



**DESERT HEALTHCARE DISTRICT  
BOARD MEETING  
Board of Directors  
May 25, 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/85632827635?pwd=cklSSGlRlRleXlpR3ZNN3BKY3hFUT09>  
**Password: 718221**

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: 856 3282 7635  
Password: 718221**

You may also email [ahayles@dhcd.org](mailto:ahayles@dhcd.org) with your public comment no later than 4 p.m., Tuesday, 05/25

<i>Page(s)</i>	<b>AGENDA</b>	<i>Item Type</i>
	<i>Any item on the agenda may result in Board Action</i>	
	<b>A. CALL TO ORDER – President De Lara</b> Roll Call Director Zavala____Director Shorr____Director Zandle, MD____ Director PerezGil____Director Rogers, RN____ Vice-President/Secretary Borja____President De Lara	
	<b>B. PLEDGE OF ALLEGIANCE</b>	
1-3	<b>C. APPROVAL OF AGENDA</b>	<b>Action</b>
	<b>D. PUBLIC COMMENT</b> At this time, comments from the audience may be made on items <i>not</i> listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. <b>The Board has a policy of limiting speakers to no more than three minutes.</b> 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.	
	<b>E. CONSENT AGENDA</b> All Consent Agenda item(s) listed below are considered routine by the Board of Directors and will be enacted by one motion. <u>There will be no separate discussion of items unless a Board member so requests, in which event the item(s) will be considered following approval of the Consent Agenda.</u>	<b>Action</b>



	1. BOARD MINUTES	
4-7	a. Special Meeting of the Board of Directors Meeting – April 16, 2021	
8-20	b. Board of Directors Meeting – April 27, 2021	
	2. FINANCIALS	
21-51	a. Approval of the April 2021 Financial Statements – F&A Approved May 11, 2021	
	3. SERVICE AGREEMENTS	
52-53	a. East Valley Satellite Office at the Regional Access Project Foundation (RAP) – Lease Addendum – One Year Renewal with ten (10) Additional One-Year Renewal Options	
54-58	b. Extension of the Consulting Services Agreement between the Desert Healthcare District and Dale E. Barnhart to Conduct Ongoing Quarterly Inspections of Desert Regional Medical Center	
59-60	c. Health Assessment and Research for Communities (HARC) Consulting Services Agreement Addendum #2	
61-62	d. Service Agreement Addendum #2 for Rauch Communications Consultants, Inc. – NTE \$50,000	
	<b>F. DESERT HEALTHCARE DISTRICT CEO REPORT</b>	
	– Conrado E. Bárzaga, MD	
63-64	1. COVID-19 Vaccination Campaign for Underserved Communities in the Coachella Valley	Information
65-79	2. The Coachella Valley Resource Conservation District (CVRCD) Feasibility Study	Information/ Potential Action
80-139	3. Consideration to approve the acceptance of \$175,000 from The Coachella Valley Resource Conservation District (CVRCD) for the Purchase of a Mobile Unit	<b>Action</b>
140	4. City of Palm Springs Blue Zones Initiative	Information
141-142	5. Desert Healthcare District Rezoning Procedure Calendar	Information
143	6. Community Health Needs Assessment and Health Improvement Plan	Information
144	7. Strategic Planning Retreat Update	Information
145-146	8. Community Engagement and Presentations	Information
147-150	9. Kaufman Hall Associates Letter of Engagement	<b>Action</b>
	<b>G. DESERT REGIONAL MEDICAL CENTER CEO REPORT</b>	
	– Michele Finney, CEO	Information
	<b>H. DESERT REGIONAL MEDICAL CENTER GOVERNING BOARD MEETING</b> – Les Zandle, MD and Carole Rogers, RN	Information



