralon Partners, Inc.

By: \_\_\_\_\_\_ Leticia De Lara, President

By: \_\_\_\_\_

Daniel M. Grauman, Managing Director & CEO

Date:\_\_\_\_\_

Date:\_\_\_\_\_

Exhibit A

# Desert Healthcare District & Foundation Strategic Planning

Veralon Partners Inc. and Valentine Health Advisers February 26, 2021



Page 57 of 344



February 26, 2021

Via email info@dhcd.org

Conrado Barzaga, MD Chief Executive Officer Desert Healthcare District & Foundation 1140 N. Indian Canyon Drive Palm Springs, CA 92262

Dear Dr. Barzaga:

On behalf of Veralon Partners Inc. ("Veralon") and Valentine Health Advisers ("VHA"), we are pleased to submit this proposal to assist the Desert Healthcare District & Foundation (the "District") with strategic planning. The strategic plan will be developed through a collaboration between the District senior leadership and board, Veralon, and Steve Valentine of VHA. We believe that a strategic planning process is one of the most fundamental and important activities that any organization undertakes. It allows an organization to direct its future, rather than simply react to external and internal events.

Our team (Veralon/VHA) is uniquely qualified to assist you with this important work for the following reasons:

- Steve Valentine of our team has previously **supported the Desert Healthcare District & Foundation with strategic planning**, including the analysis and the facilitation of meetings designed to evaluate and prioritize opportunities to meet the healthcare needs of the region served. The analysis included **consideration of alternative strategies for providing acute**, **health centers/networks**, **and ambulatory care**.
- Our team has a **deep understanding of the demographic characteristics and healthcare resources of the Coachella Valley** and surrounding region on the basis of advisory services (bed need, service and program need, physician need, network need) provided to most of the hospitals in the region.
- Our team has provided strategic planning and other advisory services to most of the Healthcare Districts in California, as well as a broad array of Federally Qualified Health Clinics ("FQHC") and Rural Health Clinics ("RHC").
- We pay constant attention to emerging and disruptive trends specific to healthcare delivery models, business model innovation, clinical and technological advances, new entrants, consumerism, artificial intelligence, and predictive analytics, incorporating the strategic implications of these trends in our strategic planning advice.

PHILADELPHIA | CHICAGO | LOS ANGELES | NEW YORK

Conrado Barzaga, MD February 26, 2021 Page 2

If you have any questions about this proposal, please call me at (424) 299-8850 or Steve Valentine at (818) 512-0349. We can work with you to modify or refine our proposed approach to most appropriately meet your objectives. We look forward to the opportunity to work with you and the rest of the District team on this important effort.

Sincerely,

Jack Dabow

Mark Dubow Director



## Table of Contents

Background and Understanding	2
Approach and Scope of Services	4
Engagement Deliverables	7
Engagement Timeline	8
Client Responsibilities	8
Engagement Team	9
Qualifications	10
Fees and Billing	17
Engagement Acceptance	18

Exhibit 1: Resumes Exhibit 2: Terms and Conditions

# Background and Understanding

The Desert Healthcare District & Foundation (the "District") seeks to enhance the health of the approximately half million residents of the entire Coachella Valley. It does so through leading and participating in community health initiatives and acting as a source of grant funding for services.

In preparation for an update to its three-year strategic plan, the District retained Health Assessment and Research for Communities ("HARC") to compete a series of data analytics that include: population, demographic and health status trends; interviews with the leadership of community organizations; and a comprehensive Community Health Needs Assessment and Health Improvement Plan ("Community Needs Assessment"). The latter identifies the existing healthcare resources in the region and the unmet healthcare needs of the residents. Each of those components will be inputs to the strategic plan.

Representatives of the District have commented that a preliminary draft of the Community Needs Assessment indicates a shortage of/barriers to access to primary care clinic services that could potentially be met through new Federal Qualified Health Clinics ("FQHC"), Rural Health Clinics ("RHC"), or other ambulatory centers. While the District has, to date, not supported the implementation of mobile services or telehealth, those resources are considered additional potential solutions to resolving barriers to access to primary care.

Three acute care hospitals serve the residents of the Coachella Valley: Desert Regional Medical Center ("DRMC"), which is leased by the District to Tenet Health Systems ("Tenet"), Eisenhower Health, and John F. Kennedy Memorial Hospital. District leadership does not perceive the need for the District to provide more inpatient care capacity and has indicated that they are not interested in building a new hospital. District leadership has greater interest in addressing the social determinants of health, ambulatory access, and primary and chronic care need.

The main hospital and north wing of DRMC have a SPC-2 rating and require a significant investment to complete a retrofit that will meet the 2030 requirements. The District has not received a retrofit plan from Tenet supporting its request for funding support to meet those requirements.

The District is seeking the assistance of a strategic planning consultant to review the current strategic plan, the findings of the data analytics and Community Needs Assessment, the status of DRMC, and the District's financial resources and guide a process that:

- Confirms/updates its long-term vision;
- Evaluates its current and identifies new priorities for District initiatives that contribute to resolving unmet healthcare needs in the Coachella Valley;
- Establishes a prioritized set of goals and objectives that optimally align the District's resources with community needs (including whether to invest in DRMC, FQHCs/RHCs, or other provider sites); and
- Results in a strategic plan, and implementation plan (action items and schedule), and performance criteria against which progress can be measured.

The District prefers that the strategic planning process be structured as a series of working sessions with a strategic planning committee. At intervals during the process, findings and draft recommendations would be shared with the Board and then further refined. At the conclusion of the process the result would be presented in a public meeting.

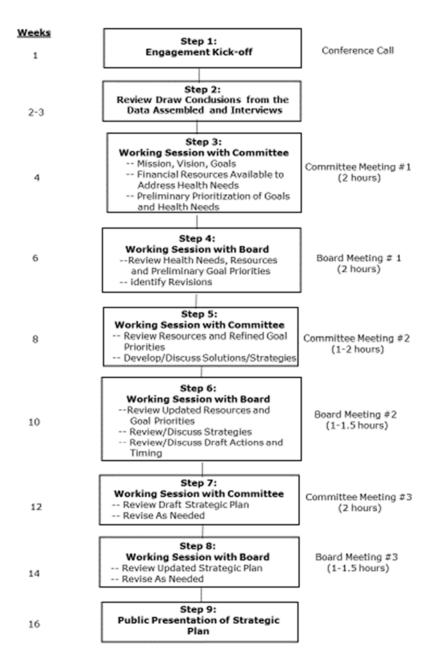
It is our understanding that the planning process should include interviews with District leadership and board members and selected other stakeholders as appropriate, but that there is no need for further interviews with representatives of community organizations or open public forums or focus groups.

It is preferred that the planning process be completed within six months or less.

## Approach and Scope of Services

## **OUR COLLABORATIVE PROCESS**

The Veralon/VHA team proposes to address the objectives through an interactive nine-step process summarized in the diagram below and described in greater detail on the pages that follow. The work steps reflect our understanding that HARC has responsibility for assembling: a summary analysis of population, demographic, and health status trends; the findings from the interviews they completed with the leadership of community organizations; and a comprehensive Community Needs Assessment that identifies the existing healthcare resources in the region and the unmet healthcare needs of the residents.



We will conduct a series of virtual working sessions with a Strategic Planning Committee (the "Committee") and the Board. At the discretion of the District, additional Committee and Board meetings may be added. If additional meetings are requested, we will identify the associated incremental time and fees and seek approval before proceeding.

We recommend the appointment of an engagement liaison ("Liaison") to facilitate the exchange of information with Veralon/VHA. That individual will serve as the day-to-day contact for our team and will also oversee the scheduling of interviews, meetings, and conference calls.

## **APPROACH & METHODOLOGIES**

We will complete the following steps:

- Step 1: Engagement Kick-off
  - Submit a data request list to the Liaison.
  - In a kick-off conference call with the District management team or the Committee:
    - Confirm the objectives, work steps, final deliverables, and timeframe for completion of the strategic plan;
    - Discuss the information received in response to the data request and any questions that we have identified;
    - Discuss the District's financial resources;
    - Highlight additional data needs, if any; and
    - Specify the individuals to be interviewed (Dr. Barzaga, members of the Board, others as appropriate).

## • Step 2: Draw Conclusions from the Data Assembled and the Interviews

- Review the Community Needs Assessment and other data provided by HARC and supplement it as needed. Prepare a brief summary of the unmet health service needs in the Coachella Valley.
  - Pending the availability of information, designate the relative importance (and size, if possible) of each unmet need.
- Conduct the interviews by telephone.
- On the basis of the information provided in response to the data request and the interviews, identify the financial resources the District can utilize to meet community health needs including continuation of its current funding priorities, potential new priorities and any support the District may devote to meeting the seismic safety retrofit requirements of DRMC. The financial resources may include one or more of:
  - Current District investments;
  - Partnerships and potential strategic relationships with other organizations (healthcare providers, community organizations); and
  - Access to grant funding.

## • Step 3: Working Session with Committee (Committee Meeting #1)

- Provide a brief synopsis of the findings from the analysis completed by HARC, the interviews completed by Veralon/VHA, the summary of unmet health needs, and the District's financial resources available to address those needs.
- Discuss the District's current Mission and Vision in light of the findings and determine if they will be retained as is or update them as appropriate.
- Identify a *preliminary* list of goals and the health needs to be addressed by the District.
  - With consideration to the financial resources available, utilize a "forced ranking" exercise to derive a *preliminary* prioritization of the goals and health needs to be addressed.

## • Step 4 Working Session with Board (Board Meeting #1)

- Review and discuss the health needs of the Coachella Valley, District resources, and the preliminary prioritization of the goals and health needs.
- Identify revisions to the goals and priority needs, and specify issues requiring further investigation.

## • Step 5: Working Session with Committee (Committee Meeting #2)

- In advance of Committee meeting #2, Veralon/VHA will refine the description and priority of the goals and health needs consistent with the Step 4 discussion and complete any additional research.
- During Committee meeting #2, discuss the refined goals and health need priorities, and identify further revisions as appropriate. Identify those needs to be addressed during the first, second, and third year in the planning period.
- Through a brainstorming exercise, identify a preliminary list of solutions/strategies that will support addressing the goals and health needs to be pursued by the District in years one through three.
  - Solutions/strategies could include funding support by the District for implementation of one or more of: new FQHCs/RHCs, other new ambulatory care sites, particular types of mobile services, telehealth, retrofit or other solutions for DRMC's seismic issues, etc.

## • Step 6: Working Session with Board (Board Meeting #2)

- On the basis of Step 5, in advance of Board meeting #2, Veralon/VHA will refine and further develop a *draft* list of solutions/strategies and action steps to be implemented by the District in addressing the health needs of the Coachella Valley. Those solutions/strategies and action steps would include funding and other support the District will apply toward meeting the high priority health needs.
- During Board meeting #2, discuss the refined goals, health need priorities, as well as the draft solutions/strategies and actions by time period. Identify refinements to the solutions/strategies and action items themselves as well as their relative priority.

## • Step 7: Working Session with Committee (Committee Meeting #3)

- On the basis of Step 6, in advance of Committee meeting #3, Veralon/VHA will assemble the Mission, goals, strategies and actions into a draft District Strategic Plan.
  - If desired by the District leadership, we will follow the structure and format applied in the current strategic plan.
- During Committee meeting #3, review and discuss the draft Strategic Plan and identify refinements as appropriate.

## • Step 8: Working Session with Board (Board Meeting #3)

- On the basis of Step 7, Veralon/VHA will refine the District Strategic Plan.
- During Board meeting #3, we will review and discuss the Strategic Plan and identify refinements as appropriate.

## • Step 9: Public Presentation of Strategic Plan

- Veralon/VHA will prepare a final version of the Strategic Plan.
- We will create a PowerPoint summary of the Strategic Plan suitable for presentation to the public.
- We will assist the District in presenting the Strategic Plan to the public.

## **Engagement Deliverables**

At the conclusion of the strategic planning process, the District will have received the following:

- Prioritized list of goals and health needs to be addressed by the District reflecting the relative magnitude/importance of the needs and the availability of District and other funding sources;
- Witten three-year District Strategic Plan that includes: Mission, Goals, and strategies as well as an action plan;
- PowerPoint presentation of selected portions of the Strategic Plan that are suitable for public presentation;
- Agreement by the District's management team and board to support the Strategic Plan and take the actions needed to implement it; and
- Three virtual Committee meetings, three virtual Board meetings, and one public meeting (if needed).

# **Engagement Timeline**

We are prepared to begin this engagement immediately upon receiving approval to do so. Based on the RFP, we anticipate that work will begin on April 1, 2021. We estimate that the Steps described herein can be completed within four months (June/July).

## **Client Responsibilities**

To assist Veralon/VHA in the completion of this engagement, the District agrees to assume the following responsibilities:

- Provide copies of the work product prepared by HARC (e.g., the Community Needs Assessment; analysis of population, demographics and health status indicators; and summary of the interviews with community organizations) (in electronic format where possible).
- Provide District financial statements (last year and current year-to-date);
- Schedule the interviews as well as meetings with the Committee and Board, as discussed in the scope section;
- Participate in Committee and Board meetings; and
- Designate a member of District senior management team to serve as a project liaison representative to Veralon/VHA for this engagement.

## Engagement Team

The quality of a consulting engagement is directly related to the skills and expertise of the consultants performing the individual tasks. As such, Veralon/VHA brings to the District a senior team with significant experience which is as follows:

## • Mark Dubow, MSPH, MBA, Director, Veralon Partners, Inc. (Co-Engagement Executive)

Mark is a national expert in strategy and innovation and devotes considerable time to monitoring emerging trends (e.g., changes in clinical practice, the role of new entrants in clinical care and digital health) and discerning their implications for future health service utilization and organization strategy. For over 38 years he has assisted healthcare organizations throughout the nation. On behalf of the American College of Healthcare Executives he has co-taught "Hospitals and Health Systems of the Future" on a quarterly basis for the past five years.

He led the 2015 strategic planning process for the **Morongo Basin Healthcare District** and has worked with a **broad array of district hospitals** throughout California including: Beach Cities Health District, El Camino Hospital District, Kaweah Delta Healthcare District, Marin Healthcare District, and Tri-city Healthcare District.

Mark will be a co-Engagement Executive for the strategic planning process and will have ultimate responsibility for ensuring that the Veralon-Valentine Health Advisors team delivers a superior work product on time and on budget. Mark will work closely with Steve Valentine, participate in the analysis and prioritization of the District's opportunities to enhance healthcare services to the residents of its region, and assist in facilitating each working session with the Committee.

## • Steve Valentine, MPA, President, Valentine Healthcare Advisers (*Co-Engagement Executive*)

Steve is a national expert in strategic planning and has served healthcare organizations in California and nationally for over 40 years.

He has **worked with Desert Health Care District for many years in the areas of strategic planning, health needs assessment, adviser role** regarding the lease negotiations of the Tenet Hospital, board and management retreats and presentations to the public on behalf of the District.

Steve has **worked with over 10 Health Care Districts in California, many FQHCs** (e.g., AltaMed Health Services, Share Our Selves ["SOS"], Adventist Health [over 30 FQHCs and RHCs], Antelope Valley Community Clinic) **and RHCs**.

Steve will participate in evaluating the data, conducting the interviews, and developing District goals and strategies. He will review the summary and presentation materials prepared on behalf of the District and help to facilitate the Committee, Board and public meetings.

They will be assisted by other Veralon staff as necessary. The professional profiles of Mark Dubow and Steve Valentine are attached to this proposal as Exhibit 1.

## **Oualifications**

Veralon is a leading healthcare strategy and finance firm. As experts who have dedicated our careers exclusively to the healthcare industry and bring broadly recognized thought leadership and best practice insights to our clients, we know that strategy is what drives organizational success.

Veralon consultants are trusted advisors to healthcare leaders, partnering with those leaders to achieve success for their organizations and to transform healthcare. We offer expertise and thought leadership combined with outstanding financial capabilities to fully implement planning recommendations.

Our management team averages more than 25 **years** of healthcare consulting and operations experience, so we can attack problems requiring senior level capabilities and expertise. Veralon has completed over 6,500 healthcare consulting engagements for more than 1,300 clients in 48 states and Canada, including academic medical centers, teaching hospitals, health systems, community hospitals, physician groups, foundations, ACOs/PHOs/CINs, health plans, and more. Our commitment to clients is a responsibility we take seriously. **70%** of our business comes from clients we have worked with previously, and our longevity in the field speaks to our ability to deliver results.

## STRATEGIC PLANNING CAPABILITIES

Veralon's work on strategic engagements is results**oriented**. In strategic planning alone, we have helped with over 700 engagements for health systems, academic medical centers, hospitals, provider networks and foundations.

## Why Veralon?

We believe that Veralon is the right choice for your organization because:

- Our consultants, particularly senior staff, have been providing training on strategic planning for years.
- We are ready to respond to new needs that emerge during the planning process.



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## Proven Thought Leadership

Angeles, and Ne York

We are thought leaders in the field, publishing numerous articles and blogs, while also presenting on the latest topics at organizations around the country



THE HOSPITAL & HEALTHSYSTEM ASSOCIATION OF PENNSYLVANIA

Veralon's leaders are invited to speak and publish because we are recognized thought leaders that assist organizations to generate fresh ideas using new analytic and decisionmaking tools and techniques. Evidence of our thought leadership includes:

- Four editions of our book, *Healthcare Strategic Planning*, have been widely endorsed and used as an indispensable resource by healthcare executives.
- Teaching several courses a number of times each year for the American College of Healthcare Executives on strategic planning – "Hospitals and Health Systems of the Future: Transforming to Thrive", "Strategic Planning: From Formulation to Action" and "Advanced Strategic Planning to Transform Your Organization."
- Presenting at national conferences on value-based care and disruptive innovation (presentations are available upon request).
- Contributing to healthcare publications. A sample of several key articles relevant to strategic planning in the current era are available upon request.

## PRIOR EXPERIENCE IN SERVING DESERT HEALTHCARE DISTRICT FOUNDATION

Steve Valentine has worked with Desert Health Care District for many years in the areas of strategic planning, health needs assessment, adviser role regarding the lease negotiations of the Tenet Hospital, board and management retreats and presentations to the public on behalf of the District.

# EXPERIENCE IN SERVING OTHER DISTRICTS AND WORKING WITH CLINICS

## **District Health Care Organizations in California**

Members of the Veralon/VHA engagement team have provided strategic planning and other advisory services to a significant number of the healthcare districts located in California (refer to the list below). Additionally, we have served District Hospitals in other portions of the nation.

- Beach Cities Health District (Redondo Beach, California) strategic planning <sup>1,2</sup>
- Camarillo Health Care District (Camarillo, California) advised on the sale of healthcare facilities to St. John's Oxnard, assessment of the need for hospital programs and services<sup>2</sup>
- Doctors Medical Center (San Pablo, California) assessed the need/opportunity to continue operation of the hospital's programs services and ambulatory network <sup>2</sup>
- El Camino Hospital District (Mountain View, California) strategic plan, multiple service line business plans, Cyberknife JV <sup>1,2</sup>
- Eden Township Healthcare District (Castro Valley, California) program and service need analysis, home health analysis<sup>2</sup>
- Desert Healthcare District (Palm Springs, California) refer to description above <sup>2</sup>
- Fallbrook Healthcare District (Fallbrook, California) board retreat<sup>2</sup>

- Grossmont Healthcare District (La Mesa, California) financial feasibility study, ASC valuation and transaction <sup>1,2</sup>
- Harris County Hospital District (Houston, Texas) strategic plan<sup>3</sup>
- Hemet District Hospital (Hemet, California) strategic plan, Community Needs Assessment, physician network strategy, presented at public meetings, hospital operations assessment <sup>2</sup>
- Healdsburg District Hospital (Healdsburg, California) program and service needs assessment, feasibility study<sup>2</sup>
- Kaweah Delta Healthcare District (Visalia, California) strategic plan, cardiovascular surgery CON, oncology service line analysis, physician needs assessment, physician alignment <sup>1,2</sup>
- Lompoc Healthcare District (Lompoc, California) 3 feasibility studies, demand analysis for new hospital, physician needs assessment, multiple board retreats<sup>2</sup>
- Marin Healthcare District (Marin, California) strategic plan, health network plan, 3 physician needs assessments, assistance in separation from Sutter Health, facility planning <sup>1,2</sup>
- McDonough District Hospital (Macomb, Illinois) strategic plan<sup>3</sup>
- Mendocino Coast Health Care District (Fort Bragg, California) Community Needs Assessment, FQHC assessment, outmigration analysis<sup>2</sup>
- Morongo Basin Healthcare District (Yucca, California) strategic plan<sup>1</sup>
- North Broward Hospital District (Fort Lauderdale, Florida) medical staff needs analysis, hospital valuation analysis, compensation fair market valuations, board retreat <sup>2,3</sup>
- North Kern South Tulare Hospital District (Delano, California) strategic plan, Community Needs Assessment<sup>2</sup>
- Oak Valley Healthcare District (Oakdale, California)— strategic plan and partner assessment <sup>1</sup>
- Pioneers Memorial Healthcare District (Brawley, California)— strategic plan, cardiac needs assessment, cardiac JV, ASC need, physician needs assessment <sup>1,2</sup>
- Pottstown Area Health and Wellness Foundation (Pottstown, Pennsylvania) strategic plan, Community Needs Assessment <sup>3</sup>
- Sequoia Healthcare District (Redwood City, California) -- physician needs assessment, cardiac needs assessment, facilitated session on disruptive innovation 1,2
- Sierra View District Hospital (Porterville, California) strategic plan, Community Needs Assessment, master facility plan<sup>2</sup>
- Sonoma Valley Healthcare District (Sonoma, California) Community Needs Assessment, physician needs analysis<sup>2</sup>
- Southern Mono Healthcare District/ Mammoth Hospital (Mammoth Lakes, California)— interim CFO, feasibility analysis specific to the hospital and FQHC, board education sessions<sup>2</sup>
- Tri-City Healthcare District (Oceanside, California) strategic plan<sup>1</sup>

 Tulare Healthcare District — strategic plan, Community Needs Assessment, physician needs analysis, facility plan<sup>2</sup>

<sup>1</sup>Organizations served by Mark Dubow when he was a member of another consulting firm <sup>2</sup>Organizations served by Steve Valentine <sup>3</sup>Organizations served by Veralon

## **Clinics**

Members of the Veralon/VHA engagement team have provided advisory services to a significant number of FQHCs, RHCs and other clinics (refer to a partial list below).

- Adventist Health (operates over 30 FQHCs and RHCs)<sup>1,2</sup>
- AltaMed (Los Angeles, California)<sup>2</sup>
- Antelope Valley Community Clinic<sup>2</sup>
- Share Our Services<sup>2</sup>

<sup>1</sup>Organizations served by Mark Dubow when he was a member of another consulting firm <sup>2</sup>Organizations served by Steve Valentine <sup>3</sup>Organizations served by Varalon

<sup>3</sup>Organizations served by Veralon

## EXPERIENCE IN EVALUATING COMMUNITY NEEDS

Members of the Veralon/VHA engagement team have **completed Community Needs** Assessments for each of the certificate of need ("CON") applications prepared (over 50), hospital mergers (over 10), medical staff, program and service needs (over 100), and some strategic plans (over 100). Each of those studies included an assessment of: population, demographics, and health status trends; evaluation of existing providers (wellness, ambulatory, acute, post-acute) and identification of "gaps" in patient access and health services; and evaluation of emerging trends and their implications for future health service needs and utilization patterns.

In addition to the studies referenced above, we have completed community needs assessment analyses for public reporting on behalf of the following organizations:

- Albert Einstein Medical Center (East Norriton, Pennsylvania) <sup>3</sup>
- Atlantic Health System (Florham Park, New Jersey) <sup>3</sup>
- BayCare Health System (Tampa, Florida) <sup>3</sup>
- Broward Health (Fort Lauderdale, Florida) <sup>3</sup>
- Chilton Memorial Hospital (Pompton Plains, New Jersey) <sup>3</sup>
- Einstein Healthcare Network (Philadelphia, Pennsylvania) <sup>3</sup>
- Florida Hospital Waterman (Tavares, Florida) <sup>3</sup>
- Good Samaritan Hospital (Lebanon, Pennsylvania) <sup>3</sup>
- Grand View Hospital (Sellersville, Pennsylvania) <sup>3</sup>
- Hackensack Meridian Health (Hackensack, New Jersey) over 90 community needs studies performed <sup>3</sup>

- Holy Cross Health (Silver Spring, Maryland) <sup>3</sup>
- Inspira Health Network (Bridgeton, New Jersey) <sup>3</sup>
- Lawrence & Memorial Healthcare (New London, Connecticut) <sup>3</sup>
- LifeBridge Health, Inc. (Baltimore, Maryland) <sup>3</sup>
- Main Line Health (Bryn Mawr, Pennsylvania) <sup>3</sup>
- Marshall Medical Center (Placerville, California) <sup>3</sup>
- Martin Luther King Community Hospital (Los Angeles, California)<sup>2</sup>
- Mercy Fitzgerald Hospital (Darby, Pennsylvania) <sup>3</sup>
- Mercy Health System (Conshohocken, Pennsylvania) <sup>3</sup>
- Mercy Hospital (Portland, Maine) <sup>3</sup>
- Morristown Memorial Hospital (Morristown, New Jersey) <sup>3</sup>
- Northeastern Hospital (Philadelphia, Pennsylvania) <sup>3</sup>
- Northridge Hospital Board Oversite and review (Northridge, California)<sup>2</sup>
- Phoenixville Hospital (Phoenixville, Pennsylvania) <sup>3</sup>
- Pottstown Area Health and Wellness Foundation (Pottstown, Pennsylvania) <sup>3</sup>
- Princeton Healthcare System (Princeton, New Jersey) <sup>3</sup>
- Redlands Community Hospital (Redlands, California)<sup>2</sup>
- Riverside Community Hospital (Riverside, California)<sup>2</sup>
- Rush System for Health (Chicago, Illinois) <sup>3</sup>
- RWJBarnabas Health (Somerset, New York) <sup>3</sup>
- Shore Medical Center (Somers Point, New Jersey) <sup>3</sup>
- Sierra Vista Regional Medical Center (San Luis Obispo, California)<sup>3</sup>
- South Fulton Medical Center (East Point, Georgia) <sup>3</sup>
- Southeast Georgia Health System (Brunswick, Georgia) <sup>3</sup>
- St. Elizabeth Medical Center (Williamstown, Kentucky) <sup>3</sup>
- St. Luke's Hospital & Health Network (Bethlehem, Pennsylvania) <sup>3</sup>
- St. Mary Medical Center (Langhorne, Pennsylvania) <sup>3</sup>
- The Valley Hospital (Paramus, New Jersey) <sup>3</sup>
- University Healthcare System (Augusta, Georgia) <sup>3</sup>
- Wyoming Valley Health Care System (Wilkes-Barre, Pennsylvania) <sup>3</sup>

<sup>1</sup>Organizations served by Mark Dubow when he was a member of another consulting firm <sup>2</sup>Organizations served by Steve Valentine <sup>3</sup>Organizations served by Veralon

#### REFERENCES

#### AltaMed Health Services Corporation<sup>2</sup> (FQHC/Clinics)

Castulo de la Rocha President Cdelarocha@la.altamed.org 323 889-7310 Nature of the work completed: strategy, retreats, transactions, valuation

#### Children's Hospital Los Angeles 1,2

Paul Viviano President and Chief Executive Officer pviviano@chla.usc.edu (323) 361-4180 Nature of the work completed: strategy, retreats, ambulatory outreach, market needs analyses

#### Marin General Hospital <sup>1,2</sup> (District Hospital)

Lee Domanico Former Chief Executive Officer (retired) (650) 283-1471 Nature of the work completed: multiple board and management retreats, strategy, utilization and resource needs analysis for hospital replacement, physician needs analysis and medical staff development plan (three times), litigation assistance specific to separating from Sutter Health

#### **Redlands Community Hospital**<sup>2</sup>

Jim Holmes Chief Executive Officer jrh@redlandshospital.org (909) 335-5515 Nature of the work completed: strategic plans, retreats, program and service need assessments, transactions, market needs analyses

#### Morongo Basin Healthcare District <sup>1</sup> (Healthcare District)

Jackie Combs Chief Executive Officer jcombs@mbhdistrict.org (760) 820-9234 Nature of the work completed: strategy

#### Kaweah Delta Healthcare District <sup>1,2</sup> (District Hospital)

Gary Herbst Chief Executive Officer gherbst@kdhcd.org (559) 624-2330

Nature of the work completed: strategy, retreats, service line business plans, physician alignment, medical staff needs assessments, Certificate of Need

#### Dignity Health Greater Sacramento Area<sup>1</sup>

Chris Champlin Chief Strategy Officer <u>chris.champlin@dignityHealth.org</u> (916) 851-2031

Nature of the work completed: strategy, retreats, facilitation of executive team work sessions, service line feasibility studies, utilization and resource needs analysis for hospital replacement.

<sup>1</sup>Organizations served by Mark Dubow <sup>2</sup>Organizations served by Steve Valentine

#### VALUE-ADDED SERVICES THAT FURTHER SET US APART

Members of the Veralon/VHA engagement team have longstanding working relationships with the executive leaders of many of the healthcare organizations in and serving the Coachella Valley as well as physician organizations and clinics throughout southern California. If the District's strategic planning process reveals a need/opportunity to resolve the healthcare needs of Valley residents through the formation of strategic relationships with other providers, we are able to call upon those individuals to explore the potential for doing so.

In addition, Veralon is a full-service consulting firm that assists healthcare organizations with the breadth of advisory services highlighted in the following diagram. To the extent that the strategic planning process reveals needs by or opportunities for the District that are consistent with these services our thought leaders and experts are ready to lend support.



## Fees and Billing

Based on the above scope of services, professional fees for the analysis as described in this proposal, inclusive of expenses, will be \$72,500.

Our fee estimate is based on our experience on similar engagements and the specific customized Approach and Scope of Services described above. From time to time, we encounter issues which require significantly more time than we had expected, including:

- Challenges accessing data or converting available data into usable information;
- Unanticipated issues that require additional attention to ensure a positive outcome; and
- Additional interviews and/or meetings to ensure effective communication and stakeholder buy-in.

We seek to flexibly address additional questions or engagement issues within our estimated fees. We will inform you if tasks are requiring more effort than was anticipated so we can discuss with you the relative value of the additional work and mutually agree on any adjustments to scope and estimated fees.

Expenses incurred in connection with all engagements are billed at cost, in addition to professional fees. These include the following: travel, lodging, meals, telephone, data input, published data costs, and report preparation, reproduction and delivery. We understand that each of the meetings will be virtual in nature. As such, we do not anticipate any expenses beyond those included in the fixed price of \$72,500.

We will bill as follows for this engagement:

Timing Of Invoice	Installment Amount
Upon engagement authorization	\$ 20,000
Monthly	Based on estimated % of completion

Expenses will be incorporated with the professional fees in the invoices. The engagement will commence upon receipt of the initial installment payment. All invoices for our services are due and payable upon receipt. Upon engagement acceptance, client will indicate any invoicing requirements necessary to process payment in a timely manner (i.e., P.O. number, etc.). Client will also specify invoice recipient and any additional parties' invoices should be sent to.

Additional terms and conditions are included as Exhibit 2.

## **Engagement Acceptance**

If you have any questions about what we have proposed, please call Mark Dubow at (424) 299-8850 or Steve Valentine at (818) 512-0349 We can work with you to modify or refine our proposed approach to most appropriately meet your objectives. We look forward to working with the District on this important effort. If this proposal is acceptable as written, you may authorize the engagement by completing the signature block that follows and returning/emailing a signed copy, along with the initial installment payment, to Dana Wander (dwander@veralon.com).

	/ED FOR: Healthcare Dis	trict Foundation
Name:		

Title:			
Date:			

Exhibit 1: Resumes





### Mark J. Dubow, MSPH, MBA

Director, Veralon Partners Inc.

Mark is a national expert in strategy development and facility planning for healthcare organizations, with an emphasis on helping providers capitalize on emerging innovations. He has more than 35 years of healthcare consulting experience and has directed engagements for healthcare organizations throughout the nation, including health systems, community and teaching hospitals, academic medical centers, ambulatory care providers, post-acute care organizations, health plans, and physician organizations.

Mark's work focuses primarily on facility planning for hospitals and ambulatory care centers, strategy, enhancing the effectiveness of clinical service lines, mergers and alliances, and alignment. His experience includes:

- Acute hospital, ambulatory care and post-acute care facility development including strategy, defining the service portfolio, site selection, utilization projections and resource sizing
- Determining strategy in light of healthcare reform and in establishing the most appropriate model of care to apply as organization's transition from a fee-for-service to a value-based payment environment
- Assisting hospitals and physician organizations in the formation and refinement of integrated delivery systems, including clinical integration, and establishing strategies for growth
- Establishing various alignment models
- Determining client need for and benefit of forming strategic partnerships, and evaluating potential candidates
- Enhancing service lines including cardiovascular, neuroscience, oncology, orthopedics, women's services, and behavioral health, among other clinical services; developing Centers of Excellence and Clinical Institutes

Previously, Mark was senior vice president at a nationally recognized healthcare consulting firm, and a leader within the planning and business advisory practice. Prior to joining that firm, Mr. Dubow was the president of another healthcare consulting firm. Before that he was a senior manager in the national healthcare consulting practice of a Big Four accounting firm, where he led the South/West Region of the firm's Accelerated Solutions Services, and was Director, Strategic Planning Services, for the South/West Region.

Mark is a frequent speaker for organizations including the Hospital Association of Southern California, Texas Health Trustees, the VHA, the Texas Hospital Association, the Association of Healthcare Enterprises, the Association of Community Cancer Centers, and the Society for Healthcare Strategy and Market Development, among others. He has taught courses for the American College of Healthcare Executives since 1999. Mark has published in books and more than 30 articles on a wide variety of topics.

Mark holds an MBA degree from the University of Michigan, a Master of Science degree in public health, with an emphasis on healthcare planning and policy, from UCLA, and a bachelor's degree in biology from Colgate University.



### Steven T. Valentine, MPA

President, Valentine Health Advisers

Mr. Valentine is the President of Valentine Health Advisers a management consulting company serving the health care industry. With over 45 years of health care experience, he is a leading thinker, author and speaker on health care trends and developing strategies to succeed in this difficult environment. He has worked in over 30 states across the country, specializing in strategy, transactions and board governance.

He co-authors the Top Ten Trends in Healthcare for the Governance Institute (over 15 years). He has worked with academic medical centers, public hospitals, health systems, hospitals of all sizes and ownership structures. Additionally, he has worked with various physician organizations, health networks, RHCs, FQHCs and ambulatory deliver systems.

He serves as the Chair of the Board at Northridge Hospital Medical Center, Chair of the Board and the Strategy & Finance Committee at Orthopaedic Institute for Children (UCLA Affiliate), Advisory Board of UCLA Health, and Advisory Board for Partners in Care Foundation (a think tank for new delivery models using SDOH). He has been interviewed by Los Angeles Business Journal, Modern Healthcare, Los Angeles Times, Health Leader's magazine, Hospitals magazine, HFMA Finance Journal and many more.

He earned a BS from San Diego State University graduating with Distinction, and a MPA in Health Sciences from the University of Southern California and completed the Ernst & Young Executive Management Program at Northwestern University.

Exhibit 2: Terms and Conditions

#### **TERMS AND CONDITIONS**

- 1. This agreement, together with these Terms and Conditions, form the entire agreement between Veralon and the addressee of this agreement ("you", "your" or "client").
- This agreement will become effective, and our work on this engagement will commence, upon receipt of a signed agreement from you and payment of any requested engagement retainer or initial installment.
- **3.** You will need to provide us requested data and other information in a timely fashion and in the format, we request for us to perform our work in accordance with the timetable we have set forth. You will also need to provide necessary logistical support.
- 4. If the engagement scope of work or timetable changes, or if we encounter unforeseen circumstances in performing our engagement tasks, we will advise you of such changes or circumstances and any impact on our professional fees, and obtain your written authorization for additional fees and to proceed with the engagement. If you decide not to proceed with the engagement after Veralon advises you of such changes or circumstances, Veralon will provide you with an invoice for all professional fees and expenses incurred to date, the balance of which shall be payable by you upon receipt.
- 5. The strategies and actions we recommend and prospective estimates we generate will be based on certain assumptions with respect to future events. Some of these assumptions may concern actions we will expect you to take. Others will concern events beyond the control of either party. Consequently, while any prospective estimates will be reasonable, based on the information we gather and the assumptions referenced, we do not guarantee any particular outcome or result.
- 6. Each party will protect the Proprietary Information of the other party. "Proprietary Information" means non-public information of competitive or commercial value to the discloser, which has been designated by the discloser as confidential, or which a reasonable person would recognize as confidential or proprietary in nature. Proprietary Information will be used only for the purposes of this engagement and will be disclosed only on a need to know basis or as required by law.
- 7. Should either party elect to terminate this agreement before conclusion of the engagement, you will pay Veralon all professional fees and expenses incurred up to the date of termination.
- 8. Payment for our services will be due upon receipt of our monthly invoice. If payment is not received within 60 days, (i) work on the engagement may be temporarily suspended until all amounts due are paid, and (ii) Veralon may charge interest at the rate of 12% per annum on any such unpaid amounts, plus any reasonable collection costs incurred. We reserve the right to withhold delivery of the final report pending receipt of overdue payments.
  - a. Veralon will provide interim and draft deliverables throughout the engagement. At the conclusion of the engagement, Veralon will provide you with a final draft deliverable, and you will have 15 days to review it and provide comments, so that the final deliverable may be issued to you. After this 15-day period, Veralon will consider the engagement to be complete and payment of our final invoice may not be withheld.
- **9.** As a subcontractor that may be subject to Section 1861 (v) (1) (1) of the Social Security Act, we shall, upon written request, make available as appropriate to the Comptroller General, the Secretary of Health and Human Services, and their duly authorized representatives, a copy of this agreement and access to our books, documents, and records necessary to verify the nature and extent of the costs of services provided hereunder. Such access will be available until the expiration of four years after the services to which the costs relate have been furnished.
- 10. Any proposed estimate of fees prepared in connection with this agreement will remain valid for a period of 90 days, subject to the terms of this agreement. After such period, you may request that Veralon propose a new estimate, which shall be the valid estimate, subject to the terms of this agreement.



Date: March 23, 2021

To: Board of Directors

**Subject:** Grant #1134 Desert Healthcare Foundation: *Advancing the District's Role in Addressing the Healthcare Needs of Black Communities in the Coachella Valley* - cost grant extension \$100,000 towards the scholarship fund

#### **Background:**

- At the July 28, 2020 Desert Healthcare District Board of Directors meeting, it was approved to allocate \$500,000 to the Desert Healthcare Foundation to advance the District's role in addressing he heatlhare needs of black communities in the Coachella Valley.
- The allocation included a \$400,000 fund to address *access to healthcare*, including butnot limited to primary care, behavioral health, and navigation services;
- \$100,000 allocation toward a scholarship fund to *expanding racial diversity in the health profession* by supporting black students pursuing health careers.

**<u>Recommendation</u>**: Consideration to approve a cost grant extension of an additional \$100,000 for a total of \$200,000 **specific** to the scholarship fund.

Fiscal Impact: none – funds to be allocated from the FY 2020/2021 Grant budget

#### DESERT HEALTHCARE DISTRICT GRANT EXTENSION AGREEMENT

This agreement is entered into by the Desert Healthcare District ("DISTRICT"), a California health care district organized and operating pursuant to Health and Safety Code section 32000 et seq., and Desert Healthcare Foundation ("RECIPIENT") and is effective upon execution by both parties.

#### 1. Grant Extension

Purpose and Use of Extension: Desert Healthcare Foundation is hereby granted an extension to the original grant agreement approved on August 12, 2020 for Advancing the District's Role in Addressing the Healthcare Needs of Black Communities in the Coachella Valley.

a. Expanding Racial Diversity in the Health Profession Workforce - \$100,000

b. Access to Healthcare Strategies - \$400,000

Additional funds of \$100,000 will be utilized towards the EXPANDING RACIAL DIVERSITY IN THE HEALTH PROFESSION WORKFORCE (part a) for a total of \$200,000. RECIPIENT shall use remaining dollars, if any, from original grant amount of \$500,000 during extension period.

#### 2. <u>Term of Agreement</u>

The end of term of this agreement shall remain the same at June 30, 2021..

#### 3. Agreement Requirements

RECIPIENT shall submit a final report with tracking documents to DISTRICT within thirty (30) days from the expiration of this agreement. All other requirements and conditions not specified in this extension agreement remain the same as in the original grant agreement.

#### 4. <u>Signatories</u>

The persons executing this extension agreement on behalf of the RECIPIENT have been designated by the governing body or fiscal agent of the RECIPIENT as the official signatories of this agreement and all related documents. At least one of these persons is a member of the RECIPIENT'S governing board, and both persons have the authority to execute this agreement on behalf of RECIPIENT.

#### **RECIPIENT:**

Desert Healthcare Foundation 1140 N. Indian Canyon Palm Springs, CA 92262 Name: President/Chair of RECIPIENT Governing Body Name: Executive Director

PLEASE PRINT

PLEASE PRINT

SIGNATURE

SIGNATURE

DATE

DATE

Authorized Signatory for Desert Healthcare District:

Name: Conrado Barzaga, M.D. Title: Chief Executive Officer

SIGNATURE

DATE

Desert Healthcare District 1140 N. Indian Canyon Dr. Palm Springs, CA 92262

#### EXHIBIT B revised to reflect cost grant extension amount

#### PAYMENT SCHEDULE, REQUIREMENTS & DELIVERABLES

<u>Project Title</u>	<u>Start/End</u>
Advancing the District's Role in Addressing the Healthcare Needs of	7/01/2020
Black Communities in the Coachella Valley	6/30/2021

#### PAYMENTS:

- (1) Payments: \$500,000.00
- (1) Payment: \$100,000

#### Total request amount: \$500,000.00 + \$100,000 = \$600,000

#### GRANT AND PAYMENT SCHEDULE REQUIREMENTS:

Scheduled Date	Grant Requirements for Payment	Payment
09/01/2019	Signed Agreement submitted & accepted: a. Expanding Racial Diversity in the Health Profession Workforce - \$100,000 + \$100,000 = \$200,000	Advance of \$500,000.00 for time period 07/01/2020 – 06/30/2020
	b. Access to Healthcare Strategies - \$400,000	Advance of \$100,000 For time period 07/01/2020 – 06/30/2021

TOTAL GRANT AMOUNT: \$500,000.00 + \$100,000 = \$600,000



Date:	March 23, 2021
To:	Board of Directors
Subject:	Promotion and Revised Job Description for Alejandro Espinoza, as Chief of Community Engagement

**<u>Staff Recommendation</u>**: For information purposes to communicate to the Board of Directors of the job promotion and revised Job Description and expanded functions for Alejandro Espinoza, as Chief of Community Engagement.

#### **Background:**

- The outbreak of COVID-19 has increased the visibility of health disparities in the Coachella Valley. In response to these needs, the District launched a resource-intense effort and built the CV Equity Collaborative, for which the District has played a coordinating role.
- Coordinating these efforts has been labor intensive and required leadership, vision and tact.
- Alejandro Espinoza has maintained a positive attitude at all times, and has demonstrated to be a tactful, visionary leader in his undertaking of the Equity Collaborative. He has prioritized what is important and urgent, meets deadlines, and works diligently with a team of community-based organizations of diverse interests.
- The skills Alejandro exhibits in his performance, and his ability to connect with local organizations, and scan the territory, understand and communicate organizational needs coupled with his ability to mobilize and activate resources make him a perfect candidate to take on bigger responsibilities and lead the Desert Healthcare District's Community Engagement efforts.
- It is for these reasons that as CEO, I recommend Alejandro for a promotion and new job title as Chief of Community Engagement.
- The enclosed job description has been reviewed by the District's HR Consultant.
- The salary range for this position is calculated between \$120,000 \$150,000.
- Alejandro's salary would be adjusted to \$121,000/year, approximately a 7% increase.

#### Fiscal Impact:

The fiscal year annual salary budget is \$1,363,000. Due to three vacant positions, over \$300,000 will be unspent as a result, leaving room in the current annual budget for the salary increase.



#### **Chief of Community Engagement**

#### **POSITION SUMMARY**

The Chief of Community Engagement (CCE) develops, implements, and oversees a model community engagement strategy. The CCE is also responsible for creating and overseeing programs and services that increase organizations and community members engagement with the District/Foundation's work and mission; and strengthen the partnership among community-based organizations to improve coordination of community resources and improve health outcomes.

#### **FLSA Status**

This position is exempt under the Fair Labor Standards Act.

#### **Reporting Relationship**

Reports to the Chief Executive Officer

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Other duties may be assigned. The duties listed here are typical examples of the work performed; not all duties assigned are included, nor is it expected that all similar positions will be assigned every duty.

- Establish open and effective communication channels between the District/Foundation and the Coachella Valley community by having one-on-one meetings, and actively pursuing presentation opportunities, and joining advisory boards and committees.
- Serve as the District's ambassador for community partners, learning about community needs, wants and desires and advancing the District's initiatives.
- Inform grant-making processes with knowledge about community partners, their needs and activities.
- Research and implement innovative approaches for the development of culturally sensitive and results driven strategies for outreach, communication, training and management practices designed to meet the diverse needs of Coachella Valley community members.
- Support the District/Foundation in obtaining grant funds to sustain the work, work closely with community partners, and develop a comprehensive system for data tracking that guides district policy and practices.

- Oversee, expand, and get buy-in on the District/Foundation's work to engage community members at all levels.
- Work creatively with community partners as appropriate to activate resources to advance the District/Foundation's Vision and Mission.
- Conduct research and examine best practices to advance recommendations for new health initiatives and projects.
- Prepare Committee and Board reports on results of District and Foundation's community engagement.
- Prepare routine reports to the CEO regarding the status of all activities in their portfolio.
- Remain current on emerging health issues of importance to the organization through literature review, contact with community and regional organization, and participation in relevant conferences or events.
- Develop strong relationships with other nonprofit, private and public organizations, and local legislators and representatives.
- Actively engage with local stakeholders to remain up to date as to the health concerns and needs of the community.
- Monitors established indicators to measure progress towards strategic and operational goals.

#### Supervisory Responsibilities

- Directly supervises personnel, including subordinate supervisors.
- Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws.
- Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints and resolving problems in a timely manner.

#### MINIMUM QUALIFICATIONS

To perform this job successfully, and individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### Education

A Master's degree from an accredited institution, or the equivalent; degree in Public Health, Public Administration, Education, Social Science or a similar area of study is preferred.

#### **Professional Experience**

- At least 10 years of senior and/or executive-level experience in program management or administration.
- Knowledge and understanding of public health, healthcare and public policy.
- Capacity to coordinate efforts involving various projects and multiple players.

#### Language Skills

- The ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations.
- The ability to write reports and business correspondence.
- The ability to effectively present information and respond to questions from groups of managers, constituents, internal and external stakeholders, and the general public.
- Given the organization's service population, fluency is Spanish (written and spoken) is highly desirable.

#### **Mathematical Skills**

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- Ability to compute rate, ratio, and percent and to draw and interpret graphs.

#### **Reasoning Ability**

- Ability to solve practical problems and deal with a variety of concrete variables where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

#### **Computer Skills**

• Solid experience with computer skills in email and calendaring applications, and in using word processing, spreadsheets, presentation, and database software.

#### **Other Skills & Qualifications**

- Demonstrated knowledge and understanding of philanthropic philosophies, public health, healthcare and public policy.
- Demonstrated capacity to lead and coordinate efforts involving various projects and multiple internal and external stakeholders.
- Ability to manage and prioritize multiple tasks and projects according to established organization criteria and protocols.
- Strong organizational and time management skills.
- Strong interpersonal skills and the ability to work in a diverse work environment.

#### **Certificates, Licenses, and Registrations**

None

#### **Travel Requirements**

This position requires local travel up to 25% of the time.

#### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

The employee will sit, talk, hear, and use hands up to 2/3 of the time. The employee will stand and walk up to 1/3 of the time. The employee is routinely required to carry and/or lift up to 25 pounds.

#### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually quiet.



### **DESERT HEALTHCARE** DISTRICT & FOUNDATION

Advancing *community wellness* in the Coachella Valley

## Equity and COVID-19

**Reflections on Community Interventions** 

DHCD Board Meeting March 23, 2021 Conrado E. Bárzaga, MD, CEO

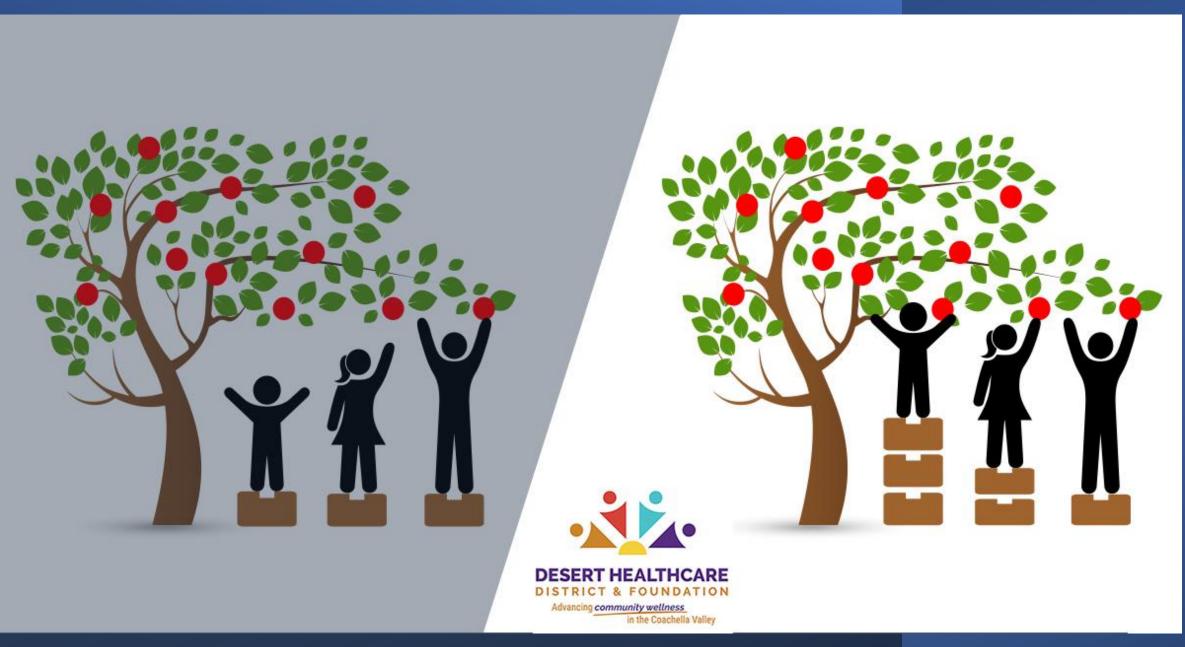
Page 92 of 344

# Data Disclaimer

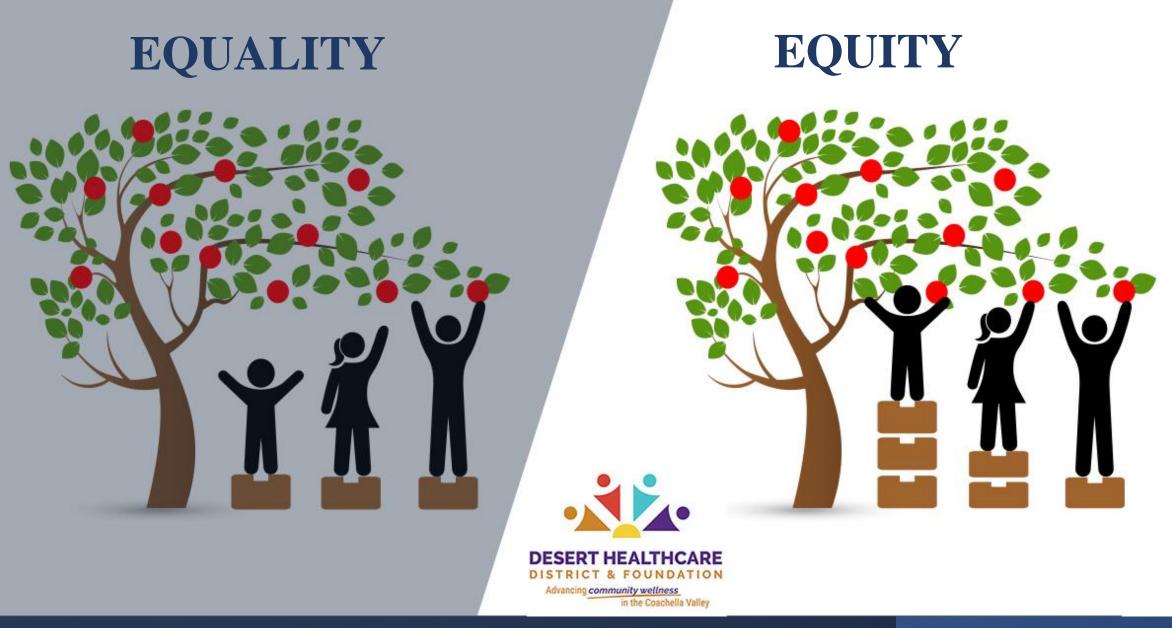
- COVID-19 data used to inform this presentation has been provided by RUHS Public Health and it includes January 1, 2020 through March 7, 2021.
- Data analysis was provided by the author and confirmed by RUHS.
- Given the complexity of data collection from multiple sources, some data may express approximate numbers in some cases.
- Some data was deemed incomplete; therefore, it has not been used in this presentation (e.g. vaccine by occupation).
- Race/ethnicity data is self-reported; some is missing or unknown.
- Demographic data represents various cross-referenced sources, primarily the U.S. Census Bureau, American Community Survey five-year estimates 2019 and City-data.com/State of California/Riverside County Population Data.

# Objectives

- To inform DHCD Board of the COVID-19 burden on the Coachella Valley.
- Explore how using an equity lens helps understand health disparities and trends.
- Discuss how the Coachella Valley Equity Collaborative have successfully increased access to COVID-19 vaccines to hard-hit and traditionally underserved communities.
- To reflect on future opportunities to create and/or support equitable delivery systems and programs.



Page 95 of 344



Page 96 of 344

# **Defining Health Equity**

- Equity in health is the absence of systematic disparities in health (or in the major social determinants of health) between groups with different levels of underlying social advantage/disadvantage—that is, wealth, power, or prestige. (Paula Braveman, UCSF, 2003)
- *Equity* is the absence of avoidable or remediable differences among groups of people, whether those groups are defined socially, economically, demographically, or geographically. (WHO, 2006)
- *Health equity* means that everyone has a fair and just opportunity to be as healthy as possible. This requires removing obstacles to health such as poverty, discrimination, and their consequences, including powerlessness and lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care." (RWJF, 2017)

# Equality

- The quality or state of being equal. (Merriam-Webster)
- The state of being equal, especially in status, rights, and opportunities. (Oxford)
- A situation in which men and women, people of different races, religions, etc. are all treated fairly and have the same opportunities. (Cambridge)

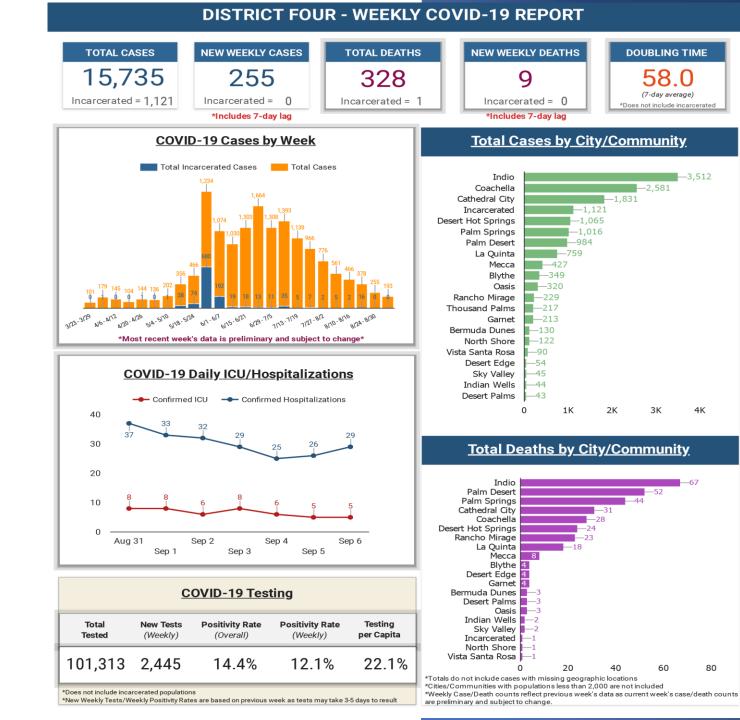
# Equality and Equity

- *Equality* differs from *equity* in that it relates more to sameness or equal distribution.
- In society, equal treatment does not always produce an equitable result.