**I. COMMITTEE MEETINGS**

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| <p><b>151-154</b><br/><b>155</b><br/><b>156-196</b></p>                        | <p><b>1. PROGRAM COMMITTEE</b> – Chair/Director Evett PerezGil, Vice-President Karen Borja, and Director Carmina Zavala</p> <ol style="list-style-type: none"> <li>1. Draft Meeting Minutes – May 11, 2021</li> <li>2. Grant Payment Schedule</li> <li>3. Consideration to approve Grant #1280 Desert AIDS Project – DAP Health: DAP Health Expands Access to Healthcare – \$100,000</li> </ol>  | <p>Information<br/>Information<br/><b>Action</b></p>                               |
| <p><b>197-205</b><br/><b>206-235</b><br/><b>236-239</b><br/><b>240-256</b></p> | <p><b>2. FINANCE, LEGAL, ADMINISTRATION &amp; REAL ESTATE COMMITTEE</b> – Chair/Director Arthur Shorr, President Leticia De Lara, and Director Les Zendle, MD</p> <ol style="list-style-type: none"> <li>1. Draft Meeting Minutes – May 11, 2021</li> <li>2. District &amp; Retirement Protection Plan (RPP) Investment Reports 1Q21</li> <li>3. New Job Description – Senior Program Officer, Public Health</li> <li>4. Review and Consideration for Approval – FY 2021-2022 Annual Budget</li> </ol> | <p>Information<br/>Information<br/>Information<br/><b>Action</b></p>               |
| <p><b>257-260</b><br/><b>261-263</b><br/><b>264-266</b><br/><b>267-268</b></p> | <p><b>3. HOSPITAL LEASE OVERSIGHT COMMITTEE</b> – Chair/Director Les Zendle, MD, Carole Rogers, RN, and Carmina Zavala</p> <ol style="list-style-type: none"> <li>1. Draft Meeting Minutes – May 17, 2021</li> <li>2. Q1 Facilities Inspection – January 23, 2020</li> <li>3. Q1 Facilities Inspection – March 2, 2021</li> <li>4. Quarterly 2021-2022 Inspection Schedule</li> <li>5. Desert Regional Medical Center Leapfrog Hospital Safety Grade</li> </ol>  | <p>Information<br/>Information<br/>Information<br/>Information<br/>Information</p> |

**J. COMMUNICATIONS AND MARKETING**

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| <p><b>269</b></p> | <ol style="list-style-type: none"> <li>1. COVID-19 Vaccinations, Testing, Outreach, and Education           <ol style="list-style-type: none"> <li>a. Website Content and Design Updates</li> </ol> </li> </ol> | <p>Information</p> |
|-------------------|---|--------------------|

**K. LEGAL**

**L. IMMEDIATE ISSUES AND BOARD COMMENTS**

**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](mailto:ahayles@dhcd.org) or call (760) 567-0298 at least 24 hours prior to the meeting.*



**DESERT HEALTHCARE DISTRICT**  
**SPECIAL MEETING OF THE BOARD OF DIRECTORS MINUTES**  
**MEETING MINUTES**  
**April 16, 2021**

Directors Present – Video Conference	District Staff Present – Video Conference	Absent
President Leticia De Lara Vice-President/Secretary Karen Borja Director Carole Rogers, RN Director Evett PerezGil Director Les Zendle, MD Director Arthur Shorr Director Carmina Zavala	Conrado E. Bázquez, MD, CEO Chris Christensen, CAO Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement Meghan Kane, Program and Research Analyst Andrea S. Hayles, Clerk of the Board  <u>Legal Counsel</u> Jeff Scott	

AGENDA ITEMS	DISCUSSION	ACTION
<b>A. Call to Order</b>  <b>Roll Call</b>	President De Lara called the meeting to order at 5:02 p.m.  The Clerk of the Board called the roll with all Directors' present except Director Zavala who joined shortly after the start of the meeting due to technical difficulties.	
<b>B. Pledge of Allegiance</b>	President De Lara asked all in attendance to recite the Pledge of Allegiance.	
<b>C. Approval of Agenda</b>	President De Lara asked for a motion to approve the agenda.	<b>#21-35 MOTION WAS MADE by Director PerezGil and seconded by Director Shorr to approve the agenda.</b> <b>Motion passed unanimously.</b> <b>AYES – 7 President De Lara, Vice-President Borja, Director Shorr, Director Rogers, Director PerezGil, Director Zendle, and Director Zavala</b> <b>NOES – 0</b> <b>ABSENT – 0</b>