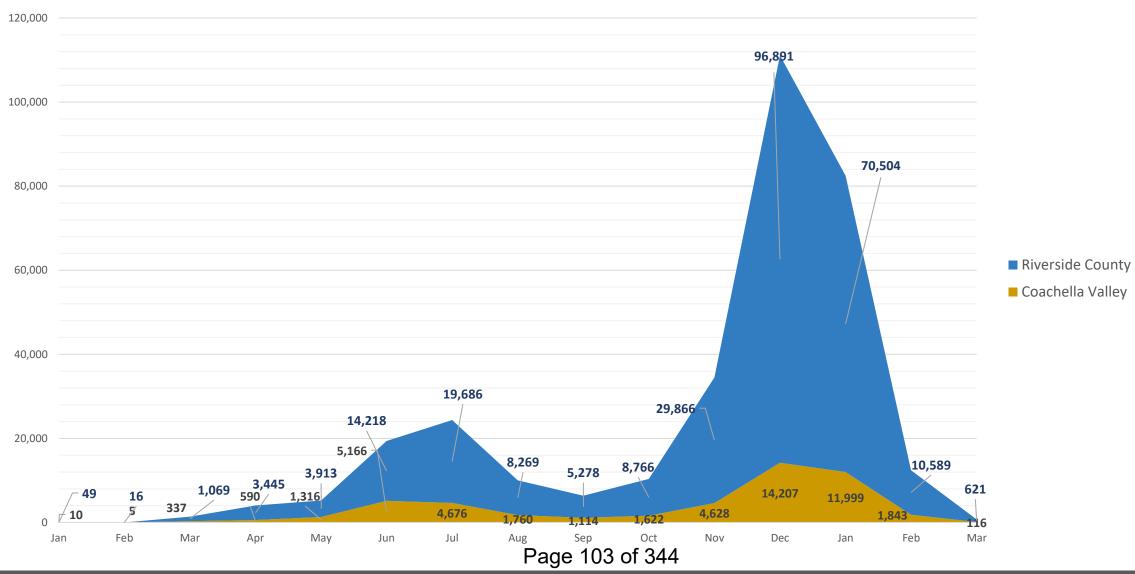
Page 100 of 344





#### Page 102 of 344

#### COVID-19 Incidence



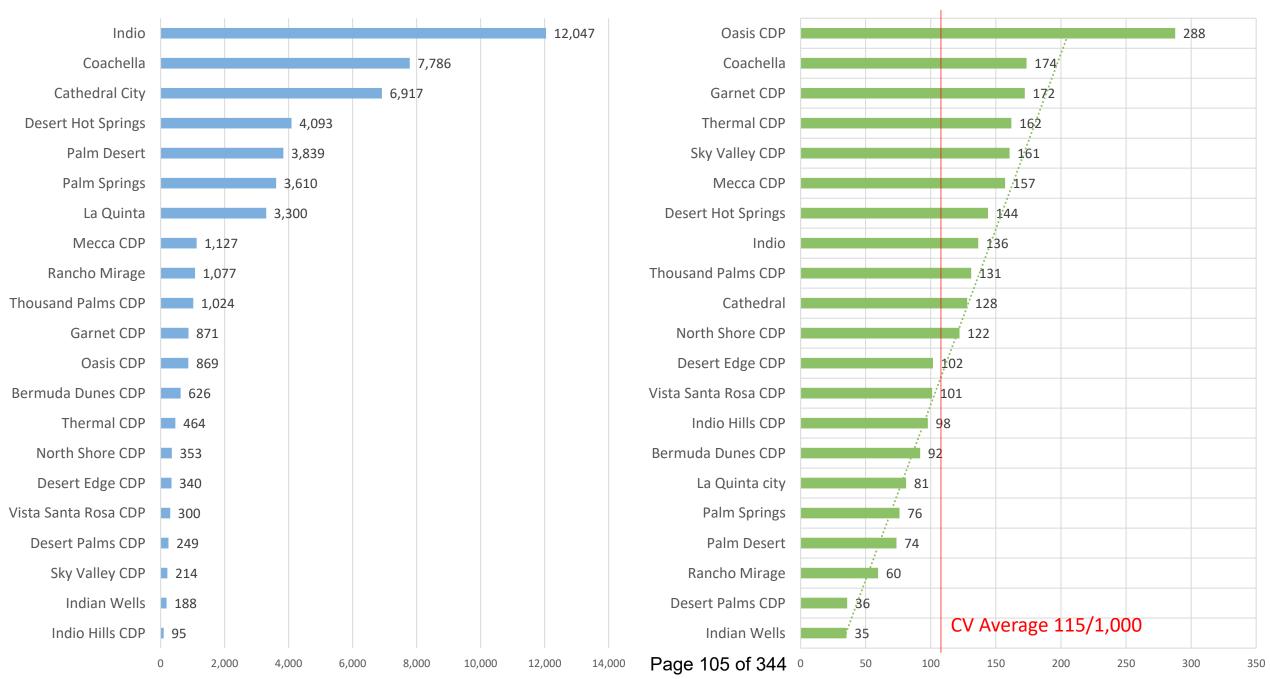
# COVID Cases - CV

	2020														2021		Total Cases	Cases/1,000
Community	Jan	Feb		Mar A	٩pr	May .	lun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Bermuda Dunes CDP		0	0	5	0	7	50	46	22	. 8	20	78	188	179	20	3	626	92
Cathedral City		0	1	29	76	100	752	655	218	133	201	563	2,189	1,703	286	11	6,917	128
Coachella		3	1	23	131	321	1,014	717	356	175	254	765	2,110	1,673	232	11	7,786	174
Desert Edge CDP		0	0	2	1	3	18	18	14	15	11	21	127	96	13	1	340	102
Desert Hot Springs		1	0	22	30	57	346	454	160	85	114	371	1,184	1,053	203	13	4,093	144
Desert Palms CDP		2	0	3	4	1	20	12	3	2	11	25	89	62	13	2	249	36
Garnet CDP		0	0	4	5	10	70	100	23	17	27	84	278	221	28	4	871	172
Indian Wells		0	0	10	3	1	10	16	4	6	7	25	62	38	6	0	188	35
Indio		3	1	67	93	394	1,382	1,113	455	275	430	1,118	3,361	2,917	410	28	12,047	136
Indio Hills CDP		0	0	1	3	0	6	11	7	' 1	0	8	31	17	9	1	95	98
La Quinta		0	0	28	52	77	250	258	94	- 74	118	306	1,066	846	125	6	3,300	81
Mecca CDP		0	0	2	30	51	142	138	62	35	39	120	228	241	38	1	1,127	157
North Shore CDP		0	0	0	11	27	42	37	7	17	23	61	56	54	17	1	353	122
Oasis CDP		0	0	3	18	38	115	114	33	14	38	98	190	173	34	1	869	288
Palm Desert		0	0	49	61	107	341	319	99	78	127	399	1,126	981	138	14	3,839	74
Palm Springs		1	2	65	42	51	334	411	104	105	126	294	1,056	876	132	11	3,610	76
Rancho Mirage		0	0	19	10	15	94	73	26	20	28	94	317	327	49	5	1,077	60
Sky Valley CDP		0	0	1	1	0	16	22	5	4	4	17	60	73	11	0	214	161
Thermal CDP		0	0	0	10	23	65	52	18	21	11	50	101	96	17	0	464	191
Thousand Palms CDP		0	0	3	5	14	70	93	31	. 20	25	98	301	308	53	3	1,024	131
Vista Santa Rosa CDP		0	0	1	4	19	29	17	19	9	8	33	87	65	9	0	300	101
Coachella Valley Total		10	5	337	590	1,316	5,166	4,676	1,760	1,114	1,622	4,628	14,207	11,999	1,843	116	49,389	<mark>115</mark>
Riverside County Total		49	16	1,069	3,445	3,913	14,218			<b>5,278</b>		29,866	96,891	70,504	10,589	621	273,180	119

Page 104 of 344

**Total Cases** 





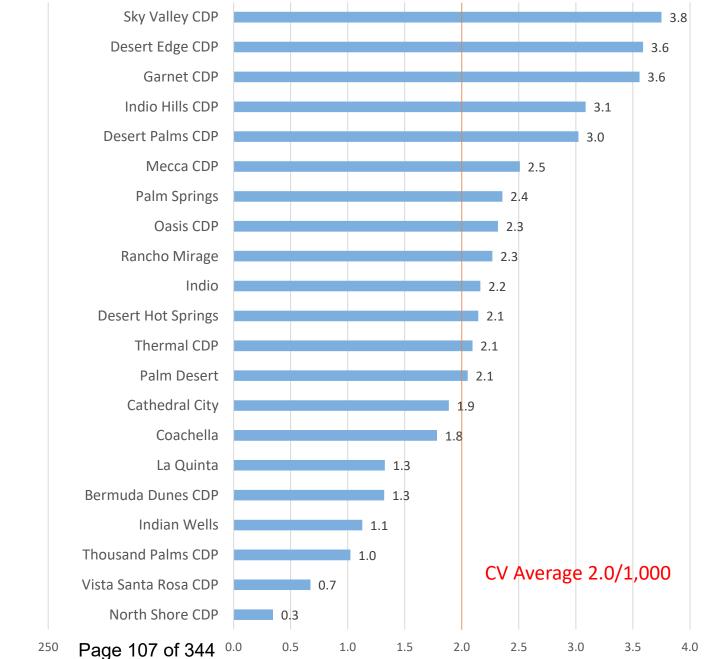
# COVID Deaths - CV

						20	20							2021		Total Deaths	Deaths/1,000
Community	Feb	Mar	Apr	May	Jun	Jul	Αι	ug So	ер	Oct	Nov	Dec	Jan	Feb	Mar		
Bermuda Dunes CDP		0	0	0	0	1	2	0	0	0	1	1	4	C	) (	) 9	1.3
Cathedral City		0	1	0	3	2	17	7	3	5	5	20	30	g	9 (	102	1.9
Coachella		0	0	3	3	7	7	8	2	2	2	19	21	e	5 (	80	1.8
Desert Edge CDP		0	0	0	0	1	3	1	0	0	0	4	3	C	) (	) 12	3.6
Desert Hot Springs		0	0	0	1	4	16	6	1	2	1	13	15	2	2 (	61	2.1
Desert Palms CDP		0	0	0	0	1	1	1	0	1	3	8	4	2	2 (	) 21	3.0
Garnet CDP		0	0	0	0	1	2	2	0	0	0	4	8	1	L (	) 18	3.6
Indian Wells city		0	0	0	0	0	2	1	0	1	0	1	1	(	) (	6	1.1
Indio		0	2	2	4	32	23	7	8	10	13	42	39	g	9 (	) 191	2.2
Indio Hills CDP		0	0	0	0	0	0	0	0	0	0	2	1	(	) (	) 3	3.1
La Quinta		0	0	1	8	3	5	1	1	0	1	17	16	1	L (	) 54	1.3
Mecca CDP		0	0	0	3	2	3	2	0	0	2	4	2	(	) (	18	2.5
North Shore CDP		0	0	0	0	1	0	0	0	0	0	0	0	C	) (	) 1	0.3
Oasis CDP		0	0	0	0	0	3	2	0	0	1	0	1	C	) (	) 7	2.3
Palm Desert		0	2	5	20	5	15	7	4	3	5	8	30	Э	3 (	107	2.1
Palm Springs		0	7	2	1	5	17	14	6	8	7	14	23	ξ	3 (	112	2.4
Rancho Mirage		0	2	1	0	9	4	7	1	1	0	2	12	2	2 (	41	2.3
Sky Valley CDP		0	0	0	0	0	1	1	0	0	0	0	2	1	LC	) 5	3.8
Thermal CDP		0	0	0	0	0	0	0	1	1	1	1	1	1	L (	6	2.5
Thousand Palms CDP		0	0	0	0	0	0	0	0	1	1	2	1	Э	3 (	8	1.0
Vista Santa Rosa CDP		0	0	0	1	0	0	0	0	0	0	1	0	(	) (	) 2	0.7
Coachella Valley Total		0	14	14	44	74 :	121	67	27	35	43	163	214	48	3 (	864	<mark>2.0</mark>
Riverside County Total		1 :	19 1	50 1	71 1	56 3	335	284	123	94	221	861	1,099	250	) 3	3,767	1.6

Total Deaths

#### Indio 191 Palm Springs - 112 Palm Desert 107 Cathedral City 102 Coachella 80 **Desert Hot Springs** 61 La Quinta 54 Rancho Mirage 41 **Desert Palms CDP** - 21 18 Mecca CDP 18 Garnet CDP Desert Edge CDP 12 Bermuda Dunes CDP 9 Thousand Palms CDP 8 Oasis CDP 7 Thermal CDP 6 Indian Wells 6 Sky Valley CDP 5 Indio Hills CDP 3 Vista Santa Rosa CDP 2 North Shore CDP 1 0 50 100 150 200

### Deaths/1,000



# Vaccination Efforts

## **Registration Procedures**

- Confusing tier system
- Online Appointment System
  - (Requires internet access, computer hardware, computer literacy)
- Language: English
- First come first serve (based on eligibility)

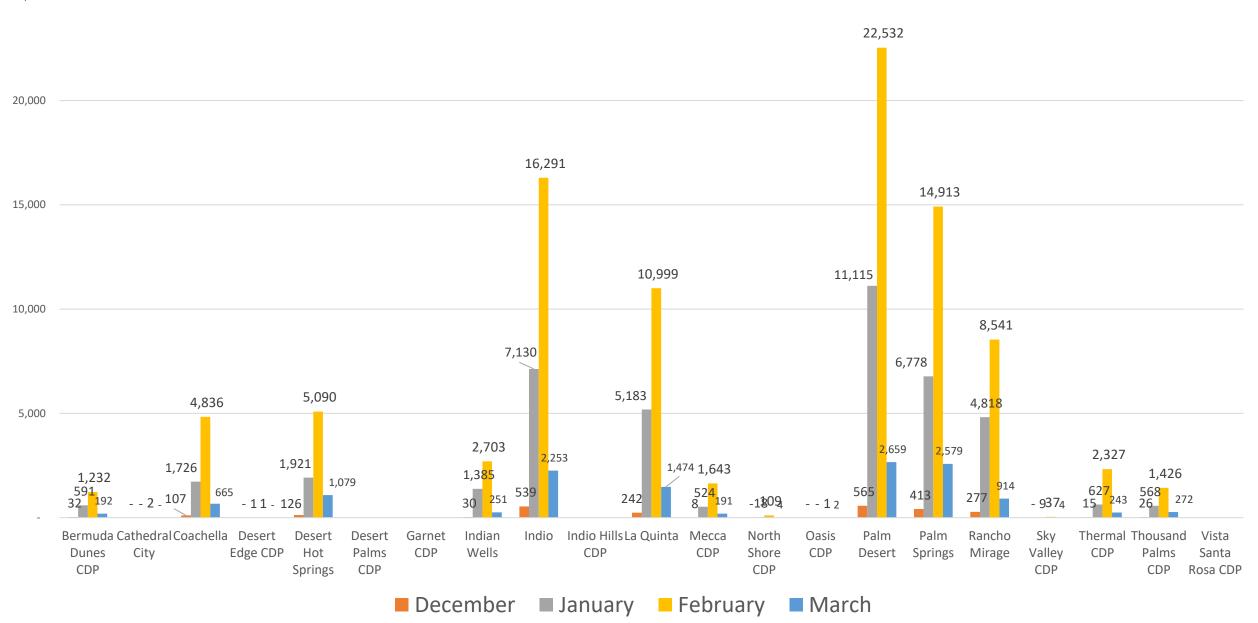
## **Vaccination Sites**

- Limited schedule/time allotment
- Concentrated in whiter, wealthier neighborhoods
- Far away from communities impacted by higher morbidity/mortality
- Black, Latinx and lower socioeconomic status individuals' reliance on transportation

# COVID-19 Vaccines Trends (CV)

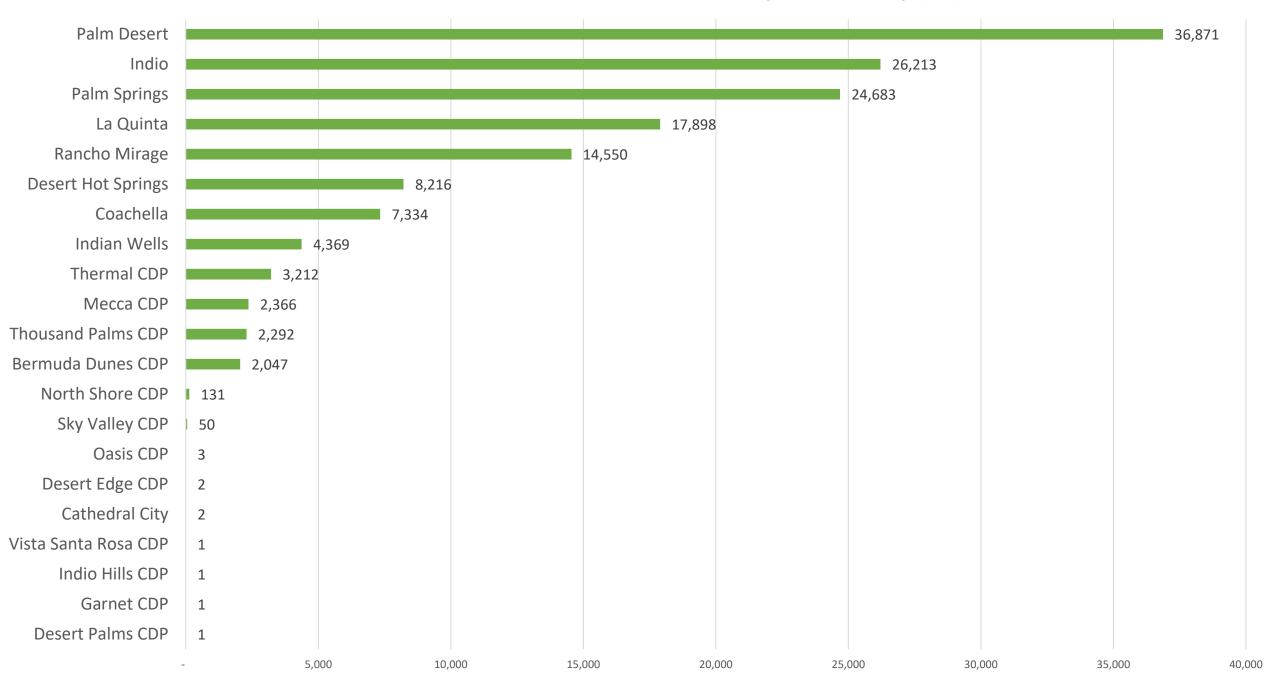
City	December	January	February	March	Total	%
Bermuda Dunes CDP	32	591	1,232	192	2,047	30%
Cathedral City	-	-	2	-	2	0%
Coachella	107	1,726	4,836	665	7,334	16%
Desert Edge CDP	-	1	1	-	2	0%
Desert Hot Springs	126	1,921	5,090	1,079	8,216	29%
Desert Palms CDP						0%
Garnet CDP						0%
Indian Wells	30	1,385	2,703	251	4,369	82%
Indio	539	7,130	16,291	2,253	26,213	30%
Indio Hills CDP						0%
La Quinta	242	5,183	10,999	1,474	17,898	44%
Mecca CDP	8	524	1,643	191	2,366	33%
North Shore CDP	-	18	109	4	131	5%
Oasis CDP	-	-	1	2	3	0%
Palm Desert	565	11,115	22,532	2,659	36,871	71%
Palm Springs	413	6,778	14,913	2,579	24,683	52%
Rancho Mirage	277	4,818	8,541	914	14,550	80%
Sky Valley CDP	-	9	37	4	50	4%
Thermal CDP	15	627	2,327	243	3,212	132%
Thousand Palms CDP	26	568	1,426	272	2,292	29%
Vista Santa Rosa CDP						0%
Total	2,380	42,394	92,683	12,782	150,239	35%

## **COVID-19 Vaccine Doses to-date in CV**

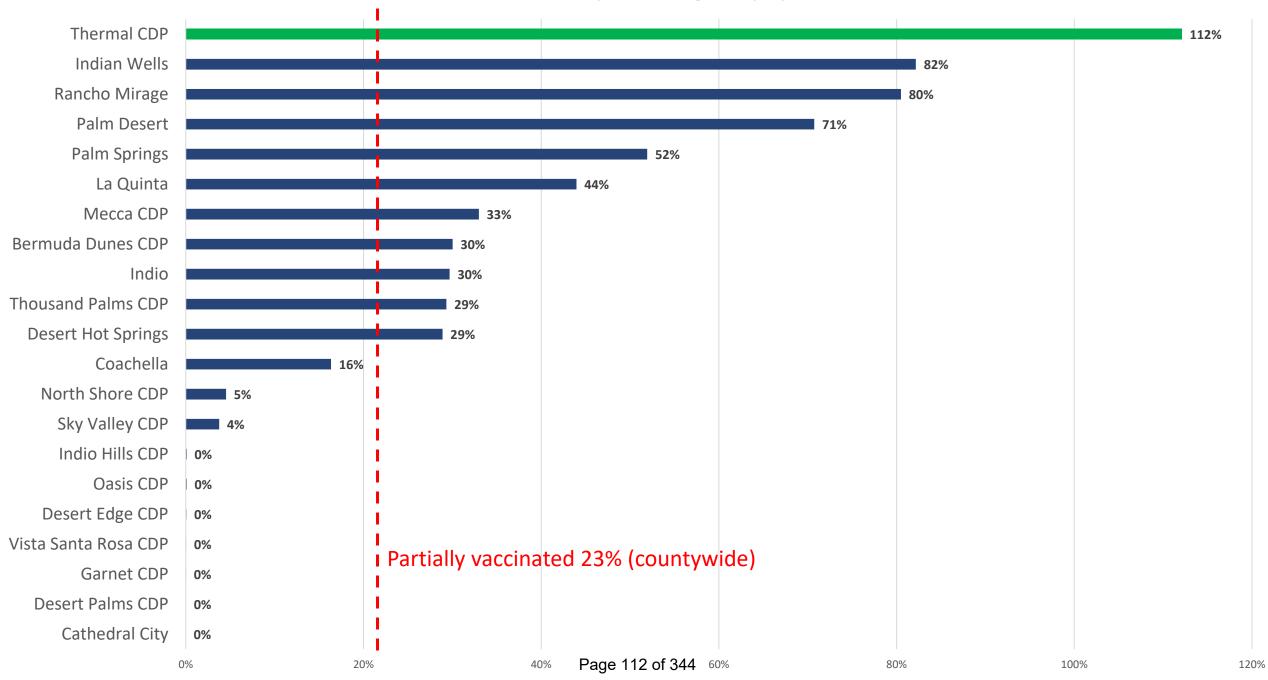


Page 110 of 344

## Total Number of Vaccine Doses to date by Community (CV)



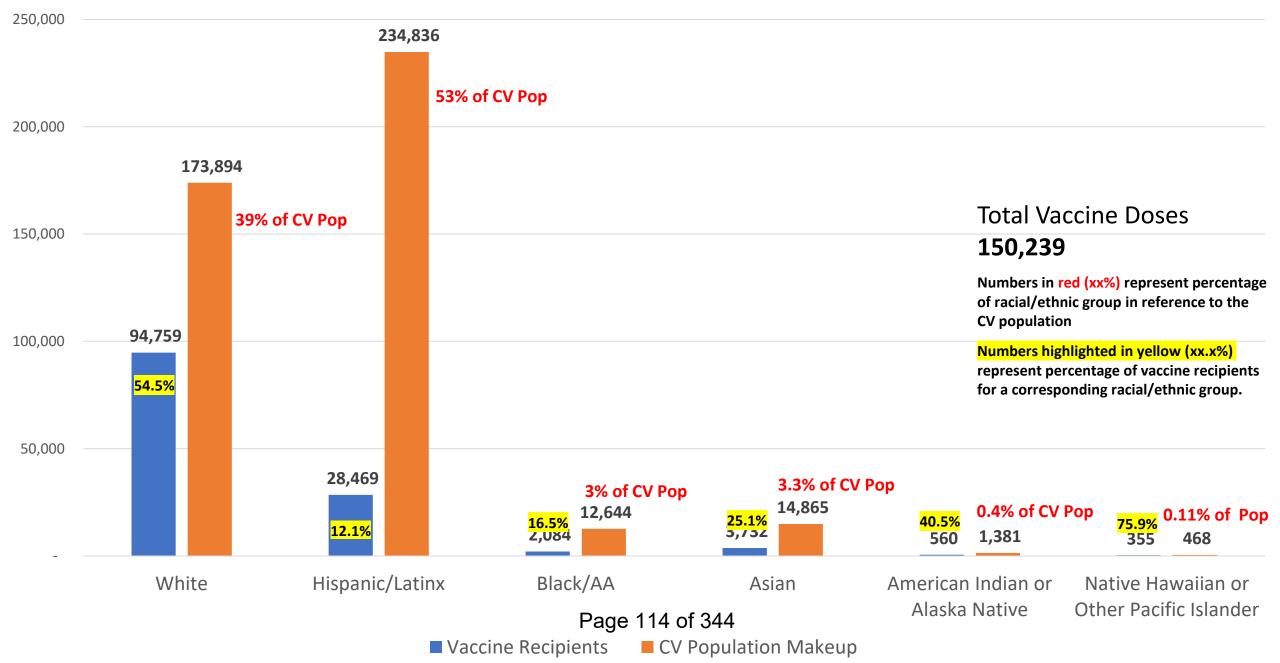
## Vaccine doses as percentage of population



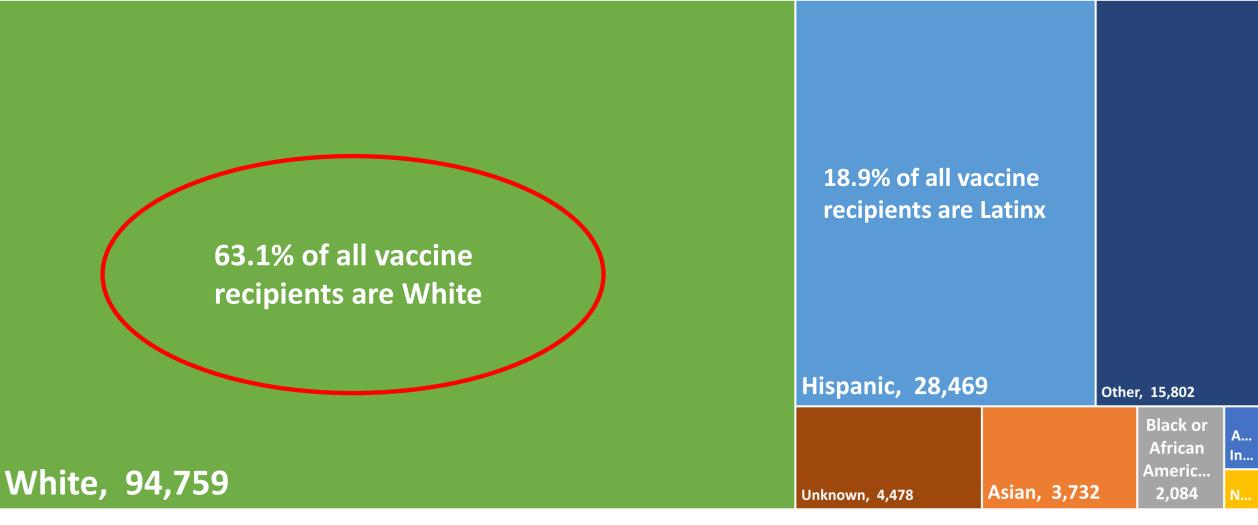
# COVID-19 Vaccines by Race/Ethnicity (CV)

Race/Ethnicity	# Vaccinated	CV Population by Race/Ethnicity	Percentage by Race/Ethnicity	Vaccinated by Race/Ethnicity
American Indian or Alaska Native				
	560	1,381	0.31%	40.5%
Asian				
	3,732	14,865	3.34%	25.1%
Black/African American				
	2,084	12,644	2.84%	16.5%
Native Hawaiian or Other Pacific Islander				
	355	468	0.11%	75.9%
Hispanic/Latinx				
	28,469	234,836	52.82%	12.1%
White				/
	94,759	173,894	39.11%	54.5%
Other		/ /	<i></i>	
	15,802	5,711	1.28%	276.7%
Unknown			• • = • •	
	4,478	777	0.17%	576.3%
	150,239	444,577	100.00%	34%

## Vaccine Recipients by Race/Ethnicity



## **Vaccine Recipient Hierarchy Chart**

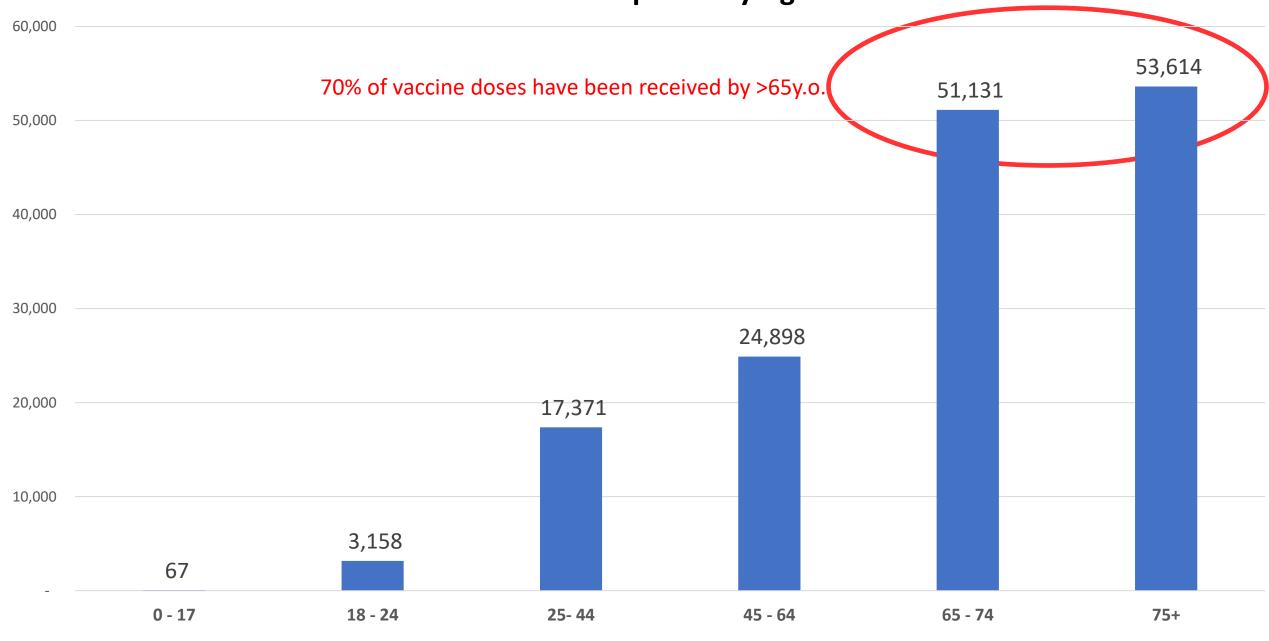


- American Indian or Alaska Native
- Black or African American
- Hispanic
- Other

Page 115 of 344

- Asian
- Native Hawaiian or Other Pacific Islander
- White
- Unknown

Vaccine Recipients by Age



■ Vaccine Recipients Page 116 of 344

# Successful Strategies - CV Equity Collaborative

- Broad community partnerships
  - CBOs, faith-based organizations, government entities
  - Collective funding to address equity (District, County, PHI, etc.)
  - Vaccine providers (RivCo DPH)(RiteAid, DCN, FQHCs, etc.)
- Collaboration with Growers (Growing CV, Tudor Ranch, farm labor contractors)
- Collaboration with School Districts
- Multi-media multi-language education campaign
  - English, Spanish, Purépecha
  - Radio, TV, Facebook, Instagram, WhatsApp
  - Face-to-face
  - Trusted messengers
- On-site registration, interpretation, follow-up
- On-site vaccination
- Leaders as influencers

- Ensures community support
- Shared resources
- Maximize resources
- Shared lessons learned/best practices
- Access to at-risk and traditionally underserved communities
- Bridge digital divide
- Cultural and linguistic competencies
- Eliminates transportation requirements
- Flexible schedules (vaccinated while at work, weekends, evenings)

## Prioritize Distribution to Hard-hit Communities Page 117 of 344

# Reflections?



Page 118 of 344



Date:	March 23, 2021
To:	Board of Directors
Subject:	Community Health Needs Assessment and Health Improvement Plan (CHNA/CHIP) Update

### **Background:**

• On June 23, 2020, the Board of Directors were notified that due to the COVID-19 pandemic, the staff and HARC made the decision to delay the completion of the CHNA/CHIP.

### Information:

- During the month of February, HARC and additional subject matter experts identified the top five health needs based on the following analysis and review:
  - Qualitative and quantitative data was gathered and analyzed from 3 sources:
    - 40 community focus groups with 205 community members.
    - 8 advisory council focus groups with 31 community leaders.
    - Secondary data from our Community Health Needs Assessment report.
  - Six subject matter experts followed a prioritization process toolkit looking at criteria such as the (1) prevalence and (2) severity of the issue, (3) has the issue been increasing over time, (4) root of other health problems, (5) issues of equity, etc.
  - $\circ$  The top five overarching health needs identified were:
    - 1- access to care
    - 2- education
    - 3- environment
    - 4- economic stability, and
    - 5- mental health
  - These five overarching health needs align with similar issues identified by Healthy People 2030. The Healthy People initiative is a national collaborative designed to guide health promotion and disease prevention efforts to improve health outcomes.
- Currently, HARC continues to work with the community to drive the Community Health Improvement Plan conversation by:
  - Hosting focus groups with local organizations and community leaders to share the results of the prioritization process and discussing how best to inform the goals and objectives, of the uplifted health issues, while maintaining the captured residential voice.
- Staff continues to inform HARC about the District's intent and objectives of a community-driven, community-informed process, and specific data needs.

- HARC will host a study session with the board to share and discuss CHNA and CHIP findings and recommendations
- The CHNA and CHIP will inform the upcoming strategic planning process.
- Enclosed is a copy of the most recent presentation HARC provided to the Strategic Planning Committee of the Board.

### **Fiscal Impact:**

• N/A.



## PROJECT UPDATE: Coachella Valley Community Health Needs Assessment (CHNA) and Community Health Improvement Plan (CHIP) March 2021



Overview of the CHNA Process

•A Community Health Needs Assessment is a systematic process of identifying the top health needs and issues in a community using data collection and analysis.

Once needs are identified, it's critical to develop a Community Health
 Improvement Plan (CHIP). The CHIP is a roadmap that tells us the specific path
 to improving the top 5 needs.

## The voice of our community is central to the entire process.

# Prioritizing Health Needs

W <u>e've aathered d</u>	Community	Focus Groups
Data Report	Focus Groups	with Leaders
<ul> <li>80+ data indicators</li> <li>Variety of public data sources</li> <li>6 internal/external raters</li> </ul>	<ul> <li>40 focus groups</li> <li>205 community members</li> <li>English and Spanish</li> </ul>	<ul> <li>8 focus groups with leaders</li> <li>31 leaders joined</li> </ul>

We then analyzed the data and identified top issues within each of these sources. Then merged them to form **one final list of top health issues** in our community.

Page 123 of 344

# 5 Main Priorities Identified

- **1.** Access to Care: Physician shortage, healthcare is expensive, quality of care needs improvement, and the East Coachella Valley needs more healthcare access
- 2. Education Access and Quality: Need more education on health, more educational resources are needed, the quality of education should be improved, and educational attainment should be improved

- **3. Environment:** Infrastructure is lacking in the East Coachella Valley, poor air quality in the East Coachella Valley, and lack of transportation
- 4. Economic Stability: homelessness, lack of affordable housing, higher paying jobs needed, and poverty
- 5. Mental Health: Mental health is generally important, and more resources/services are needed



# Overview of Work and Timeline

Reflect and Strategize	Collect and Analyze Data	Prioritize Community Health Needs	Community Engagement	Implementation Strategies	Evaluate Progress
<ul> <li>Review past CHNA's</li> <li>Build Advisory Council and Steering Committee</li> <li>Curate list of indicators</li> </ul>	<ul> <li>Gather public data</li> <li>Gather local data from partners</li> <li>Gather community input</li> <li>Produce data report</li> </ul>	• DHCD/F, HARC, the AC and SC work together to prioritize top health needs	• Meetings with community leaders to share data findings and ask for input	<ul> <li>Meet with leaders to strategize addressing the top needs</li> <li>Invite community members to provide input on strategies</li> <li>Develop an asset map of resources</li> <li>Creation of an online dashboard</li> </ul>	• Design evaluation plan to measure progress at addressing the top health needs
<ul> <li>March</li> <li>April</li> <li>Page 125 of 344</li> </ul>				• April	

# Strategizing with Community Leaders

. . . . . . .

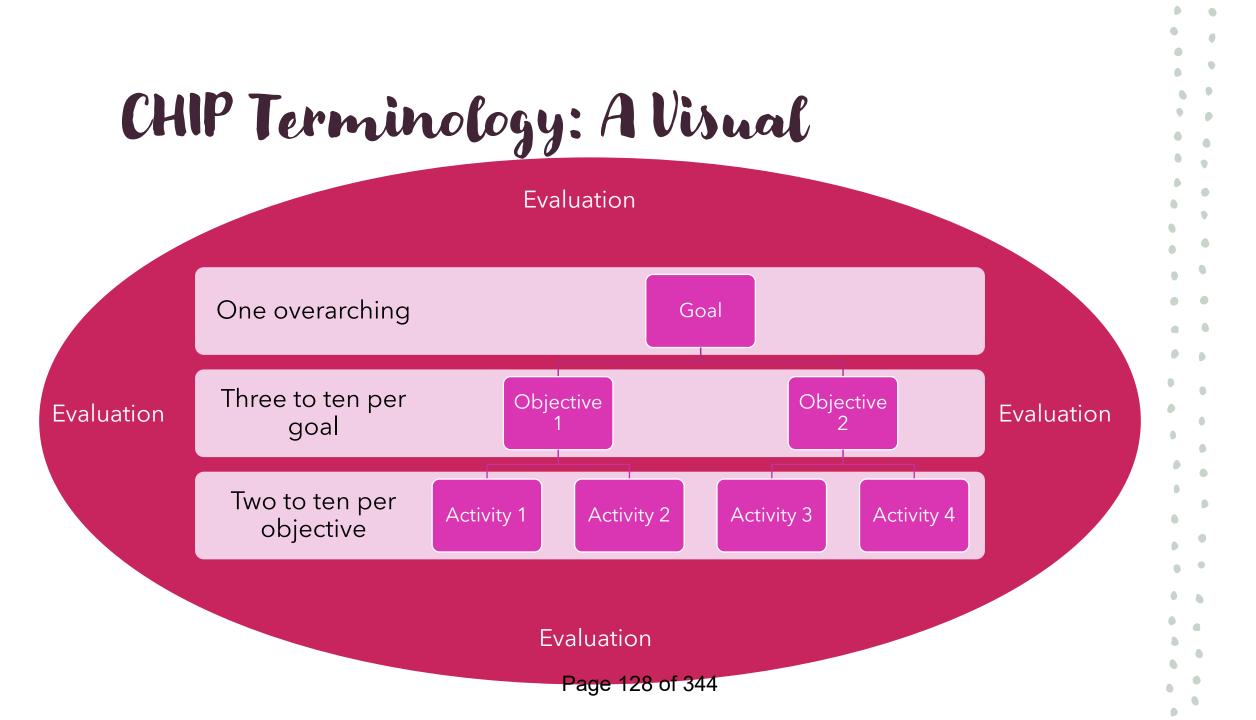
. . . . . . . . . . .

• We've spoken with 35 community leaders what steps are needed to improve these topics - this information will be integrated into the CHIP.

Access to Healthcare	<ul> <li>9 Participants</li> <li>Borrego, Clinicas, Molina, CVVIM, IEHP, Public Health, etc.</li> </ul>
Economic Stability	<ul> <li>6 participants</li> <li>Galilee Center, Martha's Village, Lift to Rise, Pueblo Unido, etc.</li> </ul>
Education	<ul> <li>5 participants</li> <li>OneFuture CV, PSUSD, IEHP, SMaRT Education, etc.</li> </ul>
Environment	<ul> <li>4 participants (more focus groups to come)</li> <li>Comite Civico, SCAQMD, etc.</li> </ul>
Mental Health	<ul> <li>11 participants</li> <li>JFS, Joslyn, Mizell, Desert Oasis Healthcare, etc. Page 126 of 344</li> </ul>

# CHIP Terminology

- **Goal:** A broad statement about what we intend to accomplish; a major aspiration. This is also the intended long-term outcome-very big picture.
- **Objective:** A concrete, specific, measurable milestone that will help achieve the goal.
- Activity: Specific steps to take to reach the objectives. These explain the steps and resources needed to meet the objectives.
- **Evaluation:** How to measure progress made by the activities towards the objectives and goal.



# Community Leader Input on the CHIP

. . . . . . . . . . .

- With the community leaders, we presented them with draft goals and objectives.
- Some were pulled from Healthy People 2030, others were drafted from community feedback we gathered during the community engagement process.
- We requested feedback and then asked for their input on activities and existing assets to address these issues.
- We have a few more one-on-one interviews to gather input from leaders who were unable to attend the focus groups.

# 5 Main Priorities and Goals

- **1.** Access to Care: Increase access to comprehensive, high-quality healthcare services.
- 2. Education Access and Quality: Increase educational opportunities and access to help children and adolescents with the intent to prepare them for post-secondary success and well-paying jobs
- 3. Environment: Promote healthier environments to improve health
- **4. Economic Stability:** Help people earn steady and sufficient incomes that allow them to meet their needs
- 5. Mental Health: Improve mental health

# CHIP Example: Access to Healthcare

**Goal:** Increase access to comprehensive, high-quality healthcare services.

## **Objectives:**

- 1. Increase the proportion of people with health insurance
- 2. Reduce the proportion of people under 65 who are underinsured
- 3. Increase the proportion of people with a usual primary care provider
- 4. Increase the number of healthcare providers, especially:
  - Those who accept Medi-Cal
  - Those who speak Spanish
  - Those who are primary care providers
  - Those who practice in the East Valley Page 131 of 344

# CHIP Example: Access to Care

• Objective 1: Increase the proportion of people with health insurance

## • Activities:

- Advocate for changes in Medi-Cal that expand eligibility
- Continue enrollment efforts for Medi-Cal, Covered CA, etc.
- Conduct education to reduce stigma around Medi-Cal, CalFresh, and other government services
- Educate immigrants who may be unaware of the need for health insurance (because of the lack of need for insurance in their home country).

## Measurement/Evaluation:

- Population level: U.S. Census Bureau American Community Survey: health insurance. Updated annually.
- Program level: Number of people newly enrolled, number of educational efforts, changes in attitudes towards governmental services Page 132 of 344



Date: March 23, 2021

To: Board of Directors

Subject: LAFCO Resolution No. 01-21 - Sphere of Influence Review and Confirmation of the Desert Healthcare District (Coterminous)

### **<u>Staff Recommendation:</u>** Information Only

#### **Background:**

- Early in 2020, the District completed a Municipal Services Review (MSR) conducted by LAFCO.
- LAFCO approved the MSR October 22, 2020.
- LAFCO then conducted a Sphere of Influence Review.
- The Sphere of Influence Review was approved January 28, 2021, with the attached resolution issued February 26, 2021.
- The Sphere of Influence is coterminous with the existing District boundaries.
- The Municipal Services Review and Sphere of Influence Review are completed every 5 years.

## **Fiscal Impact:**

None



February 26, 2021

Desert Healthcare District c/o Andrea Hayles, Asst. to CEO 1140 N. Indian Canyon Drive Palm Springs, CA 92262

LAFCO 2020-26-4- Sphere of Influence Review and Confirmation for Desert RE: Healthcare District (Coterminous)

You are hereby notified that the above named proposal was approved by the Riverside Local Agency Formation Commission at a public hearing held on January 28, 2021. A copy of Resolution No. 01-21 including the map confirming the sphere of influence for the District is attached for your records.

Should you have any questions, please feel free to contact our office.

Sincerely,

Lauto Reald Elizabeth R. Valdez Commission Clerk

Chris Christensen, Chief Admin. Officer, Desert Healthcare Dist. - email cc: Scott Bruckner, Executive Office - email Kecia Harper-Ihem, Clerk of the Board - email Margaret Park, AICP, Agua Caliente Band of Cahuilla Indians - email Samuel Martinez, San Bernardino LAFCO - email Keen Simonds, San Diego LAFCO - email

RIVERSIDE LOCAL AGENCY FORMATION COMMISSION
RESOLUTION NO. 01-21
REVIEWING AND CONFIRMING THE SPHERE OF INFLUENCE FOR THE DESERT
HEALTHCARE DISTRICT (COTERMINOUS)
LAFCO 2020-26-4
BE IT RESOLVED AND DETERMINED by the Riverside Local Agency
Formation Commission in regular session assembled on January 28,
2021 that LAFCO 2020-26-4-Sphere of Influence Review and
Confirmation for the Desert Healthcare District (Coterminous), as
depicted in Exhibit "A", attached hereto and made a part hereof,
has been reviewed.
BE IT FURTHER RESOLVED, DETERMINED AND FOUND THAT:
1. The Commission has initiated this review pursuant to
Government Code Section 56425.
2. Whereas a municipal service review that included the
subject agency was prepared and reviewed by this Commission pursuant
to Government Code Section 56430 and determinations made thereon on
October 22, 2020.
3. The sphere of influence review is exempt from the
California Environmental Quality Act (CEQA) pursuant to CEQA
Guidelines Section 15061(b)(3), as it can be seen with certainty
that the proposal will not have a significant effect on the
environment.
4. The written Statement of Determinations attached hereto
as Exhibit "B" and incorporated herein by reference, pursuant to
Government Code Section 56425(e) is adopted.
5. The current coterminous sphere of influence for the

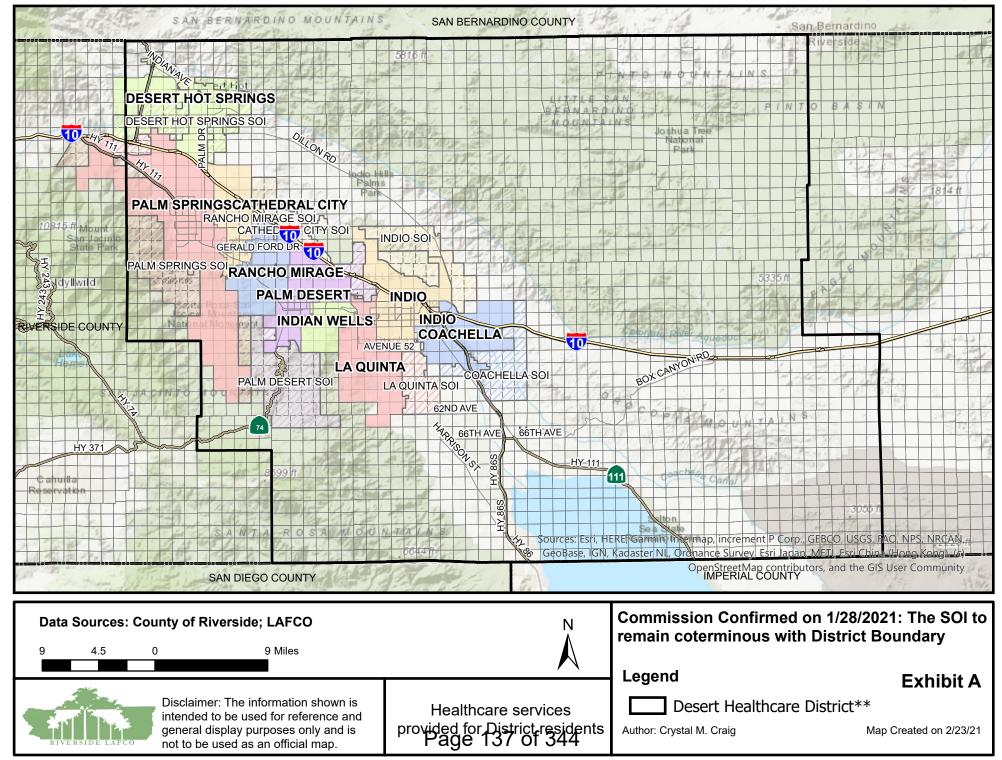
RIVERSIDE 28 LOCAL AGENCY FORMATION COMMISSION 6216 Brockton Avenue Suite 111-B Riverside, California 92506-2208 (951) 369-0631

## Page 135 of 344

1

Desert Healthcare District as depicted in Exhibit "A", has been 1 reviewed and it is determined that it is adequate at this time. 2 NOW, THEREFORE, BE IT RESOLVED, by the Riverside Local Agency 3 Formation Commission, that the territory depicted in Exhibit "A" is 4 5 confirmed. The Executive Officer is directed to transmit a certified 6 6. 7 copy of this resolution to each subject agency. 8 11 9 11 10 Steve Sanchez, Chair 11 11 12 I certify the above resolution was passed and adopted by the 13 Riverside Local Agency Formation Commission on January 28, 2021. 14 11 15 11 16 Thompson, Executive Officer Gar 17 11 18 11 19 FORM APPROVED LEGAL COUNSEL 20 21 2021 21 Tiffany North DATE 22 11 23 11 The foregoing instrument is certified, under penalty of 24 11 perjury, to be a true copy of the original on file in this office 25 11 ur a Elizabeth R. Valdez, Commission Clerk 26 11 **Riverside Local Agency Formation Commission** Executed on Filmue 26,20 21 at 27 11 Riverside, California 28 11 RIVERSIDE RIVERSIDE LOCAL AGENCY FORMATION COMMISSION 6216 Brockton Avenue Suite 111-B Riverside, California 92506-2208 (951) 369-0631 2 Page 136 of 344

## **Desert Healthcare District and Sphere of Influence**



#### STATEMENT OF DETERMINATIONS FOR LAFCO 2020-26-4, SPHERE OF INFLUENCE REVIEW AND CONFIRMATION FOR DESERT HEALTHCARE DISTRICT (COTERMINOUS)

#### 1. THE PRESENT AND PLANNED LAND USES IN THE AREA, INCLUDING AGRICULTURAL AND OPEN SPACE USES:

- DHD encompasses all land uses designated by the cities within its boundaries and the County of Riverside including agricultural and open space land.
- DHD's SOI does not conflict with planned land uses; the District has no authority over land use, and both urban and agricultural areas within the District need the services offered by DHD.
- Hospital and healthcare services are needed in all areas, and do not, by themselves induce or encourage growth on agricultural or open space lands.

## 2. THE PRESENT AND PROBABLE NEED FOR PUBLIC FACILITIES AND SERVICES IN THE AREA:

- As indicated by DHD's service demand and projected growth, there is a present and anticipated continued need for healthcare funding and hospital oversight services offered by the District.
- The areas that were annexed into DHD in 2018 are significantly underserved and require the extension of healthcare services to accommodate demand.

### 3. THE PRESENT CAPACITY OF PUBLIC FACILITIES AND ADEQUACY OF PUBLIC SERVICES WHICH THE AGENCY PROVIDED OR IS AUTHORIZED TO PROVIDE:

- Present capacity of the District's services is constrained by finite funding and lack of sufficient medical staffing. Additional challenges to providing services consist of the presence of medically underserved areas and healthcare shortage areas.
- The greatest impact on the District's capacity to provide services is the addition of significant territory and population from annexation in 2018, which resulted in greater demand to provide expanded services to new district residents with no additional funding. The District is working to address this issue by securing funding and

resources on a large scale to advance a collective impact approach and leverage funding from foundations, government, and corporate fundraising.

- Future district services will need to address anticipated needs resulting in changes in demographics, such as an aging population. Future service needs will be identified and fulfilled as part of the community needs health assessment.
- The hospital, owned by DHD and operated by Tenet Health System, requires additional significant capital improvements, estimated between \$119 and \$180 million, to comply with 2030 seismic requirements. Actual capital costs will greatly depend on the degree to which the District plans to make use of the hospital facility in the long term, which will be determined by facility needs identified in the community needs health assessment.
- The District provides adequate services based on public outreach and accountability efforts, grant management practices, and resident satisfaction. DHD excels at issuing grant funds and follows best management practices related to grant approval and management.

#### 4. THE EXISTENCE OF ANY SOCIAL OR ECONOMIC COMMUNITIES OF INTEREST IN THE AREA:

- All the areas inhabited by District residents represent social and economic communities of interest, as DHD residents pay for its services through property taxes.
- Seasonal tourists and area visitors also use District services and have an interest in adequacy of such services.
- Additionally, medically underserved areas and healthcare shortage areas within DHD boundaries represent particular social and economic interest since they are underserved and require increased attention from the District.
- 5. FOR AN UPDATE OF A SPHERE OF INFLUENCE OF A CITY OR SPECIAL DISTRICT THAT PROVIDES PUBLIC FACILITIES OR SERVICES RELATED TO SEWER, MUNICIPAL AND INDUSTRIAL WATER, OR STRUCTURAL FIRE PROTECTION, THE PRESENT AND PROBABLE NEED FOR THOSE PUBLIC FACILITIES AND SERVICES OF ANY DISADVANTAGED UNINCORPORATED COMMUNITIES WITHIN THE EXISTING SPHERE OF INFLUENCE:
  - All identified disadvantaged unincorporated communities located within DHD service boundaries will be provided and are eligible for services from the district.



Date: March 23, 2021

To: Board of Directors

Subject: Donation of \$175,000 from Coachella Valley Resource Conservation District for mobile unit to support COVID-19 testing and vaccination efforts in Eastern Coachella Valley.

**<u>Staff Recommendation</u>**: To approve accepting \$175,000 from The Coachella Valley Resource Conservation (CVRCD) and direct staff to further study feasibility of acquiring and operating a mobile unit.

### **Background:**

- CVRCD is a locally governed *special district* that works in partnership with the Natural Resource Conservation Service (NRCS), a service of the U.S. Department of Agriculture, to provide Coachella Valley farmers, desert habitat managers, homeowners, landscape nursery managers, golf course superintendents and municipal land managers support with resource conservation issues.
- CVRCD's mission is to promote the wise use, conservation and protection of natural resources in the Coachella Valley and surrounding desert regions through research, education, partnership and on-site technical support, CVRCD helps public and private landowners and land managers voluntarily protect and sustainably use water, soil, air, animal, watershed and desert habitat resources.
- At its March 17, 2021, CVRCD Board approved **Resolution No. 2021-01** Authorizing the Use of District Funds for the Purpose of Assisting the Desert Healthcare District with the Purchase and Retrofit of a Mobile Unit in the Amount of \$175,000.
- The resolution acknowledges that DHCD's efforts to mitigate the impact of COVID-19 and promoting vaccination amongst farmworkers and farmers, play an important role in food safety and food supply, and consequently engaging in the conservation of farmland.
- Enclosed is a copy of CVRCD's Resolution No. 2021-01.

#### Fiscal Impact:

\$175,000 Income to support the acquisition of a mobile unit

\$175,000 Expense to support an acquisition of a mobile unit

### COACHELLA VALLEY RESOURCE CONSERVATION DISTRICT Action Item #7A

FROM: Yvonne Franco, District Manager

SUBJECT: Consideration of Resolution No. 2021-01 Authorizing the Use of District Funds for the Purpose of Assisting the Desert Healthcare District with the Purchase and Retrofit of a Mobile Unit in the Amount of \$175,000
 DATE: March 17, 2021

**<u>Recommendation</u>**: Make a motion to approve Resolution 2021-01 to assist the Desert Healthcare District with \$175,000; and authorize the District Manager to transfer funds from the District's investment account.

**Discussion:** The District Manager was given direction to reach out to Desert Healthcare District to explore opportunities to assist them in their COVID-19 outreach efforts in the agricultural sector. One of the Board's primary concerns was compliance with Division 9 of the Public Resources Code and with the District's Mission Statement. Historically, the District's programs have focused on the East end of the Coachella Valley in the agricultural sector, and recently the District explored programming in urbanized areas of the Coachella Valley, however those plans were halted by the pandemic in March of 2020. Apart from reviewing Division 9 and the District's Mission Statement which states: *The CVRCD assists public and private landowners in the protection and conservation of natural resources.* Feedback was also requested by a few RCDs in determining the prospect of working with a healthcare district.

Despite some outdated provisions, Division 9 of the Public Resources Code has often been praised for its language by some in the RCD community because it provides RCDs great latitude in programming and activities. Additionally, it encourages RCDs to engage with State and federal agencies, surrounding RCDs, and public districts to carry out projects that are beneficial to the RCDs and other agencies. RCDs across the State conduct: watershed planning and management, water conservation, water quality protection and enhancement, agricultural land conservation, soil and water management on non-agricultural lands wildlife habitat enhancement, wetland conservation, recreational land restoration, irrigation management, conservation education, forest stewardship, fuels management, urban resource conservation.

In funding a mobile unit to conduct COVID-19 outreach to farmworkers and farmers, the District is taking an important role in food safety and food supply, and consequently engaging in the conservation of farmland.

The Desert Healthcare District was created in 1942, and in November 2018, its boundaries were extended by the voters to include the eastern Coachella Valley. Attachment No. 2 illustrates the similarities between the two agencies.

<u>Fiscal Impact</u>: Funds from the District's investment account will be transferred to the District's checking account. In former meetings the District has expressed interest in utilizing these funds for the benefit of the Coachella Valley and creating programs.

### Attachments:

- 1. Draft Resolution No. 2021-01
- 2. Boundary map
- 3. Public Resource Code Division 9

Coachella Valley Resource Conservation District Meeting - March 17, 2021

#### RESOLUTION NO. 2021-01

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A RESOLUTION OF THE COACHELLA VALLEY RESOURCE CONSERVATION DISTRICT AUTHORIZING THE USE OF DISTRICT FUNDS FOR THE PURPOSE OF ASSISTING THE DESERT HEALTHCARE DISTRICT WITH THE PURCHASE AND RETROFIT OF A MOBILE UNIT IN THE AMOUNT OF \$175,000

WHEREAS, the Coachella Valley Resource conservation District (the "District") has been formed pursuant to Section 9151 of the California Public Resources Code for the control of runoff, the prevention or control of soil erosion, the development and distribution of water, and the improvement of land capabilities; and

WHEREAS, the Board of Directors, pursuant to Section 9408 may cooperate with other public districts in furtherance of the provisions of Division 9 to use funds available to the District to address issues of local concern; and

WHEREAS, Pursuant to Section 9001 of California Public Resources Code declares that
 resource conservation is of fundamental importance to the prosperity and welfare of the people and
 resource conservation districts organized under Division 9 may organize and operate for the purposes of
 preventing soil erosion in agricultural areas; and

WHEREAS, on March 19, 2020, Governor Newsom issued Executive Order N-3320 in response to the pandemic and to deter the spread of COVID-19; and

WHEREAS, in accordance with Executive Order N-33-20 the State Public Health Officer
 designated Food and Agriculture Essential Critical Infrastructure, and

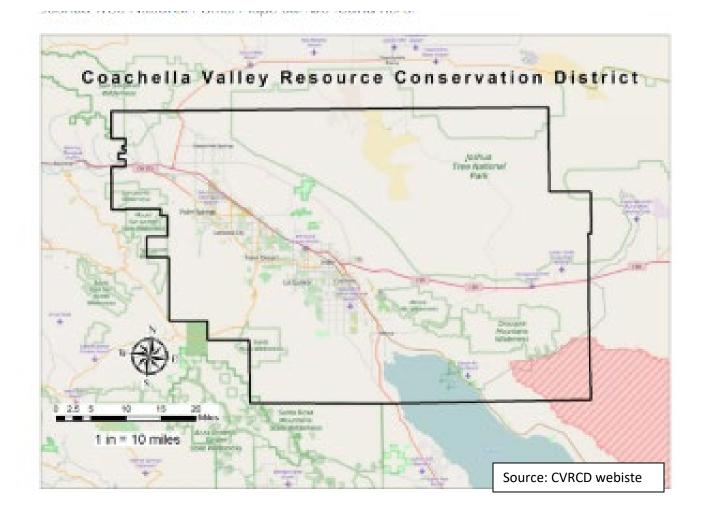
WHEREAS, the federal government's Cybersecurity & Infrastructure Security Agency
identified Food and Agriculture a critical infrastructure sector; and

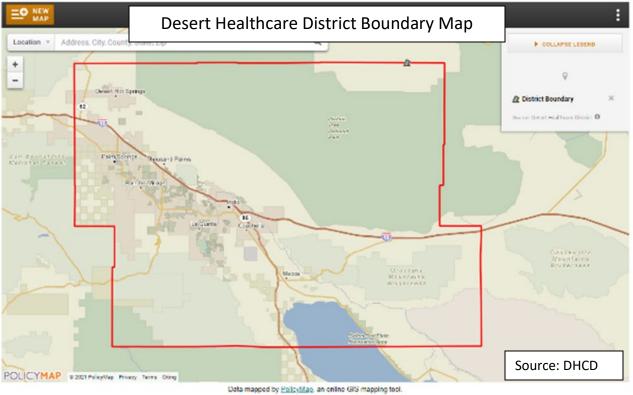
WHEREAS, the unprecedented impact and disruption of COVID-19 has determined the
 crucial importance of farmworkers' health; and

Page 143 of 344

Attachment No. 1

1	WHEREAS, the health of farmworkers is imperative to support food safety; and				
2	WHEREAS, the conservation of agricultural lands is fundamental for food security and				
3	production; and				
4	WHEREAS, the Desert Healthcare District is a local government agency and has worked				
5	to provide farmworkers access to COVID-19 testing and vaccines.				
6	BE IT RESOLVED AND ORDERED by the Board of Directors of the Coachella Valley				
7	Resource Conservation District on this 17th day of March 2021, as follows:				
8	1. That the recitals are true and correct, and incorporated in this Resolution.				
9	2. The Board of Directors of the District hereby agree to utilize investment funds to				
10	assist the Desert Healthcare District in the amount of \$175,000 for the purchase and retrofit of a mobile				
11	unit to provide healthcare to agricultural workers in response to the COVID-19 and future health demands				
12	within the District's boundaries.				
13	ADOPTED by the Board of the Coachella Valley Resource Conservation District this 17th				
14	day of March 2021.				
15					
16	Board President, Ruben Arias Coachella Valley Resource Conservation District				
17					
18	ATTEST:				
19	DISTRICT SECRETARY				
20					
21	By:				
22	Coachella Valley Resource Conservation District				
23					
24					
25					
26					
27					
28					
	Page 144 of 344				





Page 145 of 344

### Attachment No. 2



# California Public Resource Code Division 9

Governing Legislation of California Resource Conservation Districts

Distributed By: Department of Conservation Division of Land Resource Protection RCD Assistance Program 801 K STREET MS 18-01, SACRAMENTO CA 95814 (916) 324 0850 RCD@CONSERVATION.CA.GOV WWW.CONSERVATION.CA.GOV/DLRP/RCD Page 146 of 344

Attachment No. 3

# TABLE OF CONTENTS

Code Title	Section	Page Number
DIVISION 9. RESOURCE CONSERVATION	9001-9972	
CHAPTER 1. General Provisions	9001-9044	
ARTICLE 1. Policy of State	9001-9003	
ARTICLE 2. Definitions	9015-9034	
ARTICLE 3. Applicability	9041-9044	
CHAPTER 2. The Division of Resource Conservation	9051-9113	
ARTICLE 1. Organization	9051-9052	
ARTICLE 2. Powers and Duties	9061-9071	
ARTICLE 3. Funds and Expenditures	9081-9084	
ARTICLE 4. The State Resource Conservation Commission	9101-9113	
CHAPTER 3. Resource Conservation Districts	9151-9491	
ARTICLE 1. Lands Included	9151-9155	
ARTICLE 2. Initiation	9161-9168	
ARTICLE 3. Election and Formation	9181-9190	
ARTICLE 4. Initial Board of Directors	9201-9206	
ARTICLE 7. District Directors	9301-9317	
ARTICLE 8. General District Elections	9351-9359	
ARTICLE 9. General Powers of District	9401-9420	
ARTICLE 10. Property of District	9451-9457	
ARTICLE 11. Inclusion of Lands	9481	
ARTICLE 12. Dissolution	9491	
CHAPTER 4. District Finance	9501-9546	
ARTICLE 1. Regular Assessments	9501-9513	

# Page 147 of 344

ARTICLE 2. District Fiscal Procedure	9521-9530
ARTICLE 3. Claims	9541
ARTICLE 4. District Election Costs	9545-9546
CHAPTER 5. District Reorganization	9601-9635
ARTICLE 1. Consolidation	9601
ARTICLE 2. Partition	9611
ARTICLE 3. Changing Name of District	9621-9627
ARTICLE 4. Transferring Lands from One District to Another	9635
CHAPTER 9. Federal Aid Projects 9751-9757	
CHAPTER 10. Improvement Districts in Resource Conservation Districts	9801-9924
ARTICLE 1. Formation	9801-9821
ARTICLE 2. Assessments	9831-9842
ARTICLE 3. Inclusion of Land	9851-9855
ARTICLE 4. Improvement District Management	9861-9870
ARTICLE 5. Improvement District Warrants	9881-9890
ARTICLE 6. Advance Payment of Assessments	9901-9905
ARTICLE 7. Actions and Proceedings	9911-9912
ARTICLE 8. Dissolution of Improvement Districts	9921-9924
CHAPTER 11. Tahoe Resource Conservation District	9951-9953
CHAPTER 12. Suisun Resource Conservation District	9960-9965
CHAPTER 13. Ventura County Resource Conservation District	9970-9972

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Page 148 of 344

#### CHAPTER 1. General Provisions [9001 - 9044]

#### ARTICLE 1. Policy of State [9001 - 9003]

#### <u>9001.</u>

(a) The Legislature hereby declares that resource conservation is of fundamental importance to the prosperity and welfare of the people of this state. The Legislature believes that the state must assume leadership in formulating and putting into effect a statewide program of soil and water conservation and related natural resource conservation and hereby declares that this division is enacted to accomplish the following purposes:

(1) To provide the means by which the state may cooperate with the United States and with resource conservation districts organized pursuant to this division in securing the adoption in this state of conservation practices, including, but not limited to, farm, range, open space, urban development, wildlife, recreation, watershed, water quality, and woodland, best adapted to save the basic resources, soil, water, and air of the state from unreasonable and economically preventable waste and destruction.

(2) To provide for the organization and operation of resource conservation districts for the purposes of soil and water conservation, the control of runoff, the prevention and control of soil erosion, and erosion stabilization, including, but not limited to, these purposes in open areas, agricultural areas, urban development, wildlife areas, recreational developments, watershed management, the protection of water quality and water reclamation, the development of storage and distribution of water, and the treatment of each acre of land according to its needs.

(b) The districts, in addition to any other authority provided by law, may do all of the following:

(1) Ensure consistency with the authorities and policies of the United States, this state, counties, cities, public districts, other resource conservation districts, persons, associations, and corporations.

(2) With the consent of the owner, construct on privately or publicly owned lands any necessary works for the prevention and control of soil erosion and erosion stabilization.

(3) Facilitate coordinated resource management efforts for watershed restoration and enhancement.

(c) The districts shall not conserve water for power purposes or produce or distribute power for their own use or for the use of others.

(Amended by Stats. 1994, Ch. 719, Sec. 2. Effective January 1, 1995.)

#### <u>9002.</u>

It is hereby declared as a matter of legislative determination:

(a) That the construction and maintenance on privately or publicly owned land of works for resource conservation is in the general public interest and for the general public benefit.

(b) That the expenditure of state, county, city, district, or other public funds that are available or may become available for planning, designing, or implementing the above and for the construction or maintenance of such control or preventive works on privately or publicly owned land constitutes expenditure for the general public benefit.

(Added by Stats. 1975, Ch. 513.)

#### 9003.

The Legislature hereby finds and declares that resource conservation districts are legal subdivisions of the state and, as such, are not-for-profit entities. For the purpose of contracting with state agencies only, resource conservation districts shall be considered agencies of the state.

(Added by Stats. 1996, Ch. 994, Sec. 1. Effective January 1, 1997.)

#### ARTICLE 2. Definitions [9015 - 9034]

#### <u>9015.</u>

As used in this division the following terms have the meanings attributed to them in this article, unless the context otherwise requires.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9016.</u>

"Commission" means the State Resource Conservation Commission.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9017.</u>

"Department" means the Department of Conservation.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9018.</u>

"Director" means the Director of Conservation.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9019.</u>

"Division" means the Division of Resource Conservation of the department.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9020.</u>

"Chief" means the Chief of the Division of Resource Conservation.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9021.</u>

"District" or "soil conservation district" means a resource conservation district.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9022.</u>

"Public district" means a district established under the law of this state, other than a resource conservation district.

(Repealed and added by Stats. 1975, Ch. 513.)

# Page 150 of 344

#### <u>9023.</u>

"Directors" means the board of directors of a district, and when powers are conferred or duties are imposed upon directors in this division the powers shall be exercised and the duties performed by the directors acting as a body and not as individuals.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9024.</u>

"Board" means the county board of supervisors.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9025.</u>

"Principal county" means the county in which all or the greatest portion of privately owned land of a district is situated. The principal county remains the same regardless of any change in boundaries. The principal county of a consolidated district is that county in which all or the greatest portion of the privately owned area in the consolidated district is located.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9026.</u>

"Principal district" means the district which has the greater land area of two districts proposed to be consolidated.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9027.</u>

"Landowner" or "owner of land" includes a holder of evidence of title and, also, a holder of land under a possessory right acquired by entry or purchase from the United States or the State of California. A guardian, executor, administrator, or other person holding property in a trust capacity under an appointment of court is the "owner" of such property for the purposes of this division and as such may do and perform any act provided for herein when authorized by an order of court which order may be made without notice.

If any land is assessed on the assessment roll to unknown or fictitiously named owners, or to unnamed owners in addition to any owner or owners named thereon, the land has, for the purposes of this division, but one owner in addition to any owner or owners whose true name or names may be purported to be given on the assessment book.

The holder of title to an undivided interest in any land is an owner as to his interest for the purposes of this division, and such undivided interests shall be counted and valued as though they were separate interests. If the assessment roll fails to indicate the extent of any undivided interest, the holders of title whose undivided interests are not specifically defined are owners for the purposes of this division, of equal shares therein.

The value of any land and the owners of any land are conclusively determined, for the purposes of this division, by the last equalized assessment roll.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9028.</u>

"Land occupant" or "occupant of land" means a person in possession of land within a district whether as owner, lessee, tenant, or otherwise. A person legally entitled to possession of land is a land occupant as to that land

# Page 151 of 344

whether in actual possession or not. A person in actual possession of land is a land occupant regardless of his right of possession.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9029.</u>

"Voter" means an elector who is registered to vote pursuant to Chapter 2 (commencing with Section 2100) of Division 2 of the Elections Code, and residing within the district.

(Amended by Stats. 1994, Ch. 923, Sec. 170. Effective January 1, 1995.)

#### <u>9030.</u>

"Proxy" means a written authorization to sign a petition. Landowners may sign petitions under this division by proxy. The proxy of an individual landowner shall be acknowledged by him. The holder of a proxy of an individual landowner shall be an individual 18 years of age or over or a corporation, partnership, or other legal entity. The proxy of a corporation shall contain a statement by the secretary or manager of the corporation that the proxy was authorized by the corporation. A corporation owning land may sign a petition only by proxy.

(Added by Stats. 1975, Ch. 513.)

#### <u>9031.</u>

"Person" includes person, association, or corporation.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9032.</u>

"Assessment roll" means the entire assessment roll upon the basis of which real property is taxed for county purposes.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9033.</u>

"Assessment records" includes the assessment roll and all maps and other records relating to the assessment, levy, and collection of taxes, whether in the custody of the assessor or not.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9034.</u>

"Assessor" means the assessing officer of a county by whatever title he may be known.

(Added by Stats. 1975, Ch. 513.)

#### ARTICLE 3. Applicability [9041 - 9044]

#### <u>9041.</u>

This Division 9 of the Public Resources Code, insofar as it is substantially the same as the Division 9 of that code repealed upon the enactment of this Division 9, shall be construed as a restatement and continuation of the existing law and not as a new enactment nor shall anything in this division impair the validity, the rights, or the obligations of any district formed prior to the effective date of this act.

Page 152 of 344

(Added by Stats. 1975, Ch. 513.)

#### <u>9042.</u>

No action or proceeding relating to or arising out of the Division 9 of the Public Resources Code repealed upon the enactment of this Division 9 commenced before the effective date of this Division 9, and no right accrued, pursuant to that repealed Division 9, is affected by the provisions of this Division 9, but any step thereafter taken in such action or proceeding shall conform to the provisions of this Division 9 insofar as is possible.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9043.</u>

All persons who, at the time this Division 9 (commencing with Section 9001) goes into effect, are officers or employees of a soil conservation district operating under the Division 9 repealed upon the enactment of this Division 9 shall continue to be officers or employees, of a resource conservation district as though Division 9 had not been repealed.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9044.</u>

The Imperial Irrigation District may exercise the powers of a resource conservation district under this division in any area within its boundaries in which there is no resource conservation district organized and operating.

(Added by Stats. 1991, Ch. 831, Sec. 1.)

#### CHAPTER 2. The Division of Resource Conservation [9051 - 9113]

#### ARTICLE 1. Organization [9051 - 9052]

#### <u>9051.</u>

There is in the Department of Conservation the Division of Resource Conservation.

(Added by Stats. 1975, Ch. 513.)

#### <u>9052.</u>

The Division of Resource Conservation is in charge of a chief, designated as Chief of the Division of Resource Conservation, who is appointed by the director with the advice and consent of the commission. The appointment shall be made pursuant to the State Civil Service Act from an eligible list prepared by the State Personnel Board from the results of an open examination.

(Added by Stats. 1975, Ch. 513.)

#### ARTICLE 2. Powers and Duties [9061 - 9071]

#### <u>9061.</u>

The chief shall be responsible to the director for properly carrying out his functions under this division.

(Repealed and added by Stats. 1975, Ch. 513.)

# Page 153 of 344

#### <u>9062.</u>

The chief shall assist in the formation, organization and operation of resource conservation districts.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9063.</u>

He may advise with organized resource conservation districts as to plans and proposals relating to resource conservation activities, and, when such plans or proposals are presented to him, approve, disapprove, or suggest modifications of such plans or proposals.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9064.</u>

He may, with the approval of the State Resource Conservation Commission, provide technical assistance to resource conservation districts to aid cooperators in carrying out conservation practices and to aid districts in developing plans for achieving their soil and water conservation objectives. These plans shall include but not be limited to watershed planning pursuant to the Watershed Protection and Flood Prevention Act (Public Law 566, Chapter 656, 83rd Congress, Second Session, as amended).

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9065.</u>

He may cooperate with the United States, any resource conservation district, county, public district, or person in the furtherance of the purposes of this division, and to that end may receive and use contributions of funds or services or both for the investigating of, or planning works for, the control of runoff or the control or prevention of soil erosion.

(Repealed and added by Stats. 1975, Ch. 513.)

#### 9066.

Insofar as consistent with the duties, obligations and responsibilities of other public agencies, the chief may promote coordination of the activities of such agencies in furtherance of the control of runoff and the prevention and control of soil erosion.

(Added by Stats. 1975, Ch. 513.)

#### <u>9067.</u>

The chief may employ such clerical, technical, or other assistants as he deems necessary.

(Added by Stats. 1975, Ch. 513.)

#### <u>9068.</u>

The official headquarters of the chief shall be at Sacramento, California.

(Added by Stats. 1975, Ch. 513.)

### <u>9069.</u>

All persons, other than temporary employees, serving in the state civil service and engaged in the performance of a function transferred to the Division of Resource Conservation, Department of Conservation or engaged in the administration of a law, the administration of which is transferred to said division, shall remain in the state civil service and are hereby transferred to the division on the effective date of this act. The status, positions, and

# Page 154 of 344

rights of such persons shall not be affected by their transfer and shall continue to be retained by them pursuant to the State Civil Service Act, except as to positions the duties of which are vested in a position that is exempt from civil service.

(Added by Stats. 1975, Ch. 513.)

#### <u>9070.</u>

All money available, including money which becomes available after the effective date of this Division 9, for expenditure by any department, division, board, authority, commission, or officer or employee thereof, to be used in the administration of any function, the exercise of any right, or performance of any duty, which function, right or duty is transferred by this Division 9, shall be transferred to the department, commission, division, board, authority, or officer or employee thereof which is to administer the function, exercise the right, or perform the duty.

(Added by Stats. 1975, Ch. 513.)

#### <u>9071.</u>

The Division of Resource Conservation shall succeed to and is hereby vested with all of the powers, duties, purposes, responsibilities, and jurisdiction in matters pertaining to resource conservation now or hereafter vested by law in the State Resource Conservation Commission, or any officer or employee thereof. The division shall have possession and control of all records, books, papers, and other property, real, personal and mixed, now or hereafter held for the benefit or use of the State Resource Conservation Commission, except that property heretofore purchased or acquired by the commission for the use of districts may be disposed of by the commission pursuant to Article 3 (commencing with Section 9081) of this chapter.

The Chief of the Division of Resource Conservation shall succeed to and is hereby vested with all the powers, duties, responsibilities and jurisdiction now or hereafter vested by law in the commission, except as to duties specifically vested in the commission by this code.

(Added by Stats. 1975, Ch. 513.)

#### ARTICLE 3. Funds and Expenditures [9081 - 9084]

#### 9081.

The commission may receive contributions from the United States, public districts, resource conservation districts, public agencies, or persons and may use such contributions for the purposes of the district.

(Added by Stats. 1975, Ch. 513.)

#### <u>9082.</u>

The commission is authorized on behalf of the state to accept grants from the United States for the control of runoff and floods, the prevention or control of soil erosion, and for water conservation and to administer such grants pursuant to the terms thereof.

(Added by Stats. 1975, Ch. 513.)

#### <u>9083.</u>

All equipment and machinery made available to any resource conservation district pursuant to this Division 9 is subject to call for emergency use in fire, storm, flood or disaster by a federal or state agency, a county, city, or district of this state.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9084.</u>

(a) Subject to the availability of funds and any limitations imposed by this division, the department may provide grants to resource conservation districts for the purpose of assisting the districts in carrying out any work that they are authorized to undertake, including, but not limited to, grants for watershed projects.

(b) (1) To qualify for a grant under subdivision (a), a resource conservation district shall do all of the following:

(A) Prepare an annual and a long-range work plan pursuant to Section 9413. The long-range work plan shall reflect input from local agencies and organizations regarding land use and resource conservation goals.

(B) Convene regular meetings in accordance with the open meeting requirements of Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code and the requirements of this division.

(C) Secure sources of local support funding, which may include funding from in-kind contributions and services.

(2) A resource conservation district seeking a grant pursuant to this section shall submit to the department a grant proposal that includes, but is not limited to, all of the following information:

(A) A description of the work for which the grant is sought.

(B) An explanation of the public or private need for the work, including, but not limited to, any relevant information demonstrating the urgency of the project.

(C) An itemized summary of the projected cost of the work.

(D) An estimate of the amount of the projected costs of the work that will be covered by local support funding, including funding from in-kind contributions or services.

(3) To qualify for a grant awarded pursuant to this section, a resource conservation district shall be required to provide at least a 25 percent local match of funding, of which 40 percent of that amount shall be provided in cash. The department shall give preference in the awarding of grants to those districts that, among other things, provide a greater percentage of local match funding than the minimum required by this paragraph.

(4) A resource conservation district that receives a grant awarded under this section shall provide the department with an informal accounting summary that describes how the grant money was spent in accordance with the purposes and conditions of the grant.

(Amended by Stats. 2006, Ch. 538, Sec. 575. Effective January 1, 2007.)

#### ARTICLE 4. The State Resource Conservation Commission [9101 - 9113]

#### <u>9101.</u>

There is in the Department of Conservation the State Resource Conservation Commission. It shall consist of nine members who shall be appointed by the Governor, subject to the confirmation of the Senate, and shall be appointed for a term of four years.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9102.</u>

The members of the commission to be appointed shall consist of the following:

### Page 156 of 344

(a) Five persons who are directors of resource conservation districts. In making such appointments, the Governor shall provide as nearly equal representation as possible from all portions of the state.

(b) Two persons from the general public.

(c) One person who has expertise in, and represents the interests of, wildlife conservation.

(d) One person who resides in, and represents the concerns of, the major urban areas of this state.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9103.</u>

Within 30 days after his appointment the appointed member shall take and file his oath of office as member of the commission.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9104.</u>

The members of the commission shall receive no compensation for their services as members, but each shall be allowed reasonable and necessary expenses incurred in attendance at meetings of the commission or when otherwise engaged in the work of the commission at its direction.

(Amended by Stats. 1981, Ch. 714, Sec. 366.)

#### <u>9105.</u>

Five members of the commission shall constitute a quorum for any purpose, including organization.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9106.</u>

The commission shall elect a chair from its number who shall serve as chair for one year and until the chair's successor is elected.

(Amended by Stats. 2010, Ch. 213, Sec. 15. Effective January 1, 2011.)

#### <u>9107.</u>

The commission shall appoint a secretary. The secretary shall be a paid employee of the commission. The secretary shall be allowed his reasonable and necessary expenses incurred in the performance of his official duties as such secretary.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9108.</u>

The commission shall cause to be studied and shall consider the whole problem of soil conservation within the state, and it may formulate, in cooperation with other state agencies, interested organizations, and citizens, a comprehensive resource conservation policy for the state.

(Added by Stats. 1975, Ch. 513.)

#### <u>9109.</u>

The commission shall determine and advise policies for the guidance of the chief of the division in the performance and exercise of his duties and powers.

# Page 157 of 344

(Added by Stats. 1975, Ch. 513.)

#### <u>9110.</u>

The commission shall aid and encourage, but not conduct, resource conservation activities.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9112.</u>

The commission shall be responsible to the director for properly carrying out its functions under this division.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9113.</u>

The commission shall report annually to the Governor on the resource conservation projects and improvements accomplished by or with the aid of the state, and the commission may from time to time prepare and publish reports on the needs of the state and the local subdivisions thereof for resource conservation programs, developments, facilities and activities.

(Added by Stats. 1975, Ch. 513.)

#### CHAPTER 3. Resource Conservation Districts [9151 - 9491]

ARTICLE 1. Lands Included [9151 - 9155]

#### <u>9151.</u>

A resource conservation district may be formed pursuant to this division for the control of runoff, the prevention or control of soil erosion, the development and distribution of water, and the improvement of land capabilities.

(Added by Stats. 1975, Ch. 513.)

#### <u>9152.</u>

The lands included in a district shall be those generally of value for agricultural purposes, including farm and range land useful for the production of agricultural crops or for the pasturing of livestock, but other lands may be included in a district if necessary for the control of runoff, the prevention or control of soil erosion, the development and distribution of water, or land improvement, and for fully accomplishing the purposes for which the district is formed.

(Added by Stats. 1975, Ch. 513.)

#### <u>9153.</u>

The lands included in any one district need not be contiguous but they shall be susceptible of the same general plan or system for the control of runoff, the prevention or control of soil erosion, and the development and distribution of water, or land improvement. No lands may be included in more than one district.

(Added by Stats. 1975, Ch. 513.)

#### <u>9154.</u>

The lands included in any one district may be situated in one or more counties.

### Page 158 of 344

(Added by Stats. 1975, Ch. 513.)

#### <u>9155.</u>

The lands included in a district may be publicly owned or privately owned.

(Repealed and added by Stats. 1975, Ch. 513.)

#### ARTICLE 2. Initiation [9161 - 9168]

#### <u>9161.</u>

(a) A new district may be formed pursuant to this chapter.

(b) A proposal to form a district may be made by a petition of registered voters or by the adoption of a resolution of application.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 3.)

#### <u>9162.</u>

A proposal to form a new district may be made by petition which shall do all of the following:

(a) State that the proposal is made and request that proceedings be taken for the formation pursuant to this chapter.

(b) Set forth a description of the boundaries of the territory to be included in the district.

(c) Set forth the methods by which the district will be financed.

(d) State the reasons for forming the district.

(e) Propose a name for the district.

(f) Designate not more than three persons as chief petitioners, setting forth their names and mailing addresses.

(g) State whether the formation is consistent with the sphere of influence of any affected city or affected district.

(h) Specify the number of members, whether five, seven, or nine, of the initial board of directors and the method of their selection, as provided by Article 4 (commencing with Section 9201).

(Repealed and added by Stats. 1991, Ch. 831, Sec. 3.)

#### <u>9163.</u>

(a) Before circulating any petition, the chief petitioners shall publish a notice of intention which shall include a written statement not to exceed 500 words in length, setting forth the reasons for forming the district. The notice shall be published pursuant to Section 6061 of the Government Code in one or more newspapers of general circulation within the territory proposed to be included in the district. If the territory proposed to be included in the district is located in more than one county, publication of the notice shall be made in at least one newspaper of general circulation in each of the counties.

(b) The notice shall be signed by at least one, but not more than three, chief petitioners and shall be in substantially the following form:

"Notice of Intent to Circulate Petition

# Page 159 of 344

Notice is hereby given of the intention to circulate a petition proposing to form the \_\_\_\_\_ (name of the district). The reasons for the proposal are: \_\_\_\_\_.'

(c) Within five days after the date of publication, the chief petitioners shall file with the executive officer of the local agency formation commission of the principal county a copy of the notice together with an affidavit made by a representative of the newspaper in which the notice was published certifying to the fact of publication.

(d) After the filing required pursuant to subdivision (c), the petition may be circulated for signatures.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 3.)

#### <u>9164.</u>

The petition shall be signed by not less than 10 percent of the registered voters residing in the area to be included in the district, as determined by the local agency formation commission pursuant to subdivision (h) of Section 56375 of the Government Code. Sections 100 and 104 of the Elections Code shall govern the signing of the petition and its format.

(Amended by Stats. 1994, Ch. 923, Sec. 171. Effective January 1, 1995.)

#### <u>9165.</u>

A petition may consist of a single instrument or separate counterparts. The chief petitioner or petitioners shall file the petition, including all counterparts, with the executive officer of the local agency formation commission of the principal county within six months of the date on which the chief petitioner or petitioners filed the affidavit with the executive officer pursuant to subdivision (c) of Section 9163.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 3.)

#### <u>9166.</u>

(a) Within 30 days after the date of filing a petition, the executive officer of the local agency formation commission shall cause the petition to be examined and shall prepare a certificate of sufficiency indicating whether the petition is signed by the requisite number of signers.

(b) If the certificate of the executive officer shows the petition to be insufficient, the executive officer shall immediately give notice by certified mail of the insufficiency to the chief petitioners. That mailed notice shall state in what amount the petition is insufficient. Within 15 days after the date of the notice of insufficiency, the chief petitioners may file with the executive officer a supplemental petition bearing additional signatures.

(c) Within 10 days after the date of filing a supplemental petition, the executive officer shall examine the supplemental petition and certify in writing the results of his or her examination.

(d) The executive officer shall sign and date a certificate of sufficiency. That certificate shall also state the minimum signature requirements for a sufficient petition and show the results of the executive officer's examination. The executive officer shall mail a copy of the certificate of sufficiency to the chief petitioners.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 3.)

#### <u>9167.</u>

(a) A proposal to form a new district may also be made by the adoption of a resolution of application by the legislative body of any county or city which contains territory proposed to be included in the district. Except for the provisions regarding signers and signatures, a resolution of application shall contain all of the matters

# Page 160 of 344

specified for a petition in Section 9162. Before submitting a resolution of application, the legislative body shall conduct a public hearing on the resolution.

(b) Notice of the hearing shall be published pursuant to Section 6061 of the Government Code in one or more newspapers of general circulation within the county or city.

(c) At the hearing, the legislative body shall give any person an opportunity to present his or her views on the resolution.

(d) The clerk of the legislative body shall file a certified copy of the resolution of application with the executive officer of the local agency formation commission of the principal county.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 3.)

#### <u>9168.</u>

Once the chief petitioners have filed a sufficient petition or a legislative body has filed a resolution of application, the local agency formation commission shall proceed pursuant to Chapter 5 (commencing with Section 56825) of Part 3 of Division 3 of Title 5 of the Government Code.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 3.)

#### ARTICLE 3. Election and Formation [9181 - 9190]

#### <u>9181.</u>

(a) If the local agency formation commission approves the formation of a district, with or without amendment, wholly, partially, or conditionally, the executive officer shall mail a copy of the resolution of the commission's determinations to the board of supervisors of each county within which territory of the proposed district lies. Within 35 days following the adoption of the commission's resolution, the board of supervisors shall call and give notice of the election to be held in the proposed district. If the proposed district lies in more than one county, the board of supervisors shall call and give notice of the election to be held in that county.

(b) The election shall be held on the next regular or special election date not less than 113 nor more than 150 days after the date the board of supervisors calls and gives notice of the election.

(c) Notice of the election shall be published pursuant to Section 6061 of the Government Code in a newspaper of general circulation circulated within the territory of the proposed district which lies in the county.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 5.)

#### <u>9182.</u>

(a) Notwithstanding Section 9181, if the board of supervisors of the principal county finds that the petition filed with the executive officer of the local agency formation commission pursuant to Section 9165 has been signed by not less than 80 percent of the registered voters residing within the area to be included within the district, the board may dispense with an election, adopt the resolution required pursuant to Section 9188, and designate the members of the board of directors pursuant to Article 4 (commencing with Section 9201).

(b) Notwithstanding Section 9181, if the local agency formation commission approves a consolidation or reorganization pursuant to Section 56839 of the Government Code which results in the formation of a district without an election, the commission may designate the members of the board of directors from the membership of the board of directors of any of the consolidated or reorganized districts pursuant to subdivision

# Page 161 of 344

(k) of Section 56844 of the Government Code. The terms of office of the directors shall be determined pursuant to Section 10505 of the Elections Code.

(Amended by Stats. 1994, Ch. 923, Sec. 172. Effective January 1, 1995.)

#### <u>9183.</u>

(a) Within five days after the district formation election has been called, the board of supervisors of each county within which territory of the proposed district lies shall transmit by registered mail a written notification of the election call to the executive officer of the local agency formation commission of the principal county. The written notice shall include the name and a description of the proposed district and may be in the form of a certified copy of the resolution adopted by the board of supervisors calling the district formation election.

(b) The executive officer of the local agency formation commission shall submit an impartial analysis of the proposed district formation to the officials in charge of conducting the district formation election, pursuant to Section 56859 of the Government Code.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 5.)

#### <u>9184.</u>

(a) (1) The chief petitioners, the agency filing the resolution, or any member or members of the board of supervisors authorized by the board, any individual voter or bona fide association of citizens entitled to vote on the district formation proposition, or any combination of these voters and associations of citizens, may file with the elections official of the principal county a written argument for or a written argument against the proposed district formation.

(2) Arguments shall not exceed 300 words in length. Based on the time reasonably necessary to prepare and print the text of the proposition, analysis, arguments, and sample ballots and to permit the 10-day public examination period as provided in Section 9190 of the Elections Code for the particular election, the elections official of the principal county shall fix and determine a reasonable date prior to the election after which no arguments for or against the measure may be submitted for printing and distribution to the voters, pursuant to Section 9185. Notice of the date fixed shall be published by the elections official pursuant to Section 6061 of the Government Code. Arguments may be changed until and including the date fixed by the elections official.

(b) If more than one argument for or more than one argument against the proposed district formation is filed with the elections official within the time prescribed, the elections official shall select one of the arguments for printing and distribution to the voters.

In selecting the arguments, the elections official shall give preference and priority in the order named to the arguments of the following:

(1) Chief petitioners, or the agency filing the resolution.

(2) The board of supervisors, or any member or members of the board authorized by the board.

(3) Individual voters, or bona fide associations of citizens or a combination of these voters and associations.

(c) When the elections official of the principal county has selected the arguments for and against the measure which will be printed and distributed to the voters, he or she shall send copies of the argument in favor of the measure to the authors of the argument against, and copies of the argument against to the authors of the argument in favor. The authors may prepare and submit rebuttal arguments not exceeding 250 words. The rebuttal arguments shall be filed with the elections official of the principal county not more than 10 days after the final date for filing direct arguments. Rebuttal arguments shall be printed in the same manner as the direct arguments. Each rebuttal argument shall immediately follow the direct argument which it seeks to rebut, and shall be titled "Rebuttal to Argument in Favor of Measure (or Proposition) \_\_\_\_\_" or "Rebuttal to Argument

### Page 162 of 344

Against Measure (or Proposition) \_\_\_\_\_," the blank spaces being filled in only with the letter or number, if any, designating the measure. Words used in the title shall not be counted when determining the length of any rebuttal argument.

(Amended by Stats. 1994, Ch. 923, Sec. 173. Effective January 1, 1995.)

#### <u>9185.</u>

(a) The elections officials in charge of conducting the election shall cause a ballot pamphlet concerning the district formation proposition to be voted on to be printed and mailed to each voter entitled to vote on the district formation question at least 10 days prior to the date of the election. The ballot pamphlet is "official matter" within the meaning of Section 13303 of the Elections Code. Section 9190 of the Elections Code shall apply to the materials required to be contained in the ballot pamphlet.

(b) The ballot pamphlet shall contain the following, in the order prescribed:

(1) The complete text of the proposition.

(2) The impartial analysis of the proposition, submitted by the executive officer of the local agency formation commission.

(3) The argument for the proposed district formation.

(4) The rebuttal to the argument in favor of the proposed district formation.

(5) The argument against the proposed district formation.

(6) The rebuttal to the argument against the proposed district formation.

(Amended by Stats. 1994, Ch. 923, Sec. 174. Effective January 1, 1995.)

#### <u>9186.</u>

The notice of the election published pursuant to subdivision (c) of Section 9181 shall contain all of the following:

(a) The date of the election.

(b) The name of the proposed district.

(c) The purposes for which the district is to be formed.

(d) A statement that the first directors will be elected at that election or will be appointed, as the case may be, if the district is formed.

(e) A description of the boundaries of the proposed district.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 5.)

#### <u>9187.</u>

(a) Except as otherwise provided in this division, the formation election and the election of members of the district board shall be held and conducted in accordance with the Uniform District Election Law (Part 4 (commencing with Section 10500) of Division 10 of the Elections Code).

(b) If less than a majority of the votes cast at the election is in favor of forming the district, the board of supervisors of the principal county shall declare the proceedings terminated.

(Amended by Stats. 1994, Ch. 923, Sec. 175. Effective January 1, 1995.)

# Page 163 of 344

#### <u>9188.</u>

If the majority of the votes cast at the election is in favor of forming the district, the board or boards of supervisors shall by resolution entered on its minutes declare the district duly organized under this division, giving the name of the district, and the purposes for which it is formed, and describing its boundaries. If the district lies in more than one county, the clerk of the board of supervisors of the principal county shall transmit a certified copy of the resolution to the clerk of the board of supervisors of each of the other counties in which the district lies.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 5.)

#### <u>9189.</u>

Immediately after adoption of a resolution pursuant to Section 9188, the clerk of the board of supervisors of the principal county shall transmit a certified copy of the resolution along with a remittance to cover the fees required by Section 54902.5 of the Government Code to the executive officer of the local agency formation commission. The executive officer shall complete the proceedings pursuant to Chapter 8 (commencing with Section 57200) of Part 4 of Division 3 of Title 5 of the Government Code.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 5.)

#### <u>9190.</u>

(a) No informality in any proceeding, including informality in the conduct of any election not substantially affecting adversely the legal rights of any person, shall invalidate the formation of any district.

(b) The validity of the formation and organization of a district shall not be contested in any proceeding commenced more than 60 days after the date that the formation of the district is complete.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 5.)

#### ARTICLE 4. Initial Board of Directors [9201 - 9206]

#### <u>9201.</u>

The initial board of directors of a district formed on or after January 1, 1992, shall be determined pursuant to this article.

(Added by Stats. 1991, Ch. 831, Sec. 7.)

#### <u>9202.</u>

In the case of a district which contains only unincorporated territory in a single county, the district board may be elected or may be appointed by the county board of supervisors.

(Added by Stats. 1991, Ch. 831, Sec. 7.)

#### <u>9203.</u>

In the case of a district which contains only unincorporated territory in more than one county, the district board may be elected or may be appointed by the boards of supervisors of the counties in which the district is located. If the district board is appointed by the boards of supervisors, they shall appoint directors according to the proportionate share of population of that portion of each county within the district, provided that each board of supervisors shall appoint at least one director.

(Added by Stats. 1991, Ch. 831, Sec. 7.)

# Page 164 of 344

#### <u>9204.</u>

In the case of a district which contains unincorporated territory and the territory of one or more cities, the district board may be elected or appointed by the county board of supervisors and the city councils in which the district is located. If the district board is to be appointed, the board of supervisors and the city council or councils shall appoint directors according to the proportionate share of population of that portion of the county and each city within the district, provided that the board of supervisors and each city council shall appoint at least one director.

(Added by Stats. 1991, Ch. 831, Sec. 7.)

#### <u>9205.</u>

In the case of a district which includes only incorporated territory within a single city, the district board may be elected or appointed by the city council.

(Added by Stats. 1991, Ch. 831, Sec. 7.)

#### <u>9206.</u>

In the case of a district which includes only incorporated territory in more than one city, the district board may be elected or appointed by the city councils in which the district is located. If the district board is appointed, the city councils shall appoint directors according to the proportionate share of population of that portion of each city within the district. However, each city council shall appoint at least one director.

(Added by Stats. 1991, Ch. 831, Sec. 7.)

#### ARTICLE 7. District Directors [9301 - 9317]

#### <u>9301.</u>

(a) The board of directors shall consist of five, seven, or nine directors. The number of directors may be changed by resolution adopted by a majority of the members of the board of directors after publication of notice of the intended change at least once in a newspaper of general circulation published in each county in which the district is located.

(b) If the number of directors is increased, the new positions shall be treated as vacancies and shall be filled as provided in Section 9317, except that if the board of directors is appointed as provided in subdivision (b) of Section 9314, then the new positions shall be filled in the same manner pursuant to Section 9316. If the number of directors is decreased, the terms of the directors in office on the date of the resolution adopted pursuant to subdivision (a) shall not be reduced.

(c) The directors first elected shall take office immediately upon qualifying.

(Amended by Stats. 1991, Ch. 831, Sec. 10.)

#### <u>9301.1.</u>

(a) Notwithstanding Section 9301, the local agency formation commission, in approving either a consolidation of districts or the reorganization of two or more districts into a single resource conservation district may, pursuant to subdivisions (k) and (n) of Section 56886 of the Government Code, increase the number of directors to serve on the board of directors of the consolidated or reorganized district to 7, 9, or 11, who shall be members of the board of directors of the districts to be consolidated or reorganized as of the effective date of the consolidation or reorganization.

# Page 165 of 344

(b) Upon the expiration of the terms of the members of the board of directors of the consolidated district, or a district reorganized as described in subdivision (a), whose terms first expire following the effective date of the consolidation or reorganization, the total number of members on the board of directors shall be reduced until the number equals the number of members permitted by the principal act of the consolidated or reorganized district, or any larger number as may be specified by the local agency formation commission in approving the consolidation or reorganization.

(c) In addition to the powers granted under Section 1780 of the Government Code, in the event of a vacancy on the board of directors of the consolidated district or a district reorganized as described in subdivision (a) at which time the total number of directors is greater than five, the board of directors may, by majority vote of the remaining members of the board, choose not to fill the vacancy. In that event, the total membership of the board of directors shall be reduced by one board member. Upon making the determination not to fill a vacancy, the board of directors shall notify the board of supervisors of its decision.

(d) For the purposes of this section: "consolidation" means consolidation, as defined in Section 56030 of the Government Code; "district" or "special district" means district or special district, as defined in Section 56036 of the Government Code; and "reorganization" means reorganization, as defined in Section 56073 of the Government Code.

(Amended by Stats. 2006, Ch. 172, Sec. 14. Effective January 1, 2007.)

#### <u>9302.</u>

Each director shall take the oath of office.

(Added by Stats. 1975, Ch. 513.)

#### <u>9303.</u>

The directors shall receive no compensation for their services as such, but each shall be allowed reasonable and necessary expenses incurred in attendance at meetings of the directors or when otherwise engaged in the work of the district at the direction of the board of directors. The directors shall fix the amount allowed for necessary expenses, but no director shall be appointed to any position for which he or she would receive compensation as a salaried officer or employee of the district. Reimbursement for these expenses is subject to Sections 53232.2 and 53232.3 of the Government Code.

(Amended by Stats. 2005, Ch. 700, Sec. 21. Effective January 1, 2006.)

#### <u>9304.</u>

No director or other officer of the district shall be interested directly or indirectly in the sale of equipment, materials, or services to the district.

(Added by Stats. 1975, Ch. 513.)

#### <u>9305.</u>

After all have qualified the directors first elected shall meet and classify themselves by lot into two classes as nearly equal in number as possible. The term of office of those in the class having the least number shall expire at noon on the last Friday in November of the next even-numbered year after the year in which the meeting is held. The term of office of those in the other class shall expire at noon on the last Friday in November of the second even-numbered year after the year in which the meeting is held.

Page 166 of 344

(Added by Stats. 1975, Ch. 513.)

# Page 167 of 344

### Public Resource Code Division 9

After such classification the directors shall organize and elect a president from their number who shall serve as such at the pleasure of the directors.

(Added by Stats. 1975, Ch. 513.)

#### <u>9307.</u>

The directors shall appoint a secretary who shall serve at the pleasure of, and whose compensation shall be fixed by, the directors.

(Added by Stats. 1975, Ch. 513.)

### <u>9308.</u>

The directors shall select a date, time, and place at which regular monthly meetings of the directors shall be held. Upon the completion of all the foregoing determinations by the directors, the district shall be declared to be organized.

(Added by Stats. 1975, Ch. 513.)

#### <u>9309.</u>

The directors may, by resolution, change the time or place of regular meeting but no such change shall be effective until after a notice of the change is published pursuant to Section 6061 of the Government Code in the principal county and in each other county in which any portion of the district lies.

(Added by Stats. 1975, Ch. 513.)

#### <u>9310.</u>

Special meetings of the directors may be held as required when ordered by a majority of the directors. The order shall be entered in the records of the district and five days notice of the meeting shall be given by mail by the secretary to each director not joining in the order.

(Added by Stats. 1975, Ch. 513.)

#### <u>9311.</u>

The order for a special meeting shall specify the business to be transacted. No other business shall be transacted at a special meeting unless all of the directors are present, in which case matters not specified may be considered by unanimous consent and acted upon.

(Added by Stats. 1975, Ch. 513.)

#### <u>9312.</u>

A majority of the directors shall constitute a quorum but on all questions requiring a vote there shall be a concurrence of at least the number constituting a quorum, except that a number less than a quorum may adjourn or adjourn to a stated time.

(Added by Stats. 1975, Ch. 513.)

#### <u>9313.</u>

(a) All meetings of the directors shall be open to the public. All records of the district shall be open to public inspection during business hours.

(b) A district may destroy a record pursuant to Chapter 7 (commencing with Section 60200) of Division 1 of Title 6 of the Government Code.

(Amended by Stats. 2005, Ch. 158, Sec. 30. Effective January 1, 2006.)

#### <u>9314.</u>

(a) The term of office of the directors, except those first elected, shall be four years. The expiration of the term of any director does not constitute a vacancy, and the director shall hold office until his or her successor has qualified.

(b) (1) As an alternative to the election of directors, the board of directors may, by a resolution presented to the board of supervisors of the principal county, request the board of supervisors to appoint directors, except those first elected. In any election year, the board of directors shall file its request with the board of supervisors not later than 125 days prior to the election. A copy of the resolution shall be furnished to the official responsible for conducting the election at the time it is presented to the board of supervisors of the principal county. The board of supervisors shall appoint directors, after consultation with the board of supervisors of any other county which contains any part of the district, from those candidates who have filed an application with the board of supervisors, as prescribed by the board of supervisors. If the directors are to be appointed, a notice of election shall not be published, but a notice of vacancy shall be posted pursuant to Section 54974 of the Government Code.

(2) The resolution shall remain in effect until rescinded by the board of directors, or until a petition requesting the rescission is received by the elections official. The petition shall be signed by 5 percent of the registered voters in the district, and shall be received not later than the 120th day before the election. Upon verification by the elections official that the petition contains the requisite number of signatures, the resolution shall be rescinded.

(3) The appointment of directors by the board of supervisors does not affect the status of a district as an independent special district.

(4) If the board of supervisors does not conduct interviews of potential candidates or make an appointment within 60 days after the expiration of the term, the board of directors may make the appointment.

(c) It is the intent of the Legislature to encourage districts to opt for the selection of directors by election, but where directors are appointed pursuant to subdivision (b), it is the intent of the Legislature that the board of supervisors solicit recommendations from within the district, including public, private, and nonprofit entities, and appoint only applicants who are determined by the board of supervisors to have a demonstrated interest in soil and water conservation. In selecting directors pursuant to subdivision (b), the board of supervisors shall endeavor to achieve balanced representation on the board of directors. To avoid undue financial burdens to districts and to thereby promote the objectives of this division, the Legislature hereby encourages counties to waive or minimize the charges for costs of elections conducted pursuant to this division.

(Amended by Stats. 1994, Ch. 939, Sec. 19. Effective September 28, 1994. Operative January 1, 1995, by Sec. 29 of Ch. 939.)

#### <u>9315.</u>

Resignations of directors shall be made in writing to the board of supervisors of the principal county.

(Added by Stats. 1975, Ch. 513.)

#### <u>9316.</u>

In case of a vacancy in the office of director appointed pursuant to Section 9314, the vacancy shall be filled, as provided in Section 9314, by appointment for the unexpired term by the board of supervisors of the principal county.

Page 168 of 344

(Amended by Stats. 1991, Ch. 831, Sec. 12.)

### <u>9317.</u>

Notwithstanding any other provision of law, a vacancy in the office of a director who has been elected shall be filled pursuant to Section 1780 of the Government Code.

(Added by renumbering Section 9178.5 by Stats. 1976, Ch. 1079.)

#### ARTICLE 8. General District Elections [9351 - 9359]

#### <u>9351.</u>

"General district election" is the district election required to be held on the first Tuesday after the first Monday in November in each even-numbered year, at which a successor shall be chosen for each director whose term of office expires in that month.

(Added by Stats. 1975, Ch. 513.)

#### <u>9352.</u>

(a) Directors shall be registered voters in the state.

(b) Except as provided in subdivision (d), directors shall (1) reside within the district and either own real property in the district or alternatively have served, pursuant to the district's rules, for two years or more as an associate director providing advisory or other assistance to the board of directors, or (2) be a designated agent of a resident landowner within the district.

(c) If the board of directors has provided for selection of directors by division, these residency requirements shall apply to the division the director represents, rather than to the district as a whole.

(d) The Legislature finds and declares that the primary function of the Suisun Resource Conservation District and Grasslands Resource Conservation District in maintaining wildlife and wetland habitats will be impaired unless there is adequate opportunity for participation by landowners on the boards of directors of those districts. The Legislature further finds and declares that, because of the natural conditions prevailing in the territory of those districts, the majority of privately owned lands therein are owned by persons residing outside the districts. Therefore, owners of land within the Suisun Resource Conservation District and Grasslands Resource Conservation District, or their agents, may serve on the respective boards of directors thereof, regardless of whether they are residents of the district. For purposes of this subdivision, ownership of land shall be determined from the last equalized assessment roll of the county or counties within which the district is situated.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 14.)

#### <u>9353.</u>

Except as otherwise provided in the chapter, districts governed by this chapter are subject to the provisions of the Uniform District Election Law.

(Added by Stats. 1975, Ch. 513.)

#### <u>9354.</u>

Elected directors shall qualify within 20 days from the date of receipt of their certificates of election by taking the oath.

(Amended by Stats. 1996, Ch. 994, Sec. 4. Effective January 1, 1997.)

#### <u>9355.</u>

The directors so elected and qualified shall take office at noon on the last Friday in November following their election.

(Added by Stats. 1975, Ch. 513.)

#### <u>9356.</u>

(a) Except as provided in subdivision (b), directors shall be elected at large.

(b) A district may, by ordinance, provide for the election of directors by division. In order to reduce election costs, the divisions shall be established along the boundaries of existing voting precincts. Prior to adopting an ordinance pursuant to this subdivision, the text of the proposed ordinance, including proposed division boundaries, shall be published pursuant to Section 6066 of the Government Code, together with notice of the hearing at which the ordinance will be considered. At the time stated in the notice for the hearing, the board of directors shall consider the proposal and shall hear any and all objections thereto. If, after the hearing, the board determines it to be in the best interests of the district, it shall adopt the ordinance as proposed or as amended at the hearing. Directors in office at the time of adoption of the ordinance shall remain in office until the next general district election, at which a director shall be elected to each division established by the ordinance. The directors elected at that election shall meet and classify themselves by lot into two classes as nearly equal in number as possible. The term of office of those in the class having the least number shall expire at noon on the last Friday in November of the next even-numbered year after the year in which the meeting is held.

(c) If it is proposed to change the number of directors of a district divided into divisions, or if it is proposed to change the number of divisions in a district, that change shall be conditional upon adoption by the board of directors of a new or revised ordinance under subdivision (b) and the provisions and procedures of subdivision (b) shall be applicable thereto.

(d) Notwithstanding subdivisions (b) and (c), in any district in which directors are appointed pursuant to Section 9314 or 9316, the board of supervisors of the principal county shall make the appointments by division, as called for in the ordinance adopted pursuant to subdivision (b), and those appointments shall become effective, and the terms of existing directors shall expire, on the same date as if the directors were elected.

(Amended by Stats. 1993, Ch. 1279, Sec. 1. Effective October 11, 1993.)

#### <u>9357.</u>

Members of county boards of supervisors shall not be eligible to simultaneously hold office as a district director.

(Added by Stats. 1991, Ch. 831, Sec. 16.)

#### <u>9358.</u>

Nomination of candidates shall be in writing and signed by at least five landowners of the district. Nominations shall be filed with the county elections official of the principal county.

(Amended by Stats. 2003, Ch. 811, Sec. 27. Effective January 1, 2004.)

#### <u>9359.</u>

Except as election of directors by division may be provided pursuant to Section 9356, all registered voters in a district shall be qualified electors and eligible to vote in district elections.

(Added by Stats. 1991, Ch. 831, Sec. 18.)

Page 170 of 344

#### ARTICLE 9. General Powers of District [9401 - 9420]

#### <u>9401.</u>

The board of directors of a district shall manage and conduct the business and affairs of the district.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9402.</u>

The directors shall be empowered to conduct surveys, investigations, and research relating to the conservation of resources and the preventive and control measures and works of improvement needed, publish the results of such surveys, investigations, or research, and disseminate information concerning such preventive control measures and works of improvement; provided, however, that in order to avoid duplication of surveys, investigations, and research activities, the directors shall seek the cooperation of local, state, and federal agencies.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9403.</u>

The directors may accept gifts and grants of money from any source whatsoever to carry out the purposes of the district.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9403.5.</u>

The directors may establish and charge fees for services provided by the district to, and upon the request of, persons or governmental entities. No fee shall exceed the cost reasonably borne by the district in providing the service.

(Added by Stats. 1991, Ch. 831, Sec. 19.)

#### <u>9404.</u>

The directors may execute all necessary contracts. They may employ such agents, officers, and employees as may be necessary, prescribe their duties, and fix their compensation.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9405.</u>

The directors may acquire by purchase, lease, contract, or gift all lands and property necessary to carry out the plans and works of the district. The directors may acquire conservation easements as provided in Chapter 4 (commencing with Section 815) of Title 2 of Part 2 of Division 2 of the Civil Code on lands within the district. A district acquiring a conservation easement shall prepare a management plan for the easement which fully describes the intent and legal obligations respecting the easement and which shall be consistent with the goals of the State Soil Conservation Plan and other policies adopted pursuant to Section 9108.

(Amended by Stats. 1991, Ch. 831, Sec. 20.)

#### <u>9406.</u>

The directors may take conveyances, leases, contracts, or other assurances for all property acquired by the district, in the name, and for the uses and purposes, of the district.

(Repealed and added by Stats. 1975, Ch. 513.)

# Page 171 of 344

#### <u>9407.</u>

The directors may sue and be sued in the name of the district and may appear in person or by counsel.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9408.</u>

(a) The directors may cooperate and enter into contracts or agreements with the state, the United States, any county, any city, any other resource conservation or other public district in this state, any person, or the commission, in furtherance of the provisions of this division, and to that end may use any funds available to the district as provided in this chapter, and may accept and use contributions of labor, money, supplies, materials, or equipment useful for accomplishing the purposes of the district.

(b) Districts may cooperate with counties and cities on resource issues of local concern. It is the intent of the Legislature to encourage districts to facilitate cooperation among agencies of government to address resource issues of local concern.

(c) Districts may cooperate with federal, state, and local agencies and owners of private lands under the agreement between the California Association of Resource Conservation Districts and various public and private entities known as the coordinated resource management and planning memorandum of understanding.

(Amended by Stats. 1991, Ch. 831, Sec. 21.)

#### <u>9409.</u>

The directors may make improvements or conduct operations on public lands, with the cooperation of the agency administering and having jurisdiction thereof, and on private lands, with the consent of the owners thereof, in furtherance of the prevention or control of soil erosion, water conservation and distribution, agricultural enhancement, wildlife enhancement, and erosion stabilization, including, but not limited to, terraces, ditches, levees, and dams or other structures, and the planting of trees, shrubs, grasses, or other vegetation.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9410.</u>

The directors may operate and maintain, independently or in cooperation with the United States or this state or any state agency or political subdivision or any person, any and all works constructed by the district.

(Added by Stats. 1975, Ch. 513.)

#### <u>9411.</u>

The directors may disseminate information relating to soil and water conservation and erosion stabilization, and may conduct demonstrational projects within, or adjacent to, the district on public land, with the consent of the agency administering or having jurisdiction thereof, or on private lands, with the consent of the owners thereof, independently or in cooperation with the United States, this state or any political subdivision or public district thereof, or any person.

(Added by Stats. 1975, Ch. 513.)

#### <u>9412.</u>

Each district may provide technical assistance to private landowners or land occupants within the district to support practices that minimize soil and related resource degradation. When in the judgment of the directors it is for the benefit of the district so to do, they may give assistance to private landowners or land occupants within the district in seeds, plants, materials and labor, and may loan or rent to any such private landowner or land occupant agricultural machinery or other equipment. No such assistance shall be given or any such loans made unless the landowner or land occupant receiving the aid or assistance agrees to devote and use the aid or assistance on his or her lands within the district in furtherance of objectives of the district and in accordance with district plans or regulations. Notwithstanding the fact that the landowner or land occupant is also a director, any landowner is qualified to and may receive assistance or loans under this section.

(Amended by Stats. 1991, Ch. 831, Sec. 22.)

#### <u>9413.</u>

(a) Each district may develop districtwide comprehensive annual and long-range work plans as provided in this section. These plans shall address the full range of soil and related resource problems that are found to occur in the district.

(b) The long-range work plans may be adopted and updated every five years, in accordance with a standard statewide format which shall be established by the commission. Districts may amend the long-range plan prior to the five-year update in order to address substantive changes occurring since the adoption of the most recent long-range work plan. The long-range plans shall serve the following functions:

(1) Identification of resource issues within the district for purposes of local, state, and federal resource conservation planning.

(2) Establishment of long-range district goals.

(3) Provision of a framework for directors to identify priorities for annual district activities.

(4) Provision of information to federal, state, and local governments and the public concerning district programs and goals.

(5) Setting forth a basis for evaluating annual work plan achievements and allocating available state funding to the district.

(6) Involvement of other agencies and organizations in the district planning process in order to help ensure support in implementing district plans.

(c) The annual work plans may be adopted on or before March 1 of each year in a format which shall be consistent with the district's long-range work plan. The annual work plans shall serve the following functions:

(1) Identification of high priority actions to be undertaken by the district during the year covered by the plan.

(2) Identification of the person or persons responsible for undertaking each planned task, how it will be performed, when it will be completed, what constitutes completion, and the cost.

(3) Demonstration of the relationship of annual tasks to the long-range district goals identified in the long-range work plan.

(4) Provision of assistance to the local field office of the Soil Conservation Service of the United States Department of Agriculture in adjusting staff and program priorities to match district goals.

(5) Informing the public of the district's goals for the year.

### Page 173 of 344

(6) Involvement of other agencies and organizations in the district planning process in order to help ensure support in implementing district plans.

(7) Provision of a basis for assisting the commission in determining district eligibility for state funding under this division.

(d) A district may prepare an annual district report. The annual district report shall be completed on or before September 1 of each year in a format consistent with the long-range and annual plans, so that progress made during the reporting period towards district goals can be readily determined. The annual report shall serve the following functions:

(1) To report on the district's achievements during the reporting period to the commission, the department, the board of supervisors of any county in which the district is located, and any agency that reviews district requests for funding assistance.

(2) To increase public awareness of district activities.

(3) To compare district accomplishments during the reporting period with annual work plan objectives for that period and to identify potential objectives for the next annual work plan.

(Repealed and added by Stats. 1991, Ch. 831, Sec. 24.)

#### <u>9414.</u>

Directors may accept, by purchase, lease, or gift, and administer any soil conservation, water conservation, water distribution, erosion control, or erosion prevention project located within the district undertaken by the United States or any of its agencies, or by this state or any of its agencies.

(Added by Stats. 1975, Ch. 513.)

#### <u>9415.</u>

The directors may manage, as agents of the United States or any of its agencies, or of this state or any of its agencies, any soil conservation, water conservation, water distribution, flood control, erosion control, erosion prevention, or erosion stabilization project, within or adjacent to the district; and may act as agent for the United States, or any of its agencies, or for this state or any of its agencies, in connection with the acquisition, construction, operation, or administration of any soil conservation, water conservation, water distribution, flood control, erosion control, erosion prevention, or erosion stabilization project within or adjacent to the district.

(Added by Stats. 1975, Ch. 513.)

#### <u>9416.</u>

The directors may establish standards of cropping and tillage operations and range practices on private land as a condition to expenditure by the district of district or other funds, or to the doing by the district of any work of any nature, on private lands.

(Added by Stats. 1975, Ch. 513.)

#### <u>9417.</u>

(a) The directors of any district may cooperate with the directors of any other district in respect to matters of common interest or benefit to the districts. An association of resource conservation districts may be organized to facilitate that cooperation, to provide for the loan of equipment and tools by one district to another, and for

# Page 174 of 344

the making of investigations and studies and the carrying out of projects of joint interest to the districts participating therein.

(b) It is the intent of the Legislature to encourage districts to organize in countywide or regional associations for the purposes of (1) providing coordinated representation of districts before federal, state, and local governmental agencies and (2) coordinating program planning, funding, and delivery of services.

(Amended by Stats. 1991, Ch. 831, Sec. 25.)

#### <u>9417.5.</u>

It is the intent of the Legislature that concerned state agencies, in cooperation with resource conservation districts and other appropriate local entities, work with the agencies of the United States Department of Agriculture and the Department of the Interior, the Environmental Protection Agency, and other federal agencies, to maximize cooperative opportunities for federal, state, and private funding for competitive grants and contracts for watershed protection, restoration, and enhancement programs of resource conservation districts.