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<p><b>D. Workshop – Community Health Needs Assessment and Health Improvement Plan</b></p> <p><b>1. Community Health Needs Assessment and Health Improvement Plan Workshop Facilitated by Health Assessment and Research for Communities (HARC), Jenna LeComte-Hinely, PhD, and Casey Leier, PhD, Director of Research and Evaluation</b></p> <p><b>a. Community Health Needs Assessment Visual Report</b></p> <p><b>b. Community Health Needs Assessment Written Report</b></p> <p><b>c. Community Health Improvement Plan Written Report</b></p>	<p>Conrado Barzaga, MD, CEO, provided an overview of the Community Health Needs Assessment (CHNA) and Health Improvement Plan (HIP), funding from community partners, and Health Assessment and Research for Communities (HARC) role with the focus groups and development of the CHNA and HIP.</p> <p>Jenna LeComte-Hinely, PhD, Chief Executive Officer, and Casey Leier, PhD, Director of Research and Evaluation provided a presentation on the overview of the CHNA report that included the Top Five Prioritization Needs Identified, CHIP Terminology, Five Main Priorities and Goals,</p> <p>The Board discussed the various barriers, objectives, goals, homelessness necessities, specifically referencing the hearing impaired and other underserved populations with a comprehensive list or culturally competency, the technology necessary to access services, such as healthcare and education.</p> <p>Other discussions involved the inclusion of OneFuture Coachella Valley in growing the workforce of the economic growth and professions that pay a living wage. Reducing the</p>	
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	<p>proportion of people living in poverty by increasing access to broadband services, inclusion of the school districts as key partners while using the McKinney-Vento Education for Homeless Children and Youth (EHCY) Program data, and Educational objectives and incorporating the mental health of children during the pandemic and new milestones. Gradually augmenting OneFuture for increasing the educational opportunities, trade schools, ESL and adult education.</p> <p>Greg Rodriguez, Government Relations and Public Policy Advisor, Office of Supervisor Perez explained there are no educational partners listed for preventative measures, especially at a young age, the inclusion of diversification of the overall economy, and measurements for homelessness in addition to HMIS data to include the Coordinated Entry System (CES). Mr. Rodriguez will provide the data on the number of people experiencing homelessness due to the summer heat.</p> <p>The Board deliberated on healthier environments to improve health, the inclusion of air quality, such as the Salton Sea the federal government, the county, and</p>	
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	<p>the tribe's roles related to EPA.</p> <p>Improving drinking water with water districts and community partners, for instance, Alianza and Pueblo Unido, while identifying the infrastructure needs.</p> <p>Mental Health and the inclusion of adults and mature adults, telehealth and mobile units for activities, Riverside University Health Systems as a key partner, substance use in the function mental, and the usefulness of using ClearImpact Performance Management Software and Services for the entire community to view and use as a resource.</p> <p>Dr. Bázaga, thanked HARC, Meghan Kane, Program and Research Analyst, and community members, the many challenges with the CHNA and HIP due with COVID, and a road map for the future to the CHNA and HIP.</p>	
<p><b>F. Adjournment</b></p>	<p>President De Lara adjourned the meeting at 6:49 p.m.</p>	<p><b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b></p>

ATTEST: \_\_\_\_\_  
 Karen Borja, Vice-President/Secretary  
 Desert Healthcare District Board of Directors

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



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BOARD OF DIRECTORS MEETING MINUTES  
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Directors Present – Video Conference	District Staff Present – Video Conference	Absent
President Leticia De Lara Vice-President/Secretary Karen Borja Director Arthur Shorr Director Carole Rogers, RN Director Les Zendle, MD Director Evett PerezGil Director Carmina Zavala	Conrado E. Bázquez, MD, CEO Chris Christensen, CAO Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement Jana Trew, Senior Program Officer Will Dean, Marketing and Communications Director Eric Taylor, Accounting Manager Meghan Kane, Programs and Research Analyst Vanessa Smith, Special Projects and Program Manager Erica Huskey, Administrative and Program Assistant Andrea S. Hayles, Clerk of the Board	Jeff Scott, Legal Counsel

AGENDA ITEMS	DISCUSSION	ACTION
<b>A. Call to Order</b>  <b>Roll Call</b>	President De Lara called the meeting to order at 5:31 p.m.  The Clerk of the Board called the roll with all Directors' present except Director Rogers who joined the meeting at 5:52 p.m.	
<b>B. Pledge of Allegiance</b>	President De Lara led the Pledge of Allegiance.	
<b>C. Approval of Agenda</b>	President De Lara asked for a motion to approve the agenda.	<b>#21-36 MOTION WAS MADE by Director PerezGil and seconded by Director Zavala to approve the agenda.</b> <b>Motion passed 6-1.</b> <b>AYES – 6 President De Lara, Vice-President/Secretary Borja, Director Shorr, Director Zendle, Director PerezGil, and Director Zavala</b> <b>NOES – 0</b> <b>ABSENT – 1 Director Rogers</b>
<b>D. Public Comment</b>	There were no public comments.	