(Added by Stats. 1994, Ch. 719, Sec. 3. Effective January 1, 1995.)

#### <u>9418.</u>

The directors of any district may call upon the district attorney of the principal county for legal advice and assistance in all matters concerning the district, except that if the principal county has a county counsel, then the directors shall call upon him for such legal advice and assistance. The district attorney or county counsel, as may be appropriate, shall, upon the request being made, give such advice and assistance.

(Added by Stats. 1975, Ch. 513.)

#### <u>9419.</u>

(a) The directors may engage in activities designed to promote a knowledge of the principles of resource conservation throughout the district and for that purpose may develop educational programs both for children and for adults. In the development of those programs, the directors may authorize the giving of awards and prizes for outstanding achievement.

(b) Each district may develop and disseminate or utilize conservation education programs for use in kindergarten through grade 12. As an option to developing these programs independently, it is the intent of the Legislature to encourage both collaboration with other organizations and incorporation of elements of existing programs.

(c) A district may conduct workshops on the relationships between soil and related resource problems and their effects on other resources, such as wildlife and water quality.

(d) A district may sponsor programs that address land use practices which reduce water and wind erosion, soil contamination, soil salinity, agricultural land conversion, loss of soil organic matter, soil subsidence, and soil compaction and associated poor water infiltration.

(Amended by Stats. 1991, Ch. 831, Sec. 26.)

#### <u>9420.</u>

The board of directors of a district may appoint advisory committees to provide technical assistance in addressing soil and related resource problems, to assist in coordinating conservation programs and activities, and to share information relating to the functions or purposes of the district. Representatives of state, federal, and local governmental agencies, including school districts, as well as private organizations, may serve on these advisory committees.

# Page 175 of 344

(Repealed and added by Stats. 1991, Ch. 831, Sec. 28.)

#### ARTICLE 10. Property of District [9451 - 9457]

#### <u>9451.</u>

The legal title to all property acquired by a district under the provisions of this division shall immediately and by operation of law vest in such district, and shall be held by such district for its uses and purposes under this division.

(Added by Stats. 1975, Ch. 513.)

#### <u>9452.</u>

The directors are hereby authorized and empowered to hold, use, acquire, manage, occupy and possess property of any kind, and may lease or sell it as provided in this article.

(Added by Stats. 1975, Ch. 513.)

#### <u>9453.</u>

The directors may determine by resolution entered upon their minutes that any property, real or personal, held by such district is no longer necessary to be retained for the uses and purposes of the district, and may thereafter sell or lease such property.

(Added by Stats. 1975, Ch. 513.)

#### <u>9454.</u>

Notwithstanding anything to the contrary in Section 9453, the directors may lease district equipment to any other public district for use by such public district for resource conservation purposes on land within the boundaries of a resource conservation district or on land adjacent to the district and under the jurisdiction of such other district, if such use will directly affect the land within the resource conservation district.

(Added by Stats. 1975, Ch. 513.)

#### <u>9455.</u>

A sale or conveyance of any property held by a resource conservation district, executed by the president and secretary thereof, in accordance with a resolution of the directors of the district, when the property is sold for a valuable consideration, shall convey good title to the property so conveyed.

(Added by Stats. 1975, Ch. 513.)

#### <u>9456.</u>

The proceeds of any such sale shall be paid into the county treasury of the principal county for the use of the district.

(Added by Stats. 1975, Ch. 513.)

#### <u>9457.</u>

The board of directors shall adopt purchasing policies and procedures governing the purchase of supplies and equipment as required by Sections 54201 through 54204, inclusive, of the Government Code. The policies shall be in writing, copies of which shall be available for public distribution.

# Page 176 of 344

(Added by Stats. 1975, Ch. 513.)

#### ARTICLE 11. Inclusion of Lands [9481-9481.]

#### <u>9481.</u>

The inclusion of additional lands in a district shall be made in accordance with the provisions of the District Reorganization Act of 1965, Division 1 (commencing with Section 56000) of Title 6 of the Government Code, except that unless otherwise provided in this chapter, the lands included in any district need not be contiguous but they shall be susceptible of the same general plan or system for the control of runoff, the prevention or control of soil erosion, and the development and distribution of water, or land improvement.

(Added by Stats. 1975, Ch. 513.)

#### ARTICLE 12. Dissolution [9491-9491.]

#### <u>9491.</u>

A district may be dissolved in accordance with the provisions of the District Reorganization Act of 1965, Division 1 (commencing with Section 56000) of Title 6 of the Government Code.

(Added by Stats. 1975, Ch. 513.)

#### CHAPTER 4. District Finance [9501 - 9546]

#### ARTICLE 1. Regular Assessments [9501 - 9513]

#### <u>9501.</u>

The directors shall, on or before January 1 of the calendar year during which an assessment is to be levied for the first time, notify the State Board of Equalization as provided in Revenue and Taxation Code Sections 756 and 759 and, annually on or before August lst, furnish the county auditor and the board of supervisors an estimate in writing of the amount of money necessary to be raised by assessment for the purposes of the district for the next ensuing fiscal year.

(Added by Stats. 1975, Ch. 513.)

#### <u>9502.</u>

If the district lies in more than one county the directors shall divide the amount of the estimate in the proportion to the value of the land in the district lying in each county. The value shall be determined from the last assessment rolls of the counties. The directors shall furnish the auditors and boards of supervisors of each of the respective counties a statement of the part of the estimate apportioned to the county.

(Added by Stats. 1975, Ch. 513.)

#### <u>9503.</u>

The total amount of the estimate shall be sufficient to raise the amount of money necessary during the ensuing year to pay the incidental expenses of the district, the costs of the work which the directors may deem advisable to be done during the ensuing year, the estimated costs of repairs to and maintenance of the property and

# Page 177 of 344

works of the district, and the estimated expenses of any action or proceeding to which the district is or may be a party, including the cost of employing engineers and attorneys.

(Added by Stats. 1975, Ch. 513.)

#### <u>9504.</u>

Assessments levied pursuant to this article shall be known as regular assessments.

(Added by Stats. 1975, Ch. 513.)

#### <u>9505.</u>

The regular assessment in any one year shall not exceed two cents (\$0.02) on each one hundred dollars (\$100) of assessed valuation of the land, exclusive of improvements, trees, and mineral rights, within the district. The valuation shall be determined according to the last assessment roll, reduced proportionately when mineral rights, standing trees, or timber are involved.

The cost to the assessor, if any, of recomputing assessed valuations in accordance with this section shall be paid by the district requesting an assessment levy pursuant to this article.

(Added by Stats. 1975, Ch. 513.)

#### <u>9506.</u>

The board of supervisors of each county in which there lies any portion of the district shall, annually, at the time of levying county taxes, levy an assessment on the land exclusive of improvements, trees, and mineral rights, within the county and within the district to be known as the " \_\_\_\_\_ (name of district) Resource Conservation District assessment," sufficient to raise the amount reported to them in the estimate of the directors.

(Added by Stats. 1975, Ch. 513.)

#### <u>9507.</u>

The rate, as determined by the board, shall be such as will produce, after due allowance for delinquency, the amount determined as necessary to be raised by taxation on the secured roll. On or before September 1st of each year the board shall fix the rate, composed of the number of cents or fraction thereof for each one hundred dollars (\$100) of assessed valuation of land exclusive of improvements and mineral rights, such as will produce, after due allowance for delinquency, the amount determined as necessary to be raised by taxation on the secured roll.

(Added by Stats. 1975, Ch. 513.)

#### <u>9508.</u>

If the board fails to levy the assessment the auditor of the county shall do so, providing the directors have requested the assessment.

(Added by Stats. 1975, Ch. 513.)

#### <u>9509.</u>

The assessment shall be computed and entered on the assessment roll by the auditor.

(Added by Stats. 1975, Ch. 513.)

# Page 178 of 344

The provisions of law relating to the levy and collection of county taxes and the duties of county officers with respect thereto, insofar as they are applicable and not in conflict with this chapter, are hereby adopted and made part of this chapter. Said officers are liable on their several official bonds for the faithful discharge of their duties under this chapter.

(Added by Stats. 1975, Ch. 513.)

#### <u>9511.</u>

The treasurers of each of the counties, other than the principal county, shall, not less than twice a year or upon order of the directors, settle with the directors and pay to the treasurer of the principal county all money belonging to the district and in their possession.

(Added by Stats. 1975, Ch. 513.)

#### <u>9512.</u>

If during the current fiscal year the directors are not, by reason of the fact that no assessment has been levied, collecting a regular assessment levied during the year immediately preceding, then notwithstanding other provisions of this code, the board of supervisors in each county in which a soil conservation district, or a portion thereof is located may, upon a showing by the directors that funds are needed for the purposes of the district for the current year, appropriate money from the general fund of the county for the use of said district in an amount equal, during any one year, to the amount which said district could have raised by assessment, as limited by this code, in said current year, or so much thereof as may be required. This provision shall not be deemed to prohibit the board of supervisors from appropriating to such districts sums in excess of these amounts.

(Added by Stats. 1975, Ch. 513.)

#### <u>9513.</u>

A district may impose a special tax pursuant to Article 3.5 (commencing with Section 50075) of Chapter 1 of Part 1 of Division 1 of Title 5 of the Government Code. The special taxes shall be applied uniformly to all taxpayers or all real property within the district, except that unimproved property may be taxed at a lower rate than improved property.

(Added by Stats. 1991, Ch. 70, Sec. 7.)

#### ARTICLE 2. District Fiscal Procedure [9521 - 9530]

#### <u>9521.</u>

(a) Except as provided in subdivision (b), the treasury of the principal county is the depository of all of the funds of the district.

(b) As an alternative to using the county treasury as depository, a district may adopt a resolution transferring responsibility for the district treasury to the board of directors of the district, which shall deposit district funds as provided in Article 2 (commencing with Section 53630) of Chapter 4 of Part 1 of Division 2 of Title 5 of the Government Code. Following adoption of the resolution, the provisions of this article relating to the county treasurer and county treasury shall not apply to the district.

(Amended by Stats. 1991, Ch. 831, Sec. 29.)

# Page 179 of 344

#### <u>9522.</u>

The treasurer of the principal county shall receive and receipt for all money of the district and place the same to the credit of the district. He is responsible on his official bond for the safekeeping and disbursement, in the manner provided in this article, of the money of the district held by him.

(Added by Stats. 1975, Ch. 513.)

#### <u>9523.</u>

The treasurer shall pay out money of the district only upon warrants approved by the county auditor, drawn upon order of the board of directors signed by the president and attested by the secretary.

Whenever two or more districts enter into a joint powers agreement, or whenever a district enters into a joint powers agreement with other agencies of the state, the agency or entity administering the agreement shall determine where its funds shall be deposited and how such funds shall be paid out.

(Added by Stats. 1975, Ch. 513.)

#### <u>9524.</u>

The treasurer shall report in writing at each regular meeting of the directors and as often at other times as the directors may request the amount of money on hand, and the receipts and disbursements since his last report. The report shall be verified and filed with the secretary.

(Added by Stats. 1975, Ch. 513.)

#### <u>9525.</u>

The directors or other officers or employees of a district shall have no power to incur any indebtedness or liability in excess of the amount of money available under the provisions of this division. Any debt or liability incurred in excess of the express provisions of this division is void. Except, however, that nothing in this section shall prevent the directors from borrowing from such federal, state, county, public or private funds which are, or which may in the future become, available to the directors for the furthering of the work of the district in any manner or by the sale of bonds payable solely from any revenue of the district, if the assets acquired by such a loan or bond constitute the entire security for the loan or bond and if no indebtedness or liability is incurred by the directors in excess of the amount of the assets acquired.

(Added by Stats. 1975, Ch. 513.)

#### <u>9526.</u>

The directors at their regular monthly meeting in July of each year shall make and file with the secretary a verified statement of the financial condition of the district showing particularly the receipts and disbursements of the preceding fiscal year together with the source of the receipts and the purposes of the disbursements.

(Added by Stats. 1975, Ch. 513.)

#### <u>9527.</u>

The annual financial statement shall be posted or published as the directors may determine. Such posting or publication shall be commenced within 10 days after the financial statement is filed with the secretary. If it is posted it shall be posted at the place of regular meeting of the directors and copies thereof shall be made available for delivery to any landowner in the district upon his request to the secretary. If the statement is published, it shall be published pursuant to Section 6066 of the Government Code in the principal county and in each other county in which any part of the district lies.

# Page 180 of 344

(Added by Stats. 1975, Ch. 513.)

### <u>9528.</u>

An annual audit of the books, accounts, records, papers, money, and securities shall be made as required by Section 26909 of the Government Code.

(Added by Stats. 1975, Ch. 513.)

### <u>9529.</u>

The directors of the district may, at such times as they deem necessary, determine whether any portion of the money on deposit in the treasury of the principal county is not necessary for immediate use; and if so, it shall determine the amount, which amount shall thereupon be designated as "surplus money" and transferred to a "surplus money account" in the treasury of the principal county.

(Added by Stats. 1975, Ch. 513.)

### <u>9530.</u>

(a) "Surplus moneys," as determined pursuant to Section 9529, shall be invested exclusively in bonds or interestbearing notes or obligations of the United States, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.

(b) Interest earned and other increment derived from any investment under this section shall be credited to the surplus money account for investment under this section.

(Added by Stats. 1975, Ch. 513.)

### ARTICLE 3. Claims [9541-9541.]

### <u>9541.</u>

All claims for money or damages against the district are governed by Part 3 (commencing with Section 900) and Part 4 (commencing with Section 940) of Division 3.6 of Title 1 of the Government Code except as provided therein, or by other statutes or regulations expressly applicable thereto.

(Added by Stats. 1975, Ch. 513.)

### ARTICLE 4. District Election Costs [9545 - 9546]

(Article 4 added by Stats. 1975, Ch. 513.)

### <u>9545.</u>

Except as provided in Section 9546, the county shall pay any and all costs attributable to the conduct of district elections and shall be reimbursed for such expenditure the following year by a special assessment levied and collected in the same manner as regular assessments pursuant to the provisions of Article 1 (commencing with Section 9501), except that the limitations set forth in Section 9505 shall not apply to such assessment.

(Amended by Stats. 1976, Ch. 305.)

### <u>9546.</u>

The county shall bill any candidate for district office for the actual prorated costs of printing, handling, and translating his statement of qualifications contained in the voter's pamphlet accompanying the sample ballot.

### CHAPTER 5. District Reorganization [9601 - 9635]

### ARTICLE 1. Consolidation [9601-9601.])

### <u>9601.</u>

Any two or more contiguous districts, or districts situated within the same geophysical area, organized under this division may consolidate in accordance with the provisions of the District Reorganization Act of 1965, Division 1 (commencing with Section 56000) of Title 6 of the Government Code.

(Repealed and added by Stats. 1975, Ch. 513.)

### ARTICLE 2. Partition [9611-9611.]

### <u>9611.</u>

A partition of a district shall be made in accordance with the District Reorganization Act of 1965, Division 1 (commencing with Section 56000) of Title 6 of the Government Code.

(Added by Stats. 1975, Ch. 513.)

### ARTICLE 3. Changing Name of District [9621 - 9627]

### <u>9621.</u>

A district may change its name by action of the board of supervisors of the principal county as provided by this article.

(Added by Stats. 1975, Ch. 513.)

### <u>9622.</u>

Whenever in the judgment of the board of directors it is for the best interest of a district that its name be changed to a stated name, it may pass a resolution reciting such fact.

(Added by Stats. 1975, Ch. 513.)

### <u>9623.</u>

A copy of the resolution shall be forwarded to the board of supervisors of the principal county with the request that the name of the district be changed to the stated name.

(Added by Stats. 1975, Ch. 513.)

### <u>9624.</u>

The board of supervisors of the principal county shall consider this request at their next regular meeting and may grant or deny the request. Their action shall be officially recorded in their minutes.

## Page 182 of 344

(Added by Stats. 1975, Ch. 513.)

### <u>9625.</u>

If the action of the board of supervisors on this request is negative, they shall forward a copy of the resolution to the board of directors initiating the request.

(Added by Stats. 1975, Ch. 513.)

### <u>9626.</u>

If the action of the board of supervisors on this request is favorable, it shall cause certified copies of the resolution to be forwarded to the board of directors initiating the request, the boards of supervisors and county clerks of all the other counties in which any portion of the district lies and the State Board of Equalization.

(Amended by Stats. 1998, Ch. 829, Sec. 45. Effective January 1, 1999.)

### <u>9627.</u>

On acknowledgment of the change of name by the Secretary of State, the name of the district shall be considered changed.

(Added by Stats. 1975, Ch. 513.)

### ARTICLE 4. Transferring Lands from One District to Another [9635-9635.

### <u>9635.</u>

One district may transfer land within its boundaries to a district contiguous thereto in accordance with the provisions of the District Reorganization Act of 1965, Division 1 (commencing with Section 56000) of Title 6 of the Government Code.

### CHAPTER 9. Federal Aid Projects [9751 - 9757]

### <u>9751.</u>

In order to carry out the purposes of the Soil Conservation and Domestic Allotment Act enacted by the Congress of the United States, the State Resource Conservation Commission (hereinafter referred to as "commission") is hereby designated as the agency of the State of California to administer any state plan authorized by this chapter which shall be approved by the Secretary of Agriculture of the United States (hereinafter referred to as the "Secretary of Agriculture") for the State of California pursuant to the provisions of the Soil Conservation and Domestic Allotment Act.

(Added by Stats. 1975, Ch. 513.)

### <u>9752.</u>

The commission is hereby authorized, empowered and directed to formulate and submit to the Secretary of Agriculture, in conformity with the provisions of the Soil Conservation and Domestic Allotment Act, a state plan for each calendar year beginning with the year 1949. It shall be the purpose of each such plan to promote such utilization of land and such farming practices as the commission finds will tend, in conjunction with the operation of such other plans as may be approved for other states by the Secretary of Agriculture, to preserve and improve soil fertility, promote the economic use of land, diminish the exploitation and wasteful and unscientific use of natural soil resources, and reestablish and maintain the ratio between the purchasing power

## Page 183 of 344

of the net income per person on farms and that of the income per person not on farms as defined in subsection (a) of Section 7 of the Soil Conservation and Domestic Allotment Act. Each such plan shall provide for adjustments in the utilization of land and in farming practices, through agreements with producers or through other voluntary methods, and for benefit payments in connection therewith, and also for such methods of administration not in conflict with any law of this state and such reports as the Secretary of Agriculture finds necessary for the effective administration of the plan and for ascertaining whether the plan is being carried out according to its terms.

(Added by Stats. 1975, Ch. 513.)

### <u>9753.</u>

Upon the acceptance of each such plan by the Secretary of Agriculture, the commission is authorized and empowered to accept and receive all grants of money made pursuant to the Soil Conservation and Domestic Allotment Act for the purpose of enabling the state to carry out the provisions of such plan, and all such funds, together with any moneys which may be appropriated by the state for such purpose, shall be available to the commission for expenditures necessary in carrying out the plan, including administrative expenses, expenditures in connection with educational programs in aid of the plan, and benefit payments.

(Added by Stats. 1975, Ch. 513.)

### <u>9754.</u>

In carrying out the provisions of each such plan, the commission shall have power: to employ such agents or agencies, and to establish such agencies, as it may find to be necessary; to cooperate with local and state agencies and with agencies of other states and of the federal government; to conduct research and educational activities in connection with the formulation and operation of such plan; to enter into agreements with producers, and to provide by other voluntary methods, for adjustments in the utilization of land and in farming practices, and for payments in connection therewith in amounts which the commission determines to be fair and reasonable.

(Added by Stats. 1975, Ch. 513.)

### <u>9755.</u>

For the purpose of carrying out each such plan according to its terms, the commission is hereby authorized to delegate any of the powers herein conferred to such agents or agencies as may be designated by the commission and approved by the Secretary of Agriculture.

(Added by Stats. 1975, Ch. 513.)

### <u>9757.</u>

Nothing herein shall be construed or operate to impose any obligation or liability upon the commission or other than as herein specified.

(Added by Stats. 1975, Ch. 513.)

### CHAPTER 10. Improvement Districts in Resource Conservation Districts [9801 - 9924]

ARTICLE 1. Formation [9801 - 9821]

<u>9801.</u>

For purposes of cooperating with landowners or any other agency or for purposes of cooperating with the United States under provisions of the Watershed Protection and Flood Prevention Act (Chapter 656, Public Law 566, 83rd Cong., 2nd Session), and all acts amendatory thereof or supplementary thereto, lands which need not be contiguous may be formed into an improvement district for constructing, both in or for the improvement district, one or more of the following:

(a) Flood prevention improvements, including structural and land treatment measures.

(b) Improvements for the agricultural phases of conservation, development, utilization, drainage disposal, and distribution of water.

(c) Improvements for prevention or stabilization of soil erosion.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9802.</u>

As used in connection with improvement districts:

(a) "Improvement" includes operation, maintenance, change, and acquisition of existing works, and the construction, operation, and maintenance of new works.

(b) "Construction" includes, but is not limited to, the preparation and execution of plans, maintenance and operation.

(c) "Real property" means land only.

(d) "Owner of real property" means "owner of land".

(e) "Improvement district" means a resource conservation district improvement district formed pursuant to this chapter.

(f) "Land" means land within the improvement district or proposed improvement district.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9803.</u>

The formation of an improvement district shall be proposed and the petition therefor shall be signed by twothirds or more in number of the owners of real property in the proposed improvement district.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9804.</u>

A petition for the formation of an improvement district shall contain all of the following:

(a) Statement of the plans of the proposed improvement.

(b) Description of the land of the proposed improvement district.

(c) Names of the owners of all real property within the proposed improvement district with their last known addresses.

(d) Description and assessed value of the real property owned in the proposed improvement district by each owner, which shall be according to the next preceding equalized assessment roll. District owned real property in the proposed improvement district shall be described whether or not it appears on the next preceding assessment roll.

## Page 185 of 344

(e) Signatures of the petitioners.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9805.</u>

The petition, all proceedings in reference to it, the improvement district, and the real property in it shall be designated by a number.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9806.</u>

The petition may consist of any number of separate instruments, which shall be duplicates except as to signatures.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9807.</u>

A petition to form an improvement district shall be filed with the secretary of the district and may be inspected by all persons interested.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9808.</u>

Upon receipt of a petition to form an improvement district the directors shall cause a survey to be made of the proposed improvements, if any.

(Added by Stats. 1975, Ch. 513.)

### <u>9809.</u>

If the survey shows that the improvements are feasible, the directors shall cause to be prepared the following:

(a) Plans and specifications of the improvements proposed to be constructed when the petition proposes the construction of improvements.

(b) An estimate of the cost of the proposed improvements, which may include an amount not in excess of 10 percent of the aggregate cost of the proposed improvements to create a reserve fund to be used and applied as additional security for the payment of principal of and interest on any warrants of the improvement district issued against assessments levied for the payment of the cost of the proposed improvements.

(c) Statement of the proposed assessment for the cost of the proposed improvements apportioned to each parcel of real property in the proposed improvement district as the parcels appear on the last equalized assessment roll and to district owned real property in the proposed improvement district whether or not it appears on the last equalized assessment roll, which assessments shall be apportioned in accordance with the assessed value of the real property, as such value is shown on the next preceding equalized assessment roll.

(Added by Stats. 1975, Ch. 513.)

### <u>9810.</u>

If there are any, the plans and specifications, estimate of cost, and the statement of the proposed assessment shall be filed with the secretary of the district and may be inspected by all persons interested.

(Added by Stats. 1975, Ch. 513.)

## Page 186 of 344

### <u>9811.</u>

After the filing of the formation petition, and if any, the plans and specifications, the estimate of cost, and statement of the proposed assessment, the directors shall give notice of a hearing upon the petition, and if a special assessment is to be levied in the improvement district pursuant to this chapter, the notice shall also state that the hearing is called to determine whether or not the special assessment should be levied.

(Added by Stats. 1975, Ch. 513.)

### <u>9812.</u>

Notice of the hearing shall be given by all of the following:

(a) Posting a notice in three public places within the proposed improvement district.

(b) Publication of the notice pursuant to Section 6066 of the Government Code in the principal county of the district.

(c) Mailing a copy of the notice to the last known address of all of the owners of real property in the proposed improvement district to the addresses appearing in the petition.

The notices shall be posted and mailed not less than 20 days prior to the date set for the hearing.

(Added by Stats. 1975, Ch. 513.)

### <u>9813.</u>

At the hearing the directors shall hear any objections coming before it to any of the following:

- (a) The petition.
- (b) The formation of the improvement district.
- (c) The real property to be included within the improvement district.
- (d) The plans and specifications.
- (e) The estimate of cost.
- (f) The proposed assessment.
- (g) The apportionment of the assessment.

(Added by Stats. 1975, Ch. 513.)

### <u>9814.</u>

At the hearing the directors shall make any changes in reference to the matters set forth in Section 9813 as they consider proper. The directors may exclude any part of the real property described in the petition from the proposed improvement district and may include additional real property.

(Added by Stats. 1975, Ch. 513.)

### <u>9815.</u>

If any additional real property is included in the proposed improvement district, the hearing shall be continued and the owners of the added real property given personal notice of not less than 20 days of the addition of the land to the improvement district.

(Added by Stats. 1975, Ch. 513.)

## Page 187 of 344

The directors may include in the plans and specifications such terms and conditions as to the respective parcels of real property in the improvement district with respect to tolls, charges, assessments, or the conservation or use of soil and water or any other matters as the directors deem necessary or proper.

(Added by Stats. 1975, Ch. 513.)

### <u>9817.</u>

Regardless of any findings made by the directors if more than one-third in number of the holders of title to the real property within a proposed improvement district object at the hearing to its formation or the levy of the proposed assessment, the directors shall deny the petition, and no further proceedings shall be had on it.

(Added by Stats. 1975, Ch. 513.)

### <u>9818.</u>

If at the hearing the directors find that it would not be for the best interests of the district and the proposed improvement district to form the improvement district the directors shall order the proceedings dismissed without prejudice to their renewal.

(Added by Stats. 1975, Ch. 513.)

### <u>9819.</u>

If the directors find that it would be for the best interests of the district and the proposed improvement district to form the improvement district, they shall make and enter in their minutes a final order:

(a) Approving the petition.

(b) Forming the improvement district.

(c) Levying the assessment if any is provided for and if the assessment is necessary.

(d) Apportioning the assessment, if levied, to the real property in the improvement district according to assessed value as shown on the next preceding equalized assessment roll.

(Added by Stats. 1975, Ch. 513.)

### <u>9820.</u>

The order shall contain a description of the lands within the improvement district.

(Added by Stats. 1975, Ch. 513.)

#### <u>9821.</u>

The secretary shall cause a certified copy of the order creating the improvement district to be recorded in the office of the county recorder in each county in which any land of the improvement district is situated.

(Added by Stats. 1975, Ch. 513.)

### ARTICLE 2. Assessments [9831 - 9842]

### <u>9831.</u>

Any assessment levied pursuant to Section 9819 shall include both of the following sums:

## Page 188 of 344

(a) An amount equal to interest on any deferred payments at a rate not exceeding 7 percent each year.

(b) An amount equal to 10 percent more than all other sums to be raised by the assessment, in order to provide for anticipated delinquencies.

(Added by Stats. 1975, Ch. 513.)

### <u>9832.</u>

The assessment may be made payable in not more than 10 annual installments.

(Added by Stats. 1975, Ch. 513.)

### <u>9833.</u>

The directors, on or before the 15th day of August of each year, shall furnish the auditor and board of supervisors of each county in which any portion of the improvement lies a statement in writing of the amounts of the installments of the improvement district assessment, if any, due for the next ensuing fiscal year in respect of each parcel of real property within the improvement district.

(Added by Stats. 1975, Ch. 513.)

### <u>9834.</u>

Each annual installment of the improvement district assessments shall be collected by county officers in the same manner and at the same times as county taxes.

(Added by Stats. 1975, Ch. 513.)

### <u>9835.</u>

The provision of law relating to the collection of county taxes and the duties of county officers with respect thereto, insofar as they are applicable and not in conflict with this chapter, are hereby adopted and made a part of this chapter. Said officers are liable on their several official bonds for the faithful discharge of their duties under this chapter.

(Added by Stats. 1975, Ch. 513.)

### <u>9836.</u>

The treasurers of each of the counties, other than the principal county, shall, not less than twice a year or upon order of the directors, settle with the directors and pay to the principal county all money belonging to the improvement district and in their possession.

(Amended by Stats. 1981, Ch. 686, Sec. 4.)

### <u>9837.</u>

The assessment and each installment of it shall be and remain a lien on the real property in the improvement district in the same manner as and in addition to the annual assessment of the district.

(Added by Stats. 1975, Ch. 513.)

### <u>9838.</u>

Upon a change or resubdivision of any parcel of real property in an improvement district, the directors upon their own initiative or upon a petition of the owner of the parcel so changed or resubdivided, may reapportion the improvement district assessment upon the parcel, and the order of reapportionment shall be recorded in the same manner as the order levying the original assessment.

## Page 189 of 344

(Added by Stats. 1975, Ch. 513.)

#### <u>9839.</u>

If the actual cost of the improvements is substantially less than the estimated cost the assessment may be reduced proportionately on each parcel by recomputing it based on actual costs with the percentage and interest provided for in Section 9831 added thereto. The reapportionment or a statement that the assessment on each parcel has been reduced by a designated percentage shall be recorded in the same manner as the order levying the original assessment.

Installments of assessments levied on district-owned real property becoming due while the real property is still owned by the district shall be paid by the district. Conveyance of such real property into private ownership shall not release the lien thereon of the assessment and the unpaid installments of it.

(Added by Stats. 1975, Ch. 513.)

#### <u>9840.</u>

If the assessments levied upon real property in an improvement district are insufficient to pay the cost of improvements or the warrants issued for the improvements, a supplemental assessment shall be levied upon all of the real property in the improvement district sufficient to pay the cost or the warrants.

(Added by Stats. 1975, Ch. 513.)

#### <u>9841.</u>

The procedure followed in making the supplemental levy shall be substantially the same as for making the original levy, except that no petition is required.

(Added by Stats. 1975, Ch. 513.)

#### <u>9842.</u>

Whenever it is desired to do additional work or acquire additional property in or for an improvement district, upon the petition of two-thirds in number of the owners of real property in the improvement district, an additional assessment may be levied substantially in the same manner as the original assessment.

(Added by Stats. 1975, Ch. 513.)

#### ARTICLE 3. Inclusion of Land [9851 - 9855]

### <u>9851.</u>

If at any time it is desired to include additional real property within an improvement district, a petition for inclusion signed by the owners of real property to be included may be filed with the directors.

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9852.</u>

The inclusion petition shall describe the boundaries of the improvement district as enlarged by the proposed inclusions and give the names and addresses of the owners of the additional real property in substantially the same manner as in the original petition for forming an improvement district.

(Repealed and added by Stats. 1975, Ch. 513.)

## Page 190 of 344

### <u>9853.</u>

The same proceedings shall be had on the improvement district inclusion petition as upon the original petition for the formation of an improvement district.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9854.</u>

The directors may prescribe any conditions upon the inclusion of the real property that they deem just.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9855.</u>

If any conditions not contained in the petition for inclusion are prescribed by the directors the real property shall not be included until two-thirds in number of the petitioners approve the conditions in writing.

(Repealed and added by Stats. 1975, Ch. 513.)

### ARTICLE 4. Improvement District Management [9861 - 9870]

### <u>9861.</u>

In a district containing an improvement district the directors and all of the officers of the district each respectively has all the rights, powers, and privileges as to the improvement district, its real property, and the proceedings in relation to the improvement district that each respectively has for the district of which the improvement district is a part including the right of the district to acquire, own, and hold property.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9862.</u>

The directors may also hold property used or acquired in connection with the improvement in the name of the directors and their successors in office as trustees for the improvement district.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9863.</u>

The directors of a district in which an improvement district exists may allow on terms that may be agreed upon any person to carry water through any conduit for the improvement of which the improvement district was formed and may cancel the right in the event that payments are not made in accordance with the agreed terms.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9864.</u>

The work of improvement provided for in this chapter and the purchase of all supplies, material, and equipment therefor shall be performed by the district, or in the discretion of the directors contracts may be made for the work and material after notice calling for bids, as prescribed by the directors.

(Repealed and added by Stats. 1975, Ch. 513.)

## Page 191 of 344

### <u>9865.</u>

The directors may, in lieu in whole or in part of levying assessments for the operation of improvement district works, fix and collect reasonable charges for the use of water or for any other service furnished by means of the improvement district works.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9866.</u>

All such tolls, connections charges, and additional assessments shall be held and applied upon and reduce the last installment or installments of the improvement district assessment.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9867.</u>

The directors may provide for the maintenance and operation of the works of an improvement district from the funds of the resource conservation district in lieu of levying further improvement district assessments for such purposes.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9868.</u>

Notwithstanding any other provision of this code, the directors of a district in which an improvement district exists may establish facilities use charges for the use of the facilities in such improvement district and, in establishing such charges, may provide that water shall be furnished or delivered through such facilities only to lands and real property in such improvement district in respect of which such facilities use charges or annual installments thereof, fixed as provided in this section, shall have been paid in advance. Such facilities use charges shall be in amounts equal to the respective amounts of the assessments theretofore levied against the real property in such improvement district for the purpose of providing such facilities. In establishing such charges the directors shall provide (a) that payment in full of any such assessment shall constitute payment in advance in full of such facilities use charge; (b) that all facilities use charges not so paid in advance in full shall be payable in annual installments, each such annual installment to be equal in amount to (i) the annual installment of the unpaid assessment theretofore levied against the real property in respect of which such charge is payable and due on or before the next succeeding November 20th plus interest thereon at the rate provided in the order levying such assessment plus 10 percent in addition (added for anticipated delinquencies), plus (ii) all delinquent annual installments, if any, of such unpaid assessment together with penalties and interest at said rate on such delinquent installments; and (c) that payment of any annual installment of any such facilities use charge shall constitute payment in full of the annual installment of such unpaid assessment due on or before the next succeeding November 20th and of all delinquent annual installments, if any, of such unpaid assessment.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9869.</u>

On behalf of an improvement district the directors may do any or all acts necessary or desirable to carry out the purposes of the improvement district, including, but not limited to any or all of the following:

(a) Acquire without cost to the United States such land, easements, or rights-of-way as will be needed in connection with improvements installed or constructed with the financial assistance of the United States;

(b) Assume such share of the cost of installing or constructing any improvements involving the financial assistance of the United States as are equitable in consideration of the anticipated benefits from such improvements;

(d) Acquire, or provide assurance that the district, the improvement district, or the owners of real property have acquired, such water rights as may be needed in the installation and operation of the work of improvement;

(e) Obtain agreements to carry out soil conservation measures and proper farm plans from owners of real property in connection with such a work of improvement.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9870.</u>

On behalf of an improvement district, the directors may cooperate and contract with the United States, or with any officer, department, bureau, or agency thereof, to accomplish any of the purposes of the improvement district, or to exercise any of the powers of the directors in relation to such improvement districts.

(Repealed and added by Stats. 1975, Ch. 513.)

### ARTICLE 5. Improvement District Warrants [9881 - 9890]

### <u>9881.</u>

A district may issue improvement district warrants signed by its president and secretary in face amount not exceeding in the aggregate the cost of the improvements exclusive of interest and amounts paid prior to the issuance of these warrants on the assessment levied to pay for the improvement.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9882.</u>

Improvement district warrants shall be made payable in amounts and at the times corresponding substantially to the amounts and times of payment of the installments of the improvement district assessment.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9883.</u>

Improvement district warrants shall bear interest at the rate fixed at the time of the levy of the improvement district assessment, and the interest may be made payable semiannually.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9884.</u>

Coupons for the interest on these warrants may be attached to them.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9885.</u>

Improvement district warrants may be made payable to any of the following:

(a) Bearer.

(b) Persons furnishing work, labor, or material.

(c) The contractor if the work of improvement is to be done under contract.

## Page 193 of 344

(Repealed and added by Stats. 1975, Ch. 513.)

#### <u>9886.</u>

Improvement district warrants may be sold by the district for not less than par at either public or private sale.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9887.</u>

Any surplus funds and any money held by a district in a sinking or depreciation fund may in the discretion of its directors be invested in the warrants of any improvement district within the district.

(Added by Stats. 1975, Ch. 513.)

### <u>9888.</u>

Except as otherwise provided by law, the cost of constructing, acquiring, or improving works of an improvement district shall be paid only out of the proceeds of an improvement district assessment levied upon and collected from the real property in the improvement district for such purposes.

(Added by Stats. 1975, Ch. 513.)

#### <u>9889.</u>

Improvement district warrants shall be paid only out of the proceeds of an improvement district assessment levied upon and collected from the real property within the improvement district for improvement purposes.

(Added by Stats. 1975, Ch. 513.)

### <u>9890.</u>

Improvement district warrants or their proceeds shall be used solely for making the improvements for which the improvement district was formed and the necessary incidental expenses.

(Repealed and added by Stats. 1975, Ch. 513.)

### ARTICLE 6. Advance Payment of Assessments [9901 - 9905]

### <u>9901.</u>

At any time before improvement district warrants are issued, the amount of any improvement district assessment on any real property, exclusive of interest and the 10 percent added for anticipated delinquencies, may be paid in money to the treasurer of the principal county of the district.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9902.</u>

Real property on which the amount of the improvement district assessment has been paid pursuant to Section 9901 shall not be subject to the annual installments of the assessments levied for the purposes of the improvement, but it shall be and remain liable for any assessments levied for operation and for any supplemental or additional improvement district assessments levied.

(Repealed and added by Stats. 1975, Ch. 513.)

## Page 194 of 344

### <u>9903.</u>

Any owner of real property of an improvement district who desires at any time to lessen or remove the lien upon his real property of any improvement district assessment may deliver to the treasurer of the principal county for cancellation warrants payable out of the assessment.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9904.</u>

The directors may require warrants delivered to lessen or remove an improvement district assessment lien to be substantially of the average maturities of the issue of warrants.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9905.</u>

The treasurer of the principal county shall notify the directors of the amount of the principal and interest due and to become due on the warrants delivered for cancellation. The directors shall thereupon cause the proper cancellation and proper record and credit to be made against the improvement district assessment on the real property of the person delivering the warrants.

(Repealed and added by Stats. 1975, Ch. 513.)

### ARTICLE 7. Actions and Proceedings [9911 - 9912]

### <u>9911.</u>

All acts, proceedings, conclusions, and findings of fact, including the levy of an assessment, by the directors of a district concerning an improvement district therein shall be conclusive except in an action or proceeding instituted within six months after the acts, proceedings, conclusions, or findings were had or made.

(Added by Stats. 1975, Ch. 513.)

### <u>9912.</u>

An action to determine the validity of an assessment or of any warrants may be brought pursuant to Chapter 9 (commencing with Section 860) of Title 10 of Part 2 of the Code of Civil Procedure.

(Added by Stats. 1975, Ch. 513.)

### ARTICLE 8. Dissolution of Improvement Districts [9921 - 9924]

### <u>9921.</u>

At any time prior to the incurring of any indebtedness or upon the full payment of all indebtedness of an improvement district, a petition, signed and acknowledged by not less than the number of owners of real property constituting the improvement district required to sign a petition to form the improvement district, may be filed with the directors requesting that the improvement district be dissolved.

(Repealed and added by Stats. 1975, Ch. 513.)

## Page 195 of 344

### <u>9922.</u>

A hearing on dissolution shall be had in the same manner and after the same notice as is required for the formation of an improvement district.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9923.</u>

The directors may, after the hearing, order the improvement district dissolved.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9924.</u>

The order of dissolution shall be recorded in the same manner as the order forming the improvement district.

(Repealed and added by Stats. 1975, Ch. 513.)

### CHAPTER 11. Tahoe Resource Conservation District [9951 - 9953]

### <u>9951.</u>

The Tahoe Resource Conservation District is hereby created to consist of those parts of the Counties of Placer and El Dorado lying within the Tahoe Basin adjacent to Lake Tahoe and that additional and adjacent part of the County of Placer outside of the Tahoe Basin which lies southward and eastward of a line starting at the intersection of the basin crestline and the north boundary of Section 1, thence west to the northwest corner of Section 3, thence south to the intersection of the basin crestline and the west boundary of Section 10; all sections referring to Township 15 North, Range 16 East, M.D.B. & M. The district lands defined and described herein shall be as precisely delineated on official maps of the district.

(Repealed and added by Stats. 1975, Ch. 513.)

### <u>9952.</u>

(a) Except as otherwise provided in this chapter, the organization and functions of the Tahoe Resource Conservation District shall be governed by the provisions of this division.

(b) The initial Board of Directors of the Tahoe Resource Conservation District shall be composed of the following five persons who shall each be an owner of land within the area described in Section 9951:

(1) One person appointed by the California Tahoe Regional Planning Agency who may be a member of that agency.

(2) One person appointed by the City of South Lake Tahoe.

(3) One person appointed by the Board of Supervisors of El Dorado County.

(4) Two persons appointed by the Board of Supervisors of Placer County.

(c) Successors to the members of the initial board of directors shall be elected at a general resource conservation district election in accordance with this division.

(d) Moneys received by a resource conservation district pursuant to Section 9505 on lands transferred to the Tahoe Resource Conservation District shall be transferred to the Tahoe Resource Conservation District, and all costs of establishing the Tahoe Resource Conservation District shall be a first charge on those funds. The Board of Directors of the Tahoe Resource Conservation District shall determine whether the treasury of Placer County

## Page 196 of 344

or of El Dorado County shall be the depository of the funds of the Tahoe Resource Conservation District for the purposes of Article 2 (commencing with Section 9521) of Chapter 4.

(Amended by Stats. 2006, Ch. 68, Sec. 4. Effective January 1, 2007.)

### <u>9953.</u>

It is not the intent of the Legislature that the Tahoe Resource Conservation District shall in any way affect the responsibilities, authority, and jurisdiction of the California Tahoe Regional Planning Agency, the Tahoe Regional Planning Agency, the California Tahoe Conservancy Agency, or the Tahoe Conservancy Agency.

(Repealed and added by Stats. 1975, Ch. 513.)

### CHAPTER 12. Suisun Resource Conservation District [9960 - 9965]

### <u>9960.</u>

The following definitions shall govern the interpretation of this chapter:

(a) "Suisun Marsh" means the Suisun Marsh as defined in Section 29101.

- (b) "Primary management area" means the primary management area as defined in Section 29102.
- (c) "Suisun Marsh Protection Plan" means the plan identified and defined in Section 29113.
- (d) "District" means the Suisun Resource Conservation District.
- (e) "Board" means the board of directors of the district.

(f) "Individual ownership" means a separate privately owned parcel of land within the primary management area. Contiguous parcels of land owned by the same legal entity comprise a single individual ownership.

(g) "Department" means the Department of Fish and Game.

(Amended by Stats. 1982, Ch. 1571, Sec. 1.)

### <u>9961.</u>

Except as otherwise expressly provided in this chapter, the organization, powers, and functions of the district shall be governed by the provisions of this division.

(Added by Stats. 1977, Ch. 1155.)

### <u>9962.</u>

(a) The district shall have primary local responsibility for regulating and improving water management practices on privately owned lands within the primary management area of the Suisun Marsh in conformity with Division 19 (commencing with Section 29000) and the Suisun Marsh Protection Plan.

(b) The district shall issue regulations requiring compliance with any water management plan or program for privately owned lands within the primary management area if the plan or program has been prepared by the district and approved and certified by the San Francisco Bay Conservation and Development Commission as a component of the local protection program required by Chapter 6 (commencing with Section 29500) of Division 19.

## Page 197 of 344

(c) Following certification of the district's component of the local protection program by the San Francisco Bay Conservation and Development Commission, the board or its employees may, after approval by a vote of fourfifths of the membership of the board, obtain an inspection warrant pursuant to Title 13 (commencing with Section 1822.50) of Part 3 of the Code of Civil Procedure and enter onto privately owned lands within the primary management area for the purpose of determining whether or not the landowner is complying with the regulations of the district. Following a determination that a landowner is violating the regulations, and after written notice to the landowner, the board may request the District Attorney of the County of Solano to take appropriate action.

(d) The first violation by any person of any district regulation adopted pursuant to subdivision (b) shall be subject to a civil penalty not to exceed five hundred dollars (\$500). A subsequent violation of the same district regulation by the same person shall be subject to a civil penalty not to exceed five thousand dollars (\$5,000).

(e) The civil penalties prescribed in this section shall be assessed and recovered in a civil action brought in the name of the people of the State of California by the District Attorney of the County of Solano. Such an action shall take precedence over all other civil matters on the calendar, except those matters to which equal precedence on the calendar is granted by law. Any penalty collected under this section shall be paid to the Treasurer of the County of Solano and shall be credited one-half to the county general fund and one-half to the district.

(Amended by Stats. 1982, Ch. 1571, Sec. 2.)

### <u>9963.</u>

Notwithstanding the provisions of Section 9803, the formation of an improvement district within the primary management area may be proposed and the petition therefor may be signed by a majority of the members of the board. Thereafter, proceedings with regard to the formation of the proposed improvement district shall be in accordance with Sections 9804 through 9821, inclusive. However, wherever "petition" is used in those provisions, it shall be deemed to refer to the petition of the majority of the members of the board; and, notwithstanding Section 9817, the petition shall not be required to be dismissed unless more than one-half of the holders of title to the real property within the proposed improvement district object to its formation or the levy of the proposed assessment.

(Added by Stats. 1977, Ch. 1155.)

### <u>9964.</u>

The district may, with the consent of the owner, levy special assessments on the lands of the consenting owner within the district pursuant to the Municipal Improvement Act of 1913 (Division 12 (commencing with Section 10000) of the Streets and Highways Code) or the Improvement Act of 1911 (Division 7 (commencing with Section 5000) of the Streets and Highways Code) and issue bonds to represent unpaid assessments pursuant to the Improvement Act of 1915 (Division 10 (commencing with Section 8500) of the Streets and Highways Code) to finance the construction of improvements on those lands as provided by Section 9409.

Notwithstanding any provisions of Division 7 (commencing with Section 5000) or Division 12 (commencing with Section 10000) of the Streets and Highways Code, the district may contract for the construction of these improvements without inviting public bids therefor.

(Added by Stats. 1982, Ch. 1571, Sec. 3.)

### <u>9965.</u>

(a) The Legislature finds that compliance with the mandated regulations of the district will produce public benefits by improving wildlife habitat in the primary management area and that providing public funds to

## Page 198 of 344

partially offset the costs of complying with those regulations would serve a valid public purpose. Assistance under this section shall not be treated as taxable income to a private landowner.

(b) Each year the district shall submit to the department an estimate of an amount sufficient to reimburse the private landowners in the primary management area for 50 percent of the operation and maintenance costs which it anticipates they will incur the following fiscal year in carrying out this chapter and Division 19 (commencing with Section 29000). Funds for this purpose shall not exceed five thousand dollars (\$5,000) per individual ownership. The funds shall be included in the budget of the department payable from the Wildlife Restoration Fund and shall be available to the department for disbursement to the private landowners in accordance with subdivision (c).

(c) Each fiscal year, any private landowner in the primary management area who desires to qualify for the assistance provided by this section shall, by December 31, submit to the district a claim for those costs incurred that calendar year in carrying out the operation and maintenance activities specified in that landowner's individual ownership management program. Each claim shall be accompanied by substantiating documents, as determined by the district. The district shall review each claim to determine its appropriateness by, including, but not limited to, an onsite inspection to establish that the physical improvements or management procedures for which a claim is submitted have been satisfactorily completed. The district shall submit the individual ownership claims to the department for review and approval for payment equal to 50 percent of each claim. However, no payment shall exceed five thousand dollars (\$5,000). In any fiscal year in which the funds appropriated for purposes of this section are insufficient to pay 50 percent of each claim, the department shall pay all approved claims on a pro rata basis. In any fiscal year in which no funds are appropriated for purposes of this section are insufficient is each claim shall pay no claims.

(Amended by Stats. 1983, Ch. 142, Sec. 126.)

### CHAPTER 13. Ventura County Resource Conservation District [9970 - 9972]

### <u>9970.</u>

The provisions of this chapter apply only to the Ventura County Resource Conservation District. For the purposes of this chapter, "district" means the Ventura County Resource Conservation District.

(Added by Stats. 1978, Ch. 233.)

### <u>9971.</u>

Except as otherwise provided in this chapter, the organization and functions of the district shall be governed by the provisions of this division.

(Added by Stats. 1978, Ch. 233.)

### <u>9972.</u>

Whenever any territory in the district is included in a city by reason of incorporation or annexation, that territory may be excluded from the district upon the effective date of its inclusion in the city, subject only to compliance by the district with the requirements of Chapter 8 (commencing with Section 54900) of Part 1 of Division 2 of Title 5 of the Government Code.

Upon the exclusion of such territory, all unencumbered funds standing to the credit of the area upon the date of its exclusion shall be divided between the city and the district in proportion to the assessed value of real property of the territory excluded and the portion remaining. For the purpose of this section, "unencumbered funds" means a sum of money consisting of uncollected taxes, including taxes levied and collected for the

## Page 199 of 344

territory on property withdrawn after the date of exclusion, and other uncollected amounts belonging to or due such territory, that is in excess of an amount sufficient to pay all claims and accounts against the territory.

In the event the district has indebtedness evidenced by bonds and the indebtedness is outstanding and owing on the date of exclusion, the property within any territory excluded from the district shall remain liable for assessment and payment of its pro rata share of the tax therefor.

(Added by Stats. 1978, Ch. 233.)



Directors Present via Video Confe	rence District Staff Present via \	District Staff Present via Video Conference			
Chair Evett PerezGil	Conrado E. Bárzaga, MD, (	Conrado E. Bárzaga, MD, Chief Executive Officer			
Vice-President Karen Borja	Chris Christensen, Chief A	Chris Christensen, Chief Administration Officer			
Director Carmina Zavala	Donna Craig, Chief Progra	Donna Craig, Chief Program Officer			
	Alejandro Espinoza, Progr	am Officer and			
	Director of Outreach				
	Meghan Kane, Programs a	and Research Analyst			
	Erica Huskey, Administrat				
	Assistant	U			
	Andrea S. Hayles, Clerk of	the Board			
AGENDA ITEMS	DISCUSSION	ΑΟΤΙΟΙ	N		
I. Call to Order	The meeting was called to order				
	at 12:04 p.m. by Chair PerezGil.				
II. Approval of Agenda	Chair PerezGil asked for a	Moved and seconded b	by Vice-		
	motion to approve the agenda.	President Borja and Di	•		
		approve the agenda.			
		Motion passed unanim	ously.		
III. Meeting Minutes	Chair PerezGil asked for a	Moved and seconded by Vice-			
1. February 09, 2021	motion to approve the February	President Borja and Director Zavala			
	09, 2021 meeting minutes.	approve the February 09, 2021			
		meeting minutes.	,		
		Motion passed unanimously.			
IV. Public Comment	There were no public comments.				
V. Old Business					
1. Funding Requests	Chair PerezGil inquired on any				
Schedule	questions of the committee				
	concerning the funding requests				
2. Grant Payment	and grant payment schedule.				
Schedule	5 5 7 7 1 1 1 1				
3. Lift to Rise Rental	Conrado Bárzaga, MD, CEO,				
Assistance Program	explained that the County of				
	Riverside announced the				
	relaunch of the rental assistance				
	program and voted to approve				
	\$57M in emergency rental				
	assistance with funding from the				
	Department of Treasury. The				
	total amount of funding				



	combined with the CARES Act and the community development grant, the efforts to assist individuals with rental assistance is now \$90M. Lift to Rise created a website to support families applying while hiring 25 additional employees	
	to assist with the distribution of funds with eligibility limited to	
	renters in Riverside County who	
	are earning 80% or below the	
VI. Program Updates	area's median income.	
1. Coachella Valley Health	Alejandro Espinoza, Program	
Information Place	Officer and Director of Outreach	
a. COVID-19 Testing and Vaccinations	explained that the testing and vaccinations efforts are linked to	
	the Coachella Valley Health	
	Information Place (CVHIP), and	
	Aunt Bertha's social care	
	network has developed a link to	
	update the events on the landing	
	page.	
2. DHCD – RAP Collective	Donna Craig, Chief Program	
COVID-19 Recovery Fund	Officer, provided an update on	
	the Regional Access Project	
	Foundation's (RAP) Collective	
	COVID Recovery Fund explaining	
	that as of today at RAP received 22 applications averaging the	
	\$10k limit with a total request of	
	\$197,525. The deadline for	
	applications is March 12, and	
	staff will then meet with the RAP	
	to make the final selections.	
	Ms. Craig inquired with Director	
	PerezGil as Chair of the Program	
	Committee if she would like to	
	assist Staff and the RAP	Page 2 of 6

Page 202 of 344



	personnel with a review of the applications, further detailing the variety of organizations that are applying for funding. Chair PerezGil agreed to assist with the application review and selection process.	
VII. Grant Funding Requests 1. Consideration to recommend approve of: a. Grant #1141 Martha's Village & Kitchen – Homeless Housing with Wrap Around Services - \$210,905	Chair PerezGil described Martha's Village & Kitchen grant request for homeless housing with wrap-around services as illustrated in the packet. Director Zavala thanked the staff for moving forward with funding	Moved and seconded by Director Zavala and Vice-President Borja to approve Grant #1141 Martha's Village & Kitchen – Homeless Housing with Wrap Around Services - \$210,905 and forward to the Board for approval. Motion passed unanimously.
	to Martha's Village & Kitchen. Vice-President Borja inquired if the grant is duplicating efforts based on the Coachella Valley Association of Governments (CVAG) grant request in the Foundation agenda, such as serving the same individuals more than once.	
	Ms. Craig explained that the CVAG Housing First program is the diversion and crisis stabilization units and does not fund the shelter component. People experiencing homelessness in shelters could enter stable housing units, but it is a different aspect of homelessness and sheltering.	
	Greg Rodriguez, Government Relations and Public Policy Advisor, Office of Supervisor Perez explained that there is not	Page 3 of 6

Page 3 of 6 Program Committee March 09, 2021



	1
a duplication of services. In the	
CV Housing First program, if the	
outreach team encounters	
someone willing to enter a	
shelter, such as the Coachella	
Valley Rescue Mission (CVRM) or	
Martha's Village & Kitchen, the	
county would provide the	
services to that agency, but the	
District's funding goes	
specifically to Martha's Village &	
Kitchen programs without	
duplication of services or	
programs.	
Vice-President Borja also	
inquired about the existence of	
homelessness camps outside the	
walls of Martha's Village &	
Kitchen on their main street	
entrance. Mr. Rodriguez	
explained that it is not only an	
issue outside of Martha's Village	
& Kitchen, but state-wide and	
across the country detailing that	
some individuals will not accept	
services in the encampments	
with constant outreach and	
clean up events at the Martha's	
Village site, but if the location is	
private property and there are	
no trespassing orders, the	
county is not allowed to legally	
remove the homeless, and the	
same applies to public property	
according to state laws.	
Martha's is more restrictive due	
to the barriers and the make of	
the population they serve.	
Further, Vice-President Borja	
anticipates that Martha's would	
request funding for portable	
request funding for portable restrooms and showers for	
	Page 4 of 6

Page 4 of 6 Program Committee March 09, 2021

Page 204 of 344



b. Grant #1171 Blood Bank of San Bernardino & Riverside Counties, aka LifeStream Blood Bank – Bloodmobiles for Coachella Valley – \$150,000	hygiene, questioning if Martha's Village allows the homeless population outside their building to use their facilities. Ms. Craig explained the uncertainty, but individuals do take advantage of the walk-in food pantry and meals, however, she will inquire with Martha's program staff. Donna Craig, Chief Program Officer, described the \$150k grant request towards the purchase of a bloodmobile with two dedicated to the Coachella Valley, and the Blood Bank's request of a funding match from other donors, including blood plasma testing for COVID-19 through their portable ALYX machine during the blood donation program.	Moved and seconded by Vice- President Borja and Director Zavala to Grant #1171 Blood Bank of San Bernardino & Riverside Counties, aka LifeStream Blood Bank – Bloodmobiles for Coachella Valley – \$150,000 and forward to the Board for approval. Motion passed unanimously.
c. Grant #1174 Mizell Center – Geriatric Case Management Program – \$100,000	Vice-President Borja inquired if the District and Foundation could have logo placement on the bloodmobiles, which Ms. Craig confirmed; however, Vice- President Borja appreciates the organization's realization to develop diversity as outlined in their report at the executive level considering the population that is served in the Coachella Valley is 40% Latino and other minority groups are serviced by the Blood Bank. Chair PerezGil provided an overview of the Mizell Center grant with Ms. Craig answering questions of the committee members concerning providing	

Page 205 of 344



	services to residents outside of the Palm Springs area. Mizell Center was funded by the city of Palm Springs through the Community Development Block Grant Program to support their Palm Springs seniors with the meals on wheels interactions and other partners in the east to administer geriatric case management.	Moved and seconded by Vice- President Borja and Director Zavala to Grant #1174 Mizell Center – Geriatric Case Management Program – \$100,000 and forward to the Board for approval. Motion passed unanimously.
VII. Committee Members Comments	There were no committee member comments.	
V. Adjournment	Chair PerezGil adjourned the meeting at 12:30 p.m.	Audio recording available on the website at <u>http://dhcd.org/Agendas-</u> <u>and-Documents</u>

ATTEST: \_\_\_\_

Evett PerezGil, Chair/Director Program Committee

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

Page 6 of 6 Program Committee March 09, 2021

### FUNDING REQUESTS UPDATE for March 2021

### Information only – status update of new letters of interest and pending applications

(includes both mini grants and full grants)

The five (5) strategic focus areas for FY 2020-2021 are:

**1.** Healthcare Infrastructure and Services

2. Behavioral Health/Mental Health

3. Homelessness

4. Vital Human Services to People with Chronic Conditions

5. Economic Protection, Recovery, and Food Security

	Let			
Agency	Staff Notes	Status & Staff Notes	Funding Allocation	Strategic Focus Areas FY 2020-2021
DAP Health	LOI received requesting \$750,000 over 3 years for a 3- Phased project to expand access to behavioral healthcare and primary healthcare.	Staff had a proposal conference with DAP Health and through Stage 2, the application, will recommending to fund Phase 1 – increasing the number of clinicians in behavioral health. Behavioral Health clinic will be opening in May; grant is expected to begin June 1.	District	Behavioral Health
Lift to Rise	LOI received requesting \$2.5 million to support the Coachella Valley Housing Catalyst Fund	Stage 2 has been generated and the application is expected to be brought forward to the April Program Committee	District? Facilities Replacement Fund?	Economic Protection, Recovery, and Food Security

Coachella Valley Housing Coalition	LOI received requesting \$107,750 to support the Oasis Villas Community Housing project in Thermal – healthcare navigator; feasibility study; and leasing outreach	Staff will be generating Stage 2, the application, for recommended support of the healthcare navigator position (approximately (\$41000)	District	Healthcare Infrastructure and Services
Coachella Parks and Recreation Foundation City of Coachella	LOI received requesting \$100,000 to rehabilitate the Bagdouma Park Swimming Pool in Coachella	A new LOI has been received for \$100,000 from the City of Coachella. Stage 2, the application, has been generated.	District	Healthcare Infrastructure and Services
		ng Applications		
Grantee	Staff Notes	Status	Funding Allocation	Strategic Focus Area FY 20/21
Martha's Village & Kitchen	LOI received requesting \$200,896 to support the resources necessary to serve an expanded number of homeless individuals from within the DHCD's Western borders with evidence based best practices such as Housing First	<b>UPDATE FOR MARCH:</b> Application is on the March Program Committee agenda for consideration to approve \$210,095 request	District	Homelessness
Blood Bank of San Bernardino	LOI received requesting \$150,000 to support the	Application is on the March Program Committee agenda for	District	Healthcare Infrastructure and Services

and Riverside Counties	purchase towards the cost of one bloodmobile, which cost \$250,000 total	consideration to approve \$150,000		
Mizell Senior Center	LOI received requesting \$134,063 to support Geriatric Case Management Program	Application is on the March Program Committee agenda for consideration to approve \$100,000	District	Vital human services to people with chronic conditions

		DESERT HEALTH	-								
		OUTSTANDING GRANTS AND (			HEDULE						
		As of 02 TWELVE MONTHS EN									
				,							
				Approved	Current Yr		/30/2020		Total Paid		Open
Grant ID Nos.		Name	-	ints - Prior Yrs	2020-2021	-	Fwd/New		July-June		BALANCE
2014-MOU-BOD-11/21/13		Memo of Understanding CVAG CV Link Support	\$	10,000,000			8,330,000		-	\$	8,330,000
2018-974-BOD-09-25-18		HARC - 2019 Coachella Valley Community Health Survey - 2 Yr	\$	399,979		\$	39,999	\$	39,998	\$	-
2019-985-BOD-03-26-19		Coachella Valley Volunteers in Medicine - Primary Healthcare & Support Services - 1 Yr	\$	121,500		\$	12,150	\$	12,150	\$	-
2019-986-BOD-05-28-19		Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr	\$	200,000		\$	20,000	\$	20,000	\$	-
2019-997-BOD-05-28-19		Martha's Village & Kitchen - Homeless Housing With Wrap Around Services - 1 Yr	\$	200,896		\$	20,090	\$	20,090	\$	-
2019-989-BOD-05-28-19		Pegasus Riding Academy - Cover the Hard Costs of Pegasus Clients - 1 Yr	\$	109,534		\$	10,954	\$	10,954	\$	-
2019-994-BOD-05-28-19		One Future Coachella Valley - Mental Health College & Career Pathway Development - 2 Yr	\$	700,000		\$	385,000	\$	157,500	\$	227,500
2019-1000-BOD-05-28-19		Voices for Children - Court Appointed Special Advocate Program - 1 Yr	\$	24,000		\$	2,400	\$	2,400	\$	-
2019-1017-BOD-09-24-19		Jewish Family Services - Case Management Services for Homeless Prevention - 1 Yr	\$	90,000		\$	9,000	\$	8,855	\$	145
	3	Unexpended funds Grant #1017		,			,		,	\$	(145)
2019-1023-BOD-10-22-19		CVRM - Transportation for Seniors & Homeless Hospital Discharge Referrals - 1 Yr	\$	216,200		\$	118,910	\$	113,586	\$	5,324
	3	Unexpended funds Grant #1023		-,			- /		.,	\$	(5,324)
2019-1021-BOD-11-26-19		Neuro Vitality Center - Community Based Adult Services Program - 6 Months	\$	143,787		\$	79,083	\$	50,323	\$	28,760
	1	Unexpended funds Grant #1021	-			Ť	,	Ľ		\$	(28,760)
2020-1045-BOD-03-24-20	<u> </u>	FIND Food Bank - Ending Hunger Today, Tomorrow, and for a Lifetime - 1 Yr	\$	401,380		\$	311,069	\$	270,933	\$	40,136
2020-1129-BOD-05-26-20		Coachella Valley Volunteers In Medicine - Response to COVID-19	\$	149,727		\$	149,727		149,727	\$	
2020-1085-BOD-05-26-20		Olive Crest Treatment Center - General Support for Mental Health Services	\$	50,000		\$	27,500		22,500	\$	5,000
2020-1003-BOD-05-26-20 2020-1057-BOD-05-26-20		Desert Cancer Foundation - Patient Assistance Program	\$	150,000		\$	82,500	\$	67,500	φ \$	15,000
2020-1037-BOD-05-28-20 2020-1124-BOD-06-23-20	-	Regents of UCR - COVID-19 Testing & Health Education for Eastern Valley - 5 Months	\$	149,976		\$	149,976	\$	149,976	ф \$	15,000
2020-1124-BOD-06-23-20 2020-1134-BOD-07-28-20	1		Φ	149,970	\$ 500,000		500,000	э \$	500,000	э \$	-
2020-1134-BOD-07-28-20 2020-1139-BOD-09-22-20	1	Desert Healthcare Foundation - Addressing Healthcare Needs of Black Communities					50,000	- <b>-</b>	· · · · · ·	ծ \$	-
	<u> </u>				. ,		,		22,500		27,500
2020-1135-BOD-11-24-20	_	Hope Through Housing Foundation - Family Resilience - 1 Yr			\$ 20,000	_	20,000		9,000	\$	11,000
2020-1149-BOD-12-15-20	_	Voices for Children - Court Appointed Special Advocate Program - 1 Yr			\$ 40,000	- ·	40,000		18,000	\$	22,000
2021-1136-BOD-01-26-21	-	Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr			\$ 119,432		119,432		53,744	\$	65,688
2021-1147-BOD-01-26-21	-	Alzheimer's Association - Critical Program Support - 1 Yr			\$ 33,264		33,264		-	\$	33,264
2021-1162-BOD-01-26-21	_	Joslyn Center - Wellness Center Program Support - 1 Yr			\$ 109,130	_	109,130	\$	49,108	\$	60,022
2021-1170-BOD-02-23-21	-	Jewish Family Services - Mental Health Counseling for Underserved Residents - 1 yr			\$ 80,000		80,000	\$	-	\$	80,000
2021-BOD-02-23-21	5	COVID-19 Recovery Grants in Collaboration with Regional Access Project Foundation			\$ 100,000	\$	100,000	\$	-	\$	100,000
TOTAL GRANTS			\$	13,106,979	\$ 1,051,826	\$ 1	0,800,184	\$	1,748,844	\$	9,017,110
Amto ovoiloble <i>k</i> omoining f		irant/Programs - FY 2020-21:									
Amount budgeted 2020-20		ian/Flograms - F1 2020-21:			\$ 4,000,000	-		C/I	Balance:		2/28/2021
Amount granted through F		Jany 28, 2021			\$ 4,000,000			G/L	L Balance: 2131	\$	2,357,110
Mini Grants:		1132, 1163			\$ (10,000)				2131	\$	6,660,000
Financial Audits of Non-Profi	its	8/15/20			\$ (5,000				2201	Ψ	0,000,000
Net adj - Grants not used:		1017, 1021, 1023			\$ 34,229			To	tal	\$	9,017,110
Matching external grant contributions					\$ -					\$	(0)
Balance available for Gran	ts/P	rograms			\$ 2,967,403						
	C 41	interio Ferrer Areas FV20.24				<u> </u>					
		ategic Focus Areas FY20-21:	G	irant Budget	Granted YTD		vailable	-			
		Healthcare Infrastructure and Services Behavioral Health/Mental Health	\$ \$	1,500,000 500,000			819,328 310,870	I			
		Homelessness	э \$	500,000			500,469				
		Vital Human Services to People with Chronic Conditions	\$	1,000,000			966,736				
		Economic Protection, Recovery and Food Security	\$	500,000			370,000				
		Balance available for Grants/Programs	\$	4 000 000	\$ (1,032,597	) C	2 967 403				



Date: 3/23/2021

To: Board of Directors

Subject: Grant #1141 Martha's Village And Kitchen Inc

Grant Request: Martha's Village: Homeless Housing With Wrap-Around Services

Amount Requested: \$210,905.00

Project Period: 4/1/2021 to 3/31/2022

### **Project Description and Use of District Funds:**

Martha's Village and Kitchen is one of the largest homeless services providers in the Coachella Valley and is uniquely positioned to answer the increased need in assisting homeless with beds, housing, case management, and wrap-around services. Martha's has developed a housing and wrap-around service model with enhanced employment services, that provides a "person-centered pathway" into long-term housing solutions and independence. Martha's is expanding services to reach more homeless individuals and families across the Coachella Valley.

The District's funds will be utilized for the expansion of capacity at two new sites in the high poverty areas of Desert Hot Springs and Mecca as well as increasing the number of homeless beds by 10 at their Indio campus. Martha's expansion of homeless housing beds with wrap around services will increase the number of individuals that not only secure stable housing temporally but that are able to secure permanent housing long-term as evidenced Martha's placement rate of 80% to 90%. Martha's will increase the number of homeless individuals that are able to secure employment by following their proven strategy of offering support services on a customized basis, ensuring each individual is "employment ready", empowering them with the tools and resources to secure employment and increase their earnings potential. Approximately 75% of individuals that complete its employment services program will secure employment and/or increase their earning potential. Martha's new remote locations will allow for additional focus to be placed on high poverty and high unemployment populations becoming "employment ready".

Strategic Plan Alignment: Homeless / Case management/wraparound services



### Geographic Area(s) Served:

Cathedral City; Coachella; Desert Hot Springs; Indio; Indian Wells; La Quinta; Palm Desert; Palm Springs; Rancho Mirage; Thousand Palms

### Action by Program Committee: (Please select one)

✓ Full recommendation and forward to the Board for consideration with the Committee's recommendation that a grant amount of \$210,905.00 be approved.

Recommendation with modifications

Deny

# **Full Grant Application Summary**

## Martha's Village and Kitchen, Grant #1141

### About the Organization

Martha's Village and Kitchen 83791 Date Ave Indio, CA 92201 Tel: (760) 347-4741 Fax: (760) 347-9551 http://www.marthasvillage.org

### **Primary Contact:**

Matt Phillips Tel: (760) 347-4741 Fax: (760) 347-9551 mphillips@marthasvillage.org

### Historical (approved Requests)

Grant Year	Project Title	Grant Amount	Туре	Disposition Date	Fund
2003		\$25,000	Grant	12/31/2003	
2017	Health in Housing: Emergency Housing With Wrap-Around Services	\$186,150	Achievement Building	11/28/2017	Grant budget
2018	Martha's Village: Homeless Housing With Wrap-Around Services	\$200,896	Grant	6/4/2019	
2019	Bridge Funding for MVK's Recuperative Care Program	\$40,100	Grant	7/23/2019	
2019	COVID-19 Safety Project	\$25,000	Grant	4/1/2020	

### Program/Project Information

Project Title: Martha's Village: Homeless Housing with Wrap-Around Services Start Date: 4/1/2021 End Date: 3/30/2022 Term: 12 months Total Project Budget: \$427,625.00 Requested Amount: \$210,905.00

### **Executive Summary:**

Martha's proposal is an expansion of homeless housing, case management, and wraparound services to more effectively serve individuals throughout the DHCD's boundaries. Central to this proposal, is the expansion of capacity at two new sites in the high poverty areas of Desert Hot Springs and Mecca as well as increasing the number of homeless beds by 10 and services provided on Martha's Indio campus. Martha's has secured office space that provides convenient access to homeless individuals in the community. Specifically, the Mecca site is in the same complex as the Clinicas de la Salud healthcare clinic and the First 5 office, as well as office space linked within the Food Now office space located in Desert Hot Springs.

Martha's goal is to follow its proven strategy of offering services on a customized basis, ensuring each individual is "employment ready", empowering them with the tools and resources to secure employment and increase their earnings potential. Critical to Martha's cost effective, project flow design is the expansion of capacity in its remote locations for wrap around services with enhanced employment services and English as education in Second Language. Martha's will evaluate progress toward these goals through its success in assisting homeless community members to overcome COVID-19's negative economic challenges on a path to permanent, housing with stable income.

The target population is homeless individuals within the DHCD's boundaries. All individuals served will be no or very low-income and fall below the Federal Poverty Level with many experiencing the negative economic consequences of COVID-19. The pandemic has created a new population of homelessness individuals that require Martha's services. Martha's new remote locations will allow for additional focus to be placed on high poverty and high unemployment populations becoming "employment ready". Additionally, Martha's will provide services in English and Spanish.

Martha's expansion of homeless housing beds with wrap around services will increase the number of individuals that not only secure stable housing temporally but that are able to secure permanent housing long-term as evidenced Martha's placement rate of 80% to 90%. Martha's will increase the number of homeless individuals that are able to secure employment, evidenced by its track record of ensuring 75% of individuals that complete its employment services program will secure employment and/or increase their earning potential.

Martha's project will serve the rising need for homeless housing and services. Poverty and unemployment are obstacles to stable housing for many Coachella Valley cities. The percentage of individuals living in poverty in the targeted cities of Mecca (42.8%), Desert Hot Springs (36.8%) and Indio (18.1%) demonstrate communities that are lacking wrap-around services, specifically employment services and training that provide a concrete path out of poverty. COVID-19's negative economic impacts are highlighted by the Coachella Valley Economic Partnership reporting a 28.7% decrease in employment.

### Program/project Background and Community Need:

Martha's background serving as one of the largest homeless services providers in the Coachella Valley has uniquely positioned it to answer the increased need in assisting homeless with housing and wrap-around services. Over the past three decades, Martha's has developed the most cost-effective services and resources available. Unlike other housing models, Martha's program can effectively serve the entire DHCD boundaries as well as tailor its assistance to the increased needs of the homeless from within the DHCD's boundaries with a focus on the underserved areas of Mecca, Desert Hot Springs, and Indio. Martha's has developed a housing and wrap-around service model with enhanced employment services, that provides a "person-centered pathway" into long-term housing solutions and independence.

### **Strategic Plan Alignment:**

Homeless / Case management/wraparound services

### Program/project description:

Martha's proposal is an expansion of homeless housing and wrap-around services to more effectively serve individuals throughout the DHCD's boundaries. Central to this proposal, is the expansion of capacity at two new sites in the high poverty areas of Desert Hot Springs and Mecca as well as increasing the number of homeless beds and wrap-around services with enhanced employment services provided on Martha's Indio campus. Martha's goal is to follow its proven strategy of offering services on a customized basis, ensuring each individual is "employment ready", empowering them with the tools and resources to secure employment and increase their earnings potential. Critical to Martha's cost effective, project flow design is the expansion of capacity in its three new remote locations for employment services and employment education. Martha's will evaluate progress toward these goals through its success in assisting homeless community members to overcome COVID-19's negative economic challenges on a path to permanent, housing with stable income.

The target population is homeless individuals within the DHCD's boundaries. All individuals served will be no or very low-income and fall below the Federal Poverty Level with many experiencing the negative economic consequences of COVID-19. The pandemic has created a new population of homelessness individuals that require Martha's employment services. Martha's new remote locations will allow for additional focus to be placed on high poverty and high unemployment populations becoming "employment ready". Additionally, Martha's will provide services in English and Spanish.

Martha's expansion of homeless housing beds will increase the number of individuals that not only secure stable housing temporally but that are able to secure permanent housing long-term as evidenced Martha's placement rate of 80% to 90%. Martha's will increase the number of homeless individuals that are able to secure employment, evidenced by its track record of ensuring 75% of individuals that complete its employment services program will secure employment and/or increase their earning potential.

### Description of the target population (s):

Martha's program will benefit homeless individuals and families within the DHCD's geographical boundaries including but not limited to veterans, those on Medicaid, those challenged by substance use, mental illness, and those fleeing domestic violence. Martha's proposed expansion will focus on three of the most underserved areas within the DHCD's boundaries (Mecca, Desert Hot Springs, Indio)

### Geographic Area(s) Served:

Cathedral City; Coachella; Desert Hot Springs; Indio; Indian Wells; La Quinta; Palm Desert; Palm Springs; Rancho Mirage; Thousand Palms

### Age Group:

(0-5) Infants (06-17) Children (18-24) Youth (25-64) Adults (65+) Seniors

# **Total Number of District Residents Served:**

190

### **Program/Project Goals and Evaluation**

<b>Goal #1:</b> Martha's will expand to provide 10 additional beds for homeless housing and wrap-around services at its main campus in Indio, during the term of the contract.	<b>Evaluation #1:</b> These new beds will serve 40 additional DHCD homeless individuals with emergency housing, case management, and wrap- around services annually resulting 3,650 shelter service bed nights. Martha's Case Managers and Employment Specialists will ensure 100% data collection with data entry into the Client Tracking Database with client assessments and units of service.
<b>Goal #2:</b> Martha's will expand by securing a new location in Mecca. Martha's to provide case management with wrap-around services to include the additional enhancements of Employment Services, English as a Second Language Instruction and Computer Skills Training to 75 homeless or at risk of homeless individuals in the underserved area of Mecca.	<b>Evaluation #2:</b> Martha's Case Managers and Employment Specialists will ensure 100% data collection and data entry into our Client Tracking Database to include client assessments and units of service.
<b>Goal #3:</b> Martha's will expand services in its Desert Hot Springs location. Martha's will expand services with case management with Wrap- Around Services, with its current Employment Services and Computer Skills	<b>Evaluation #3:</b> Martha's Case Managers and Employment Specialists will ensure 100% data collection and data entry into our Client Tracking Database to include client assessments and units of service.

Training to 75 homeless or at risk of homelessness individuals in the underserved area of Desert Hot Springs.	
<b>Goal #4:</b> Martha's will build collaborations with a combination of a minimum of ten (10) nonprofits, community organizations and local government, in both the areas of Mecca and Desert Hot Springs. This effort will begin with scheduled listening meetings with the entities mentioned above to ensure the needs of the communities are meet in the area of homeless and at risk of homelessness services.	<b>Evaluation #4:</b> Martha's Program Managers will track, report and monitor the progress of securing 10 new Community collaborations, while addressing discovered gaps in area services, such as food insecurity, employment, resources, housing, wellness, etc.

#### Proposed Program / Project Evaluation Plan

The foundation of Martha's evaluation plan is the Logic Model, which describes the need for Martha's services based on research and statistics in alignment with the project goal of cost-effectively serving homeless individuals throughout the DHCD's boundaries. The Logic Model describes projected quantitative outcomes, indicators of success, sources of Martha's data, the methods used to gather data, as well as the evaluation procedures used to measure outcomes. Specifically, monitoring and evaluating Martha's homeless housing, case management and wrap-around service activities will involve collecting and analyzing statistical records, including clients' intake data, program participation, client records, and demographic profiles.

Significantly, for this project, the evaluation will include examination of the impact of Martha's services in the expanded areas of Mecca and Desert Hot Springs. Martha's Employment Specialists and Case Managers are responsible for ensuring data collection and data entry into the Database. This qualitative assessment will include the number of homeless individuals served, the wrap-around services provided, and results of the services provided. Martha's will customize its services based on the needs of the individual client and will track results accordingly. (i.e. move into permanent housing, certificate achieved, completed courses, employment achieved, healthcare received, employment documents secured). Martha's will also provide opportunities for residents and individuals that receive wrap-around services to provide feedback through oral feedback and written surveys.

Martha's will harness the strength of its data and surveys to analyze the project's success in meeting its goals and objectives. Martha's staff utilize this data and information to inform strategic planning, day-to-day decisions, and ensure that DHCD is able to see the positive impact on its residents. Additionally, Martha's leadership will collect feedback and data from staff and partners on the impact of the program.

#### **Organizational Capacity and Sustainability**

#### **Organizational Capacity**

For the past three decades, Martha's has developed a professional staff with significant experience meeting the essential needs of homeless individuals, by providing housing and wrap-around services, on a pathway to stable housing. Martha's has a full-time staff of 72 individuals and 2,213 passionate volunteers that provide a solid base of expertise and experience to expand bilingual services to the DHCD's homeless population. Martha's capacity includes an established history of assisting between 80%-90% of residents in exiting to permanent housing.

Martha's has developed a best practice, housing first, wrap-around services with enhanced employment services approach, to reduce barriers, increase opportunity, and meet essential needs of homeless individuals and families in the Coachella Valley. This project will include an expanded staff allocation of an Employment Specialist and Case Manager in Desert Hot Springs and Mecca. Additional hours of Shelter Staff, Case Manager, Employment Specialist will be provided in Indio to support the 10 additional beds.

Martha's successful, recent expansion of wrap-around services into Palm Springs demonstrates its ability to provide a high level of service in a remote office setting.

Further, Martha's is the only nonprofit in the Coachella Valley certified to provide employment services and training by the California Workforce Development Board.

#### Organizational Sustainability:

Martha's proposed homeless housing, case management, and wrap-around services expansion project is at the core of its strategic plan, working to ensure individuals with the greatest needs have access to support and services. Martha's is fortunate to receive public and private support to help fund its comprehensive housing and wrap-around services. Also, Martha's has demonstrated its ability to be flexible while providing its housing and wrap-around services, uninterrupted, throughout the pandemic. This proposed project will allow Martha's to expand in an effective and sustainable manner that leverages other long-term revenue sources.

Martha's strategic plan continues to develop a wide-array of funding sources in support of its homeless housing and wrap-around services. Recently, Martha's utilized a Weingart Foundation grant to develop a strong, ongoing development infrastructure that includes updated fundraising technology and an updated approach to solicitations for donations, planned giving, public and private grants, retail/thrift store, events, corporate support, and auto auctions.

Martha's will also continue to partner with private funders as well as public entities including the cities of Indio, Palm Springs, Coachella, Palm Desert, Rancho Mirage, Indian Wells, La Quinta; County of Riverside, State of California, and the Federal Government to support the project's expansion into the future.

#### Diversity, Equity, and Inclusion

How is diversity, equity, and inclusion addressed? Martha's has committed to diversity, equity, and inclusion on its board and executive staff through concentrated recruitment efforts focused on attracting a leadership team that reflects the community. The community's interests are then organically included in Martha's organizational policies, strategies, and operations. Martha's came into existence out of a grass roots initiative of concerned community members to assist their neighbors and today this same mission allows Martha's to proactively recruit leaders that embody diversity, equity, and inclusion. Martha's Board includes a former Martha's housing client that provides the organization's leadership a first-hand perspective of the challenges of overcoming homelessness. Martha's utilizes this valuable perspective to shape not just Martha's housing programs but for the organization. This Board Member is able to inform Martha's mission and vision in a way that ensures that the organization is working to make an impact in the most meaningful way for our specific community. Martha's also administers monthly resident House Meetings and satisfaction surveys. Martha's received a Weingart grant that funded Martha's executive leadership additional time to identify opportunities to recruit diverse board and executive staff both online and at job fairs. Consequently, Martha's recruited two new board members that added diversity, equity, and inclusion. Martha's also takes advantage of it membership with the Regional Access Project's CNA division and its consultants for training and strategic planning during these uncertain and changing times

# What is preventing the organization from addressing diversity, equity, and inclusion? Not applicable

#### Partnerships:

#### **Key Partners:**

Crucial to the proposed project is Martha's ability to mobilize diverse partnerships between nonprofit organizations, government, and regional businesses for a common goal of assisting neighbors in need. Martha's proposed expansion project unites the collaborative efforts of community partners in the Coachella Valley with a focus on housing, wrap around services, and health services with a focus on the most underserved areas within the DHCD's boundaries (Mecca, Desert Hot Springs, Indio). This collaborative approach allows partners to utilize their strengths in quickly identifying the most expedient path to housing and support services.

One of Martha's most innovative approaches to partnerships is working with city governments to provide a customized approach to meeting the wrap-around service needs with a focus on the employment service needs of a particular community. This strategy has been successful in providing employment and education services within Palm Springs. Recently, this approach assisted 500 homeless individuals annually with wrap around service and employment services while providing a new partnership for Martha's. This proposal will allow Martha's to expand into other Coachella Valley cities as it provides an opportunity to utilize this type of "City Partnership" as a model to serve additional individuals.

Martha's partnership with Workforce Development Board will assist in providing employment training that aligns with the identified regional labor market needs. Martha's partnership with the Workforce Development Board also provides Martha's staff with training to ensure they are providing up to date, tailored employment services.

Martha's will provide employment training opportunities for adults through its new partnership with Riverside County's Work Experience (WEX) Program which will provide homeless individuals with the opportunity to obtain paid, employment in the fields of administration, food services, program delivery, nursing assistant, etc. Martha's is in the process of certification to launch in October of 2021 an exciting additional employment training program through E-Snaps.

Martha's is also an active partner within Riverside County's CoC for sharing best practices and service collaborations.

#### Line Item Budget - Sheet 1 Operational Costs

Approved budgets are the basis for reporting all grant expenditures. Line items may not be added or changed without grant amendment. Prior authorization is required for transferring funds (<10%) between existing line items. Describe budget narrative in cell B38. You may insert rows or create additional worksheets if more space is needed to fully describe your budget.

PROGRAM OI	PERATIONS	Total Program Budget	Funds from Other Sources Detail on sheet 3	Amount Requested from DHCD
Total Labor Costs	Detail on sheet 2	312,893	143,188	169,705
Equipment (itemize			,	,
1	Computer Equipment and Software	1,000	1,000	
	Miscellaneous Small Equipment	850	850	
3	Leased Equipment	480	480	
4	Misc Furniture (bed frames, mattresses, lamps	1,200	1,200	
Supplies (itemize)				
1	Medical Supplies- Client PPE	2,000	1,000	1,000
2	Office Supplies DHS and Mecca offices	2,400	1,200	1,200
3	Operating Supplies - Desk shields - Mecca	1,700	1,400	300
4	Dining Room Supplies	700	700	
5	Cleaning Supplies	3,600	2,600	1,000
	Hygiene Supplies	1,000	1,000	
7	Infant Supplies	600	600	
8	Food &service paper goods-Client meals	10,000	5,000	5,000
Printing/Duplication	n	200	200	
Mailing/Postage/D	elivery	120	120	
Travel		600	600	
Education/Training	5	300	300	
Facilities (Detail)				
and Emplo	nt/Mortgage - Office space Wrap Around syment Services- DHS office rent soom Rental	14,000 350	6,000 350	8,000
	/Fax/Internet - Office phones and	350	350	
	HS andd Mecca offices	3,200	2,200	1,000
	Shelter Indio	5,000	4,000	1,000
Insurance	- DHS and Mecca offices	1,600	600	1,000
Maintenan	ce/Janitorial	2,400	2,400	
Other Faci	lity costs (itemize)			
1	Pest Control, landscaping, trash ,contract services	600	600	
2	Licenses & Fees	100	100	
3	Vehicle Expenses	200	200	-
4	Contract service other	1,000	1,000	
5	Security Services - Mecca & DHS offices	5,000	4,000	1,000
Other Program Cos	ts not described above (itemize)			
1	Employee Recruitment & Screening	250	250	
	Administrative Costs - HR - Accounting -			
2	Compliance - Billing-	53,782	33,582	20,200
	Misc- Client IDs -Birth certificates	500	-	500
Total Program	Budget	427,625	216,720	210,905
The "Secu	rtiy services Mecca & DHS offices" line item is o urity alarm company to increase the security fo	copmrised of a se	et at a monthly amo	unt that is paid

### <u>Line Item Budget</u> <u>Sheet 2 - Labor Costs</u>

Staff Sal	laries oyee Position/Title	Annual Salary	% of Time Allocated to Program	Actual Program Salary	Amount of Salary Paid by DHCD Grant
1	Shelter Staff 2 FTE (Indio Site	75,293	100%	75,293	52,705
2	Case Manager / Employment Specialist (Desert Hot Springs Site)	46,800	100%	46,800	46,800
3	Case Manager / Employment Specialist (Indio Site)	46,800	100%	46,800	46,800
4	Case Manager / Employment Specialist / ESL Instructor (Mecca Site) Case Manager /		50%	23,400	23,400
5	Employment Specialist	46,800	100%	46,800	-
6	Case Manager / Employment Specialist	46,800	100%	46,800	-
7	Program Mang.	90,000	30%	27,000	-
8		-		-	-
	Enter this amount in	Section 1, Employ	vee Salaries	Total >	169,705
Budget Narrative	All salary costs are calcualted fo	r Direct Program Sta	iff with full en	nployee benefits	j.
	ants/Contractors ultant/Contractor Name	Hourly Rate	Hours/ Week	Monthly Fee	Amount of Salary Paid by DHCD Grant
1					
2					
3					
4 5					
6					
7					
8					
Enter this	Enter this amount in Section 1, Professional Services/Consultants Total > 0				0
Budget Narrative	Fully describe costs listed above				

Funding for	this	program received from other sources	Amount
Fees			
Donations			60,720
Grants (List Org	aniza	ations)	
	1	ESG - Cares-	17,000
	2	CACAFP State of CA	5,000
	3	CSBG - Community Action	20,000
	4	City of La Quinta	22,500
	5	НЕАР	40,000
	6	Pacific Premier Bank	10,000
	7	НАРР	22,500
	8		-
	9		-
	10		-
	11		
	12		
	13		-
	14		-
	15		-
	16		
Fundraising (des	scribe	nature of fundraiser)	
			-
		equests, membership dues, in-kind services, Sees from other agencies, etc. (Itemize)	
	1	Martha's Thrift Store	19,000
	2		-
	3		-
	4		
Total fundin	g in	addition to DHCD request	216,720
Budget Narrative	Fully describe program income listed above in this cell (B19). Note whether income is "projected" or actual. All numbers are actual awarded or historically awarded and fundraised amounts. Martha's historically raises between 1.4 Million to 1.9 million annually.		

# Line Item Budget - Other Program Funds

#### Grant Staff Review # 1 of 3

Executive Summary: 10 Community Need and Alignment: 9 Goals: 8 Proposed Evaluation Plan: 9 Applicant Capacity and Infrastructure: 8 Organizational Sustainability: 10 Budget: 8 Key Partners/Collaborations: 10

Total Score: 72.00

**Reviewer Comments:** Martha's Village and Kitchen has always taken initiative and adapted/developed more ways to better serve and better reach those experiencing homelessness. Our funding is helping Martha's to provide 10 additional beds at their main campus in Indio and expanding their case management and wrap-around services at two new locations: Mecca and Desert Hot Springs. The expansion of homeless housing beds will help increase the number of individuals that transition into stable housing. The extension of case management and wrap-around service will help empower more individuals with the tools and resources needed to secure employment and target other personal assistance services them may need for upward mobility. I recommend funding this expansion as it directly aligns with the District's focus of increasing case management and wraparound services for individuals and families experiencing homelessness.

#### **Response Notes:**

#### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2)

Grant Program Staff Review Stage: 74 (3 of 3)

#### Sum of all Reviews:

Fiscal Staff Review Stage: 35 (2 of 2)

Grant Program Staff Review Stage: 222 (3 of 3)

#### Grant Staff Review # 2 of 3

Executive Summary: 9 Community Need and Alignment: 10 Goals: 10 Proposed Evaluation Plan: 9 Applicant Capacity and Infrastructure: 10 Organizational Sustainability: 9 Budget: 9 Key Partners/Collaborations: 10

Total Score: 76.00

**Reviewer Comments:** Martha's Village & Kitchen has been serving the homeless individuals for the past 3 decades. MV&K meet the essential needs of the homeless by providing shelter, housing and wrap around services, leading the individuals on a pathway to stable housing and employment. This proposed homeless housing, case management, and wraparound services with enhanced employment services is a expanded project to reduce barriers, increase opportunities and meet essential needs of homeless individuals and families in the Coachella Valley.

#### **Response Notes:**

#### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2) Grant Program Staff Review Stage: 74 (3 of 3) **Sum of all Reviews:** Fiscal Staff Review Stage: 35 (2 of 2) Grant Program Staff Review Stage: 222 (3 of 3) **Total average proposal score: 91.5/100** 

#### Grant Staff Review # 3 of 3

Executive Summary: 9 Community Need and Alignment: 10 Goals: 9 Proposed Evaluation Plan: 9 Applicant Capacity and Infrastructure: 10 Organizational Sustainability: 9 Budget: 9 Key Partners/Collaborations: 9

Total Score: 74.00

**Reviewer Comments:** Martha's Village and Kitchen has a successful track record of addressing homelessness through their various programs and services, while providing vital resources to near homeless and homeless community members. DHCD grant funds will increase Martha's Village and Kitchen capacity by at their Indio shelter by an additional 10 beds, and open up two satellite locations in Mecca and Desert Hot Springs, where supportive services will be provided to 75 individuals at each location. I support providing these proposed grant funds to Martha's Village and Kitchen to continue to address the ever-increasing homeless problem in the Coachella Valley.

#### **Response Notes:**

#### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2)
Grant Program Staff Review Stage: 74 (3 of 3)
Sum of all Reviews:
Fiscal Staff Review Stage: 35 (2 of 2)
Grant Program Staff Review Stage: 222 (3 of 3)

#### Fiscal Staff Review # 1 of 2

Fiduciary Compliance: 8

**Financial Stability: 9** 

Total Score: 17.00

**Reviewer Comments:** Audited financial statements reviewed by board regularly, cash flow negative at end of fiscal year due to investing activities and assets will satisfy liabilities. Strategic plan provides multiple levels of short- and long-term growth utilizing multiple sources of funding. Grant amount is reasonable in comparison to overall organizational budget.

#### **Response Notes:**

#### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2)

Grant Program Staff Review Stage: 74 (3 of 3)

#### Sum of all Reviews:

Fiscal Staff Review Stage: 35 (2 of 2)

Grant Program Staff Review Stage: 222 (3 of 3)

#### Fiscal Staff Review # 2 of 2

Fiduciary Compliance: 9

**Financial Stability:** 9

Total Score: 18.00

**Reviewer Comments:** Grantee demonstrates financial compliance...unmodified audit reports accepted by Board, positive cash flow, Current Ratio is 2:1 (demonstrating ability to pay current liabilities)

The grant request represents approximately 50% of the total program budget and is supported by multiple funding sources and the grantee's strategic plan.

#### **Response Notes:**

#### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2)

Grant Program Staff Review Stage: 74 (3 of 3)

#### Sum of all Reviews:

Fiscal Staff Review Stage: 35 (2 of 2)

Grant Program Staff Review Stage: 222 (3 of 3)



## FY 2020-2021: Grant Application Scoring Rubric



Category	Meets expectations (10-6 points)	Does not meet expectations (0-5 points)			
	Programmatic Review				
Executive Summary (10 points)	The applicant <b>includes and describes</b> the project's mission and vision, the target population the project will serve, the expected benefits to the community, the need for the project in the community with proposedevidence-based methods, interventions, and strategies that are realistic, attainable, effective, and outcome-oriented.	The applicant is unclear or <b>does not include or describe</b> the project's mission and vision, the target population the project will serve, the expected benefits to the community, the need for the project in the community with proposed evidence-based methods, interventions, and strategies that are realistic, attainable, effective, and outcome-oriented.			
Community Need & Alignment (10 points)	The applicant <b>identifies and defines a specific need(s)</b> for the project within the identified community and effectively describes the alignment of that need to one of the Desert Healthcare District and Foundation five strategic focus areas by using one of more of the following: data, case studies, interviews, focus group results, media coverage, etc.	The applicant <b>does not sufficiently identify or describe a</b> <b>need</b> for the project and/or its alignment to one of the Desert Healthcare District and Foundation five strategic focus areas by using one or more of the following: data, case studies, interviews, focus group results, media coverage, etc.			
<b>Goals</b> (10 points)	The applicant has provided SMART goals with an evaluation plan that is comprehensively developed. The <u>SMART</u> goals are <b>specific, measurable, ambitious, realistic, and time-</b> <b>bound,</b> and the evaluation plan will accurately measure the project's effectiveness and impact.	The applicant has provided very limited goals and evaluation plans. The goals <u>are not specific, measurable, ambitious,</u> <u>realistic, time-bound goals</u> and will not measure the project's effectiveness or impact.			

Proposed Program/Project Evaluation Plan (10 points)	<ul> <li>The applicant provides a detailed plan of action for evaluation that includes both qualitative and/or quantitative assessment(s). The plan includes well-defined data reporting mechanisms and/or a clear and transparent narrative.</li> <li>Evaluation measures and methods are clear; the applicant defines how they envision success.</li> <li>Evaluation is in alignment with the SMART goals of the project.</li> <li>An explanation is provided on how the data collected from the project will be utilized for future programming, partnerships, and/or funding.</li> </ul>	<ul> <li>The applicant does not provide, or vaguely describes, a plan of action with limited qualitative and/or quantitative assessment(s). The plan includes poorly defined data reporting mechanisms and/or a narrative.</li> <li>Evaluation measures and methods are not clear; the applicant vaguely defines how they envision success.</li> <li>Evaluation is not in alignment with the SMART goals of the project.</li> <li>An explanation is not provided on how the data collected from the project will be utilized.</li> </ul>
Applicant Capacity and Infrastructure to Execute Proposal (10 points)	The applicant <b>includes examples that demonstrate</b> that the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.). The <b>applicant demonstrates</b> reliability for this kind of work (strength, a history or track record of achievements, related mission, and letters of support)	The applicant <b>does not include examples that demonstrate</b> the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.). The <b>applicant is limited in its ability to demonstrate</b> reliability for this kind of work (strength, a history or track record of achievements, related mission, and letters of support)
Organization Sustainability (10 Points)	The applicant <b>demonstrates</b> that it has a current Strategic Plan with measurable outcomes and includes the proposed program. The applicant demonstrates strong Board engagement, governance, and fundraising support.	The applicant <b>does not sufficiently demonstrate</b> that it has a current Strategic Plan with measurable outcomes. The proposed program is not identified in the current Strategic Plan and the applicant organization has limited Board engagement, governance, and fundraising support.

<b>Budget</b> (10 points)	<ul> <li>The budget is specific and reasonable, and all items align with the described project. The proposed budget is accurate, cost-effective, and linked to activities and outcomes.</li> <li>There are no unexplained amounts.</li> <li>The overall significance of the project, including the relationship between benefits and/or participants to the programmatic costs are reasonable.</li> <li>All line items are identified clearly in the budget narrative.</li> <li>The budget shows committed, in-kind, or other funds that have been identified, secured, and in place to support the project.</li> </ul>	<ul> <li>The budget is not specific and/or reasonable, and the items are poorly aligned with the described project. The budget is included in the application but seems incomplete or not reflective of actual costs.</li> <li>There are unexplained amounts.</li> <li>The overall significance of the project, including the relationship between benefits and/or participants to the programmatic costs are not reasonable.</li> <li>Line items are not clearly defined in the budget narrative.</li> <li>The budget does not show committed, in-kind, or other funds that have been identified, secured, and in place to support the project.</li> </ul>	
Key Partners / Collaboration (10 points)	The proposal <b>demonstrates a collaborative process</b> that includes multiple community partners involved in planning and implementation, with contributions from collaborators articulated in detail via letters of support and/or memorandums of understanding.	The proposal <b>does not demonstrate a collaborative process</b> and it does not involve multiple community partners in planning and implementation. Potential for collaboration exists but is not articulated.	
	Fiscal Review		
Fiduciary Compliance (10 Points)	<b>The applicant demonstrates</b> a financial history that shows a continuous cycle of fiduciary responsibility of the Board through unmodified audited financial statements produced in a timely fashion, positive cash flow at the end of each fiscal year, asset ratio meets required debt load, and the Board reviews financial statements regularly.	<b>The applicant does not demonstrate</b> a financial history that shows a continuous cycle of fiduciary responsibility of the Board through audited financial statements. Positive cash flow at the end of each fiscal year is not consistent. and the Board does not review financials regularly.	

<b>Financial Stability</b> (10 Points)	Funding sources for operations and programs are from multiple sources and <b>are driven by a strategic plan</b> for stability for both short- and long-term growth. Fund development and/or business plan is in place to identify future sources of funding. The requested grant amount is <b>reasonable</b> in comparison to the overall organizational budget.	Source of funds for operations and programs are from limited sources and <b>are not driven by a strategic plan</b> . There is <b>no plan</b> for stability in place currently, including a fund development plan and/or business plan. The requested grant amount is <b>unreasonable</b> in comparison to the overall organizational operating budget.
	budget.	

Total Score: \_\_\_\_/ 100

#### **Recommendation:**

Fully Fund

□ Partially Fund – Possible restrictions/conditions

No Funding

#### Grant #1141 Martha's Village & Kitchen

#### EXHIBIT B

#### PAYMENT SCHEDULES, REQUIREMENTS & DELIVERABLES

<u>Project Title</u>	<u>Start/End</u>
Martha's Village: Homeless Housing with Wrap-Around Services	04/1/2021
	03/31/2022

#### **PAYMENTS:**

(2) Payments: \$94,907.00 10% Retention: \$21,091.00

#### Total request amount: \$210.905.00

Scheduled Date	Grant Requirements for Payment	Payment
4/01/2021	Signed Agreement submitted & accepted	Advance of \$94,907.00
		for time period
		4/01/2021-9/30/2021
10/01/2021	1 <sup>st</sup> six-month (4/01/2021– 9/30/2021)	Advance of \$94,907.00
	progress and budget reports submitted &	for time period
	accepted	10/01/2021- 3/31/2022
4/01/2022	$2^{nd}$ six-month (10/01/2021- 3/31/2022)	\$0
	progress and budget reports submitted and	
	accepted	
4/30/2022	Final report (4/01/2021 – 3/31/2022)	\$21,091.00
	submitted & accepted	(10 % retention)

#### TOTAL GRANT AMOUNT: \$210.905.00

#### **DELIVERABLES:**

#### Program/Project Goals and Evaluation

Goal #1:	Evaluation #1:
Martha's will expand to provide 10 additional	These new beds will serve 40 additional DHCD
beds for homeless housing and wrap-around	homeless individuals with emergency housing,
services at its main campus in Indio, during the	case management, and wrap-around services
term of the contract.	annually resulting 3,650 shelter service bed

	nights. Martha's Case Managers and Employment Specialists will ensure 100% data collection with data entry into the Client Tracking Database with client assessments and units of service.
Goal #2: Martha's will expand by securing a new location in Mecca. Martha's to provide case management with wrap-around services to include the additional enhancements of Employment Services, English as a Second Language Instruction and Computer Skills Training to 75 homeless or at risk of homeless individuals in the underserved area of Mecca.	<b>Evaluation #2:</b> Martha's Case Managers and Employment Specialists will ensure 100% data collection and data entry into our Client Tracking Database to include client assessments and units of service.
Goal #3: Martha's will expand services in its Desert Hot Springs location. Martha's will expand services with case management with Wrap-Around Services, with its current Employment Services and Computer Skills Training to 75 homeless or at risk of homelessness individuals in the underserved area of Desert Hot Springs.	<b>Evaluation #3:</b> Martha's Case Managers and Employment Specialists will ensure 100% data collection and data entry into our Client Tracking Database to include client assessments and units of service.
Goal #4: Martha's will build collaborations with a combination of a minimum of ten (10) nonprofits, community organizations and local government, in both the areas of Mecca and Desert Hot Springs. This effort will begin with scheduled listening meetings with the entities mentioned above to ensure the needs of the communities are meet in the area of homeless and at risk of homelessness services.	<b>Evaluation #4:</b> Martha's Program Managers will track, report and monitor the progress of securing 10 new Community collaborations, while addressing discovered gaps in area services, such as food insecurity, employment, resources, housing, wellness, etc.



Date: 3/23/2021

To: Board of Directors

Subject: Grant #1171 Blood Bank of San Bernardino and Riverside Counties Inc

Grant Request: Bloodmobiles for Coachella Valley

Amount Requested: \$150,000.00

Project Period: 4/1/2021 to 9/30/2022

#### **Project Description and Use of District Funds:**

LifeStream Blood Bank was established to meet community's need for a safe supply of blood and blood components. Over the years, LifeStream has evolved to provide donors with valuable health information in the form of a "mini-physical". The "mini-physical" assesses each person's pulse, temperature, blood pressure, cholesterol, and hemoglobin. This extra service can help provide donors with an "early warning" for undiagnosed health problems. Additionally, when COVID-19 hit, LifeStream evolved further and began testing all blood donations for COVID antibodies. In 2020, COVID-19 antibody testing helped increase blood donations, provided a valuable community service to donors, and resulted in the collection of COVID-19 convalescent plasma that helped treat patients infected with the virus.

LifeStream has successfully developed forecasting and tracking systems to ensure daily, monthly, and annual supply goals are achieved for the hospitals and medical facilities in the Coachella Valley. This data is constantly being reviewed so their team can take any necessary actions and react swiftly to ensure they are on track to meeting established targets.

Recently, State and Federal vehicle emission standards have been changed and LifeStream is required to purchase new bloodmobiles because of government mandates. Funding from the District will help offset the purchase of a bloodmobile and the purchase of 12,000 COVID antibody test kits.

#### **Strategic Plan Alignment:**

Healthcare Infrastructure and Services / Increase the number of mobile and portable medical units



#### Geographic Area(s) Served:

Cathedral City; Coachella; Desert Hot Springs; Indio; Indian Wells; La Quinta; Palm Desert; Palm Springs; Rancho Mirage; Thousand Palms

#### Action by Program Committee: (Please select one)

✓ Full recommendation and forward to the Board for consideration with the Committee's recommendation that a grant amount of \$150,000.00 be approved.

Recommendation with modifications

Deny

## **Full Grant Application Summary**

#### Blood Bank of San Bernardino and Riverside Counties Inc, Grant #1171

#### About the Organization

Blood Bank of San Bernardino and Riverside Counties Inc 384 West Orange Show Road San Bernardino, CA 92408 Tel: (909) 885-6503 http://www.lstream.org

#### **Primary Contact:**

Daniel Ballister Tel: (909) 885-6503 Fax: (909) 890-9816 dballister@lstream.org

#### Historical (approved Requests)

Grant	Project Title	Grant	Туре	Disposition	Fund
Year		Amount		Date	
2010	Expanding Capacity at the Local Rare Blood Library	\$174,000	Achievement Building	1/25/2011	Grant budget
2016	LifeStream Prostate Cancer Treatment Program	\$60,000	Capital Improvement	10/25/2016	Grant budget

#### **Program/Project Information**

Project Title: Bloodmobiles for Coachella Valley Start Date: 4/1/2021 End Date: 9/30/2022 Term: 18 months Total Project Budget: \$500,000 Requested Amount: \$150,000

#### **Executive Summary:**

Celebrating its 70th anniversary in 2021, LifeStream Blood Bank was established to meet our community's need for a safe supply of blood and blood components. The niche filled by LifeStream has never been more vital and more relevant to the communities we serve.

As a result of governmental mandates, LifeStream Blood Bank needs to purchase two new bloodmobiles at a cost \$250,000 each to replace Coachella Valley-based bloodmobiles that no longer meet State and Federal vehicle emissions standards.

LifeStream utilizes bloodmobiles to conduct approximately 600 mobile blood drives a year in the Coachella Valley to supplement collection efforts at its local blood donor centers. Bloodmobiles make the donation process easy and convenient for donors and collect nearly half of all blood necessary to meet the needs of Coachella Valley trauma and cancer patients, mothers and their babies, and for surgeries at all area hospitals and medical facilities.

More than a traditional blood bank, LifeStream has evolved to offer a variety of lifesaving blood products and community services that benefit thousands of area residents. While the primary purpose of mobile blood drives is to collect blood products, they also allow LifeStream to provide donors with valuable health information during the screening process. Mobile staff provide "mini-physicals" to thousands of potential donors in the Coachella Valley each year, with a substantial number residing in underserved east valley communities. The "mini-physical" assesses each person's pulse, temperature, blood pressure, cholesterol, and hemoglobin. LifeStream personnel are trained to recognize issues that could provide an "early warning" for undiagnosed health problems. On many occasions, donating blood saved the donor's life as well as the patient life they intended to save. This service is invaluable and one of the "hidden bonuses" of blood donation.

Additionally, all blood donations are tested for infectious diseases and the presence of COVID antibodies. In 2020, COVID-19 antibody testing helped increase blood donations, provided a valuable community service to donors, and resulted in the collection of COVID-19 convalescent plasma that helped treat patients infected with the virus. DHDF funding will allow LifeStream to test 12,000 donations over one year for the presence of COVID-19 antibodies.

A grant from the DHDF will help LifeStream purchase desperately needed bloodmobiles and COVID-19 antibody tests that will benefit thousands Coachella Valley residents of all ages and socio-economic backgrounds.

#### Program/project Background and Community Need:

LifeStream Blood Bank needs to purchase two bloodmobiles, which cost \$250,000 each, to replace two older bloodmobiles that will be "retired" soon because they do not meet government mandates requiring improved vehicle emissions standards. The new bloodmobiles will serve the Coachella Valley including the underserved population who reside in the eastern portion of Riverside County.

Bloodmobiles are an essential component of LifeStream's blood collections plan. In a typical year, LifeStream conducts approximately 700 mobile blood drives in the Coachella Valley to supplement collection efforts at its La Quinta and Rancho Mirage blood centers. Bloodmobiles are also crucial to LifeStream's commitment to make it convenient for donors to give the gift of blood. In 2019, we collected 7,500 units from Coachella Valley blood drives to meet the needs of trauma and cancer patients, and for surgeries at medical facilities including Desert Regional Medical Center, Eisenhower Medical Center and John F. Kennedy Memorial Hospital. In 2020, we also began collecting "convalescent plasma" from donors who have recovered from COVID-19. This product is used to help patients suffering with COVID-19 infections. Without our

bloodmobiles, we would not be able to collect enough of these life-saving blood products to meet local patients' needs.

#### **Strategic Plan Alignment:**

Healthcare Infrastructure and Services / Increase the number of mobile and portable medical units

#### Program/project description:

Even though the primary purpose of mobile blood drives is to collect blood products, LifeStream staff provides donors with valuable health information during the screening process. LifeStream provides each potential donor with a "mini-physical" to assess each person's pulse, temperature, blood pressure, cholesterol, and hemoglobin. All blood donations are tested for infectious diseases including Hepatitis B, HIV, Hepatitis C, West Nile Virus, Chagas, and the presence of COVID antibodies. Those who test positive can potentially be recruited to donate convalescent plasma to help treat COVID patients.

In 2019, staff on our mobile units provided "mini-physicals" to 8,300 active donors in the Coachella Valley. Slightly more than 5,000 of these donors reside in east valley communities. LifeStream personnel are trained to recognize issues that could provide an "early warning" for undiagnosed health problems. On many occasions, we have found that the act of donating blood saved the donor's life as well as the patient life they intended to save. For example, blood donors assessed with an abnormal physical finding during the mini-physical (anemia, hypertension, irregular pulse, fever, etc.), who are referred to a physician for further work-up, have been diagnosed and treated for leukemia, thrombocythemia, hemochromatosis, colon cancer, arrhythmia requiring surgical intervention, bacterial infections, malignant hypertension, and high cholesterol.

Our bloodmobiles allow us to communicate these serious health issues to donors in a convenient and secure location. Donors can then undergo potentially life-saving treatment by their healthcare provider. This service is invaluable and is one of the "hidden bonuses" of blood donation.

A grant from the DHDF, combined with other funds we expect to receive in 2021, will allow LifeStream to purchase these desperately needed bloodmobiles so that we may continue to provide essential services to tens of thousands of Coachella Valley residents over the next decade.

#### Description of the target population (s):

Mini-physicals are provided to all potential donors who are 15 years and older. Additionally, all residents of the Coachella Valley could conceivably benefit from the collection of blood and blood products if they are admitted to an area medical facility served by LifeStream Blood Bank.

#### Geographic Area(s) Served:

Cathedral City; Coachella; Desert Hot Springs; Indio; Indian Wells; La Quinta; Palm Desert; Palm Springs; Rancho Mirage; Thousand Palms

#### Age Group:

(0-5) Infants (06-17) Children (18-24) Youth (25-64) Adults (65+) Seniors

**Total Number of District Residents Served:** 27,000

#### Program/Project Goals and Evaluation

<b>Goal #1:</b> LifeStream Blood Bank will use grant funding to test 12,000 Coachella Valley blood donors (approximately 1,000 each month) for antibodies to COVID-19. Donors who test positive for COVID-19 antibodies will be made aware of the test results and be recruited to donate COVID-19 Convalescent Plasma. COVID-19 Convalescent Plasma donations will be used by local hospitals to treat seriously ill COVID-19 patients.	<b>Evaluation #1:</b> LifeStream has a sophisticated forecasting algorithm to ensure we have adequate appointments to meet our daily, weekly, and monthly collection goals. We will use this forecasting algorithm to ensure we are booking donor appointments at a weekly rate to ensure 1,000 donors are tested each month. In the event we forecast potential shortages in donor appointments in the Coachella Valley, we will increase our tele-recruiting efforts to donors in that area. Finally, we will track actual test results at the end of every month to ensure we achieved the testing of 1,000 donors in the Coachella Valley for antibodies to COVID-19.
Goal #2: Funding will help LifeStream Blood Bank purchase a new bloodmobile that will be deployed to approximately 300 mobile blood drives and collect approximately 4,800 units of blood and other life-saving blood products each year for approximately ten years. Each unit of blood helps 3 people. Therefore, in one year, blood collection would essentially help 14,500 patients. The new bloodmobile will replace a bloodmobile that no longer meets State and Federal vehicle emissions guidelines. It will be equipped with a mobile ALYX system that is	<b>Evaluation #2:</b> LifeStream uses a software system specifically dedicated to tracking and forecasting mobile blood drives. This system allows us the ability to forecast and track blood drives for the entire calendar year to ensure we meet our daily, weekly, and monthly collection goals. We will use this system to ensure LifeStream is securing monthly blood drives in the Coachella Valley to meet the 12-month goal of 300 drives annually. Additionally, we will track the success of each drive to ensure we met our projected goal and provided excellent customer service to

<ul> <li>each donor's pulse, temperature, blood pressure, cholesterol, and hemoglobin. Additionally, all blood donations will be tested for infectious diseases including Hepatitis B, HIV, Hepatitis C, West Nile Virus, Chagas, and the presence of COVID-19 antibodies. Staff will communicate any serious health irregularities identified to donors and encourage them to consult their healthcare provider to discuss potentially life-saving treatment for the identified health issue. Additionally, donors will be given access to a secure online Donor Portal to review and track key results over multiple donations. LifeStream would gladly share the Desert Healthcare District's medical service referral materials with donors who do not have established relationships with a physician.</li> <li>Goal #4:</li> </ul>	capable of collecting plasma (both transfusion and COVID Convalescent Plasma) or double- red blood cells at mobile blood drives. <b>Goal #3:</b> Over a 12-month period, LifeStream bloodmobile staff will conduct 5,300 "mini- physicals" during the donor screening process at all blood drives in all communities, including underserved communities in the eastern portion of the county. Of those receiving mini-physicals, approximately 4,800 would be duplicative as their blood will also be tested and counted under Goal 1. However, about 500 people would not qualify to donate blood, but they would be given the mini- physical. Each "mini-physical" will assess	each donor. This 12-month tracking and forecasting will begin once the new Coachella Valley mobile has been received and placed into service for LifeStream. <b>Evaluation #3:</b> LifeStream has a sophisticated forecasting algorithm to ensure we have adequate appointments to meet our daily, weekly, and monthly collection goals. We will use this forecasting algorithm to ensure we are booking donor appointments at a weekly rate to ensure adequate numbers of potential donors are scheduled at mobile blood drives to meet the 12-month goal of screening 5,300 donors. In the event we forecast potential shortages in donor appointments in the Coachella Valley, we
Goal #5: Fvaluation #5:	tested and counted under Goal 1. However, about 500 people would not qualify to donate blood, but they would be given the mini- physical. Each "mini-physical" will assess each donor's pulse, temperature, blood pressure, cholesterol, and hemoglobin. Additionally, all blood donations will be tested for infectious diseases including Hepatitis B, HIV, Hepatitis C, West Nile Virus, Chagas, and the presence of COVID-19 antibodies. Staff will communicate any serious health irregularities identified to donors and encourage them to consult their healthcare provider to discuss potentially life-saving treatment for the identified health issue. Additionally, donors will be given access to a secure online Donor Portal to review and track key results over multiple donations. LifeStream would gladly share the Desert Healthcare District's medical service referral materials with donors who do not have established relationships with a physician.	blood drives to meet the 12-month goal of screening 5,300 donors. In the event we forecast potential shortages in donor appointments in the Coachella Valley, we will increase our tele-recruiting efforts to donors in that area. This 12-month tracking and forecasting will begin once the new Coachella Valley mobile has been received and placed into service for LifeStream.

### Proposed Program / Project Evaluation Plan

LifeStream is only successful if we are able to meet the needs of our community. Therefore, we have developed sophisticated forecasting and tracking systems to ensure our daily, monthly, and annual goals are achieved. These tools include:

- A dedicated system to track future blood drives by location
- An appointment tracking system to monitor donor appointments and show rates
- Reporting capabilities to track actual donor collections compared to targeted goals

Data is reviewed each morning with our management team during a "production huddle", which allows us to take appropriate and immediate actions, when necessary, to ensure all our goals are achieved.

We will forecast, track, and measure each of the three project goals with this exact same daily rigor. For example, if we forecast potential shortages in donor collections in the Coachella Valley, we will react swiftly to ensure we get back on course to meet the monthly established targets. We have a strong history of achieving daily, monthly, and annual goals and are confident that we will meet these project goals as well.

#### **Organizational Capacity and Sustainability**

#### **Organizational Capacity**

LifeStream employs trained professionals to conduct mobile blood drives. Each mobile team consists of an appropriate number of trained staff to ensure the highest level of safety for our donors. Every new employee must complete and pass an extensive eightweek training program before being assigned to the mobile team. This ensures we have a team of well-trained and dedicated employees on our mobile team. Additionally, to ensure we always have adequate staffing, we routinely forecast the need for new hires (taking into account resignations and routine turnover). LifeStream is confident that we already have the necessary resources in place to immediately deploy the replacement bloodmobiles.

Every "mini-physical" is conducted under strict standard operating procedures (SOPs) and all staff are assessed on competency at least annually. LifeStream personnel are trained to recognize issues that could provide an "early warning" for undiagnosed health problems.

All infectious disease testing and COVID-19 antibody testing is conducted by our national testing partner, Creative Testing Solutions (CTS).

#### Organizational Sustainability:

Our strategic plan and success rely on the replacement of bloodmobiles that will no longer meet State and Federal vehicle emissions standards. Both Coachella Valleybased bloodmobiles must be replaced by December 31, 2021. Bloodmobiles play a crucial role in LifeStream's ability to collect lifesaving blood for patients in the Coachella Valley. In fact, approximately half of LifeStream's blood donations are collected on bloodmobiles. Therefore, without these Bloodmobiles, LifeStream would not be able to collect enough lifesaving blood to meet the community's needs on an annual basis. Bloodmobiles provide LifeStream with an efficient, effective, and convenient way to reach large groups of blood donors at schools, businesses, churches, and government buildings. They are also essential in our effort to reach underserved populations of the communities we serve, especially people who do not live near our two Coachella Valley blood donor centers.

In 2020, we began offering COVID-19 antibody testing as a way to identify potential convalescent plasma donors. Additionally, donors have expressed significant interest in

their personal COVID-19 antibody test results, which has helped us increase our donor base.

#### **Diversity, Equity, and Inclusion**

#### How is diversity, equity, and inclusion addressed?

The LifeStream Board of Directors is currently comprised of 12 members. Currently, the board membership has 33% minority composition (3 Asian and 1 Hispanic) and 25% female composition. This past year, LifeStream focused its recruitment in the African American community to fill open board seats. In 2020, we interviewed and made offers to two (2) African American females to join the board, but both declined our offers because of other work and community commitments. We remain focused on filling at least one open board seat from the African American community. In 2021, LifeStream's new board Chairperson is female and its Vice Chairperson is Filipino.

The executive team is 40% female and 0% minority. The executive team has had little turnover during the past 15 years. We had one position open in the past 12 months and the position was filled with a Caucasian female.

Significant diversity is present in the Director/Manager level of the organization. Of the 23 management team members, 50% are Hispanic, 25% Caucasian, 15% Asian and 10% African American. Additionally, 70% are female. Our succession development plans are looking to these individuals to fill open positions on the executive team in the future.

# What is preventing the organization from addressing diversity, equity, and inclusion? N/A

#### Partnerships:

#### **Key Partners:**

The H.N. and Frances C. Berger Foundation has pledged a matching grant of \$50,000. Additionally, one of our major Coachella Valley healthcare partners, Desert Oasis Healthcare, has committed a \$25,000 contribution. We also anticipate receiving at least \$50,000 in grants from our other healthcare partners and an additional \$40,000 from several large businesses that supported LifeStream fundraising events in 2019 and 2020. Additional funds required to meet our goal of collecting \$250,000 for one bloodmobile will be realized through LifeStream's 2 for 2 Community Campaign.

We currently do not have any community partnerships in place to support our COVID-19 testing program.

### Line Item Budget Operational Costs

PROG	RAM OPERATIONS	Total Program/Project Budget	Funds from Other Sources Detail on sheet 3	Amount Requested from DHCD
Total Staffing Cost	S Detail on sheet 2			0
Equipment (itemize	e)	•		
1	One bloodmobile	250000	160000	90000
2				0
3				0
4				0
Supplies (itemize)		1		·
1	12,000 COVID Antibodies Test Kits	60000	0	60000
2				0
3	-			0
4				0
Printing/Duplicatio	n			0
Mailing/Postage				0
Travel/Mileage				0
Education/Training	1			0
Office/Rent/Mortga				0
Telephone/Fax/Inte	-			0
Utilities				0
Insurance				0
Other facility costs	not described above (itemize)			
1				0
2				0
3				0
4				0
Other program cos	ts not described above (itemize)			
1				0
2				0
3				0
4				0
	I			
Total Program Bu	udget	310000	160000	150000
LifeStream Blood Bank needs to purchase a new bloodmobile, which costs \$250,000, to replace an older bloodmobile that will be "retired" soon because it will no longer meet state and federal vehicle emissions standards. The new bloodmobile will serve the Coachella Valley including the underserved population who reside in the eastern portion of Riverside County. Bloodmobiles are an essential component of LifeStream's blood collections plan. In a typical year, LifeStream conducts approximately 700 mobile blood drives in the Coachella Valley to supplement collection efforts at its La Quinta and Rancho Mirage blood centers. Bloodmobiles are also crucial to LifeStream's commitment to make it convenient for donors to give the gift o blood. In 2020, LifeStream began testing donors' blood for COVID-19 antibodies. The offer to test blood donations for COVID antibodies proved to be an effective incentive to recruit blood donors during the height the pandemic. Testing let donors know if they had been infected with the virus and helped LifeStream identified people who might be able to donate COVID convalescent plasma. Convalescent plasma is used by local hospitals and medical centers to treat patients seriously-ill from the virus.			icle emissions d population who nt of LifeStream's bod drives in the d centers. s to give the gift of r to test blood during the height of LifeStream identify	

### Line Item Budget Staffing Costs

	Staff Salaries	Annual Salary	% of Time Allocated to Program	Actual Program Salary	Amount of Salary Paid by DHCD Grant	
Employe	Employee Position/Title					
1						
2						
3						
4						
5						
6						
7						
8 Total Em	ployee Benefits					
				Total >	0	
	nis amount in Section 1;Staffir	iy Costs				
Budget Narrative						
Budget Narrative	N/A					
Profess	sional Services /				Fees Paid by	
Consul	tants	Hourly Rate	Hours/Week	Monthly Fee	DHCD Grant	
Company	v and Staff Title	<u>I</u>				
1						
2						
3						
4						
5						
Enter this amount in Section 1;Staffing C		osts		Total >	0	
Budget Narrative	N/A					

### Line Item Budget Other Program Funds

Other fundin program/pro	•	eived (actual or projected) SPECIFIC to this	Amount
Fees			
Donations			40000
Grants (List C	Drganiz	zations)	
actual	1	The H.N. and Frances C. Berger Foundation	50000
projected	2	Corporate and Community Foundations Grants	50000
	3		
	4	· · · · · · · · · · · · · · · · · · ·	
Fundraising (		be nature of fundraiser)	
		LifeStream 2 for 2 Community Campaign	20000
	2		
		bequests, membership dues, in-kind services, inve s, etc. (Itemize)	estment income, fees
	1		
	2		
3			
	4		
Total funding		lition to DHCD request	160000
Budget Narrative	Bas from dona Con raisi sma	Stream has received a \$50,000 matching grant from The ed on recent conversations, we also project receiving a n other corporate and community foundations. We expe- ations from vendors and other business partners. Thro munity Campaign that will be held from January throu ing an additional \$20,000 from our base of blood donor ill businesses that host blood drives. All of these funds chase of a new bloodmobile that will be based in Coach	at least \$50,000 in grants ect to receive \$40,000 in ugh the LifeStream 2 for 2 gh April 2021, we project rs, the general public and will be dedicated to the

To:	
Subject:	

Meghan Kane; Donna Craig RE: Blood Bank of San Bernardino and Riverside Counties - Grant #1171

From: Dan Ballister <<u>ballisda@LStream.org</u>>
Sent: Thursday, February 25, 2021 12:21 PM
To: Meghan Kane <<u>Mkane@dhcd.org</u>>
Subject: Re: Blood Bank of San Bernardino and Riverside Counties - Grant #1171

Hi Meghan--

Thanks for talking with me today. Now that I have a better understanding of "duplicated" vs "unduplicated", I can offer this information.

For Goal 1, we would serve 12,000 people at our donor centers and mobile blood drives in one year.

For Goal 2, we would collect about 4,800 blood units at mobile drives during one year. Each blood unit typically helps 3 patients. In one year, our blood collection would essentially help 14,500 patients.

For Goal 3, we would provide "mini-physicals" for approximately 5,300 District residents during one year on the bloodmobile. Most of these people could be counted under Goal 1 because their blood would be tested. However, about 500 people would not be able to donate blood, but they would be given the mini-physical. Consequently, I would estimate 500 residents from this category should be included in our total number.

In summary, this grant would serve approximately 27,000 unduplicated residents in this first year. If we look at the big picture, the bloodmobile will serve approximately 20,000 unduplicated residents each subsequent year for at least 10 years.

Please let me know if you have any other questions or concerns.

Thanks, Dan

Dan Ballister Director, Community Development LifeStream Blood Bank 384 West Orange Show Road San Bernardino, CA 92408

Page 247 of 344

#### Grant Staff Review # 1 of 3

Executive Summary: 9 Community Need and Alignment: 8 Goals: 9 Proposed Evaluation Plan: 9 Applicant Capacity and Infrastructure: 9 Organizational Sustainability: 9 Budget: 9 Key Partners/Collaborations: 8

Total Score: 70.00

**Reviewer Comments:** LifeStream is well established in the community as they collect nearly half of all blood necessary to meet the needs of Coachella Valley hospitals and medical facilities. LifeStream evolved over the years to provide "mini-physicals" to its donors that help to recognize and provide donors with early warning sings for various health problems. When COVID-19 hit, they evolved even further and began testing blood donations for COVID antibodies. This resulted in the collection of COVID-19 convalescent plasma that helped treat patients infected with the virus. Due to new State and Federal vehicle emission standards, LifeStream needs to begin the process of replacing the vehicles that serve the Coachella Valley. Our funding will help replace one of their vehicles and allow them to continue blood drives across the valley, the collection of convalescent plasma, and providing "mini-physicals" to donors. This funding request directly aligns with the District's focus area of healthcare infrastructure and service increasing the number of mobile and portable medical units.

#### Response Notes:

#### Average Review Score:

Fiscal Staff Review Stage: 18.5 (2 of 2)

Grant Program Staff Review Stage: 70 (3 of 3)

#### Sum of all Reviews:

Fiscal Staff Review Stage: 37 (2 of 2)

Grant Program Staff Review Stage: 210 (3 of 3)

#### Grant Staff Review # 2 of 3

Executive Summary: 9 Community Need and Alignment: 9 Goals: 10 Proposed Evaluation Plan: 9 Applicant Capacity and Infrastructure: 9 Organizational Sustainability: 9 Budget: 8 Key Partners/Collaborations: 9

Total Score: 72.00

**Reviewer Comments:** The District's continued funding of this vital organization is integral to meeting the community's need for a safe supply of blood and blood components. In fact, every blood unit collected helps 3 people. A new blood mobile that meets emission standards is necessary so as to not interrupt the collection, screening, and delivery process. It is noted that 50% of LifeStream's blood donations are collected on bloodmobiles. Another bonus is the testing of blood donations for COVID-19 antibodies, resulting in COVID-19 convalescent plasma, thus successfully able to treat patients infected with the virus. As a blood donor myself, I recommend approval of this funding request.

#### **Response Notes:**

#### Average Review Score:

Fiscal Staff Review Stage: 18.5 (2 of 2)

Grant Program Staff Review Stage: 70 (3 of 3)

#### Sum of all Reviews:

Fiscal Staff Review Stage: 37 (2 of 2)

Grant Program Staff Review Stage: 210 (3 of 3)

#### Grant Staff Review # 3 of 3

Executive Summary: 9 Community Need and Alignment: 9 Goals: 9 Proposed Evaluation Plan: 8 Applicant Capacity and Infrastructure: 8 Organizational Sustainability: 8 Budget: 9 Key Partners/Collaborations: 8

Total Score: 68.00

**Reviewer Comments:** Blood Bank Of San Bernardino And Riverside Counties proposal provides three services vital to our community in various aspects. The screening and recruitment of potentially COVID-19 donors will provide much needed COVID-19 plasma that can potentially save lives. The collection of blood from donors to supply local blood banks is another potentially life saving activity proposed under this grant application. Lastly, the mini physicals can detect potential health problems and connect community members with the appropriate medical providers. I support the approval of this grant application.

#### **Response Notes:**

#### Average Review Score:

Fiscal Staff Review Stage: 18.5 (2 of 2) Grant Program Staff Review Stage: 70 (3 of 3) **Sum of all Reviews:** Fiscal Staff Review Stage: 37 (2 of 2) Grant Program Staff Review Stage: 210 (3 of 3)

#### Fiscal Staff Review # 1 of 2

Fiduciary Compliance: 9

Financial Stability: 8

Total Score: 17.00

**Reviewer Comments:** Audited financial statements reviewed and approved by Board. Sufficient assets to meet liabilities and positive cash flow documented. Strategic plan in place and budget includes multiple sources of funding.

#### **Response Notes:**

#### Average Review Score:

Fiscal Staff Review Stage: 18.5 (2 of 2)

Grant Program Staff Review Stage: 70 (3 of 3)

#### Sum of all Reviews:

Fiscal Staff Review Stage: 37 (2 of 2)

Grant Program Staff Review Stage: 210 (3 of 3)

#### Fiscal Staff Review # 2 of 2

Fiduciary Compliance: 10

Financial Stability: 10

Total Score: 20.00

**Reviewer Comments:** Grantee demonstrates financial compliance...unmodified audit reports accepted by Board, has positive cash flow, Current Ratio is 2.0 (demonstrating ability to pay current liabilities)

The grant request is a portion of the total budget and is supported by diversified funding sources and the grantee's strategic plan.

#### **Response Notes:**

#### Average Review Score:

Fiscal Staff Review Stage: 18.5 (2 of 2)

Grant Program Staff Review Stage: 70 (3 of 3)

#### Sum of all Reviews:

Fiscal Staff Review Stage: 37 (2 of 2)

Grant Program Staff Review Stage: 210 (3 of 3)



# FY 2020-2021: Grant Application Scoring Rubric



Category	Meets expectations (10-6 points)	Does not meet expectations (0-5 points)			
	Programmatic Review				
Executive Summary (10 points)The applicant includes and describes the project's mission and vision, the target population the project will serve, the expected benefits to the community, the need for the project in the community with proposed evidence-based methods, interventions, and strategies that are realistic, attainable, effective, and outcome-oriented.		The applicant is unclear or <b>does not include or describe</b> the project's mission and vision, the target population the project will serve, the expected benefits to the community, the need for the project in the community with proposed evidence-based methods, interventions, and strategies that are realistic, attainable, effective, and outcome-oriented.			
Alignment (10 points)the project within the identified community and effectively describes the alignment of that need to one of the Desert Healthcare District and Foundation five strategic focus areasneed for the Desert Healthcare		The applicant <b>does not sufficiently identify or describe a</b> <b>need</b> for the project and/or its alignment to one of the Desert Healthcare District and Foundation five strategic focus areas by using one or more of the following: data, case studies, interviews, focus group results, media coverage, etc.			
<b>Goals</b> (10 points)	The applicant has provided SMART goals with an evaluation plan that is comprehensively developed. The <u>SMART</u> goals are <b>specific, measurable, ambitious, realistic, and time-</b> <b>bound,</b> and the evaluation plan will accurately measure the project's effectiveness and impact.	The applicant has provided very limited goals and evaluation plans. The goals <u>are not specific, measurable, ambitious,</u> <u>realistic, time-bound goals</u> and will not measure the project's effectiveness or impact.			

evaluation that includes both qualitative and/or		<ul> <li>The applicant does not provide, or vaguely describes, a plan of action with limited qualitative and/or quantitative assessment(s). The plan includes poorly defined data reporting mechanisms and/or a narrative.</li> <li>Evaluation measures and methods are not clear; the applicant vaguely defines how they envision success.</li> <li>Evaluation is not in alignment with the SMART goals of the project.</li> <li>An explanation is not provided on how the data collected from the project will be utilized.</li> </ul>	
Applicant Capacity and Infrastructure to Execute Proposal (10 points)	The applicant <b>includes examples that demonstrate</b> that the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.). The <b>applicant demonstrates</b> reliability for this kind of work (strength, a history or track record of achievements, related mission, and letters of support)	The applicant <b>does not include examples that demonstrate</b> the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.). The <b>applicant is limited in its ability to demonstrate</b> reliability for this kind of work (strength, a history or track record of achievements, related mission, and letters of support)	
Organization Sustainability (10 Points)	The applicant <b>demonstrates</b> that it has a current Strategic Plan with measurable outcomes and includes the proposed program. The applicant demonstrates strong Board engagement, governance, and fundraising support.	The applicant <b>does not sufficiently demonstrate</b> that it has a current Strategic Plan with measurable outcomes. The proposed program is not identified in the current Strategic Plan and the applicant organization has limited Board engagement, governance, and fundraising support.	

<ul> <li>Budget (10 points)</li> <li>The budget is specific and reasonable, and all items align with the described project. The proposed budget is accurate, cost-effective, and linked to activities and outcomes.</li> <li>There are no unexplained amounts.</li> <li>The overall significance of the project, including the relationship between benefits and/or participants to the programmatic costs are reasonable.</li> <li>All line items are identified clearly in the budget narrative.</li> <li>The budget shows committed, in-kind, or other funds that have been identified, secured, and in place to support the project.</li> </ul>		<ul> <li>The budget is not specific and/or reasonable, and the items are poorly aligned with the described project. The budget is included in the application but seems incomplete or not reflective of actual costs.</li> <li>There are unexplained amounts.</li> <li>The overall significance of the project, including the relationship between benefits and/or participants to the programmatic costs are not reasonable.</li> <li>Line items are not clearly defined in the budget narrative.</li> <li>The budget does not show committed, in-kind, or other funds that have been identified, secured, and in place to support the project.</li> </ul>	
Key Partners / Collaboration (10 points)	The proposal <b>demonstrates a collaborative process</b> that includes multiple community partners involved in planning and implementation, with contributions from collaborators articulated in detail via letters of support and/or memorandums of understanding.	The proposal <b>does not demonstrate a collaborative process</b> and it does not involve multiple community partners in planning and implementation. Potential for collaboration exists but is not articulated.	
	Fiscal Review		
Fiduciary Compliance (10 Points)The applicant demonstrates a financial history that shows a continuous cycle of fiduciary responsibility of the Board through unmodified audited financial statements produced in a timely fashion, positive cash flow at the end of each fiscal year, asset ratio meets required debt load, and the Board reviews financial statements regularly.		The applicant does not demonstrate a financial history that shows a continuous cycle of fiduciary responsibility of the Board through audited financial statements. Positive cash flow at the end of each fiscal year is not consistent. and the Board does not review financials regularly.	

<b>Financial Stability</b> (10 Points)	Funding sources for operations and programs are from multiple sources and <b>are driven by a strategic plan</b> for stability for both short- and long-term growth. Fund development and/or business plan is in place to identify future sources of funding. The requested grant amount is <b>reasonable</b> in comparison to the overall organizational budget.	Source of funds for operations and programs are from limited sources and <b>are not driven by a strategic plan</b> . There is <b>no plan</b> for stability in place currently, including a fund development plan and/or business plan. The requested grant amount is <b>unreasonable</b> in comparison to the overall organizational operating budget.
	budget.	

Total Score: \_\_\_\_/ 100

### **Recommendation:**

Fully Fund

□ Partially Fund – Possible restrictions/conditions

No Funding

Grant #1171

### EXHIBIT B

### PAYMENT SCHEDULES, REQUIREMENTS & DELIVERABLES

<u>Project Title</u> Bloodmobiles for Coachella Valley <u>Start/End</u> 04/1/2021 09/30/2022

### PAYMENTS:

(2) Payments: \$67,500.00 10% Retention: \$15,000.00

### Total request amount: \$150,000.00

Scheduled Date	Grant Requirements for Payment	Payment
4/01/2021	Signed Agreement submitted & accepted	Advance of \$67,500.00
		for time period
		4/01/2021-9/30/2021
10/01/2021	1 <sup>st</sup> six-month (4/01/2021- 9/30/2021)	Advance of \$67,500.00
	progress and budget reports submitted &	for time period
	accepted	10/01/2021-9/30/2022
4/01/2022	2 <sup>nd</sup> six-month (10/01/2021- 3/31/2022)	\$0
	progress and budget reports submitted and	
	accepted	
10/01/2022	3rd six-month (4/01/2022- 9/30/2022)	\$0
	progress and budget reports submitted &	
	accepted	
10/30/2022	Final report (4/01/2021 – 9/30/2022)	\$15,000.00
	submitted & accepted	(10 % retention)

### TOTAL GRANT AMOUNT: \$150,000.00

#### **DELIVERABLES:**

### Program/Project Goals and Evaluation

Goal #1:	Evaluation #1:
LifeStream Blood Bank will use grant funding to	LifeStream has a sophisticated forecasting

test 12,000 Coachella Valley blood donors (approximately 1,000 each month) for antibodies to COVID-19. Donors who test positive for COVID- 19 antibodies will be made aware of the test results and be recruited to donate COVID-19 Convalescent Plasma. COVID-19 Convalescent Plasma donations will be used by local hospitals to treat seriously ill COVID-19 patients.	algorithm to ensure we have adequate appointments to meet our daily, weekly, and monthly collection goals. We will use this forecasting algorithm to ensure we are booking donor appointments at a weekly rate to ensure 1,000 donors are tested each month. In the event we forecast potential shortages in donor appointments in the Coachella Valley, we will increase our tele-recruiting efforts to donors in that area. Finally, we will track actual test results at the end of every month to ensure we achieved the testing of 1,000 donors in the Coachella Valley for antibodies to COVID-19.
<ul> <li>Goal #2:</li> <li>Funding will help LifeStream Blood Bank purchase a new bloodmobile that will be deployed to approximately 300 mobile blood drives and collect approximately 4,800 units of blood and other lifesaving blood products each year for approximately ten years. Each unit of blood helps 3 people. Therefore, in one year, blood collection would essentially help 14,500 patients.</li> <li>The new bloodmobile will replace a bloodmobile that no longer meets State and Federal vehicle emissions guidelines. It will be equipped with a mobile ALYX system that is capable of collecting plasma (both transfusion and COVID Convalescent Plasma) or double-red blood cells at mobile blood drives.</li> </ul>	<b>Evaluation #2:</b> LifeStream uses a software system specifically dedicated to tracking and forecasting mobile blood drives. This system allows us the ability to forecast and track blood drives for the entire calendar year to ensure we meet our daily, weekly, and monthly collection goals. We will use this system to ensure LifeStream is securing monthly blood drives in the Coachella Valley to meet the 12-month goal of 300 drives annually. Additionally, we will track the success of each drive to ensure we met our projected goal and provided excellent customer service to each donor. This 12-month tracking and forecasting will begin once the new Coachella Valley mobile has been received and placed into service for LifeStream.
<b>Goal #3:</b> Over a 12-month period, LifeStream bloodmobile staff will conduct 5,300 "mini-physicals" during the donor screening process at all blood drives in all communities, including underserved communities in the eastern portion of the county. Of those receiving mini-physicals, approximately 4,800 would be duplicative as their blood will also be tested and counted under Goal 1. However, about 500 people would not qualify to donate blood, but	<b>Evaluation #3:</b> LifeStream has a sophisticated forecasting algorithm to ensure we have adequate appointments to meet our daily, weekly, and monthly collection goals. We will use this forecasting algorithm to ensure we are booking donor appointments at a weekly rate to ensure adequate numbers of potential donors are scheduled at mobile blood drives to meet the 12-month goal of screening 5,300 donors. In



Date: 3/23/2021

To: Board of Directors

Subject: Grant # 1174 Mizell Center

Grant Request: Geriatric Case Management Program

Amount Requested: \$100,000.00

Project Period: 4/1/2021 to 3/31/2022

### **Project Description and Use of District Funds:**

Mizell Center has been serving the community for four decades and is an acknowledged leader in promoting healthy aging. COVID-19 has increased the services and demand needed to support seniors. In order to help meet the need, Mizell Center created a Geriatric Case Management Program. While Geriatric Case Management is a new service, it is an outgrowth of their work in assessing homebound Meals on Wheels clients and coordinating service linkages with Riverside County's Office On Aging.

The new program coordinates care and services for older adults with chronic conditions by assessing healthcare and supportive service needs and linking clients to vital services. Mizell's program enhances seniors' health and wellness, providing advocacy, resources, and service access to improve quality of life, increase functional independence, and prevent premature institutionalization.

District grant funds will partially support the salary of a Program Support Coordinator and the newly hired Director of Geriatric Case Management in order to provide case management services to at least 173 predominantly low-income older District residents aged 62 and above with chronic health conditions. These individuals will receive an assessment by Mizell Center's Geriatric Case Manager and Program Support Coordinator to evaluate service and resource needs and identify barriers to services.

### **Strategic Plan Alignment:**

Vital Human Services to People with Chronic Conditions / Increased number of case managers

### Geographic Area(s) Served:

Cathedral City; Coachella; Desert Hot Springs; Indio; Mecca; North Shore; Palm Desert; Palm Springs; Rancho Mirage; Thermal



### Action by Program Committee: (Please select one)

✓ Full recommendation and forward to the Board for consideration with the Committee's recommendation that a grant amount of \$100,000.00 be approved.

Recommendation with modifications

Deny

# **Full Grant Application Summary**

### Mizell Center, Grant #1174

### About the Organization

Mizell Center 480 S. Sunrise Way Palm Springs, CA 92262 Tel: (760) 323-5689 Fax: (760) 320-9373 http://www.mizell.org

### **Primary Contact:**

Harriet Baron Tel: (760) 323-5689 Fax: (760) 320-9373 harrietb@mizell.org

### Historical (approved Requests)

			-		
Grant	Project Title	Grant	Туре	Disposition	Fund
Year		Amount		Date	
1999	HealthLink	\$28,000	Grant	12/31/1999	
2000	FIND	\$25,000	Grant	12/31/2000	
2000	Outreach Low Income	\$25,000	Grant	12/31/2000	
2000	HealthLink	\$53,000	Grant	12/31/2000	
2000	Flu Shots	\$50,000	Grant	12/31/2000	
2001	HealthLink	\$52,229	Grant	12/31/2001	
2001	Flu Shots	\$50,000	Grant	12/31/2001	
2002		\$55,000	Grant	12/31/2002	
2003		\$20,000	Grant	12/31/2003	
2008	MEALS ON WHEELS	\$25,000	Grant	7/9/2008	Grant
					budget
2008	Congregate Meal	\$5,000	Food	1/27/2009	Grant
	Program		Assistance		budget
2009	Congregate Meal	\$5,000	Food	7/6/2009	
	Program		Assistance		
2009	Congregate Meal	\$5,000	Food	11/9/2009	Grant
	Program		Assistance		budget
2009	Congregate Meal	\$5,000	Food	3/11/2010	Grant
	Program		Assistance		budget
2010	Congregate Meal	\$5,000	Food	7/15/2010	Grant
	Program		Assistance		budget
2010	Congregate Meal	\$5,000	Food	11/8/2010	Grant
	Program		Assistance		budget
2011	Meals On Wheels	\$175,068	Achievement	7/26/2011	Grant
			Building		budget

2011	Congregate Meals Program	\$20,000	Food Assistance	9/20/2011	Grant budget
2013	Matter of Balance Fall Prevention Implementation Study	\$4,850	Mini-Grant	6/2/2014	Grant budget
2014	Coachella Valley Senior Fall Prevention Program	\$403,300	Grant	5/26/2015	Grant budget
2017	A Matter of Balance Senior Falls Prevention Program	\$362,347	Grant	7/25/2017	Grant budget
2019	Mizell Center Meals on Wheels	\$10,000	Grant	4/1/2020	

### **Program/Project Information**

Project Title: Geriatric Case Management Program

Start Date: 4/1/2021 End Date: 3/31/2022

Term: 12 months

Total Project Budget: \$173,351

Requested Amount: \$100,000

### **Executive Summary:**

Mizell's Geriatric Case Management Program coordinates care and services for older adults with chronic conditions by assessing service needs and linking clients to vital services. Health Assessment & Research for Communities (HARC) reported that in 2019, 32.7% of Valley adults age 55 and older had incomes less than 201% of poverty level. Assistance needs included housing (8.8%), utilities (8.1%), financial (6.9%), transportation (6.7%), food (6.3%), and home healthcare (4.5%); 65.6% of all Valley adults had diagnosed chronic diseases. In 2018, HARC reported that 22% of seniors had diagnosed mental health disorders. Mizell's program enhances seniors' health and wellness, providing advocacy, resources, and service access to improve quality of life, increase functional independence, and prevent premature institutionalization. We support seniors' abilities to age in place, addressing broad spectrums of needs, exacerbated by COVID-19. This includes vulnerability to poor health outcomes and confronting intensified issues (i.e., deferred healthcare, isolation, and depression). HARC's COVID-19 Needs Assessment surveyed 624 Valley adults. Participants reported increased stress (60.2%), anxiety (59.1%), and depression (39.8%); and difficulty affording housing (45%); utilities (37.9%); food (24.3%); and healthcare (15.4%).

To promote healthy aging and address chronic health conditions, case managers assess service and resource needs; identify barriers; develop case plans with timelines for achieving goals; facilitate health and benefits applications, caregiver consultations, crisis intervention, budgeting/bill paying, transportation access, legal documents status (i.e., wills, and advance directives); and provide linkage to healthcare professionals, Social Security, Medicare/Medi-Cal, In Home Supportive Services, and collaborative partners that provide healthcare, emergency financial assistance, legal, food, and other services. The program fosters preventative screenings, decreasing preventable hospitalizations. Grant funds will support case management services to at least 173 predominantly low-income older District residents age 62 and above with chronic health conditions, including 20% from communities of color; 100% will receive assessments to evaluate service and resource needs and identify barriers. At least 87 clients will achieve one goal identified in case plans and be linked to at least three needed services or resources. Success will be measured by achievement of benchmarks, objectives and positive program outcomes tracked in spreadsheets, a database, and case notes. Quantitative data include assessments; case plans; achievement of goals; resource/service linkages; and increased service to communities of color. Additional outcome indicators include client self-reporting of improved quality of life, reduced isolation, and increased service access.

### Program/project Background and Community Need:

Over the course of Mizell's four decades of service, seniors' needs have accelerated as they are living longer while struggling with fewer resources. COVID-19 has exacerbated needs to unprecedented levels. Health Assessment & Research for Communities (HARC) reported that in 2019, 32.7% of Valley adults age 55 and older had household incomes of 200% Federal Poverty Level or less. Assistance needs included housing (8.8%), utilities (8.1%), financial (6.9%), transportation (6.7%), food (6.3%), and home healthcare (4.5%); 4.5% reported physical or mental mistreatment or neglect. In 2018, HARC reported that 22% of seniors had diagnosed mental health disorders. HARC's COVID-19 Needs Assessment surveyed 624 Valley adults; 49.3% were diagnosed with comorbidities exacerbating COVID-19 complication risks, including hypertension (31.5%); respiratory disease (19.7%); heart disease (6.3%); or HIV (6.2%). Of those previously employed, 22.9% are now unemployed, impacting seniors' supplemental income. Participants reported decreased income (37.6%) and increased difficulty in paying for housing (45%); utilities (37.9%); food (24.3%); and healthcare (15.4%); 8.8% couldn't afford essentials; 7.0% couldn't access essentials, of which 34.1% had no help, likely causing serious distress. Participants reported increased stress (60.2%), anxiety (59.1%), and depression (39.8%). Our Geriatric Case Management Program assesses support needs and links seniors to vital services.

### **Strategic Plan Alignment:**

Vital Human Services to People with Chronic Conditions / Increased number of case managers

### Program/project description:

The program coordinates care and services for older adults with chronic conditions by assessing healthcare and supportive service needs and linking clients to vital services. HARC reports that 65.6% of Valley adults have diagnosed chronic diseases indicating unmet physical, behavioral health or care needs. This program emanates from Mizell's long-term work with homebound MOW clients, including assessing clients' needs and coordinating service linkage with Riverside County's Office On Aging. Mizell's program enhances seniors' health and wellness, providing advocacy, resources, and service access to improve quality of life, increase functional independence, and prevent premature institutionalization. The program supports seniors' abilities to age in place as

needs evolve, addressing broad spectrums of needs, exacerbated by COVID-19. This includes vulnerability to poor health outcomes and confronting intensified or previously nonexistent issues (i.e., deferred healthcare, isolation, depression, and essential products shortages). To promote healthy aging and address chronic health conditions, case managers assess service and resource needs; identify barriers; partner with clients to develop case plans with timelines for achieving goals; provide comprehensive reassessments; facilitate health and benefits applications, caregiver consultations, crisis intervention, budgeting/bill paying, transportation access, legal documents status assessments (i.e., wills, and advance directives); and provide linkage and advocacy with healthcare professionals, Social Security, Medicare/Medi-Cal, In Home Supportive Services, and collaborative partners that provide healthcare, emergency financial assistance, legal, food, and other services, including utilizing CVHIP. The program fosters preventative screening access, decreasing preventable hospitalizations. A licensed mental health clinician administers behavioral health assessments to identify previously undiagnosed signs of anxiety, depression, or dementia and makes treatment referrals. The program is launching with City of Palm Springs CDBG funding that is restricted to city residents. Support will facilitate District-wide expansion, particularly to low-income East Valley Hispanic residents.

### Description of the target population (s):

HARC reported that in 2019 adults age 55 and older represented 46.3% of the Valley's adult population; 68.4% were White, 28% Hispanic, 2.0% Black; 15.8% LGBT community members; 46.8% widowed, divorced, separated or single. Mizell's senior clients reflect this population; 33% are from communities of color and 80% low-to-moderate income.

#### Geographic Area(s) Served:

Cathedral City; Coachella; Desert Hot Springs; Indio; Mecca; North Shore; Palm Desert; Palm Springs; Rancho Mirage; Thermal

#### Age Group:

(65+) Seniors

#### **Total Number of District Residents Served:**

173

### Program/Project Goals and Evaluation

Cool #1.	Evolution #1.
Goal #1:	Evaluation #1:
By February 28, 2022, a minimum of	The Director of Geriatric Case Management will
173 predominantly low-income older	monitor and track progress towards achieving the
District residents age 62 and above	goal in conjunction with the Geriatric Case
with chronic health conditions,	Manager and Program Support Coordinator, and
including 20% from Coachella Valley's	under supervision of the Executive Director. The
Latinx and African American	Coordinator will track quantitative data, including
communities, will have a received an	ethnicity/race, age, household income, number in
assessment by Mizell Center's	household, language, and zip code in an Excel

Geriatric Case Managers to evaluate service and resource needs and identify barriers to services.	spreadsheet. Qualitative data will include the number of case management sessions attended and completion of assessment on file. To ensure achievement of program enrollment from minority communities, staff will monitor client enrollment by ethnicity/race and increase outreach activities as required to senior and community centers in Cathedral City, Indio, Thermal, Coachella, and Mecca, and the James O. Jessie Desert Highland Unity Center in North Palm Springs. Staff will conduct annual client satisfaction surveys in English and Spanish to elicit qualitative feedback, including open-ended questions regarding program experience. Results will be presented to the Executive Director and Board and will be utilized to develop a plan of action to implement quality improvement in programs and services. The requested grant funding will service 173 clients, 58% of the projected 300 program clients to be served by Mizell during the 12-month grant period.
<b>Goal #2:</b> By February 28, 2022, a minimum of 87 predominantly low-income older District residents age 62 and above with chronic health conditions will achieve a minimum of one goal identified in the Case Plans developed in collaboration with Mizell Center Geriatric Case Managers that identify short and long-term needs, goals, an action plan and timeline for achieving goals.	<b>Evaluation #2:</b> Director of Geriatric Case Management will track and monitor goal progress on an ongoing basis in conjunction with Geriatric Case Manager and Program Support Coordinator. Program staff will track clients' achievement of goals in Excel spreadsheet and in case notes on file. Quantitative data tracked include number of case management sessions attended by clients and updated case plans on file. Qualitative data tracked include completion of clients' case plans, incorporating identification of clients' physical and behavioral health, financial, and quality of life goals; and number of goals achieved. Qualitative data and outcome indicators include percentage of clients meeting at least one identified service gap via achievement of goal, and percentage of clients reporting increased social service access, decreased isolation, and improved quality of life. Staff will conduct annual client satisfaction surveys in English and Spanish to elicit qualitative feedback, including open-ended questions regarding program experience. Results will be presented to Executive Director and Board and will be utilized to develop a plan of action to implement quality improvement in programs and

### Proposed Program / Project Evaluation Plan

Evaluation will be conducted by the Director of Geriatric Case Management. Mizell will measure success by achievement of benchmarks, objectives and positive program outcomes. Benchmarks include number of unduplicated clients participating in the program; number of clients receiving assessments; number of clients receiving case plans; achievement of goals identified in case plan; and linkage to needed services and resources either at the Mizell Center or through regional continuum of care partners. The Director of Geriatric Case Management, Geriatric Case Manager, and Program

Support Coordinator track quantitative and qualitative data utilizing an Excel spreadsheet and/or in case notes in client files. Quantitative data includes gender, age. zip code, household income, number in household, ethnicity, marital status, living situation, language spoken, the number of case management sessions attended, and other data. Qualitative data and outcome indicators tracked include completed client assessments; completed case plans with identification of goals, barriers, and needed services and resources; achievement of case plan goals; resource/service linkages; and a measurable increase in service to communities of color. Additional outcome indicators include client self-reporting of improvement in quality of life, reduction in isolation, and increase in service access as measured by surveys administered by program staff on a pre/post basis. Progress notes are maintained in confidential client files. Client satisfaction surveys in English and Spanish are administered annually or upon program exit. Information is used to develop an action plan addressing necessary changes to programs, services, and administrative operations. Program results are analyzed by staff under the direction of the Director of Geriatric Case Management and reported monthly to the Executive Director and at regular intervals to the Board of Directors. All data is kept in secure, HIPAA-compliant electronic and printed client files that are maintained in locked cabinets with restricted access to authorized personnel only.

### **Organizational Capacity and Sustainability**

### **Organizational Capacity**

While Geriatric Case Management is a new service, it is an outgrowth of our work in assessing homebound Meals On Wheels (MOW) clients and coordinating service linkages with Riverside County's Office On Aging (OOA) since 2012. We have provided these services to an average of 356 homebound clients annually over the past five years: typically 30% are from communities of color. While medical assessments are not part of this program, many MOW clients have co-morbid health conditions. Assessment services provided to homebound MOW clients will inform the services to be provided through the new Geriatric Case Management program, which will service a much broader senior population and develop long-term partnerships capable of meeting needs across the aging and health spectrums. We have begun implementation of the Geriatric Case Management Program effective February 2021 with the onboarding of the Program's Director Denise Woodruff, who brings eight years of experience in case management. Denise has extensive experience in providing case management for homeless and veteran populations, and those with behavioral health disorders. She has experience in developing case plans, vocational training, conflict resolution, benefits application, service coordination with community providers, and outreach. We will soon hire a case manager and support coordinator.

### Organizational Sustainability:

Mizell is currently engaged in a Strategic Planning Process that began in fall 2020. While delayed due to a COVID-related closure, the process has resumed. Key plan areas focus on programs and services growth; financial stability; increasing agencywide diversity, including clients, staff, board, and volunteers; improving client data capture; and increasing Valley-wide outreach. Programs and services growth identified in the planning process includes implementation of the Geriatric Case Management Program. When the plan is finalized, we will forward to DHCD. To enhance program sustainability, Mizell has secured a City of Palm Springs CDBG-CV grant in the amount of \$55,800 for program implementation. We are aggressively seeking support from municipal, corporate and private sector funders that have historically partnered with us and identifying new funders to sustain program capacity going forward. Recent Mizell foundation and corporate funders include Bank of America, Wells Fargo, Jewish Federation of the Desert, SCAN Health Community Giving, H.N. & Frances C. Berger Foundation, Auen Foundation, Union Pacific Foundation, and Union Bank, among others. While fundraising events are currently on hold due to the pandemic, going forward our annual Gala raises significant program funding. We also receive significant donor support for programs throughout the year.

### **Diversity, Equity, and Inclusion**

#### How is diversity, equity, and inclusion addressed?

In 2019, Mizell experienced a management transition, hiring a new Executive Director. He is working closely with the Board to address issues of increasing leadership diversity and inclusion to be more representative of the local senior population. HARC reported that in 2019, 68.4% of Valley seniors were White, a 13% decrease from 2016. Hispanics represented 28% of seniors, but 45% of overall adults, portending a rapidly diversifying senior population. Of Mizell's 14 member Board, 79% are seniors; 93% White 7% Hispanic; 43% female; and 29% LGBT community members. In the past year, we have accelerated diversity outreach, extending offers to three potential board members from communities of color, who ultimately declined. Of the five member executive staff, 80% are White; 20% Hispanic; 80% seniors; 60% female; and 60% LGBT community members. The Geriatric Case Management Program Director will join the executive staff. We will make every effort to outreach to communities of color. In recent years, Mizell has focused efforts in outreach to the East Valley Hispanic community to ensure that our services are both available and culturally appropriate to this community.

# What is preventing the organization from addressing diversity, equity, and inclusion?

Increasing diversity, equity and inclusion at board and executive staff level are among Mizell's highest priorities. While we have been actively taking steps to increase diversity, we are not yet at the level we need to be. We are seeking board members that provide finance, program and legal expertise. As noted, we have recently extended offers to three ethnically diverse candidates, who were also recruited by multiple local boards and ultimately chose to serve other agencies. As noted, 65% of overall staff are from communities of color. As executive staff positions become vacant, we will seek to promote from within our diverse staff and/or outreach to communities of color to increasingly diversify our executive team. While we work towards addressing diversity. equity and inclusion among leadership, we continually ensure that clients receive effective, respectful services in a manner that is compatible with their culture, socioeconomic status, language, age, gender and sexual orientation. Our programs and services are designed for the Valley's diverse populations. Bi-lingual staff and Spanish language forms and literature are available. In our Senior Nutrition Program, 30% of clients are now from communities of color, including 20% mono-lingual Spanish speaking.

### Partnerships:

### **Key Partners:**

Mizell is an active participant in the regional continuum of care. We collaborate with, receive referrals from, and provide referrals to a wide array of nonprofit service providers, healthcare providers, government agencies, faith-based organizations, and businesses to ensure service and resource access for clients. Mizell will make our case management services available to and coordinate Valley-wide senior services with Joslyn, Thermal, Indio, Coachella, Desert Hot Springs, and Cathedral City Senior Centers. Mizell refers seniors to Jewish Family Service of the Desert, Joslyn Center, and the Center for behavioral health assessments and outpatient treatment. We work with Alzheimer's Coachella Valley and Coachella Valley Alzheimer's Association for Alzheimer's education and patient and caregiver support. We collaborate with organizations that provide services for chronic health conditions, including stroke recovery, HIV, vision impairment, and cancer with Braille Institute, Desert AIDS Project, Neurovitality Center, and Desert Cancer Foundation. We coordinate food resources among FIND Food Bank, Hidden Harvest, and Mizell's Senior Nutrition Lunch and Meals On Wheels programs. Housing insecurity, financial assistance and additional programs for low income seniors are coordinated with Senior Advocates of the Desert, Martha's Village, Habitat for Humanity of the Coachella Valley, Well in the Desert, Salvation Army, Coachella Valley Rescue Mission, and Catholic Charities. Transportation access is coordinated with Desert ARC and Sunline Transportation. We refer medical and behavioral health services to Desert Oasis Healthcare, Eisenhower Health, JFK and Desert Regional Medical Centers, and Riverside University Health System, among others. We maintain vital partnerships with Riverside County's Office on Aging, Department of Public Social Services and Adult Protective Services. We coordinate veteran-related benefits and services with Veteran's Administration. We work with local utilities companies to access the Low Income Home Energy Assistance Program and Lifeline telephone program for clients. Program staff utilize CVHIP to identify Valley resources and service providers.

### Line Item Budget Operational Costs

PROG	RAM OPERATIONS		Total ram/Project Budget	Oth	inds from er Sources il on sheet 3		Amount uested from DHCD
Total Staffing Cos	ts Detail on sheet 2	\$	140,712	\$	49,803	\$	90,909
Equipment (itemiz	e)						
1	Office equipment allocation to program	\$	1,000	\$	1,000	\$	-
2	· · · · · · · · · · ·					\$	-
3						\$	-
4						\$	-
Supplies (itemize)	1					'	
1	Program & Office supplies	\$	2,000	\$	2,000	\$	-
2			,		,	\$	-
3						\$	-
4						\$	-
Printing/Duplicatio	l	\$	2,000	\$	2,000	\$	
Mailing/Postage		\$	1,000	\$	1,000	\$	
Travel/Mileage		Ψ \$	500	\$	500	\$	
Education/Training	n	Ψ \$	2,000	\$	2,000	\$	
Office/Rent/Mortga		\$ \$	2,000	φ \$	2,000	φ \$	
Telephone/Fax/Inte		\$	500	φ \$	500	\$	
Utilities		\$	2,100	φ \$	2,100	φ \$	
Insurance		\$	780	Ψ \$	780	φ \$	
	s not described above (itemize)	φ	700	φ	700	φ	
						\$	
							-
2						\$	-
3						\$	-
4						\$	-
	sts not described above (itemize)				=	<b>_</b>	
	Program Outreach	\$	5,000	\$	5,000	\$	-
2	Indirect costs @ 10%	\$	15,759	\$	6,668	\$	9,091
3						\$	-
4						\$	-
						-	
Total Program B	udget	\$	173,351	\$	73,351	\$	100,000
<ul> <li>Equipment- \$1,000 is 5% program allocation of \$20,000 annual agency costs for photocopy, postage machine, &amp; other equipment leasing; Program supplies- \$2,000 is allocated for office and program supplies; Printing/ Duplication- \$2,000 cost to develop program-specific materials, including graphic design and printing, and additional photocopy costs; Mailing/Postage-\$1,000 for annual postage costs for program; Travel/Mileage-\$500 is allocated for program staff mileage reimbursement; Education/ training- \$2,000 annual cost for professional development of program staff; Telephone/Internet- \$500 is 5% allocation of \$10,000 annual agency telephone and Internet costs; Utilities- \$2,100 is 5% allocation of \$42,000 annual agency utility costs; Insurance- \$780 is 5% allocation of \$15,600 annual agency liability insurance costs; Program Outreach- \$5,000 is allocated for annual program costs for outreach to community, including marketing and direct outreach to providers and stakeholders; Indirect costs- \$15,759 for indirect expenses is based on 10% of total program budget and includes costs of human resources, payroll, accounts payable and receivable, executive oversight, fundraising and general administration, among other costs.</li> </ul>							

### Line Item Budget Staffing Costs

	Staff Salaries	Annual Salary	% of Time Allocated to Program	Actual Program Salary	Amount of Salary Paid by DHCD Grant	
Employe	e Position/Title					
1	Director of Geriatric Case Managemer	\$ 72,800	100%	\$ 72,800	\$ 55,190	
2	Geriatric Case Manager	\$ 45,760	50%	\$ 22,880	\$-	
3	Program Support Coordinator	\$ 37,440	50%	\$ 18,720	\$ 18,720	
4		\$-	0%	\$-	\$-	
5						
6						
7						
8						
	ployee Benefits			\$ 26,312	\$ 16,956	
Enter tl	nis amount in Section 1;Staffing C Director of Geriatric Case Manager			tal > \$140,712		
Budget Narrative	other activities; and Program Support Coordinator assists with all aspects of program administration and implementation.					
Budget Narrative	Please describe in detail the employee benefits including the percentage and salary used for calculation. Benefits calculated @ 23% of salary include payroll taxes, workers compensation, & health insurance benefits.					
Professional Services / Consultants		Hourly Rate	Hours/Week	Monthly Fee	Fees Paid by DHCD Grant	
Company	/ and Staff Title	-				
1		\$-	0	\$-	\$-	
2						
3						
4						
5						
Enter this amount in Section 1;Staffing Costs (annual)				otal > \$31,200		
Please describe in detail the scope of work for each professional service/consultant on this grant.						

### Line Item Budget Other Program Funds

Other funding received (actual or projected) SPECIFIC to this program/project			Amount	
Fees				
Donations				
Grants (List Or	gani	izations)		
	1	City of Palm Springs	\$	55,800
	2			
	3			
	4			
Fundraising (de	escr	ibe nature of fundraiser)		
	1			
	2			
Other Income, e.g., bequests, membership dues, in-kind services, investment income, fees from other agencies, etc. (Itemize)				
	1	General operating funds	\$	17,551
	2			
	3			
	4		l .	
Total funding in	n ad	dition to DHCD request	\$	73,351
Describe program/project income listed above. Note whether income is "projected" or actual. Current program grant from City of Palm Springs provides funding through 6/30/21; general operating funds raised from individual giving program funds allocated to this program.				

### Grant Staff Review # 1 of 3

Executive Summary: 9 Community Need and Alignment: 10 Goals: 9 Proposed Evaluation Plan: 9 Applicant Capacity and Infrastructure: 8 Organizational Sustainability: 8 Budget: 8 Key Partners/Collaborations: 9

Total Score: 70.00

**Reviewer Comments:** Mizell's Geriatric Case Management Program coordinates care and services for older adults with chronic conditions by assessing service needs and linking clients to vital services. (Mizell staff has also been trained in the utilization of CVHIP). Although the Geriatric Case Management Program is a new service, it is an outgrowth of the organization's work in assessing homebound Meals On Wheels clients and coordinating service linkages with Riverside County's Office on Aging since 2012. Geriatric Case management program is launching with the City of Palm Springs CDBG funding that is restricted to city residents. Support from the District will facilitate Coachella Valley-wide expansion.

### **Response Notes:**

### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2)

Grant Program Staff Review Stage: 69 (3 of 3)

### Sum of all Reviews:

Fiscal Staff Review Stage: 35 (2 of 2)

Grant Program Staff Review Stage: 207 (3 of 3)

### Grant Staff Review # 2 of 3

Executive Summary: 8 Community Need and Alignment: 9 Goals: 8 Proposed Evaluation Plan: 8 Applicant Capacity and Infrastructure: 9 Organizational Sustainability: 9 Budget: 8 Key Partners/Collaborations: 9

Total Score: 68.00

**Reviewer Comments:** Mizell Center proposal will add Geriatric Case Managers to provide much needed health assessments to older adults and connect them with vital programs and services, while establishing Care Plans to develop short-term and long-term goals to address key health needs. The need for type of service has increased dramatically due to the COVID-19 epidemic, which has impacted older adults disproportionally the most. I support the approval of this grant application.

### **Response Notes:**

### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2)

Grant Program Staff Review Stage: 69 (3 of 3)

### Sum of all Reviews:

Fiscal Staff Review Stage: 35 (2 of 2)

Grant Program Staff Review Stage: 207 (3 of 3)

### Grant Staff Review # 3 of 3

Executive Summary: 8 Community Need and Alignment: 8 Goals: 9 Proposed Evaluation Plan: 9 Applicant Capacity and Infrastructure: 9 Organizational Sustainability: 8 Budget: 8 Key Partners/Collaborations: 10 Total Score: 69.00

**Reviewer Comments:** Mizell Senior Center is introducing a new Geriatric Case Management service; however, it is building off their already well establish work assessing homebound Meals on Wheels clients and coordinating service linkages with Riverside County's Office on Aging. Coordinating this new service will help Mizell expand their reach across the Coachella Valley while enhancing their resource support coordination, further promoting healthy aging, and helping to address chronic health conditions. Mizell continues to evolve to address the health needs of seniors that have been further exacerbated by COVID-19 and work to empower and encourage healthy aging. This program directly relates to the District's focus area of providing vital human services to people with chronic conditions through increased case managers.

### **Response Notes:**

### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2)

Grant Program Staff Review Stage: 69 (3 of 3)

### Sum of all Reviews:

Fiscal Staff Review Stage: 35 (2 of 2)

Grant Program Staff Review Stage: 207 (3 of 3)

### Fiscal Staff Review # 1 of 2

Fiduciary Compliance: 9

Financial Stability: 9

Total Score: 18.00

**Reviewer Comments:** Grantee demonstrates financial compliance...unmodified audit reports accepted by the Board, possesses positive cash flow and net income, Current Ratio is 1.7:1 (demonstrating ability to pay current liabilities)

The grant request is a 58% of the program budget and is supported by two other funding sources and the grantee's strategic plan.

### **Response Notes:**

### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2)

Grant Program Staff Review Stage: 69 (3 of 3)

### Sum of all Reviews:

Fiscal Staff Review Stage: 35 (2 of 2)

Grant Program Staff Review Stage: 207 (3 of 3)

### Fiscal Staff Review # 2 of 2

Fiduciary Compliance: 9

Financial Stability: 8

Total Score: 17.00

**Reviewer Comments:** Financial statements prepared and reviewed by board. Cash flow was positive for 2020 and assets sufficient to meet liabilities. Strategic plan available and grant amount is reasonable in comparison to overall organizational budget.

### **Response Notes:**

### Average Review Score:

Fiscal Staff Review Stage: 17.5 (2 of 2)

Grant Program Staff Review Stage: 69 (3 of 3)

### Sum of all Reviews:

Fiscal Staff Review Stage: 35 (2 of 2)

Grant Program Staff Review Stage: 207 (3 of 3)



# FY 2020-2021: Grant Application Scoring Rubric



Category	Meets expectations (10-6 points)	Does not meet expectations (0-5 points)
	Programmatic Revie	
Executive Summary (10 points)	The applicant <b>includes and describes</b> the project's mission and vision, the target population the project will serve, the expected benefits to the community, the need for the project in the community with proposedevidence-based methods, interventions, and strategies that are realistic, attainable, effective, and outcome-oriented.	The applicant is unclear or <b>does not include or describe</b> the project's mission and vision, the target population the project will serve, the expected benefits to the community, the need for the project in the community with proposed evidence-based methods, interventions, and strategies that are realistic, attainable, effective, and outcome-oriented.
Community Need & Alignment (10 points)	The applicant <b>identifies and defines a specific need(s)</b> for the project within the identified community and effectively describes the alignment of that need to one of the Desert Healthcare District and Foundation five strategic focus areas by using one of more of the following: data, case studies, interviews, focus group results, media coverage, etc.	The applicant <b>does not sufficiently identify or describe a</b> <b>need</b> for the project and/or its alignment to one of the Desert Healthcare District and Foundation five strategic focus areas by using one or more of the following: data, case studies, interviews, focus group results, media coverage, etc.
<b>Goals</b> (10 points)	The applicant has provided SMART goals with an evaluation plan that is comprehensively developed. The <u>SMART</u> goals are <b>specific, measurable, ambitious, realistic, and time-</b> <b>bound,</b> and the evaluation plan will accurately measure the project's effectiveness and impact.	The applicant has provided very limited goals and evaluation plans. The goals <u>are not specific, measurable, ambitious,</u> <u>realistic, time-bound goals</u> and will not measure the project's effectiveness or impact.

Proposed Program/Project Evaluation Plan (10 points)	<ul> <li>The applicant provides a detailed plan of action for evaluation that includes both qualitative and/or quantitative assessment(s). The plan includes well-defined data reporting mechanisms and/or a clear and transparent narrative.</li> <li>Evaluation measures and methods are clear; the applicant defines how they envision success.</li> <li>Evaluation is in alignment with the SMART goals of the project.</li> <li>An explanation is provided on how the data collected from the project will be utilized for future programming, partnerships, and/or funding.</li> </ul>	<ul> <li>The applicant does not provide, or vaguely describes, a plan of action with limited qualitative and/or quantitative assessment(s). The plan includes poorly defined data reporting mechanisms and/or a narrative.</li> <li>Evaluation measures and methods are not clear; the applicant vaguely defines how they envision success.</li> <li>Evaluation is not in alignment with the SMART goals of the project.</li> <li>An explanation is not provided on how the data collected from the project will be utilized.</li> </ul>
Applicant Capacity and Infrastructure to Execute Proposal (10 points)	The applicant <b>includes examples that demonstrate</b> that the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.). The <b>applicant demonstrates</b> reliability for this kind of work (strength, a history or track record of achievements, related mission, and letters of support)	The applicant <b>does not include examples that demonstrate</b> the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.). The <b>applicant is limited in its ability to demonstrate</b> reliability for this kind of work (strength, a history or track record of achievements, related mission, and letters of support)
Organization Sustainability (10 Points)	The applicant <b>demonstrates</b> that it has a current Strategic Plan with measurable outcomes and includes the proposed program. The applicant demonstrates strong Board engagement, governance, and fundraising support.	The applicant <b>does not sufficiently demonstrate</b> that it has a current Strategic Plan with measurable outcomes. The proposed program is not identified in the current Strategic Plan and the applicant organization has limited Board engagement, governance, and fundraising support.

<b>Budget</b> (10 points)	<ul> <li>The budget is specific and reasonable, and all items align with the described project. The proposed budget is accurate, cost-effective, and linked to activities and outcomes.</li> <li>There are no unexplained amounts.</li> <li>The overall significance of the project, including the relationship between benefits and/or participants to the programmatic costs are reasonable.</li> <li>All line items are identified clearly in the budget narrative.</li> <li>The budget shows committed, in-kind, or other funds that have been identified, secured, and in place to support the project.</li> </ul>	<ul> <li>The budget is not specific and/or reasonable, and the items are poorly aligned with the described project. The budget is included in the application but seems incomplete or not reflective of actual costs.</li> <li>There are unexplained amounts.</li> <li>The overall significance of the project, including the relationship between benefits and/or participants to the programmatic costs are not reasonable.</li> <li>Line items are not clearly defined in the budget narrative.</li> <li>The budget does not show committed, in-kind, or other funds that have been identified, secured, and in place to support the project.</li> </ul>
Key Partners / Collaboration (10 points)The proposal demonstrates a collaborative process that includes multiple community partners involved in planning 		The proposal <b>does not demonstrate a collaborative process</b> and it does not involve multiple community partners in planning and implementation. Potential for collaboration exists but is not articulated.
	Fiscal Review	
Fiduciary Compliance (10 Points)	<b>The applicant demonstrates</b> a financial history that shows a continuous cycle of fiduciary responsibility of the Board through unmodified audited financial statements produced in a timely fashion, positive cash flow at the end of each fiscal year, asset ratio meets required debt load, and the Board reviews financial statements regularly.	<b>The applicant does not demonstrate</b> a financial history that shows a continuous cycle of fiduciary responsibility of the Board through audited financial statements. Positive cash flow at the end of each fiscal year is not consistent. and the Board does not review financials regularly.

<b>Financial Stability</b> (10 Points)	Funding sources for operations and programs are from multiple sources and <b>are driven by a strategic plan</b> for stability for both short- and long-term growth. Fund development and/or business plan is in place to identify future sources of funding. The requested grant amount is <b>reasonable</b> in comparison to the overall organizational budget.	Source of funds for operations and programs are from limited sources and <b>are not driven by a strategic plan</b> . There is <b>no plan</b> for stability in place currently, including a fund development plan and/or business plan. The requested grant amount is <b>unreasonable</b> in comparison to the overall organizational operating budget.
	budget.	

Total Score: \_\_\_\_/ 100

### **Recommendation:**

Fully Fund

□ Partially Fund – Possible restrictions/conditions

No Funding

Grant #1174

### EXHIBIT B

### PAYMENT SCHEDULES, REQUIREMENTS & DELIVERABLES

<u>Project Title</u> Geriatric Case Management Program <u>Start/End</u> 04/01/2021 03/31/2022

### PAYMENTS:

(2) Payments: \$45,000.00 10% Retention: \$10,000.00

### Total request amount: \$100,000.00

Scheduled Date	Grant Requirements for Payment	Payment
4/01/2021	Signed Agreement submitted & accepted	Advance of \$45,000.00
		for time period
		4/01/2021-9/30/2021
10/01/2021	1 <sup>st</sup> six-month (4/01/2021- 9/30/2021)	Advance of \$45,000.00
	progress and budget reports submitted &	for time period
	accepted	10/01/2021- 3/31/2022
4/01/2022	2 <sup>nd</sup> six-month (10/01/2021- 3/31/2022)	\$0
	progress and budget reports submitted and	
	accepted	
4/30/2022	Final report (4/01/2021 – 3/31/2022)	\$10,000.00
	submitted & accepted	(10 % retention)

### TOTAL GRANT AMOUNT: \$100,000.00

### DELIVERABLES:

### Program/Project Goals and Evaluation

Goal #1:	Evaluation #1:
By February 28, 2022, a minimum of 173	The Director of Geriatric Case Management will monitor
predominantly low-income older District	and track progress towards achieving the goal in
residents age 62 and above with chronic	conjunction with the Geriatric Case Manager and

health conditions, including 20% from Coachella Valley's Latinx and African American communities, will have a received an assessment by Mizell Center's Geriatric Case Managers to evaluate service and resource needs and identify barriers to services.	Program Support Coordinator, and under supervision of the Executive Director. The Coordinator will track quantitative data, including ethnicity/race, age, household income, number in household, language, and zip code in an Excel spreadsheet. Qualitative data will include the number of case management sessions attended and completion of assessment on file. To ensure achievement of program enrollment from minority communities, staff will monitor client enrollment by ethnicity/race and increase outreach activities as required to senior and community centers in Cathedral City, Indio, Thermal, Coachella, and Mecca, and the James O. Jessie Desert Highland Unity Center in North Palm Springs. Staff will conduct annual client satisfaction surveys in English and Spanish to elicit qualitative feedback, including open-ended questions regarding program experience. Results will be presented to the Executive Director and Board and will be utilized to develop a plan of action to implement quality improvement in programs and services. The requested grant funding will service 173 clients, 58% of the projected 300 program clients to be served by Mizell during the 12-month grant period.
Goal #2: By February 28, 2022, a minimum of 87 predominantly low-income older District residents age 62 and above with chronic health conditions will achieve a minimum of one goal identified in the Case Plans developed in collaboration with Mizell Center Geriatric Case Managers that identify short and long-term needs, goals, an action plan and timeline for achieving goals.	<b>Evaluation #2:</b> Director of Geriatric Case Management will track and monitor goal progress on an ongoing basis in conjunction with Geriatric Case Manager and Program Support Coordinator. Program staff will track clients' achievement of goals in Excel spreadsheet and in case notes on file. Quantitative data tracked include number of case management sessions attended by clients and updated case plans on file. Qualitative data tracked include completion of clients' case plans, incorporating identification of clients' physical and behavioral health, financial, and quality of life goals; and number of goals achieved. Qualitative data and outcome indicators include percentage of clients meeting at least one identified service gap via achievement of goal, and percentage of clients reporting increased social service access, decreased isolation, and improved quality of life. Staff will conduct annual client satisfaction surveys in English and Spanish to elicit qualitative feedback,

	including open-ended questions regarding program experience. Results will be presented to Executive Director and Board and will be utilized to develop a plan of action to implement quality improvement in programs and services. Grant funds will service 87 clients, 58% of projected 150 program clients targeted to achieve this goal during 12-month grant period.
Goal #3: By February 28, 2022, a minimum of 87 predominantly low-income older District residents age 62 and above with chronic health conditions will have been linked to a minimum of three services or resources identified in their Case Plan, including medical and/or behavioral health services, housing and financial assistance, benefits counseling, transportation access, caregiver support, and other needs.	<b>Evaluation #3:</b> Director of Geriatric Case Management will monitor and track progress towards goal achievement in conjunction with Geriatric Case Manager and Program Support Coordinator. Program staff will track clients' achievement of goals in Excel spreadsheet and/or case notes on file. Quantitative data tracked include number of case management sessions clients attend and updated case plan on file. Qualitative data include identification of clients' needed services and resources assessed in case plans, including medical and/or behavioral health services, housing and financial assistance, benefits counseling, transportation access, caregiver support, and others; identification of potential providers to meet needs; identification of services or resources and providers to which clients are linked; and ongoing monitoring to ensure clients access services. Staff will conduct annual client satisfaction surveys in English and Spanish or upon program exit to elicit qualitative feedback, including improvement in quality of life, increased access to services, and open-ended questions regarding program experience. Results will be presented to Executive Director and Board and utilized to develop plan of action to implement quality improvement in programs and services. Grant funds will service 87 clients, 58% of projected 150 program clients targeted to achieve goal during grant period.



### DESERT HEALTHCARE DISTRICT FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE MEETING MINUTES March 09, 2021

Directors Present	District Staff Present	Absent
Chair/Director Arthur Shorr	Conrado E. Bárzaga, MD, Chief Executive Officer	
President Leticia De Lara, MPH	Chris Christensen, Chief Administration Officer	
Director Les Zendle, MD	Donna Craig, Chief Program Officer	
	Eric Taylor, Accounting Manager	
	Andrea S. Hayles, Clerk to the Board	
		1

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Shorr called the meeting	
	to order at 3:31 p.m.	
II. Approval of Agenda	Chair Shorr asked for a motion	Moved and seconded by Director
	to approve the agenda.	Zendle and President De Lara to
		approve the agenda.
		Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes	Chair Shorr motioned to	Moved and seconded by Director
1. F&A Minutes –	approve the February 09, 2021	Zendle and President De Lara to
Meeting February 09,	minutes.	approve the February 09, 2021
2021		meeting minutes.
		Motion passed unanimously.
V. CEO Report		
1. Strategic Planning	Conrado Bárzaga, MD, CEO,	
Consultant – Veralon	provided an update from last	
Partners Inc. &	month's Strategic Planning	
Valentine Health	Committee meeting to move	
Advisors	forward with Request for	
	Proposals to hire strategic	
	planning consultants, further	
	describing the process of	
	review with a recommendation	
	to the Strategic Planning	
	Committee for Veralon	
	Partners Inc. & Valentine	
	Health Advisors to commence	
	the process since the	
	Community Health Needs	
	Assessment (CHNA) and Health	
	Improvement Plan (HIP) is	
	moving towards completion.	
	The initial allocation of funding	

Page 1 of 6 Finance, Administration Real Estate, Legal, and Hospital Governance & Oversight Committee Minutes March 09, 2021 Page 286 of 344



#### DESERT HEALTHCARE DISTRICT

### FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE

#### **MEETING MINUTES**

### March 09, 2021

	from the CHNA is \$300k with			
	\$191k for Health Assessment			
	and Research Communities			
	(HARC), providing ample funds			
	to complete the strategic			
	planning process given Veralon			
	Partners' proposal not to			
	exceed \$72,500k.			
VI. Chief Administration				
Officer's Report				
•				
1. LPMP Leasing Update	Chris Christensen, CAO,			
	explained that the landscape			
	project is behind schedule, but			
	moving in the appropriate			
	direction with a few delays and			
	commencing the trenching and			
	irrigation, which is nearly			
	complete with new plants and			
	other greenery underway. Mr.			
	Christensen also explained that			
	the fire alarm installation will			
	be finalized in the coming			
	weeks.			
	Renting the three vacant suites			
	at the Las Palmas Medical Plaza			
	has been stagnant with			
	potentially more activity as the			
	Pandemic subsides and no			
	expectation of any significant			
	new vacancies; however,			
	Desert Regional Medical Center			
	is leasing an unoccupied suite			
	with interest from another			
	tenant to relocate into a larger			
	suite, but, of course, the other			
	tenant would have to request a			
	termination of the lease before			
	moving forward.			
VII. Financial Reports		Moved and seconded by President		
1. District and LPMP Financial	Chris, Christensen, CAO,	De Lara and Director Zendle to		
Statements	inquired on any questions of	approve the February 2021 District		

Page 2 of 6 Finance, Administration Real Estate, Legal, and Hospital Governance & Oversight Committee Minutes March 09, 2021 Page 287 of 344



### DESERT HEALTHCARE DISTRICT FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE MEETING MINUTES

#### March 09, 2021

2. Accounts Receivable Aging	the committee concerning the	Financial Reports - Items 1-10 and to
Summary	financials.	forward to the Board for approval.
3. District – Deposits		Motion passed unanimously.
4. District – Property Tax	Chair Shorr detailed the	
Receipts	request of the illustration from	
5. LPMP Deposits	the prior year on the balance	
6. District – Check Register	sheet showing the positives and	
7. Credit Card – Detail of	the lowered short-term liability	
Expenditures	with Mr. Christensen further	
8. LPMP – Check Register	detailing the property taxes	
9. Retirement Protection Plan	point-in-time.	
Update		
10. Grant Payment Schedule	Director Zendle described the	
	F&A Committee report out at	
	the Board meeting, such as	
	ensuring the Actual vs. Budget	
	is the most important aspect of	
	the financial report, but specific	
	details and line-by-line items	
	are not necessary unless there	
	are questions by the Board with	
	Mr. Christensen explaining that	
	the minutes detail the meeting,	
	but action items should be	
	presented or any unusual	
	matters.	
	President De Lara explained	
	that there should be	
	consideration in the committee	
	report out as it is not a good	
	use of time to narrate the	
	meeting minutes and advising	
	the other committee chair's	
	that unless there is a matter	
	that should be discussed later	
	or more clarity is needed,	
	reading the minutes is not	
	necessary. During the Board	
	meetings, President De Lara	
	will stay mindful to inquire with	
	the committee chairs to report	
	on any action items and if the	
	matter is informational only, to	

Page 3 of 6 Finance, Administration Real Estate, Legal, and Hospital Governance & Oversight Committee Minutes March 09, 2021 Page 288 of 344



## DESERT HEALTHCARE DISTRICT FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE MEETING MINUTES

March 09, 2021

		1
	consider any questions of the Board.	
VIII. Other Matters		
<ol> <li>District &amp; RPP Investment Reports 3Q20 – Keith Stribling, Vice President, Senior Portfolio Manager, Highmark Capital</li> </ol>	Chris Christensen, CAO, introduced Keith Stribling, Vice President, Senior Portfolio Manager, Highmark Capital. Mr. Stribling described and highlighted the Retirement Protection Plan \$5.2M market value of the asset allocation summary, reviewed the performance report, and the monitoring in the maturity of the bond portfolio. The committee reviewed the fixed income portfolio and analysis for the District and the fee discount reduction in the fixed income portfolio, performance report, and the interest rate reductions throughout the year.	
2. LPMP Common Area Maintenance Analysis	Chris Christensen, CAO, described the schedule for the expenses that are passed on to the tenants at the Las Palmas Medical Plaza. The monthly billing portion is \$.62 per square foot for common area maintenance, insurance, and property tax at the facility. The lease agreement allows the District to charge expenses that exceed the allocation to the tenants at the end of the year. There is an excess of \$50k this year, which is usually passed on to the tenants; however, with the 2020 challenges, staff is recommending forgoing	

Page 4 of 6 Finance, Administration Real Estate, Legal, and Hospital Governance & Oversight Committee Minutes March 09, 2021 Page 289 of 344



## DESERT HEALTHCARE DISTRICT FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE MEETING MINUTES

### March 09, 2021

	Iviai (11 05, 2021	
	passing the extra expense to the tenants but increasing the allocation for calendar year 2021 from \$.62 to \$.69 per square foot taking into consideration the increase in waste cost, property maintenance, and other increased fees.	
3. New Job Description	Dr. Bárzaga, CEO, described the	Moved and seconded President De
(Chief of Community	recommendation to promote	Lara and Director Zendle to approve
Engagement) and	Alejandro Espinoza in response	the New Job Description Chief of
Promotion – Alejandro	to COVID-19 with his active	Community Engagement and
Espinoza	community role that has	Promotion – Alejandro Espinoza
	expanded his work in the	and forward to the Board for
	community with demonstrated tactfulness and diplomacy to	approval. Motion passed unanimously.
	help leverage resources in the	wotion passed unanimously.
	community as a retention to	
	provide growth and	
	opportunity. CVHIP will be	
	passed onto another staff	
	member and undertaken by	
	Vanessa Smith that was	
	charged with Ready Set Swim.	
	A salary increase to \$121k (a	
	7% increase) is recommended;	
	however, Director Shorr	
	suggested a 10% increase	
	commensurable with the	
	position but is for staff to	
	finalize.	
4. Professional Services	Chris Christensen, CAO,	Moved and seconded by Director
Authorization – Prest-	explained the conference room	Zendle and Director Shorr to
Vuksic-Greenwood	floor plan utilized for	approve the Professional Services
Architects – Buildout	committee and additional	Authorization – Prest-Vuksic-
Conference Room at	meetings, which requires	Greenwood Architects – Buildout
RAP Office – NTE	improvements to eliminate the	Conference Room at RAP Office –
\$6,000	costs of renting conference	NTE \$6,000 and forward to the
	rooms, recommending	Board for approval.
	approval of the architectural	Motion passed unanimously.
	buildout not to exceed \$6k. The	



### DESERT HEALTHCARE DISTRICT FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE MEETING MINUTES March 09, 2021

### March 09, 2021

	construction costs are	
	estimated not to exceed \$25k	
	and will be presented for	
	review and approval at the	
	April F&A Committee meeting.	
IV. Adjournment	Director Shorr adjourned the	Audio recording available on the
	meeting at 4:33 p.m.	website at
		http://dhcd.org/Agendas-and-
		Documents

ATTEST:

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

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





Date: March 23, 2021

To: Board of Directors

Subject: Desert Healthcare District & Retirement Protection Plan (RPP) Investment Reports 12/31/2020

<u>Staff Recommendation:</u> Information Only – provided by Keith Stribling, Senior Portfolio Manager, HighMark Capital Management

### **Information:**

2020 was a year of extremes in every way. We started the year with economic momentum only to have a global pandemic throw everything into question. By the end of the first quarter the stock market had dropped 30% and we embarked on a historic economic shutdown. The Fed and congress acted swiftly to maintain some sense of order. The Fed embarked on a liquidity binge to support the bond market and in turn push investors into stocks. A combination of Fed led quantitative easing (bond buying) and congressional fiscal stimulus of direct payments to households and small businesses maintained order in financial markets and some stability to businesses as the medical community worked to create safe and effective vaccines. This largely worked and the economy had a unusual recovery with many losing jobs while other jobs flourished from essential workers to many professional workers leaving the office and working from home. Low interest rates and a desire for more space along with ample liquidity led to a housing boom. Stocks finished the year strong seeing the S&P500 up 18%.

One other notable event in the year was the election results. The democrats won both the presidency and the senate as Donald Trump proved to be both a vote collector and a motivating factor on the other side of the political spectrum. The stock market continued to rally post the election with the thought being a democratic presidency and congress will lead to a more aggressive fiscal stimulus. Recently optimism around the progress on vaccinations of the most vulnerable parts of the population has begun to see a path to a more normal social life and a reopening of our schools and society. This has led to stronger returns from travel and leisure companies and higher long term interest rates.

The Desert Hospital Retirement plan stayed invested through the cycle and with it's strategic allocation around 60% stocks and 40% bonds & cash. The portfolio was up over 10% for the calendar year 2020. Longer term over the past 5 years the portfolio has been compounding at over 8.5%. Given the low level of interest rates and the strong stock market returns it will be increasingly difficult to sustain these high returns for the portfolio.

### Fiscal Impact:

Subject to investment performance.

# Desert Healthcare District Portfolio Review

Fourth Quarter 2020



Presented by Keith Stribling, CFA

HighMark Capital Management, Inc. is a subsidiary of Union Bank.

Page 293 of 344



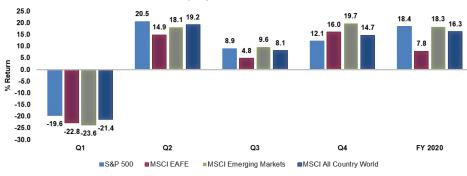
### Economic and Market Commentary First Quarter 2021

#### **Market Overview**

In keeping with the frenzied cadence of news flow in 2020, an eventful fourth quarter capped off a rollercoaster journey of a year that no one saw coming. A resurgence of COVID-19 cases in the U.S. and Europe was outshined by welcome news on vaccine approvals, a conclusion to the U.S. Presidential election, an additional round of fiscal stimulus and even a Brexit deal for good measure. Aside from the unfortunate spike in cases, the necessary ingredients for the global stock market to continue its monumental comeback were delivered as hoped. On balance, the good news also put upward pressure on longer-term interest rates as investors recalibrated for higher inflation and growth expectations. With the full year now in the history books, there are certainly many reasons why 2020 will not be associated with fond memories but, fortunately, full-year investment returns won't be one of them.

Eagerly awaited vaccine approvals likely mark the beginning of the end of the pandemic. The light at the end of the COVID tunnel is shining as brightly as ever, allowing investors to further embrace a "glass half full" outlook despite the economy remaining far from fully recovered. A belief that modern medicine was up to the challenge of defeating the novel coronavirus, combined with unprecedented levels of globally coordinated monetary and fiscal support, has perpetuated optimistic sentiment in risk assets since the early days of the outbreak.

Not only have most global equity and credit markets fully recovered losses from the February/March downturn, but many managed to post strong positive returns for the year—an improbable feat given the economic challenges created by the severely constraining countermeasures implemented to combat the spread of the virus.



#### 2020 Equity Market Performance

#### **Source:** Morningstar Direct

As the pendulum of investor risk appetite swung wildly from one end of the spectrum to the other amid the many economic disruptions in 2020, many questioned if the financial market recovery had come too far too fast. Using the S&P 500 Index as the posterchild for this dynamic, the measure of U.S. large cap stock performance fell 33 percent during the five-week period from February 19 through March 23. By mid-August the index had recovered the entirety of its earlier losses to finish the year at an all-time high with a total return (including dividends) of 18.4 percent. Such strong performance might seem counterintuitive considering earnings for companies in the S&P 500 were expected to decline by 13.6 percent in 2020, according to FactSet.<sup>1</sup> Yet, financial markets tend to overlook present conditions and focus on the future. In this regard, investors appear to be writing off 2020 as an aberration and see a bright future ahead, at least for corporate profits.

According to FactSet, analyst consensus estimates for 2021 S&P 500 earnings anticipate growth of over 22 percent—representing more than a full recovery back to

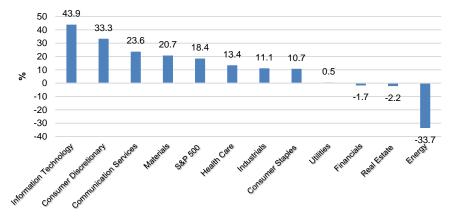


2019 levels.<sup>2</sup> Combine this forecast with ultra-low interest rates induced by central bank bond buying and you get the perfect recipe for equity price appreciation. Of course, both the expectation for corporate earnings to recover quickly and interest rates to remain low must be realized for the market's recent price action to be justified. For this reason, it is important to remain mindful of the equity market's vulnerability to "the curse of high expectations," which is a risk that always accompanies premium valuations.

#### Changing of the Guard

As we highlighted last quarter, the rising tide of investor sentiment has not lifted all boats equally. A clear preference for "new economy" companies with the most openended earnings growth potential emerged, while so called "old economy" stocks with higher sensitivity to the economic cycle were left behind. Underscoring this disparity was the performance of the best and worst sectors within the S&P 500 Index. The Information Technology sector surged nearly 44 percent in 2020, while the Energy sector declined almost 34 percent. In light of such unprecedented circumstances, gravitation toward companies with at least partial immunity to the economic cycle is certainly not irrational, but is it overdone?

### 2020 S&P 500 Sector Returns



Source: Morningstar Direct

With the stimulus spigot firmly in the "on" position as the economy heals from the devastation of pandemic-related shutdowns and pent-up demand emerges, it creates the ideal conditions for a surge in growth that would likely benefit the most economically sensitive sectors. Many of these so-called "value" stocks are trading on low expectations in light of the uncertainty about the speed and strength of the global economic recovery. To that end, the International Monetary Fund (IMF) is forecasting global growth to rebound next year to 5.2 percent following an expected contraction of -4.4 percent in 2020. In its October World Economic Outlook, the IMF noted that "while the global economy is coming back, the ascent will likely be long, uneven, and uncertain," adding "economies everywhere face difficult paths back to pre-pandemic activity levels"<sup>3</sup>

It is caveats like these that have investors understandably skeptical about the outlook for cyclically sensitive stocks. But as we look across sectors, valuations look compelling relative to their secular growth-oriented peers and one could make the argument that investors are reasonably well compensated for the inherent uncertainty. For this

<sup>2</sup> According to FactSet, 2019 S&P 500 earnings were \$163 per share, 2020 earnings are expected to decline to about \$140 per share and 2021 earnings are expected to fully recover to \$165 per share.

<sup>&</sup>lt;sup>3</sup> https://www.imf.org/en/Publications/WEO/Issues/2020/09/30/world-economic-outlook-october-2020#Full%20Report%20and%20Executive%20Summary



reason, we see a longer potential runway for equity asset classes that are more exposed to these sectors including domestic small cap stocks and non-U.S. equities heading into 2021.

#### **The New Normal**

Regardless of how quickly life normalizes in a post-pandemic environment, some aspects of commerce might have changed for good. Perhaps one of the most obvious long-term implications of the pandemic is acceleration of long-running technology trends. Advancements in technological enablement along with the disruption of inperson business activity have converged to challenge the way employers and consumers think about the need to engage their respective counterparts.

An explosion in working from home and online shopping, initially driven by temporary necessity at the onset of the pandemic, might not return to pre-pandemic levels any time soon, if ever. A permanent shift to more virtual commerce has real ramifications for office space and brick-and-mortar retail locations.



U.S. Office Rent and Occupancy

Source: NAREIT, Reis Inc., Bloomberg

<sup>4</sup> Jefferies 2020 Shareholder Letter (q4cdn.com)

While online shopping trends merely accelerated what already looked inevitable, a more unexpected paradigm shift could have occurred in the workplace. Exactly how many workers will be returning to their offices either full- or part-time once the pandemic is behind us is an open question; but there is no doubt this forced experiment has created the opportunity for employers to evaluate their real estate needs and employees to demonstrate they can be productive without going into the office.

Anecdotally, corporate managers have already begun to telegraph their plans to conduct business differently going forward. In a recent shareholder letter<sup>4</sup>, Jefferies Financial Group executives noted,

"We learned that we all have much more flexibility than we ever realized in how, where and when we can work. The question therefore is: what does the future of work look like and how can we best design the operating environment of Jefferies to incorporate the needs and desires of our clients and our team? ... it is clear that there will be some version of a hybrid model going forward, creating a combination of a series of active central offices and meeting places, balanced with the opportunity to work from home."

We expect to hear many comments like this in the coming months as companies plan for life after COVID. Green Street Advisors, a commercial real estate research firm, estimates demand for office space overall could fall between 10 and 15 percent with the adoption of remote work arrangements.<sup>5</sup> However, Green Street also notes that a potential reversal of the trend toward office densification (putting more workers in less space) could offset some of this lost demand. In any case, this will be an important issue to keep an eye on, not just for the office sector investment implications, but also for the knock-on impact to residential real estate markets in gateway cities as remoteworking arrangements factor into where employees chose to reside.

#### Generating Income in a Low Interest Rate World

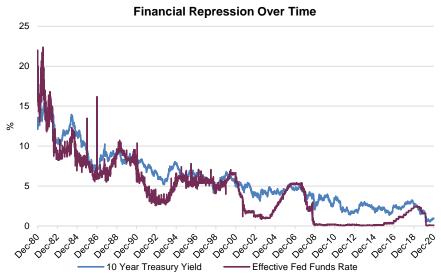
Stable or declining inflation over the past few decades has helped to push interest rates lower across developed global markets. Aggressive, innovative, and enormous central bank interest rate and asset purchasing policies have driven global rates even lower in recent years. These policies seek to ease credit conditions during the global pandemic and maintain an economy on life support but have also boosted asset prices and pushed yields to near record lows across many global asset classes.

<sup>5</sup> https://www.greenstreet.com/insights/blog/the-work-from-home-revolution-implications-for-the-office-sector

Page 296 of 344



This financial repression,<sup>6</sup> a result of policies that take rates lower than inflation, is causing investors, particularly those whose goals rely on income, to explore new investment strategies as a means to generate income in a low interest rate world. To evaluate these alternatives, investors should review their long-term goals and objectives and understand the risks and risk/return trade-offs of income generating alternatives. Within this trade-off, various risk parameters must be evaluated particularly as yield is only a component of an investment's total return.



Source: Bloomberg

Former Federal Reserve Chairman Ben Bernanke best explains the theory and desired result of easy monetary policy through lower interest rates and quantitative easing, or central bank asset purchases, as follows:

"Easier financial conditions will promote economic growth. For example, lower mortgage rates will make housing more affordable and allow more homeowners to refinance. Lower corporate bond rates will encourage investment. And higher stock prices will boost consumer wealth and help increase confidence, which can also spur spending. Increased spending will lead to higher incomes and profits that, in a virtuous circle, will further support economic expansion."<sup>7</sup>

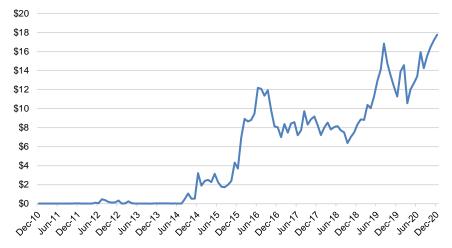
Financial policies to create a "virtuous circle" also encourage income-reliant investors to invest further out on the risk/return spectrum to generate the same income today that they generated before. This is often referred to as "crowding out" savers from ultra-low risk assets such as money market funds or U.S. Treasuries. Some central banks in Europe and Asia have taken crowding out to an extreme through negative interest rate policies, creating the ultimate crowding out environment resulting in roughly \$18 trillion worth of negative yielding financial assets globally.

<sup>6</sup> "Financial repression" describes government policies that move funds from the private sector to central banks to reduce debt, helping governments borrow at low interest rates and obtain low-cost funding for expenditures. These steps result in rates for savers that are lower than inflation and are, therefore, considered repressive.

<sup>7</sup> Ben Bernanke, Aiding the economy: What the Fed did and why, Washington Post, November 4, 2010.

Page 297 of 344





#### Negative Yielding Debt (Trillions USD)

**Source:** Bloomberg, Bloomberg Barclays Global Aggregate Negative Yielding Debt Market Value USD Index

The Fed's new policy-making mandate (discussed in last quarter's Perspectives), combined with its recent central tendency forecast, equate to "lower for longer" short maturity interest rates. As such, the federal funds rate will likely hover near zero well into 2023.

Investors facing financial repression have alternatives (a few are reviewed below) to enhance income. However, there is no such thing as a "free lunch" or enhanced yield without additional risk. There might be acceptable risk/return trade-offs depending on individual financial objectives, goals and risk tolerances.

#### Short Duration Fixed Income:

A diversified portfolio of investment grade corporate bonds, with typical maturities of three years or less, can offer roughly 25 to 75 basis points of additional income versus money market investments. This is dependent on portfolio parameters including duration, credit ratings, and sector allocation.

Relative to typical money market investments, short duration fixed income has modestly more interest rate risk (duration), credit risk, return variability and reduced liquidity, but benefits from increased issuer diversification. As short maturity U.S. Treasury rates are anchored by federal funds expectations, "lower for longer" policies should mean minimal short maturity interest rate risk in the near term. A modest increase in credit risk relative to money markets is commensurate with a short duration portfolio investing across the investment grade corporate bond rating spectrum.<sup>8</sup> Given that the Fed has explicitly supported short duration investment grade bonds recently and, given what could be a protracted post-pandemic recovery, a modest increase in credit risk might be an acceptable trade-off.

Money market funds are often forced to have significant exposure to financial issuers, while the short duration fixed income opportunity set spans many industries and fixed income sectors. Liquidity, or the ability to sell a position, is slightly worse for short duration fixed income relative to money markets, as cash investments can typically be accessed with same-day liquidity while short duration can require a few days to generate substantial liquidity. Given global crowding out and investors' hunt for yield, we do not expect liquidity risk to represent a significant concern anytime soon. Investors can expect, however, modestly increased price variability of a short duration fixed income portfolio relative to money market investments.

#### Intermediate Duration Fixed Income:

A diversified portfolio of investment grade bonds, with average portfolio duration between three and seven years and maturities typically less than 10 years, can offer from 50 to 100 basis points of additional income above money markets depending on portfolio parameters.

Intermediate duration fixed income credit risk can be slightly higher than short duration fixed income portfolios due to the longer maturities of the individual bonds. Similarly, liquidity risk can be slightly higher given higher transaction costs when selling longer maturity securities. The largest risk factor increase for intermediate duration investments is a significantly larger amount of interest rate risk relative to money market investments and short duration fixed income.

Return variability is typically larger than both short duration fixed income and money market investments. Although we expect short maturity interest rates to remain

<sup>8</sup> Investment grade corporate bonds typically carry ratings from BBB to AAA.



relatively stable near term, intermediate maturity interest rates could drift higher, resulting in a potential decline in market value.

#### High Yield Fixed Income:

A diversified portfolio of below investment grade high yield securities can offer 400 to 500 basis points of additional income over money markets. These portfolios typically exhibit modest to minimal interest rate sensitivity. However, credit risk is substantial as all of the investments are rated below investment grade and the underlying companies are typically less stable in terms of balance sheets than investment grade companies. Liquidity is moderate given higher transaction costs within high yield and return variability can be substantial.

#### Preferred Stock:

A hybrid between traditional bonds and traditional equities, preferreds are securities that are more senior in the corporate capital structure than common equity, but lower than traditional debt, and often carry substantial dividends. Preferred stock from investment grade companies can offer 200 to 300 basis points of additional income above money markets. Duration tends to be modestly less than intermediate fixed income, while credit risk is greater than fixed income but less than traditional equity from the same issuer. As such, return volatility can be substantial, but typically less than traditional equities or high yield investments.

#### High Dividend Yield Equities:

Income generation can also be enhanced through various high dividend yield strategies. While the S&P 500 has a dividend yield of 1.5 percent,<sup>9</sup> exceeding the 0.93 percent yield of the 10-year U.S. Treasury,<sup>10</sup> several focused equity indices have dividend yields exceeding that of the S&P 500 Index. The dividend yield on the MSCI USA High Dividend Yield Index exceeds 3 percent, the MSCI World High Dividend Yield Index exceeds 3.7 percent, the MSCI US REIT Index exceeds 4 percent, and the Alerian MLP Index<sup>11</sup> exceeds 12 percent.<sup>12</sup> This income generation potential, however, isn't without various risks.

<sup>9</sup> Source: FactSet Market Aggregates as of December 31, 2020

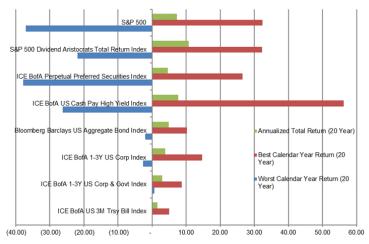
<sup>10</sup> Source: Federal Reserve Bank of St. Louis as of December 31, 2020

<sup>11</sup> The Alerian MLP Index is a gauge of energy MLPs. The cap-weighted index, whose constituents represent approximately 85% of total energy MLP market capitalization, was developed with a base level of 100 as of December 29, 1995.

Liquidity in most equities beyond small capitalization names is relatively strong. However, the return variability of equities is significantly higher than fixed income securities due to increased credit risk, equities being lower in the corporate capital structure, and minimal industry diversification within focused strategies.<sup>13</sup> Some focused strategies have enhanced sensitivity to interest rates, such as utilities and REITs, while other high dividend yielding stocks might be under pressure to cut dividends when dividends exceed free cash flow, such as midstream energy offerings or Master Limited Partnerships (MLPs).

For investors with longer-term investment horizons, however, high dividend yield equities can represent an interesting yield and expected return advantage versus much of the money market and fixed income world, albeit with significantly more return volatility along the way.

#### Comparison of Best/Worst Calendar Year Returns & Average Annualized Return (20 Year)



**Source:** Morningstar Direct, Bloomberg, S&P, ICE BofA, Bloomberg Barclays; returns shown for 20-year period ended November 30, 2020

#### <sup>12</sup> Source: Bloomberg as of Q4 2020

<sup>13</sup> As of November 2020, the three largest sectors in the MSCI USA High Dividend Yield Index, for example, comprise nearly 50% of the index while in the broad MSCI USA index, these sectors total 29%. The technology sector, notably, is nearly 30% in the broad index and 12% in the high dividend version.



Financial repression and a low interest rate world are likely to persist for years. There are numerous investment strategies available that can be utilized to enhance income in a low yielding world. These strategies aren't without varying degrees of risk. Understanding risk/return trade-offs is a necessity when evaluating income alternatives in a world of low yields.

#### Seeking Civility in Washington

National political attention shifted from the Presidential election in November to two run-offs in Georgia that effectively shifted the Senate into a 50/50 party split with Vice President-elect Kamala Harris in position as the tiebreaker.

With the Democratic Party having now taken over the Senate, albeit with a razor-thin majority, changes in tax policy and regulatory oversight might well be on the table. The potential for more expansive pandemic relief measures could also lead to an uptick in inflation. But with 60 Senate votes required to override potential Republican filibusters and pass bills, attention will shift to how moderates from both parties will react to the measures brought forward by the new administration and Congress.

Meanwhile, President-elect Biden may approach working with his new colleagues on both the Republican and Democratic aisles in a bipartisan manner regardless of Senate control. Compared to both the current and former presidents, Biden appears to be open to compromises necessary to implement deals that, while appealing to neither the progressive wing of his own party or hard-line Republicans, reflect the type of oldschool politics Biden has practiced since joining the Senate in 1973.

Further, the fact that the November "Blue Wave" failed to materialize and Republicans did well "down ticket" in both state houses and the House of Representatives, the ambitions of Democratic progressives facing re-election in upcoming mid-terms might be tempered as legislative moderation could help with their re-election. There are several areas where both parties have indicated common ground going into 2021.

One is increasing antitrust scrutiny of the tech sector and, mirroring aggressive moves by regulators in Europe, bolstering federal privacy laws. Section 230 of the Communications Decency Act, which includes a "safe harbor" from civil liabilities for on-line media platforms, also seems ripe for revision albeit from differing points of view across party lines. While revising Section 230 might open social media platforms to increased legal costs, in our opinion it will not be a major factor in the tech sector's prospects for market gains in 2021 and beyond. Health care is another area of potential compromise. The pandemic has brought home the risks inherent in offshoring the manufacture of both drug and personal protection equipment. Drug price controls, particularly for prescriptions most used by seniors, might also be on the table and the Affordable Care Act is likely to see modifications but is unlikely to be dramatically altered.

In addition, the incoming Biden administration has begun to lay the foundation for an infrastructure bill by speaking with corporate and union leaders who appear receptive to a 2021 bipartisan infrastructure package that could help the economy heal from the pandemic. While the scope of the potential infrastructure bill is unclear today, we are hopeful that elements beyond constructing roads and bridges, such as expanding access to broadband and 5G, are part of the final package.

#### **Dialing Down the Trade Rhetoric**

The tone of trade relations with China should shift from the aggressive stance of the Trump administration, but the bulk of current trade policies are likely to remain in place as Biden's team conducts a comprehensive review of trading relations with China. An early indicator of the new administration's China policy will be its reaction to the December 30 European Union/China pact that eases restrictions on European companies operating in China. The Biden team might find itself torn between supporting the European allies Mr. Trump alienated and rejecting the deal over human rights issues in China.

One area of agreement across party lines is the need to tighten intellectual protections from forced transfer as the price of doing business in China. Mr. Trump's hard-nosed approach has set off an ambitious plan by the Chinese government to be nearly self-sufficient in chip manufacturing by 2025 as the opportunity to extract expertise from U.S. firms dwindles.

As China attempts to onshore critical industries, the U.S. may follow suit to self-source essential materials—such as rare earth minerals—used in a variety of products. While there would be vigorous debate about mining in the U.S., both parties would likely agree that removing resource-based bargaining chips held by China is a laudable goal.



## Economic and Market Perspectives Q1 2021

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## DESERT HOSPITAL RETIREMENT PLAN \*\*\*\*\*8600 12/31/2020

Investment Objective: DOCUMENT DIRECTED - IS Investment Officer: KEITH STRIBLING Reporting Period Ending: December 31, 2020

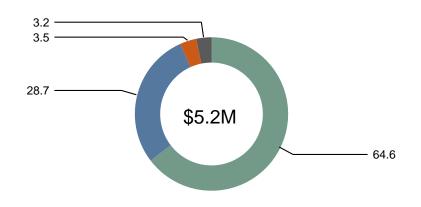
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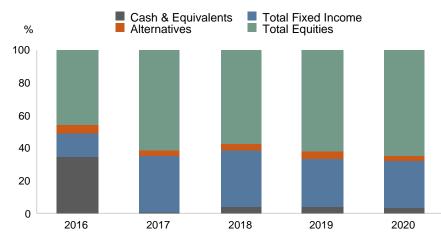
## **Asset Allocation Summary**

### Market Value by Asset Class

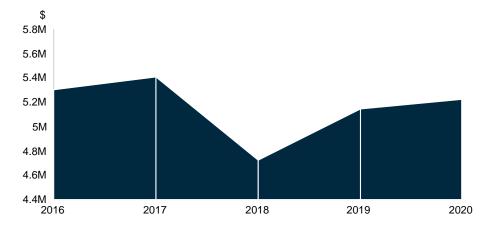
			% of
	Market Value Mkt Va		
Total Equities	\$	3,374,161	64.6 %
Total Fixed Income	\$	1,497,434	28.7 %
Alternatives	\$	183,223	3.5 %
Cash & Equivalents	\$	167,212	3.2 %
Total	\$	5,222,031	100.0 %



### **Annual Allocation**



**Annual Ending Market Values** 



As of: December 31, 2020

Account ID: \*\*\*\*\*8600



## **Portfolio Analytics**

### Largest 10 Holdings - YTD Return

		% of	
	Market Value	Mkt Val	Return
ISHARES S&P 500 GROWTH ET	432,700	8.3	33.15
ISHARES S&P 500 VALUE ETF	357,816	6.8	.90
VANGUARD FTSE DEVELOPED M	318,856	6.1	9.67
SCHWAB STRATEGIC TR	276,488	5.3	20.76
VANGUARD INDEX FUNDS S&P	271,515	5.2	18.30
FIRST AMERN GOVT OBLIG FD	167,521	3.2	.36
ISHARES RUSSELL 2000 GROW	151,378	2.9	35.39
ISHARES RUS MID-CAP GRW E	145,968	2.8	35.21
ISHARES MSCI EAFE GROWTH	142,788	2.7	17.83
ISHARES RUSSELL 2000 ETF	142,340	2.7	20.77

### Largest 10 Stock Holdings - Percent of Stocks

9	6 of
Mkt	Val

APPLE INC COM	8.1
MICROSOFT CORP	7.8
ALPHABET INC CAP STK CL A	4.9
AMAZON.COM INC	2.9
PROCTER & GAMBLE CO	2.7
JPMORGAN CHASE & CO	2.6
MASTERCARD INC-A	2.5
APPLIED MATLS INC	2.4
UNILEVER PLC ADR	2.4
CISCO SYS INC	2.2

Total Assets Held in Stocks: 67 Total Assets Held in Portfolio: 117

### Top 10 Performers YTD

		% of	
	Market Value	Mkt Val	Return
CARRIER GLOBAL CORPORATIO	492	.0	124.78
NIKE INC CL B	4,244	.1	90.10
APPLE INC COM	45,778	.9	81.75
AMAZON.COM INC	16,285	.3	76.26
ADOBE INC	6,502	.1	51.68
UNITED PARCEL SERVICE CL	9,262	.2	48.33
PROLOGIS INC	2,990	.1	45.73
OTIS WORLDWIDE CORP	405	.0	44.23
APPLIED MATLS INC	13,549	.3	43.50
MICROSOFT CORP	44,484	.8	42.88

### **Bottom 10 Performers YTD**

		% of	
	Market Value	Mkt Val	Return
EOG RES INC	3,840	.1	-37.98
BOEING CO	2,141	.0	-33.77
CHEVRON CORP. COMMON STOC	7,601	.1	-25.03
AMERICAN INTL GROUP COM	1,893	.0	-23.01
CITIGROUP INC COM	7,399	.1	-19.86
HARTFORD FINL SVCS GROUP	2,712	.1	-16.36
NORTHROP GRUMMAN CORP	6,704	.1	-9.52
V F CORP	2,989	.1	-8.00
MERCK & CO COM COM	8,657	.2	-7.00
JPMORGAN CHASE & CO	14,994	.3	-5.38



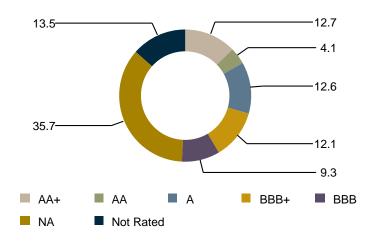
Reporting Period Ending: December 31, 2020

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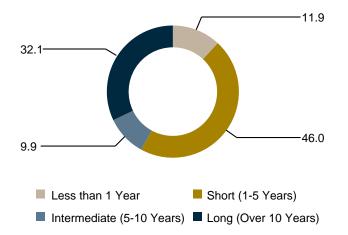
## **Fixed Income Analysis - Individual Holdings**

	12/31/2020	09/30/2020	12/31/2019	12/31/2018	12/31/2017
Duration	6.97	6.67	7.13	7.72	8.33
Coupon	3.27%	3.26%	3.14%	3.09%	3.13%
Yield to Maturity	1.31%	1.37%	2.30%	3.16%	2.69%
Maturity	9.29	8.90	9.74	10.68	11.57
Current Yield	3.02	3.02	3.02	3.08	3.04
Face Amount	\$ 1,180,124	\$ 1,362,315	\$ 1,430,554	\$ 1,606,876	\$ 1,788,872
Market Value	\$ 1,268,392	\$ 1,459,258	\$ 1,482,348	\$ 1,609,729	\$ 1,832,668
Cost	\$ 1,226,009	\$ 1,415,393	\$ 1,475,161	\$ 1,655,946	\$ 1,846,409

Quality Allocation by Market Value



Maturity Allocation by Market Value

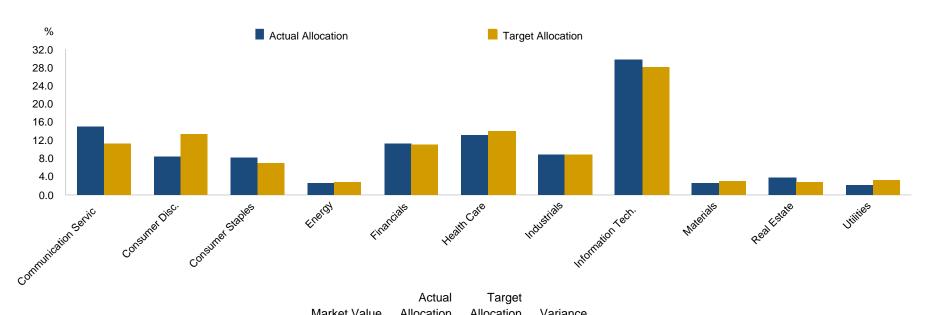


Reporting Period Ending: December 31, 2020

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## Equity Sector Allocation vs. SP500 Target



	Market value	Allocation	Allocation	variance
Communication Services	78,053	14.4	10.8	3.7
Consumer Disc.	42,883	7.9	12.7	-4.8
Consumer Staples	41,851	7.7	6.5	1.2
Energy	11,440	2.1	2.3	2
Financials	58,133	10.8	10.4	.3
Health Care	67,649	12.5	13.5	-1.0
Industrials	45,048	8.3	8.4	1
Information Tech.	158,619	29.3	27.6	1.7
Materials	11,206	2.1	2.6	6
Real Estate	16,949	3.1	2.4	.7
Utilities	9,143	1.7	2.8	-1.1
Total Common Stock	540,975	100.0	100.0	.0

As of: December 31, 2020

Account ID: \*\*\*\*\*8600



### **Summary Investment Performance**

12,016,944.00
77,673.00
12,094,617.00
4,197,015.89
-17,368,907.65
3,901,804.45
2,397,500.81
5,214,367.09
7,663.41
5,222,030.50
6,299,305.26

### Performance

Total Fixed Income	4.02
Total Equities	7.01
Total Managed Portfolio	5.90
Total Account Net of Fees	5.20

Returns are gross of fees not including account level advisory fees unless otherwise stated. Gross returns are presented before management and custodial fees but after all trading expenses, embedded and reflect the reinvestment of dividends and other income. Net returns are net of investment management fees in effect for the respective time period. Returns for periods over one year are annualized. The information presented has been obtained from sources returns are presented before management fees in of indicative of future returns. Securities are not FDIC insured have no bank guarantee and may lose value.

As of: December 31, 2020

Account ID: \*\*\*\*\*8600



Inception

### **Performance Report**

	Market Value	3 Months	1 Year	3 Years	5 Years	10 Years	20 Years	to Date 05/01/1998
Cash Equivalents	167,521	.01	.36	1.38	1.03	.52	1.40	1.86
Lipper Money Market Funds Index		.00	.40	1.33	.96	.48	1.28	1.74
Total Fixed Income	1,497,434	.17	4.57	3.92	3.30	2.49	3.80	4.02
BBG Barclays US Aggregate Bd Index (USD)		.67	7.51	5.34	4.44	3.84	4.83	5.01
Alternatives	183,223	3.83	2.11	3.12	5.47			
Wilshire Liquid Alternative Index		4.39	3.19	1.77	2.53	1.91	2.45	
Total Equities	3,374,161	15.66	15.32	10.20	12.46	10.65	6.73	7.01
MSCI AC World Index (Net)		14.68	16.25	10.06	12.26	9.13	6.12	
MSCI EAFE Index (Net)		16.05	7.82	4.28	7.45	5.51	4.50	4.53
MSCI EM Free Index (Net USD)		19.70	18.31	6.17	12.81	3.63	9.59	
Russell 2000 Index (USD)		31.37	19.96	10.25	13.26	11.20	8.74	7.84
Russell Midcap Index		19.91	17.10	11.61	13.40	12.41	9.44	9.43
S&P 500 Composite Index		12.15	18.40	14.18	15.22	13.88	7.47	7.54
65% S&P 500/ 15% Russell 2000/ 20% MSCI EAFE		15.70	16.66	11.68	13.45	11.87	7.17	
Total Managed Portfolio	5,222,031	9.80	10.52	7.54	8.84	7.40	5.63	5.90
Total Account Net of Fees	5,222,031	9.62	9.81	6.84	8.12	6.67	4.92	5.20

Returns are gross of fees not including account level advisory fees unless otherwise stated. Gross returns are presented before management and custodial fees but after all trading expenses, embedded and reflect the reinvestment of dividends and other income. Net returns are net of investment management fees in effect for the respective time period. Returns for periods over one year are annualized. The information presented has been obtained from sources returns are presented before management fees in of indicative of future returns. Securities are not FDIC insured have no bank guarantee and may lose value.

### As of: December 31, 2020

Account ID: \*\*\*\*\*8600



	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Alternatives										
Global Macro										
EATON VANCE GLBL MACRO ABS R6 #1072	EGRSX	10,263.148	10.06	103,259.79	10.36	106,326.21	2.0	.61	6,301.57	5.927
Total for Global Macro				103,259.79		106,326.21	2.0		6,301.57	5.927
Managed Futures										
NATIXIS ASG MGD FUT CL N #6100	AMFNX	2,534.981	10.46	26,526.69	10.30	26,110.30	.5	.36	912.59	3.495
Total for Managed Futures				26,526.69		26,110.30	.5		912.59	3.495
Unconstrained Fixed Income										
BLACKROCK STRAT INC OPPS CL K #1944	BSIKX	4,879.752	9.67	47,197.64	10.38	50,786.68	1.0	.29	1,405.37	2.775
Total for Unconstrained Fixed Income				47,197.64		50,786.68	1.0		1,405.37	2.775
Total: Alternatives				176,984.12		183,223.19	3.5		8,619.53	4.708
Cash										
Cash										
Cash/Pending Trade		-308.150	1.00	-308.15	1.00	-308.15	.0	.00	.00	.000
Total for Cash				-308.15		-308.15	.0		.00	.000
Total: Cash				-308.15		-308.15	.0		.00	.000
Total Equities										
Communi Services - Dom CS										
ALPHABET INC CAP STK CL A	GOOGL	16.000	793.85	12,701.63	1,752.64	28,042.24	.5	.00	.00	.000
COMCAST CORP-CL A	CMCSA	163.000	34.88	5,685.49	52.40	8,541.20	.2	.92	149.96	1.756
DISNEY (WALT) COMPANY HOLDING CO	DIS	66.000	113.30	7,478.06	181.18	11,957.88	.2	.00	.00	.000
ELECTRONIC ARTS INC COMMON	EA	52.000	82.37	4,283.04	143.60	7,467.20		.68		.474

### As of: December 31, 2020

Account ID: \*\*\*\*\*8600



						Market		Unit	Annual	Current
	Ticker	Units	Unit Cost	Total Cost	Price	Value	Weight	Income	Income	Yield
	TICKCI	Onits	01111 0031		THEE	value	Weight	moonic	income	Ticiu
FACEBOOK INC CL A	FB	45.000	121.42	5,463.73	273.16	12,292.20	.2	.00	.00	.000
VERIZON COMMUNICATIONS	VZ	166.000	53.44	8,870.99	58.75	9,752.50	.2	2.51	416.66	4.272
Total for Communi Services - Dom CS				44,482.94		78,053.22	1.5		601.98	.771
Con Discretionary - Dom CS										
AMAZON.COM INC	AMZN	5.000	1,627.28	8,136.41	3,256.93	16,284.65	.3	.00	.00	.000
LOWES COS INC	LOW	59.000	68.70	4,053.01	160.51	9,470.09	.2	2.40	141.60	1.495
NIKE INC CL B	NKE	30.000	74.90	2,246.85	141.47	4,244.10	.1	1.10	33.00	.778
O REILLY AUTOMOTIVE INC NEW	ORLY	11.000	298.58	3,284.37	452.57	4,978.27	.1	.00	.00	.000
TJX COS INC NEW	TJX	72.000	38.85	2,797.18	68.29	4,916.88	.1	1.04	74.88	1.523
V F CORP	VFC	35.000	95.61	3,346.18	85.41	2,989.35	.1	1.96	68.60	2.295
Total for Con Discretionary - Dom CS				23,864.00		42,883.34	.8		318.08	.742
Con Staples - Dom CS										
COSTCO WHOLESALE CORP	COST	23.000	170.48	3,921.14	376.78	8,665.94	.2	2.80	64.40	.743
PROCTER & GAMBLE CO	PG	111.000	103.61	11,500.26	139.14	15,444.54	.3	3.16	351.09	2.273
WALMART INC COM	WMT	30.000	119.02	3,570.45	144.15	4,340.70	.1	2.16	64.80	1.498
Total for Con Staples - Dom CS				18,991.85		28,451.18	.5		480.29	1.689
Con Staples - Intl CS										
UNILEVER PLC ADR	UL	222.000	57.45	12,754.85	60.36	13,399.92	.3	1.83	406.26	3.032
Total for Con Staples - Intl CS				12,754.85		13,399.92	.3		406.26	3.032
Emerging Market Funds										
ISHARES MSCI EMERGING MKT FD	EEM	1,162.000	36.99	42,985.59	51.67	60,040.54	1.1	.75	870.34	1.450
VANGUARD FTSE EMRG MRKTS ETF	VWO	1,519.000	40.23	61,106.95	50.11	76,117.09	1.5	1.21	1,842.55	2.421
Total for Emerging Market Funds				104,092.54		136,157.63	2.6		2,712.89	1.992
Energy - Dom CS										
CHEVRON CORP. COMMON STOCK	CVX	90.000	106.01	9,541.26	84.45	7,600.50	.1	5.16	464.40	6.110
EOG RES INC	EOG	77.000	81.24	6,255.52	49.87	3,839.99	.1	1.50	115.50	3.008
Total for Energy - Dom CS				15,796.78		11,440.49	.2		579.90	5.069

### As of: December 31, 2020

Account ID: \*\*\*\*\*8600



	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Financials - Domestic CS										
AMERICAN INTL GROUP COM	AIG	50.000	61.89	3,094.46	37.86	1,893.00	.0	1.28	64.00	3.381
BERKSHIRE HATHAWAY B	BRK.B	43.000	196.34	8,442.65	231.87	9,970.41	.2	.00	.00	.000
CITIGROUP INC COM	С	120.000	52.50	6,300.35	61.66	7,399.20	.1	2.04	244.80	3.308
GOLDMAN SACHS GROUP INC	GS	22.000	170.97	3,761.31	263.71	5,801.62	.1	5.00	110.00	1.896
HARTFORD FINL SVCS GROUP INC	HIG	55.000	53.63	2,949.48	48.98	2,711.78	.1	1.30	71.50	2.654
JPMORGAN CHASE & CO	JPM	118.000	92.22	10,881.96	127.07	14,994.26	.3	3.60	424.80	2.833
PNC FINANCIAL SERVICES GROUP	PNC	49.000	119.83	5,871.73	149.00	7,301.00	.1	4.60	225.40	3.087
SCHWAB CHARLES CORP NEW	SCHW	152.000	36.52	5,551.00	53.04	8,062.08	.2	.72	109.44	1.357
Total for Financials - Domestic CS				46,852.94		58,133.35	1.1		1,249.94	2.151
Foreign Large Blended Funds										
ISHARES TR HDG MSCI EAFE	HEFA	2,664.000	26.06	69,416.82	30.47	81,172.08	1.6	.64	1,704.96	2.100
VANGUARD FTSE DEVELOPED MARKETS ETF	VEA	6,754.000	41.79	282,249.66	47.21	318,856.34	6.1	.99	6,686.46	2.097
Total for Foreign Large Blended Funds				351,666.48		400,028.42	7.7		8,391.42	2.098
Foreign Large Growth Funds										
ISHARES MSCI EAFE GROWTH ETF	EFG	1,415.000	66.43	94,000.31	100.91	142,787.65	2.7	.86	1,215.48	.851
Total for Foreign Large Growth Funds				94,000.31		142,787.65	2.7		1,215.48	.851
Foreign Large Value Funds										
ISHARES MSCI EAFE VALUE ETF	EFV	2,969.000	50.60	150,225.98	47.20	140,136.80	2.7	1.14	3,393.57	2.422
Total for Foreign Large Value Funds				150,225.98		140,136.80	2.7		3,393.57	2.422
Health Care - Dom CS										
ABBOTT LABS COM	ABT	75.000	45.64	3,423.03	109.49	8,211.75	.2	1.44	108.00	1.315
ABBVIE INC COM	ABBV	25.000	83.56	2,088.88	107.15	2,678.75	.1	5.20	130.00	4.853
ANTHEM INC COM	ANTM	16.000	258.48	4,135.72	321.09	5,137.44	.1	3.80	60.80	1.183
BRISTOL MYERS SQUIBB CO	BMY	197.000	57.33	11,293.12	62.03	12,316.44	.2	1.96	386.12	3.160
ILLUMINA INC	ILMN	13.000	296.09	3,849.12	370.00	4,810.00	.1	.00	.00	.000
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### As of: December 31, 2020

Account ID: \*\*\*\*\*8600



	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
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LILLY ELI & CO	LLY	55.000	113.00	6,215.23	168.84	9,286.20	.2	3.40	187.00	2.014
MERCK & CO COM COM	MRK	105.000	58.84	6,178.27	81.80	8,657.25	.2	2.60	273.00	3.178
PFIZER INC	PFE	145.000	33.40	4,842.33	36.81	5,337.45	.1	1.56	226.20	4.238
REGENERON PHARMACEUTICALS INC	REGN	6.000	337.51	2,025.05	483.11	2,898.66	.1	.00	.00	.000
UNITEDHEALTH GROUP INC	UNH	14.000	281.23	3,937.22	350.68	4,909.52	.1	5.00	70.00	1.426
VIATRIS INC COM	VTRS	17.000	14.84	252.34	18.74	318.58	.0	.00	.00	.000
ZIMMER BIOMET HLDGS INC COM	ZBH	20.000	143.70	2,873.95	154.09	3,086.60	.1	.96	19.20	.623
Total for Health Care - Dom CS				51,114.26		67,648.64	1.3		1,460.32	2.164
Industrials - Domestic CS										
BOEING CO	BA	10.000	331.10	3,310.97	214.06	2.140.60	.0	.00	.00	.000
FORTIVE CORP COM	FTV	78.000	44.42	3,464.48	70.82	5,523.96	.1	.28	21.84	.395
HONEYWELL INTL INC	HON	46.000	130.96	6,024.34	212.70	9,784.20	.2	3.72	171.12	1.749
HUNT J B TRANS SVCS INC	JBHT	46.000	90.21	4,149.83	136.65	6,285.90	.1	1.08	49.68	.790
NORTHROP GRUMMAN CORP	NOC	22.000	249.78	5,495.09	304.72	6,703.84	.1	5.80	127.60	1.903
OTIS WORLDWIDE CORP	OTIS	6.000	65.73	394.39	67.55	405.30	.0	.80	4.80	1.184
RAYTHEON TECHNOLOGIES CORP COM	RTX	13.000	73.13	950.67	71.51	929.63	.0	1.90	24.70	2.657
ROCKWELL AUTOMATION, INC. COMMON STO	ROK	16.000	154.97	2,479.53	250.81	4,012.96	.1	4.28	68.48	1.706
UNITED PARCEL SERVICE CL B	UPS	55.000	108.75	5,981.26	168.40	9,262.00	.2	4.04	222.20	2.399
Total for Industrials - Domestic CS				32,250.56		45,048.39	.9		690.42	1.533
Info Tech - Domestic CS										
ADOBE INC	ADBE	13.000	110.39	1,435.05	500.12	6,501.56	.1	.00	.00	.000
ANALOG DEVICES INC	ADI	62.000	72.41	4,489.20	147.73	9,159.26	.2	2.48	153.76	1.679
APPLE INC COM	AAPL	345.000	29.86	10,300.31	132.69	45,778.05	.9	.82	282.90	.618
APPLIED MATLS INC	AMAT	157.000	30.26	4,751.42	86.30	13,549.10	.3	.88	138.16	1.020
CISCO SYS INC	CSCO	278.000	30.85	8,575.00	44.75	12,440.50	.2	1.44	400.32	3.218
MASTERCARD INC-A	MA	39.000	110.52	4,310.26	356.94	13,920.66	.2	1.76	68.64	.493
MICROSOFT CORP	MSFT	200.000	64.38	12,876.67	222.42	44,484.00	.0	2.24	448.00	1.007
ORACLE CORP	ORCL	70.000	53.56	3,748.96	64.69	4,528.30	.1	.96	67.20	1.484
TEXAS INSTRS INC	TXN	44.000	76.85	3,381.50	164.13	7,221.72	.1	4.08	179.52	2.486

### As of: December 31, 2020

Account ID: \*\*\*\*\*8600



						Market		Unit	Annual	Current
	Ticker	Units	Unit Cost	Total Cost	Price	Value	Weight	Income	Income	Yield
VONTIER CORPORATION	VNT	31.000	19.23	596.11	33.40	1,035.40	.0	.00	.00	.000
Total for Info Tech - Domestic CS				54,464.48		158,618.55	3.0		1,738.50	1.096
Intl CS - Non-ADRs										
LINDE PLC COM	LIN	46.000	135.73	6,243.35	263.51	12,121.46	.2	3.85	177.19	1.462
MEDTRONIC PLC SHS	MDT	98.000	79.98	7,838.35	117.14	11,479.72	.2	2.32	227.36	1.981
ALCON INC ORD SHS	ALC	55.000	58.10	3,195.46	65.98	3,628.90	.1	.00	.00	.000
Total for Intl CS - Non-ADRs				17,277.16		27,230.08	.5		404.55	1.486
Large-Cap Blended Funds										
SCHWAB STRATEGIC TR	SCHX	3,040.000	56.82	172,740.52	90.95	276,488.00	5.3	1.49	4,535.68	1.640
VANGUARD INDEX FUNDS S&P 500 ETF SHS	VOO	790.000	218.88	172,918.69	343.69	271,515.10	5.2	5.30	4,189.37	1.543
Total for Large-Cap Blended Funds				345,659.21		548,003.10	10.5		8,725.05	1.592
Large-Cap Growth Funds										
ISHARES S&P 500 GROWTH ETF	IVW	6,780.000	29.45	199,692.91	63.82	432,699.60	8.3	.52	3,539.16	.818
Total for Large-Cap Growth Funds				199,692.91		432,699.60	8.3		3,539.16	.818
Large-Cap Value Funds										
ISHARES S&P 500 VALUE ETF	IVE	2,795.000	93.76	262,053.21	128.02	357,815.90	6.9	3.03	8,466.06	2.366
Total for Large-Cap Value Funds				262,053.21		357,815.90	6.9		8,466.06	2.366
Materials - Domestic CS										
ECOLAB INC	ECL	38.000	118.35	4,497.21	216.36	8,239.92	.2	1.92	72.96	.887
VULCAN MATLS CO	VMC	20.000	132.35	2,646.90	148.31	2,966.20	.1	1.36	27.20	.917
Total for Materials - Domestic CS				7,144.11		11,206.12	.2		100.16	.895
Mid-Cap Growth Funds										
ISHARES RUS MID-CAP GRW ETF	IWP	1,422.000	44.02	62,596.04	102.65	145,968.30	2.8	.39	551.74	.378
Total for Mid-Cap Growth Funds				62,596.04		145,968.30	2.8		551.74	.378

### As of: December 31, 2020

Account ID: \*\*\*\*\*8600



## Holdings Report w/ Yield and Income

						Market		Unit	Annual	Current
	Ticker	Units	Unit Cost	Total Cost	Price	Value	Weight	Income	Income	Yield
Mid-Cap Value Funds										
ISHARES RUS MID-CAP VALUE	IWS	1,130.000	72.82	82,288.97	96.96	109,564.80	2.1	1.81	2,045.30	1.867
Total for Mid-Cap Value Funds				82,288.97		109,564.80	2.1		2,045.30	1.867
Real Estate - Dom CS										
AMERICAN TOWER CORP	AMT	47.000	101.75	4,782.19	224.46	10,606.49	.2	4.53	212.91	2.018
PROLOGIS INC	PLD	30.000	70.12	2,103.45	99.66	2,989.80	.1	2.32	69.60	2.328
WEYERHAEUSER CO COM	WY	100.000	25.43	2,542.50	33.53	3,353.00	.1	1.02	102.00	3.042
Total for Real Estate - Dom CS				9,428.14		16,949.29	.3		384.51	2.276
Small-Cap Blended Funds										
ISHARES RUSSELL 2000 ETF	IWM	726.000	122.97	89,278.07	196.06	142,339.56	2.7	2.04	1,484.67	1.043
Total for Small-Cap Blended Funds				89,278.07		142,339.56	2.7		1,484.67	1.043
Small-Cap Growth Funds										
ISHARES RUSSELL 2000 GROWTH ETF	IWO	528.000	168.51	88,975.88	286.70	151,377.60	2.9	1.27	671.62	.444
Total for Small-Cap Growth Funds				88,975.88		151,377.60	2.9		671.62	.444
Small-Cap Value Funds										
ISHARES RUSSELL 2000 VALUE ETF	IWN	752.000	117.63	88,460.07	131.75	99,076.00	1.9	2.11	1,588.98	1.604
Total for Small-Cap Value Funds				88,460.07		99,076.00	1.9		1,588.98	1.604
Utilities-Dom Common Stock										
CARRIER GLOBAL CORPORATION	CARR	13.000	21.92	284.96	37.72	491.92	.0	.48	6.24	1.273
WEC ENERGY GROUP INC COM	WEC	94.000	62.00	5,827.56	92.03	8,650.82	.2	2.53	237.82	2.749
Total for Utilities-Dom Common Stock				6,112.52		9,142.74	.2		244.06	2.670
Total: Total Equities				2,259,524.26		3,374,160.67	64.6		51,444.89	1.525

**Total Fixed Income** 

### As of: December 31, 2020

Account ID: \*\*\*\*\*8600



	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Taxable FX- US Govt Agcy										
FHLMC NTS 2.375% 1/13/22	FN22322	50,000.000	105.66	52,830.60	102.31	51,710.17	1.0	2.38	1,187.50	2.321
Total for Taxable FX- US Govt Agcy				52,830.60		51,710.17	1.0		1,187.50	2.321
Taxable Fixed - Corporates										
ALPHABET INC 3.375% 2/25/24		100,000.000	103.68	103,675.00	109.45	110,627.25	2.1	3.38	3,375.00	3.084
BERKSHIRE HATH FIN 3.000% 5/15/22	BH33022	50,000.000	104.53	52,264.50	103.81	52,098.67	1.0	3.00	1,500.00	2.890
DISNEY WALT CO MTNS 2.300% 2/12/21	DWC2321	50,000.000	103.43	51,716.50	100.17	50,531.53	1.0	2.30	1,150.00	2.296
EDWARDS LIFESCIENCES 4.300% 6/15/28	EL44328	100,000.000	112.46	112,461.00	118.35	118,541.11	2.3	4.30	4,300.00	3.633
IBM CORP 3.375% 8/01/23	IC00323	100,000.000	103.56	103,559.00	108.04	109,445.25	2.1	3.38	3,375.00	3.124
PRAXAIR INC	PX23	50,000.000	101.99	50,994.00	104.40	52,689.50	1.0	2.70	1,350.00	2.586
WELLS FARGO NTS 3.500% 3/08/22	WFN3512	100,000.000	102.96	102,964.00	103.68	104,774.61	2.0	3.50	3,500.00	3.376
Total for Taxable Fixed - Corporates				577,634.00		598,707.92	11.5		18,550.00	3.124
Taxable Fixed - Mortgages	0070005	50.040.700	100.00	55 0 40 5 4	440 55	50 000 50		4.00	0.405.07	0.040
FGLMC G07029 4.000% 6/01/42	G07029F	52,646.780	106.20	55,912.54	110.55	58,202.59	1.1	4.00	2,105.87	3.618
FGLMC #C04305 3.000% 11/01/42	C04305F	40,717.720	104.36	42,492.79	107.15	43,730.42	.8	3.00	1,221.53	2.800
FGLMC #C18024 5.500% 11/01/28	C18024F	1,090.430	103.75	1,131.32	111.65	1,222.42	.0	5.50	59.97	4.926
FGLMC #Q19470 3.000% 6/01/43	Q19470F	64,434.970	100.64	64,847.77	108.13	69,834.62	1.3	3.00	1,933.05	2.774
FGLMC #G60344 4.000% 12/01/45	G60344F	49,054.620	105.62	51,813.93	110.77	54,501.81	1.0	4.00	1,962.18	3.611
FNMA AL7945 3.50000% 1/1/2046	AL7945A	58,152.590	103.67	60,287.89	109.79	63,846.89	1.2	3.50	2,035.34	3.188
FNMA AS6340 3.5000% 12/1/2045	AS6340A	48,558.080	102.63	49,836.53	108.16	52,520.90	1.0	3.50	1,699.53	3.236
FNMA AU3742 3.5000% 8/1/2043	AU3742A	50,550.880	102.45	51,790.97	108.71	54,955.88	1.1	3.50	1,769.28	3.219
FNMA 995672 4.500% 4/01/39	995672A	6,673.090	101.70	6,786.77	111.77	7,483.33	.1	4.50	300.29	4.026
GNMA II #2629 6.000% 8/20/28	002629M	1,973.890	99.69	1,967.72	113.74	2,254.97	.0	6.00	118.43	5.275
GNMA II #003389 5.000% 5/20/33	003389M	2,609.040	103.75	2,706.88	113.48	2,971.56	.1	5.00	130.45	4.406
GNMA #474804 6.500% 9/15/28	474804X	1,419.860	101.19	1,436.72	111.06	1,584.63	.0	6.50	92.29	5.853
GNMA #780912 6.500% 11/15/28	780912X	1,282.580	101.97	1,307.84	112.89	1,454.79	.0	6.50	83.37	5.758
GNMA #781057 5.500% 6/15/29	781057X	959.840	100.38	963.44	111.99	1,079.31	.0	5.50	52.79	4.911
Total for Taxable Fixed - Mortgages				393,283.11		415,644.12	8.0		13,564.39	3.267

### As of: December 31, 2020

Account ID: \*\*\*\*\*8600



	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Taxable Fixed - US Treas										
US TREAS NTS 2.750% 11/15/23	UTN0023	100,000.000	100.68	100,683.59	107.42	107,779.04	2.1	2.75	2,750.00	2.560
US TREAS NTS 2.250% 4/30/21	UTN2221A	50,000.000	101.06	50,531.25	100.69	50,538.18	1.0	2.25	1,125.00	2.235
US TREAS NTS 2.250% 7/31/21	UTN2221B	50,000.000	102.09	51,046.88	101.23	51,084.29	1.0	2.25	1,125.00	2.223
Total for Taxable Fixed - US Treas				202,261.72		209,401.51	4.0		5,000.00	2.399
Taxable Funds - Bank Loan										
EATON VANCE FLT-RT HI INC R6 #1048	ESFHX	.268	8.92	2.39	8.62	2.31	.0	.34	.09	3.909
Total for Taxable Funds - Bank Loan				2.39		2.31	.0		.09	3.909
Taxable Funds - High Yield										
PIMCO HIGH YIELD, INSTL #108	PHIYX	.016	8.75	.14	9.38	.15	.0	.41	.01	4.400
Total for Taxable Funds - High Yield				.14		.15	.0		.01	4.400
Taxable Funds - Int Term										
ISHARES MBS ETF	MBB	233.000	108.15	25,199.12	110.13	25,660.29	.5	2.31	539.16	2.101
Total for Taxable Funds - Int Term				25,199.12		25,660.29	.5		539.16	2.101
Taxable Funds - Short Term										
VNGRD ST TERM INVMT GRADE ADM #539	VFSUX	8,916.883	10.84	96,652.27	11.03	98,526.52	1.9	.26	2,291.64	2.330
Total for Taxable Funds - Short Term				96,652.27		98,526.52	1.9		2,291.64	2.330
Taxable Funds - Ultra ST										
VANGUARD ULT-S/T ADMIRAL FD #592	VUSFX	4,852.665	20.16	97,829.47	20.15	97,781.20	1.9	.33	1,586.82	1.623
Total for Taxable Funds - Ultra ST				97,829.47		97,781.20	1.9		1,586.82	1.623
Total: Total Fixed Income				1,445,692.82		1,497,434.19	28.7		42,719.61	2.867



### As of: December 31, 2020

Account ID: \*\*\*\*\*8600

	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Cash Equivalents										
Cash - Money Market										
FIRST AMERN GOVT OBLIG FD CL Z #3676	FGZXX	167,516.970	1.00	167,516.97	1.00	167,520.60	3.2	.00	44.22	.026
Total for Cash - Money Market				167,516.97		167,520.60	3.2		44.22	.026
Total: Cash Equivalents				167,516.97		167,520.60	3.2		44.22	.026
Total				4,049,410.02		5,222,030.50	100.0		102,828.26	1.972



## DESERT HEALTHCARE DISTRICT \*\*\*\*\*4730 12/31/2020

Investment Objective: FIXED INCOME MANAGEMENT Investment Officer: KEITH STRIBLING Reporting Period Ending: December 31, 2020

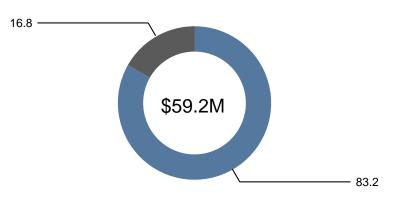
Account ID: \*\*\*\*\*4730

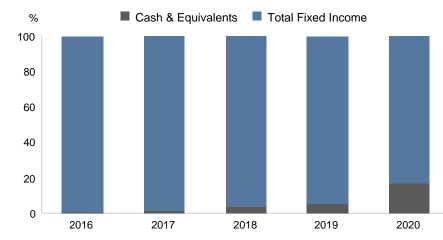


## **Asset Allocation Summary**

### Market Value by Asset Class

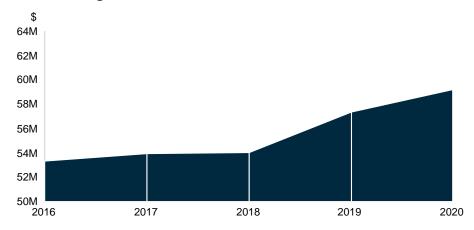
	I	Market Value	% of Mkt Val
Total Fixed Income	\$	49,233,311	83.2 %
Cash & Equivalents	\$	9,937,739	16.8 %
Total	\$	59,171,050	100.0 %





### **Annual Allocation**

### **Annual Ending Market Values**





Account ID: \*\*\*\*\*4730

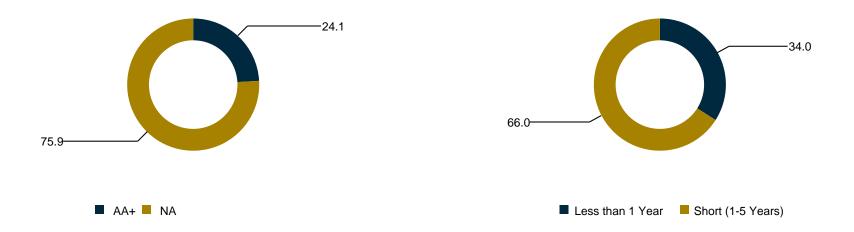


## **Fixed Income Analysis - Individual Holdings**

	12/31/2020	09/30/2020	12/31/2019	12/31/2018	12/31/2017
Duration	1.37	1.41	1.75	2.18	2.17
Coupon	2.06%	2.09%	2.14%	2.35%	2.52%
Yield to Maturity	.14%	.14%	1.62%	2.53%	1.89%
Maturity	1.39	1.43	1.78	2.24	2.23
Current Yield	2.01	2.04	2.12	2.36	2.50
Face Amount	\$47,800,000	\$49,800,000	\$53,300,000	\$51,800,000	\$ 52,800,000
Market Value	\$48,993,641	\$51,153,951	\$53,828,238	\$51,549,678	\$52,995,800
Cost	\$47,858,882	\$49,911,495	\$53,376,619	\$52,042,639	\$53,883,391

Quality Allocation by Market Value

Maturity Allocation by Market Value



As of: December 31, 2020

Account ID: \*\*\*\*\*4730



### **Summary Investment Performance**

Beginning Market Value	4,867,756.00
Beginning Accrued Income	29,993.00
Beginning Portfolio Value	4,897,749.00
Contributions	80,164,404.68
Withdrawals	-51,496,426.68
Income Earned	39,825,142.72
Gain/Loss	-14,219,819.77
Ending Market Value	58,931,311.41
Ending Accrued Income	239,738.54
Ending Portfolio Value	59,171,049.95
Total Earnings	25,605,322.95

### Performance

Total Fixed Income	3.26
Total Managed Portfolio	3.19
Total Account Net of Fees	2.98

Returns are gross of fees not including account level advisory fees unless otherwise stated. Gross returns are presented before management and custodial fees but after all trading expenses, embedded and reflect the reinvestment of dividends and other income. Net returns are net of investment management fees in effect for the respective time period. Returns for periods over one year are annualized. The information presented has been obtained from sources returns are presented before management fees in of indicative of future returns. Securities are not FDIC insured have no bank guarantee and may lose value.

Account ID: \*\*\*\*\*4730



### As of: December 31, 2020

## **Performance Report**

	Market Value	3 Months	1 Year	3 Years	5 Years	10 Years	20 Years	Inception to Date 07/01/1998
Cash Equivalents	9,937,739	.00	.36	1.38	1.04	.53	1.42	1.86
Lipper Money Market Funds Index		.00	.40	1.33	.96	.48	1.28	1.72
Total Fixed Income	49,233,311	.05	2.94	2.78	1.99	1.41	2.88	3.26
BBG Barclays 1-3 Yr US Govt. Bd Index		.05	3.14	2.77	1.92	1.32	2.69	3.05
Total Managed Portfolio	59,171,050	.04	2.78	2.66	1.92	1.36	2.82	3.19
Total Account Net of Fees	59,171,050	01	2.58	2.46	1.72	1.16	2.61	2.98

Returns are gross of fees not including account level advisory fees unless otherwise stated. Gross returns are presented before management and custodial fees but after all trading expenses, embedded and reflect the reinvestment of dividends and other income. Net returns are net of investment management fees in effect for the respective time period. Returns for periods over one year are annualized. The information presented has been obtained from sources returns are presented before management fees in of indicative of future returns. Securities are not FDIC insured have no bank guarantee and may lose value.

### As of: December 31, 2020

Account ID: \*\*\*\*\*4730



	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Total Fixed Income										
Taxable FX- US Govt Agcy										
FHLB CONS BD 1.875% 11/29/21	FCB1821	1,000,000.000	99.56	995,643.00	101.60	1,017,626.67	1.7	1.88	18,750.00	1.846
FEDERAL HOME LOAN 2.750% 6/10/22	FHL2722	1,000,000.000	99.68	996,760.00	103.78	1,039,424.17	1.8	2.75	27,500.00	2.650
FHLB BDS 3.625% 6/11/21	FB33621A	1,000,000.000	100.45	1,004,461.95	101.55	1,017,513.89	1.7	3.63	36,250.00	3.570
FEDERAL HOME LOAN BA 3.250% 6/09/23	FHL3223H	1,000,000.000	100.77	1,007,738.82	107.40	1,076,026.11	1.8	3.25	32,500.00	3.026
FNMA NTS 1.250% 5/06/21	FN11221B	1,500,000.000	100.01	1,500,124.83	100.39	1,508,714.58	2.5	1.25	18,750.00	1.245
FNMA NTS 2.000% 1/05/22	FN22022D	1,000,000.000	100.01	1,000,135.92	101.90	1,028,807.78	1.7	2.00	20,000.00	1.963
FNMA NTS 1.875% 4/05/22	FN11822	2,000,000.000	97.15	1,942,935.84	102.21	2,053,158.33	3.5	1.88	37,500.00	1.834
FHLMC NTS 2.375% 1/13/22	FN22322	2,000,000.000	100.46	2,009,275.06	102.31	2,068,406.67	3.5	2.38	47,500.00	2.321
FEDERAL HOME LN MTG 2.750% 6/19/23	FHL2723A	1,000,000.000	98.83	988,303.00	106.32	1,064,086.67	1.8	2.75	27,500.00	2.587
Total for Taxable FX- US Govt Agcy				11,445,378.42		11,873,764.87	20.1		266,250.00	2.252
Taxable Fixed - US Treas										
US TREAS NTS 1.875% 7/31/22	UTN0022C	1,000,000.000	100.34	1,003,376.49	102.76	1,035,466.47	1.7	1.88	18,750.00	1.825
US TREAS NTS 1.625% 8/31/22	UTN1622B	2,000,000.000	100.27	2,005,422.15	102.48	2,060,722.82	3.5	1.63	32,500.00	1.586
US TREAS NTS 1.875% 9/30/22	UTN0022D	2,000,000.000	100.16	2,003,173.55	103.03	2,070,281.04	3.5	1.88	37,500.00	1.820
US TREAS NTS 2.000% 10/31/22	UTN0122B	1,000,000.000	99.78	997,812.50	103.42	1,037,605.41	1.8	2.00	20,000.00	1.934
US TREAS NTS 2.375% 1/31/23	UTN0023C	2,000,000.000	98.76	1,975,156.25	104.66	2,112,997.72	3.6	2.38	47,500.00	2.269
US TREAS NTS 2.750% 4/30/23	UST0023A	1,000,000.000	99.72	997,226.56	106.05	1,065,179.94	1.8	2.75	27,500.00	2.593
UNITED STATES TREAS 2.750% 5/31/23	UST2823	1,000,000.000	99.71	997,070.31	106.27	1,065,090.94	1.8	2.75	27,500.00	2.588
UNITED STATES TREA NTS 1.75% 7/31/21	UST1721	2,500,000.000	100.13	2,503,283.94	100.94	2,541,933.42	4.3	1.75	43,750.00	1.734
US TREAS NTS 2.125% 1/31/21	UTN2121	1,000,000.000	100.04	1,000,415.74	100.15	1,010,352.66	1.7	2.13	21,250.00	2.122
US TREAS NTS 2.000% 2/28/21	UTN2021A	2,000,000.000	100.02	2,000,339.25	100.28	2,019,211.16	3.4	2.00	40,000.00	1.994
US TREAS NTS 2.250% 3/31/21	UTN2221	1,000,000.000	100.10	1,001,037.24	100.50	1,010,758.63	1.7	2.25	22,500.00	2.239
US TREAS NTS 2.125% 9/30/21	UTN2121B	1,500,000.000	100.49	1,507,347.63	101.49	1,530,523.89	2.6	2.13	31,875.00	2.094
US TREAS NTS 2.000% 10/31/21	UTN2021D	1,000,000.000	100.10	1,001,013.18	101.55	1,018,935.41	1.7	2.00	20,000.00	1.969
US TREAS NTS 2.125% 12/31/21		1,800,000.000	100.36	1,806,470.01	101.99	1,835,961.66	3.1	2.13	38,250.00	2.083
US TREAS NTS 1.750% 2/28/22	UTN1722A	1,000,000.000	100.22	1,002,234.94	101.89	1,024,856.13	1.7	1.75	17,500.00	1.718
US TREAS NTS 3.125% 5/15/21	UTN3221	1,000,000.000	100.29	1,002,890.09	101.09	1,014,997.32	1.7	3.13	31,250.00	3.091

### As of: December 31, 2020

Account ID: \*\*\*\*\*4730



	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
US TREAS NTS 1.625% 5/31/23	UTN1623A	1,000,000.000	100.15	1,001,520.06	103.57	1,037,088.57	1.8	1.63	16,250.00	1.569
US TREAS NTS 2.125% 8/15/21	UTN2521	1,000,000.000	98.93	989,296.88	101.24	1,020,446.49	1.7	2.13	21,250.00	2.099
US TREAS NTS 1.250% 7/31/23	UTN1223	1,500,000.000	101.93	1,528,925.87	102.85	1,550,566.47	2.6	1.25	18,750.00	1.215
US TREAS NTS 2.000% 2/15/22	UTN2022	1,000,000.000	100.31	1,003,128.57	102.10	1,028,534.35	1.7	2.00	20,000.00	1.959
US TREAS NTS 1.625% 10/31/23	UTN1623B	1,000,000.000	100.27	1,002,746.54	104.18	1,044,543.15	1.8	1.63	16,250.00	1.560
US TREAS NTS 1.875% 3/31/22	33122	2,000,000.000	100.11	2,002,279.24	102.19	2,053,341.04	3.5	1.88	37,500.00	1.835
US TREAS NTS 2.250% 4/30/21	UTN2221A	1,000,000.000	100.28	1,002,820.84	100.69	1,010,763.59	1.7	2.25	22,500.00	2.235
US TREAS NTS 2.250% 7/31/21	UTN2221B	1,000,000.000	100.28	1,002,790.70	101.23	1,021,685.76	1.7	2.25	22,500.00	2.223
US TREAS NTS 2.125% 6/30/22	UTN2122	1,000,000.000	100.15	1,001,517.13	102.99	1,029,978.70	1.7	2.13	21,250.00	2.063
US TREAS NTS 1.750% 5/31/22	UTN1722C	1,000,000.000	100.38	1,003,794.45	102.30	1,024,548.46	1.7	1.75	17,500.00	1.711
US TREAS NTS 0.0001% 8/31/24	UTN0024D	2,000,000.000	103.52	2,070,413.41	103.73	2,083,174.48	3.5	1.25	25,000.00	1.205
Total for Taxable Fixed - US Treas				36,413,503.52		37,359,545.68	63.1		716,375.00	1.927
Total: Total Fixed Income				47,858,881.94		49,233,310.55	83.2		982,625.00	2.006
Cash Equivalents										
Cash - Money Market										
FIDELITY GOVT MMKT INST CL-I #57	FIDGOV	9,937,670.410	1.00	9,937,670.41	1.00	9,937,739.40	16.8	.00	993.77	.010
Total for Cash - Money Market				9,937,670.41		9,937,739.40	16.8		993.77	.010
Total: Cash Equivalents				9,937,670.41		9,937,739.40	16.8		993.77	.010
Total				57,796,552.35		59,171,049.95	100.0		983,618.77	1.669



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### DESERT HEALTHCARE DISTRICT STRATEGIC PLANNING COMMITTEE MEETING MINUTES March 09, 2021

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Director/Chair Les Zendle, MD	Conrado E Bárzaga, MD, CEO	
President Leticia De Lara	Chris Christensen, CAO	
Vice-President Karen Borja	Donna Craig, Chief Program Officer	
	Meghan Kane, Programs and Research	
	Analyst	
	Andrea S. Hayles, Clerk to the Board	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Zendle called the meeting	
	to order at 4:40 p.m.	
II. Approval of Agenda	Chair Zendle asked for a motion	It was moved by President De Lara
	to approve the Agenda.	and seconded by Vice-President
		Borja to approve the agenda.
		Motion passed unanimously.
III. Approval of the Minutes –	Chair Zendle asked for a motion	It was moved by President De Lara
January 19, 2021	to approve the minutes of the	and seconded by Vice-President
	January 19, 2021 meeting.	Borja to approve the January 19,
		2021 meeting minutes.
		Motion passed unanimously.
IV. Public Comment	There was no public comment.	
V. Old Business	Dr. Barzaga, CEO, explained	
	that as completion of the	
1. Update – Community	Community Health Needs	
Health Needs	Assessment is approaching,	
Assessment (CHNA)	staff is moving forward with the	
and Health	recommendation of a Strategic	
Improvement Plan	Planning Consultant, and	
(HIP)	Health Assessment and	
a. Health	Research for Communities	
Assessment	(HARC) will provide an update	
and Research	on the work and facilitate an	
for	introduction with the potential	
Communities	strategic planning consultants.	
(HARC), Jenna		
LeComte-	Casey Leier, PhD, Director of	
Hinely, PhD,	Research and Evaluation, HARC,	
Chief Executive	provided an overview of the	
Officer and	Community Health Needs	
Casey Leier,	Assessment and Health	
PhD, Director	Improvement Plan data	

Page 1 of 4 Strategic Planning Committee Meeting Minutes March 09, 2021

Page 326 of 344



## DESERT HEALTHCARE DISTRICT STRATEGIC PLANNING COMMITTEE MEETING MINUTES

### March 09, 2021

-f Daramak	Warch 09, 2021	
of Research	sources, which include 80 plus	
and Evaluation	indicators, a variety of data	
	sources, 6 internal and external	
	raters, 40 community focus	
	groups with 205 community	
	members, and 8 advisory	
	council focus groups with 31	
	community leaders. The five	
	main priorities analyzed are	
	access to care, education	
	access and quality,	
	environment, economic	
	stability, and mental health.	
	Ms. Leier provided an overview	
	of the strategies with	
	community leaders on the	
	necessary steps to improve the	
	main priorities that will be	
	integrated into the Community	
	Health Improvement Plan	
	(CHIP).	
	Janna LaComta Hinaly PhD	
	Jenna LeComte-Hinely, PhD, Chief Executive Officer, HARC	
	Chief Executive Officer, HARC	
	detailed the CHIP terminology	
	such as the overarching goals,	
	objectives, activity, and	
	evaluation; the community	
	leader input on the CHIP, and	
	the goals and objectives from	
	the CHIP of the from the five	
	main priorities.	
	HARC answered inquiries and	
	the committee discussed the	
	five main priorities, such as the	
	goal for education and health,	
	setting evaluation targets and	
	accountability, overlap, and the	
	comprehensive aspects,	
	processes to engage with the	
	community partners, MOUs to	
	move the five priorities and	
L	mere the me phonties and	

Page 2 of 4 Strategic Planning Committee Meeting Minutes March 09, 2021

Page 327 of 344



### DESERT HEALTHCARE DISTRICT STRATEGIC PLANNING COMMITTEE MEETING MINUTES March 09, 2021

	Warch 09, 2021	
	goals forward, and tracking	
	progress.	
	Dr. Bárzaga, CEO, explained	
	that the goals and objectives	
	are a starting point for the five	
	main priorities and overarching	
	goals, which intercept with	
	healthy people 2030 and	
	aligning to provide the District	
	with tools, data, and evidence-	
	based intervention to use for	
	converting into activities and	
	objectives as guidance in the	
	process.	
VI. New Business		
1. Strategic Planning	Dr. Bárzaga, CEO, outlined the	It was moved by President De Lara
a. Strategic planning	process and strategy of the	and seconded by Vice-President
consultant's	strategic plan, and after	Borja to approve consulting services
proposal results	analysis and evaluation of the	and engagement agreement with
review and	proposals, staff is	Veralon Partners, Inc. and Valentine
approval to	recommending Veralon	Health Advisors to facilitate,
forward to the	Partners and Valentine Health	develop, and guide a three-year
Board a consulting	Advisors as consultants to	strategic plan – \$72,500.
services and	facilitate, develop, and guide	Motion passed unanimously.
engagement	the three-year strategic plan.	
agreement with		
Veralon Partners,	Mark Dubow, Director, Veralon	
Inc. and Valentine	Partners thanked the	
Health Advisors to	committee and inquired on any	
facilitate, develop,	questions concerning the	
and guide a three-	process and outcomes, further	
year strategic plan	providing a summary and	
- \$72,500	overview of the proposal.	
VIII. Adjournment	Chair Zendle adjourned the	Audio recording available on the
	meeting at 5:40 p.m.	website at
		https://www.dhcd.org/Agendas-
		and-Documents



### DESERT HEALTHCARE DISTRICT STRATEGIC PLANNING COMMITTEE MEETING MINUTES March 09, 2021

ATTEST: \_\_\_\_

Les Zendle, MD, Chair/Director, Strategic Planning Committee Desert Healthcare District Board of Directors

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

Page 4 of 4 Strategic Planning Committee Meeting Minutes March 09, 2021

Page 329 of 344



Date: March 23, 2021

To: BOARD OF DIRECTORS

Subject: Desert Healthcare District/Regional Access Project Foundation – COVID-19 RECOVERY GRANT: A Collective/Collaborative Opportunity

**<u>Staff recommendation:</u>** Information/update only.

#### **Background:**

- At the February 23, 2021 Board of Directors meeting, the directors approved a match of \$100,000 with \$100,000 from the Regional Access Project Foundation (for a total of \$200,000) to a joint pool for nonprofits in the Coachella Valley and Blythe (for RAP's benefit only) negatively impacted by COVID-19 to apply for funding.
- The priority for the collaborative fund was to provide operational/capacity support to the community-based organizations serving vulnerable populations. Examples of vulnerable populations included, but were not limited to, seniors, children, and families/individuals earning a low income.
- Grants of up to \$10,000 were available through the Desert Healthcare District and Foundation's grant application process starting March 1 and concluding at 5 p.m. March 12. The grant time period is three months, beginning April 1 with a project end date of June 30.

### To Date:

- The application period closed Friday, March 12, 2021.
- 72 applications have been received, totaling \$717,444.81
- DHCD staff, along with Program Committee Chair, Director PerezGil, will be internally reviewing applications at the Grants Team meeting on March 18<sup>th</sup>.
- RAP staff will be reviewing internally as well.
- A joint meeting with Regional Access Project Foundation will be held March 22<sup>nd</sup> to review, approve, and assign applications to funder..
- RAP's Grants Committee will review and determine approval or denial at their March 26<sup>th</sup> meeting.
- Final review and confirmation of funding will be determined by RAP and DHCD on March 29<sup>th</sup>.
- Contracts will be created for those approved with a grant start date of April 1, 2021

#### LAW OFFICES OF

#### JEFFREY G. SCOTT

#### 16935 WEST BERNARDO DRIVE, SUITE 170 SAN DIEGO, CA 92127

(858) 675-9896 FAX (858) 675-9897

JEFFREY G. SCOTT

<u>Of Counsel</u> JAMES R. DODSON

DATE: March 18, 2021

TO: Board of Directors Conrado Barzaga, Chief Executive Officer

FROM: Jeffrey G. Scott, General Counsel

RE: AB 705 & AB 132

#### <u>AB 705</u>:

A bill of interest this term, (AB 705) relates to protecting patient access to medical care and expands the oversight function of the Attorney General's office related to mergers and transfers of assets of non-profit hospitals to single corporations which in some cases creates monopolies by acquiring all the health facilities in one region which allows for unlimited power to dictate patient care. For example, in recent years, the number of religious health systems acquiring independent, secular health facilities has dramatically increased. The current version of the bill does not seem to apply to District transfers.

AB 705 is authored by Assembly Member Kamlager and strengthens the legal prohibitions which deny patient care based on "personal beliefs" or profit motives that conflict with the clinical decision-making of physician and other healthcare providers. According to the author, the bill will reinforce the ban on the corporate practice of medicine to ensure that patients have access to necessary and comprehensive medical care as recommended by their physicians and other healthcare professionals. The bill would specifically prohibit a health facility from requiring a physician as a condition of obtaining or maintaining clinical privileges, from agreeing to comply with rules and policies that directly or indirectly prohibit or restrict the ability of the physician to provide a particular medical treatment that falls within the scope of their privileges unless the hospital lacks the equipment to provide the medical treatment or service. The Bill also provides additional oversight authority to the Attorney General to ensure that the transaction does not create a reduction of on the availability of the full range of health care services.

## <u>AB 1132</u>:

Another bill of interest (AB 1132) is similar to the bill from last session (SB 977) which failed to pass, and relates to the authority of the Attorney General to have approval over all hospital mergers or transfers, including Healthcare Districts.

Specifically AB 1132 which is authored by Assembly Member Wood requires medical groups, hospitals or hospital systems that intends to purchase, merge, or consolidate with another entity, to provide written notice to the Attorney General at least 90 days before entering any agreement with a value of \$3 million or more. AB 1132 would authorize the Attorney General to consent to, give conditional consent to, or not consent to the transaction. ACHD strongly opposed SB 977 on the following grounds:

- The bill would be an unprecedented policy change that allows the Attorney General to have approval authority over healthcare districts' transactions, typically a lease or purchase of a district hospital despite the fact that these transaction must be approved by the resident voters of a district.
- Healthcare District transfer agreements are governed by Health & Safety Code and require a vote of the constituents of the District.
- More likely, the bill will have the devasting unintended consequence of closing district hospitals, especially in areas of the state that are already struggling with access to care issues. Healthcare systems are not likely to want to purchase, lease, or take over district hospitals due to the increased review of the AG.
- The COVID-19 pandemic has financially burdened already struggling facilities. Now, more than ever, patients need predictability and reliability when it comes to their health care. Health care providers need to make difficult and prudent decisions to carry out their mission and deliver quality care. Passage of the bill will stifle this lifesaving work.



Date: March 23, 2021

To: Board of Directors

Subject: Business Associates Agreement with RiteAid Pharmacy Headquarters

**<u>Staff Recommendation</u>**: Authorize CEO to execute Business Associates agreement with RiteAid and similar vaccine/healthcare providers upon Legal Counsel review and approval.

### **Background:**

- DHCD/F is assisting COVID-19 vaccines providers (such as RiteAid Pharmacies) with outreach, education, enrollment, appointment and follow-up to ensure access to the vaccines for at-risk and traditionally underserved communities throughout the Coachella Valley.
- To perform these activities, the District requires access to **protected health information**.
- The U.S. Department of Health and Human Services (HHS) Privacy Rule requires entities must obtain satisfactory assurances from its business associate that the business associate will appropriately safeguard the protected health information it receives or creates on behalf of the covered entity. The satisfactory assurances must be in writing, whether in the form of a contract or other agreement (Business Associates Agreement) between the covered entity and the business associate.
- By law, the HIPAA Privacy Rule applies only to covered entities health plans, health care clearinghouses, and certain health care providers.
- The Privacy Rule allows covered providers and health plans to disclose protected health information to these "business associates" if the providers or plans obtain satisfactory assurances that the business associate will use the information only for the purposes for which it was engaged by the covered entity, will safeguard the information from misuse, and will help the covered entity comply with some of the covered entity's duties under the Privacy Rule.
- Covered entities may disclose protected health information to an entity in its role as a business associate only to help the covered entity carry out its health care functions not for the business associate's independent use or purposes, except as needed for the proper management and administration of the business associate.
- In order to carryout COVID-19 outreach, education, enrollment, appointment, and followups, staff recommends approval of the enclosed B.A. Agreement and authorize the CEO to execute similar agreements upon review and approval of District's Legal Counsel.

### Fiscal Impact:

None



### **Business Associate Agreement**

This Business Associate Agreement ("BAA") is entered into by and between Rite Aid Hdqtrs. Corp. ("Covered Entity"), and <u>(enter vendor name here)</u> ("Business Associate"), and is effective as of the date of full execution indicated on the signature page below (the "BAA Effective Date"). Covered Entity and Business Associate may be individually referred to as a "Party" and, collectively, as the "Parties" in this BAA.

### RECITALS

- A. Business Associate is providing services to Covered Entity under an existing written agreement or agreements (the "Underlying Agreement"), and Covered Entity wishes to disclose certain information to Business Associate or permit Business Associate to create or receive from third parties certain information pursuant to the terms of such Underlying Agreement, some of which information may constitute "protected health information," as that term is defined in 45 C.F.R. § 160.103, limited to the information created, received, maintained or transmitted by Business Associate on behalf of Covered Entity ("PHI").
- B. Covered Entity and Business Associate intend to protect the privacy and provide for the security of PHI Business Associate obtains pursuant to the Underlying Agreement in compliance with (i) the "Privacy Rule," 45 C.F.R. Part 160 and Part 164, Subparts A and E, (ii) the "Security Rule," 45 C.F.R. Part 160 and Part 164, Subparts A and C, and (iii) the "Breach Notification Rule," 45 C.F.R. Part 160 and Part 164, Subparts A and D, (collectively, the "HIPAA Rules").
- C. The purpose of this BAA is to satisfy certain standards and requirements of the HIPAA Rules, including, but not limited to, 45 C.F.R. §§ 164.308(b)(1), 164.314(a)(2)(i), 164.410, 164.502(e)(1)(i), and 164.504(e).

In consideration of the mutual promises below and the exchange of information pursuant to this BAA, the Parties agree as follows:

# 1. Capitalized Terms

Capitalized terms used in this BAA and not otherwise defined herein shall have the meanings set forth in the HIPAA Rules, which definitions are incorporated in this BAA by reference.

# 2. Obligations and Activities of Business Associate

(a) <u>Appropriate Safeguards</u>. Business Associate shall develop, implement, maintain and use reasonable and appropriate safeguards to prevent uses or disclosures

Business Associate Agreement Page 2 of 11

of PHI that are not permitted by this BAA. Business Associate shall implement administrative, physical, and technical measures designed to safeguard the confidentiality, integrity, and availability PHI transmitted by or maintained in electronic media ("ePHI") in compliance with the Security Rule. Business Associate shall encrypt PHI stored or maintained on portable electronic media (such as laptops, thumb/flash drives, PDAs, CDs, tapes, DVDs, etc.). When applicable, Business Associate shall implement safeguards that include recommendations of the Payment Card Industry Data Security Standards, found at <a href="https://www.pcisecuritystandards.org/tech/">https://www.pcisecuritystandards.org/tech/</a>. Business Associate shall not store credit card security code (*i.e.*, CVC) information or credit card magnetic strip information in any form.

(b) Business Associate's Subcontractors. In accordance with 45 C.F.R. § 164.502(e)(1)(ii) and 45 C.F.R. § 164.308(b)(2), as applicable, Business Associate shall enter into a written agreement with any Subcontractor that creates, receives, maintains or transmits PHI on behalf of Business Associate. The written agreement will require Subcontractor to agree to the same restrictions and conditions that apply through this BAA to Business Associate with respect to such information, including the requirement that the Subcontractor comply with the requirements of the Security Rule. If a Subcontractor is not subject to the jurisdiction or laws of the United States, or if any use or disclosure of PHI in performing the obligations under this BAA or the Underlying Agreement will be outside of the jurisdiction of the United States, Business Associate must require its Subcontractor to agree by written contract with Business Associate to be subject to the jurisdiction of the Secretary and the laws and the courts of the United States, and waive any available jurisdictional defenses that pertain to the Parties' obligations under this BAA, the Underlying Agreement, or the HIPAA Rules. Notwithstanding anything to the contrary in the Underlying Agreement, Business Associate shall not use any Subcontractor to perform any service requiring access to PHI or ePHI under this BAA without the express written consent of an authorized representative of Covered Entity.

(c) <u>Mitigation</u>. Business Associate shall promptly mitigate, to the greatest extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate or its Subcontractors in violation of the requirements of this BAA.

(d) <u>Reporting of Breach, Improper Use or Disclosure, or Security Incident</u>.

(i) Without unreasonable delay and, in any event, no more than twenty-four (24) hours after discovery (as determined in 45 C.F.R. § 164.410(a)(2)), Business Associate shall provide written notice to Covered Entity of any use or disclosure of PHI in violation of this BAA of which it becomes aware, including a "Breach" of "Unsecured Protected Health Information" (as those terms are defined in 45 C.F.R. § 164.402) and any incident that Covered Entity might reasonably determine, Business Associate Agreement Page 3 of 11

after investigation, gualifies as a Breach of Unsecured Protected Health Information (a "Privacy Incident"). Business Associate shall include in its notice a reasonably detailed description of the Privacy Incident and the steps Business Associate is taking and proposes to take to investigate, mitigate, or terminate the Privacy Incident. Business Associate shall supplement the initial notification, no more than ten (10) days following discovery and as often thereafter as reasonably necessary to keep Covered Entity apprised of its investigation (such notice to be provided as soon as reasonably possible after additional information becomes available to Business Associate), with information including: (i) the identification of each individual whose PHI was or is believed to have been involved; (ii) a reasonably detailed description of the types of PHI involved; (iii) all other information reasonably requested by Covered Entity, including all information necessary to enable Covered Entity to perform and document a risk assessment in accordance with 45 C.F.R. Part 164 subpart D; and (iv) all other information necessary for Covered Entity to provide notice to individuals, government agencies, or the media, if required. Business Associate shall not delay its initial notification to Covered Entity because Business Associate has not confirmed a Privacy Incident constitutes a Breach, has not completed an investigation, or does not have all the information needed to provide a complete report. Business Associate shall also notify Covered Entity, in writing, within the timeframes and in the manner outlined in this paragraph, of any Privacy Incident experienced by a Subcontractor (or Subcontractors' Subcontractor). Business Associate shall deliver any report required by this paragraph to Covered Entity as described in paragraph (iv).

Business Associate shall report to Covered Entity any attempted or (ii) successful (a) unauthorized access, use, disclosure, modification, or destruction of ePHI or (b) unauthorized interference with system operations in Business Associate's Information System, of which Business Associate becomes aware. Business Associate shall deliver the report to Covered Entity as described in paragraph (iv), below, not more than five (5) days after Business Associate learns of such incident; provided however, that the parties acknowledge and agree that this paragraph constitutes notice by Business Associate to Covered Entity of the ongoing existence and occurrence of or attempts at Unsuccessful Security Incidents for which no additional notice to Covered Entity shall be required. "Unsuccessful Security Incidents" means, without limitation, pings and other broadcast attacks on Business Associate's firewall, port scans, unsuccessful log-on attempts, denial of service attacks, and any combination of the above, so long as no such incident results in (a) unauthorized access, use, disclosure, modification, or destruction of ePHI or (b) unauthorized interference with system operations in Business Associate's Information Systems.

(iii) With respect to any incident not subject to reporting pursuant to paragraphs (i) or (ii), Business Associate shall report to Covered Entity any use or disclosure of PHI in violation of this BAA of which it becomes aware. Business

Business Associate Agreement Page 4 of 11

Associate shall deliver such report to Covered Entity as described in paragraph (iv), below, not more than thirty (30) days after Business Associate learns of such incident.

(iv) Business Associate shall deliver any notice required under this Section 2(d) in writing, to the attention of the Privacy Officer or his or her designee by means of fax to 717-975-5994 or by email to <u>PrivacyOffice@riteaid.com</u>.

(e) <u>Access to PHI</u>. Business Associate shall make PHI it maintains in a Designated Record Set available to Covered Entity pursuant to 45 C.F.R. § 164.524 within five (5) business days of Business Associate's receipt of a request from Covered Entity. If an Individual makes a request for access pursuant to 45 C.F.R. § 164.524 directly to Business Associate, or inquires about his or her right to access, Business Associate shall, within five (5) business days of receipt of such request, forward it to Covered Entity. Any response to such request shall be the responsibility of Covered Entity.

(f) <u>Amendment of PHI</u>. Business Associate shall make PHI it maintains in a Designated Record Set available to Covered Entity for amendment pursuant to 45 C.F.R. § 164.526 within five (5) business days of Business Associate's receipt of a request from Covered Entity. If an Individual requests such amendment pursuant to 45 C.F.R. § 164.526 from Business Associate, or inquires about his or her right to amend such PHI, Business Associate shall, within five (5) business days of receipt thereof, forward such request to Covered Entity. Any response to such requests shall be the responsibility of Covered Entity.

(g) <u>Governmental Access to Records</u>. Business Associate shall make its internal practices, books and records relating to the use and disclosure of PHI available to the Secretary or Covered Entity in a time and manner agreed upon with Covered Entity or designated by the Secretary for purposes of the Secretary determining compliance with the Privacy Rule.

(h) <u>Documentation of Disclosures and Disclosure Information</u>. Business Associate agrees to document disclosures of PHI as required by 45 C.F.R. § 164.528, in order that it may provide an accounting of such disclosures as Covered Entity directs. Business Associate shall document, at a minimum, the following information: (i) the date of the disclosure, (ii) the name and, if known, the address of the recipient of the PHI, (iii) a brief description of the PHI disclosed, (iv) the purpose of the disclosure that includes an explanation of the basis for such disclosure, and (v) any additional information required by the Privacy Rule.

(i) <u>Notice to Covered Entity If Destroying PHI</u>. If, during the term of this BAA, Business Associate wishes to destroy PHI, it shall notify Covered Entity in writing about its intent to destroy such PHI at least ten (10) days before such date of destruction, and shall comply with the requirements for destruction of PHI found in Section 5(c)(i) of this BAA. If Covered Entity requests the return of any PHI, Business Associate shall comply as requested.

(j) <u>Other Restrictions on Uses and Disclosures</u>. Business Associate shall comply with any restriction on the use or disclosure of PHI of which Covered Entity makes Business Associate aware pursuant to Sections 4(a), 4(b), or 4(c) of the BAA.

# 3. Permitted Uses and Disclosures by Business Associate

(a) <u>Permitted Uses and Disclosures of PHI Pursuant to the Underlying</u> <u>Agreement</u>. Business Associate may use or disclose PHI to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in this BAA and as necessary to perform services under the Underlying Agreement, provided that such use or disclosure would not violate the Privacy Rule if done by Covered Entity or the minimum necessary policies and procedures of the Covered Entity. Business Associate shall not engage in the "Sale of Protected Health Information," as that term is defined in 45 C.F.R. § 164.502(a)(5)(ii)(B). To the extent Business Associate is carrying out one or more of Covered Entity's obligations under the Privacy Rule pursuant to the terms of this BAA or the Underlying Agreement, Business Associate shall comply with the requirements of the Privacy Rule that apply to Covered Entity in the performance of such obligation(s).

(b) <u>Permitted Uses of PHI by Business Associate</u>. Business Associate may use PHI for the proper management and administration of the Business Associate or to carry out the legal responsibilities of the Business Associate.

(c) <u>Permitted Disclosures of PHI by Business Associate</u>. Business Associate may disclose PHI for the proper management and administration of the Business Associate, provided that the disclosures are Required By Law or Business Associate obtains reasonable assurances in writing from the person to whom the information is disclosed that (i) the PHI will remain confidential, (ii) the PHI will be used or further disclosed solely as Required By Law or for the purposes for which Business Associate disclosed the PHI, and (iii) the person will immediately notify Business Associate in writing of any instance of which it is aware in which the confidentiality of the PHI has been breached.

(d) <u>Minimum Necessary</u>. The Parties have identified the minimum amount of PHI necessary to perform services under the Underlying Agreement. Business Associate shall request, use, and disclose the minimum amount of PHI necessary to perform services under the Underlying Agreement, in accordance with 45 C.F.R. § 164.514(d), and any amendments thereto. Business Associate shall use only the minimum amount of PHI necessary to perform the specified functions, activities or services, in accordance with Covered Entity's minimum necessary policies and

Business Associate Agreement Page 6 of 11

procedures. In the event of inadvertent access by Business Associate to more than the minimum necessary amount of PHI, Business Associate will (i) safeguard all such PHI in accordance with this BAA; (ii) promptly notify Covered Entity, in accordance with Section 2(d) above, of such access; (iii) erase, delete, and/or return such PHI as quickly as possible; and (iv) take all necessary actions to prevent further unauthorized access to PHI beyond the minimum necessary amount.

(e) <u>Data Aggregation</u>. If explicitly permitted by the Underlying Agreement or in writing by Covered Entity, Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).

# 4. Obligations of Covered Entity

(a) <u>Notice of Privacy Practices</u>. Covered Entity shall notify Business Associate of any limitation(s) in its notice of privacy practices of Covered Entity in accordance with 45 C.F.R. § 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of PHI.

(b) <u>Notification of Changes Regarding Individual Permission</u>. Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by Individual to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.

(c) <u>Notification of Restrictions to the Use or Disclosure of PHI</u>. Covered Entity shall notify Business Associate of any restriction on the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.

# 5. Term and Termination

(a) <u>Term; Termination for Cause</u>. The Term of this BAA shall be effective as of the BAA Effective Date and shall terminate upon termination of the Underlying Agreement or, at Covered Entity's option, upon Business Associate's material breach of the BAA. Covered Entity shall give Business Associate notice of any such breach and provide Business Associate an opportunity to cure the breach; provided, however, in the event Business Associate fails to cure such breach within the time specified by Covered Entity (but in any event no less than thirty (30) days following Business Associate's receipt of notice of breach), or cure is not possible, Covered Entity may immediately terminate this BAA and the Underlying Agreement.

(b) Effect of Termination.

(i) Except as provided in paragraph (ii) of this Section, upon termination of this BAA, for any reason, Business Associate shall, at the election of

Business Associate Agreement Page 7 of 11

Covered Entity, promptly return or destroy all PHI by (i) shredding; (ii) securely erasing; or (iii) otherwise modifying the information in those records, to make it unreadable or undecipherable through any means. Business Associate shall require any Subcontractor to return or destroy PHI in accordance with this Section. Neither Business Associate nor any Subcontractor shall retain any copy of the PHI. At Covered Entity's request, Business Associate shall (and shall require any Subcontractor to) certify in writing that it has complied with the requirements of this Section.

(ii) In the event that Business Associate determines that returning or destroying PHI is infeasible, Business Associate shall promptly provide to Covered Entity notification of the conditions that make such return or destruction infeasible. Upon Covered Entity's written agreement that return or destruction of PHI is infeasible, Business Associate shall extend the protections of this BAA to such PHI and shall limit its further use or disclosure of such PHI to purposes that make the return or destruction infeasible, for so long as Business Associate maintains such PHI. If Business Associate subsequently wishes to destroy PHI, Business Associate shall notify Covered Entity in writing of its intent to destroy data at least ten (10) days before such date of destruction, and shall comply with Section 5(b)(i) above. If Covered Entity requests the return of any PHI, Business Associate shall comply as requested.

# 6. Cooperation in Investigations

In addition to any damages recoverable under this Addendum, the Parties acknowledge that certain breaches or violations of this Addendum may result in litigation by a third party or regulatory action by federal or state governmental authorities of the United States (*i.e.*, investigation, complaint, action, or other inquiry) that may result in civil liability or criminal penalties. Each Party shall cooperate in good faith in all respects with the other Party in connection with such litigation (unless the Parties are adverse to one another in such litigation) or regulatory action.

# 7. Effect of BAA

In the event of any inconsistency between the provisions of this BAA and the Underlying Agreement, the provisions of the BAA shall control. In the event of inconsistency between the provisions of this BAA and mandatory provisions of the HIPAA Rules, or their interpretation by any court or regulatory agency with authority over Covered Entity or Business Associate, such interpretation shall control; provided, however, that if any relevant provision of the HIPAA Rules is amended in a manner that changes the obligations of Covered Entity or Business Associate that are embodied in terms of this BAA, then the Parties agree to negotiate in good faith appropriate amendments to this BAA to give effect to such revised obligations. Where provisions of this BAA are different from those mandated in the HIPAA Rules, but are nonetheless permitted by such rules as interpreted by courts or agencies, the provisions of the BAA shall control.

Business Associate Agreement Page 8 of 11

## 8. Indemnification

(a) Business Associate agrees to defend, indemnify and hold Covered Entity, any affiliate of Covered Entity, and its respective directors, officers, employees or agents, harmless from and against any and all claims, losses, damages, penalties, assessments, judgments, liabilities, awards or costs (including reasonable attorneys' fees and expenses), or costs of notification or remediation relating to notification required by law for individuals whose PHI or personal information have been inappropriately accessed or disclosed, including reasonable attorneys' fees and costs (including the reasonable costs of Covered Entity's in-house counsel), of any kind or nature that Covered Entity incurs or that are asserted against Covered Entity arising directly or indirectly from Business Associate's provision of services under this BAA, including, but not limited to, any violations of any federal, state and/or local laws arising from or related to from Business Associate's services, acts or omissions.

(b) In the event that either Party is required by state or federal law to notify individuals whose PHI or personal information was inappropriately accessed, used or disclosed by Business Associate or its Subcontractors, despite anything to the contrary in the preceding provisions, in Covered Entity's sole and absolute discretion and in accordance with Covered Entity's directions, Business Associate shall conduct, or pay the costs of conducting, an investigation of any Privacy Incident (including any Breach) and shall provide or pay the costs of providing any notices required by 45 C.F.R. § 164.404 and 164.406 or applicable state law.

(c) Covered Entity will have the sole right and discretion to settle, compromise or otherwise resolve any and all claims, causes of actions, liabilities or damages against it, notwithstanding that Covered Entity may have tendered its defense to Business Associate. Any such resolution will not relieve Business Associate of its obligation to indemnify Covered Entity under this Section 8.

# 9. Choice of Law

This BAA shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania without regard to its conflicts of law rules and principles.

### 10. Forum Selection

The Parties agree that any lawsuit that arises out of the terms and conditions of this BAA shall be brought in the Court of Common Pleas of Cumberland County, Pennsylvania, or the United States District Court for the Middle District of Pennsylvania located in Harrisburg, Pennsylvania.

Business Associate Agreement Page 9 of 11

### 11. Miscellaneous

(a) **Regulatory References**. A reference in this BAA to a section in the Privacy Rule, the Security Rule, or the Breach Notification Rule means the section as in effect or as amended.

(b) **Survival**. The respective rights and obligations of Covered Entity and Business Associate under Section 5(c) and 8 of this BAA shall survive the termination of this BAA.

(c) **No Third Party Beneficiaries**. Nothing express or implied in this BAA shall confer any right, remedy or obligation upon anyone other than Covered Entity and Business Associate.

(d) **Interpretation**. Any ambiguity in this BAA shall be resolved to permit Covered Entity to comply with the Privacy Rule, the Security Rule, and the Breach Notification Rule.

(e) **Entire Agreement**. This BAA supersedes and replaces all any previous oral or written agreements between Business Associate and Covered Entity relating to the subject matter hereof.

(f) <u>Automatic Amendment to Agreement</u>. By providing Business Associate notice of an amendment to this BAA at least thirty (30) days prior to the amendment's effective date, Covered Entity may amend the BAA to reflect changes to Covered Entity's policies for complying with or changes to applicable law. Business Associate may reject the terms of the amendment by providing written notice of rejection to Covered Entity (as provided for in Section 11(h), below) within thirty (30) days of receiving the proposed amendment. If Business Associate fails to provide such notice, Business Associate will be deemed to have agreed to the amendment and the amendment will be binding on Business Associate without signature or other action by Business Associate. If Business Associate rejects the terms of the amendment, the Parties may negotiate the specific terms of an amendment pursuant to Section 11(g), below.

(g) **Amendment**. Except as provided in Section 11(f), this BAA may be modified, or any rights under it waived, only by a written document executed by the authorized representatives of both Parties. If Business Associate does not agree to amending the terms of this BAA in a manner that is acceptable to Covered Entity when Covered Entity determines, in its sole discretion, such amendment is necessary for its compliance with the HIPAA Rules, Covered Entity may terminate this BAA and the Underlying Agreement.

Business Associate Agreement Page 10 of 11

(h) **Notice**. All notices in this BAA shall be in writing and shall be deemed to have been given (a) on the day notice is delivered personally; (b) three (3) business days after notice is sent if mailed by registered or certified United States mail, return receipt requested, postage prepaid; or (c) the following business day if sent by a recognized overnight delivery service. All notices, however sent, must be addressed to the other Party as follows, or at such other address as such Party from time to time may indicate by written notice to the other Party:

- a. If to Business Associate: <u>(enter vendor address and fax #)</u>
- b. If to Rite Aid:

Rite Aid Hdqtrs. Corp. Attn: Privacy Office 30 Hunter Lane Camp Hill, PA 17011 Facsimile: 717-975-5994

[Signature page follows]

Business Associate Agreement Page 11 of 11

**IN WITNESS WHEREOF,** Covered Entity and Business Associate execute this Addendum in multiple originals to be effective on the last date written below.

Business Associate

Signature of Business Associate's Representative

Rite Aid Hdqtrs. Corp. Covered Entity

Signature of Covered Entity's Representative

Andy Palmer

Name of Business Associate's Representative

Title

Privacy Officer Title

Date Signed

Date Signed