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<p><b>E. Consent Agenda</b></p> <p><b>1. BOARD MINUTES</b>  a. Board of Directors Meeting – March 23, 2021</p> <p><b>2. FINANCIALS</b>  a. Approval of the March 2021 Financial Statements – F&amp;A Approved April 13, 2021</p> <p><b>3. SERVICE AGREEMENTS</b>  a. Las Palmas Medical Plaza Property Management/Maintenance Agreement – INPRO-EMS Construction</p>	<p>President De Lara asked for a motion to approve the consent agenda while abstaining from the vote due to her absence in March.</p>	<p><b>#21-37 MOTION WAS MADE by Director Shorr and seconded by Director PerezGil to the consent agenda.</b>  <b>Motion passed 5-2.</b>  <b>AYES – 5 Vice-President/Secretary Borja, Director Shorr, Director Zendle, Director PerezGil, and Director Zavala</b>  <b>NOES – 0</b>  <b>ABSENT – 1 Director Rogers</b>  <b>ABSTAIN – 1 President De Lara</b></p>
<p><b>F. Desert Healthcare District CEO Report</b></p> <p><b>1. COVID-19 Vaccination Campaign for Underserved Communities in the Coachella Valley</b></p> <p><b>2. The Coachella Valley Resource Conservation District (CVRCD) Feasibility Study</b></p>	<p>Conrado Bárzaga, MD, CEO, described the vaccination efforts and the significant improvements for full and partial vaccinations for an equity lens improvement for filling the gaps in racial and ethnic disparities, further explaining the data for the vaccinations in the Coachella Valley and the data partnership with the county to analyze and produce reports with staff working closely with the Department of Public Health, thanking Meghan Kane, Programs and Research Analyst for her leadership.</p> <p>Dr. Bárzaga, CEO, explained that staff is continuing the research with recommendations at the May meeting and visiting the manufacturers of the mobile unit, including conversations with community members.</p>	

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<p><b>3. Strategic Planning Retreat Update</b></p>	<p>Dr. Bárzaga, CEO, explained the challenges with scheduling the Strategic Planning Retreat, the ideal location and time that is convenient, vigilant of the CDC guidelines for gatherings, reviewing other public agencies examples for in-person meetings, and working with the consultants on the new time and location.</p>	
<p><b>4. Wellness Park Bench Dedication Ceremony, Timothy Ray Brown – Friday, May 7</b></p>	<p>Dr. Bárzaga, CEO, provided details on the background of Mr. Timothy Ray Brown and the upcoming dedication ceremony at the Wellness Park due to the purchase of a bench. News releases were distributed, and the Desert Sun will be present at the bench dedication ceremony.</p>	
<p><b>5. Association of California Healthcare Districts (ACHD) Budget Request</b></p>	<p>Dr. Bárzaga, CEO, described the Association of California Healthcare Districts (ACHD) budget request proposing a \$32M allocation to the Officer of the Governor in hopes that it passes for all healthcare Districts receiving between \$50-\$750k for future costs to address the economic impact of the COVID pandemic. The California Special Districts Association (CSDA) also submitted a budget request, and Districts operating hospitals would receive the bulk of funding.</p>	
<p><b>6. AB 868 – State of Emergency: Funeral Expense Assistance</b></p>	<p>Sponsored by Assemblymember Garcia, Dr.</p>	

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<p><b>7. Community Hike at Oswit Canyon</b></p>	<p>Bárzaga, CEO, explained that AB 868 for California residents impacted by COVID would cover the costs of funeral expense up to \$5k, further detailing the Districts letter of support.</p> <p>Dr. Bárzaga, CEO, described the Community Hike at Oswit Canyon, thanking Director Zavala for her initiative, idea, and insight for a small gathering of hikers, and the District will provide a \$1k donation to the land trust for preservation purposes.</p> <p>Dr. Bárzaga, CEO, introduced Jana Trew, the new Senior Program Officer, Behavioral Health, describing her background and experience with behavioral health.</p>	
<p><b>G. Desert Regional Medical Center CEO Report</b></p>	<p>Linda Evans, Chief Strategy Officer, Desert Care Network (DCN), Desert Healthcare District (DRMC), provided an update on behalf of Michele Finney, CEO, explaining that the COVID census continues to decline with under ten COVID patients at DRMC, nine positive patients as of April 27, three COVID positive patients at Hi-Desert Medical Center, no patients under investigation (PUI), the continuing care center has zero positive patients, and there are four PUI's and one positive at JFK Memorial. Per Mrs. Finney's report at the March Board meeting, DCN is</p>	



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	<p>transitioning to Blue Shield as the statewide Third-Party Administrator (TPA) starting on April 22.</p> <p>Mr. Evans provided the schedule for DCN vaccination distribution with the Hi-Desert Medical Center on Thursday's, including a facility across the street from JFK Memorial, Fridays in Palm Springs at the Neuro Vitality Center, and since January, DCN has inoculated 10k people, commending the work of District team and community partners.</p> <p>DCN is also ensuring that seniors receiving Meals on Wheels services through The Joslyn and Mizell Centers receive home visits for vaccinations.</p> <p>Advancing into the state's orange tier, onsite visitors, chaplains, and volunteers are now offering services at the DCN's hospitals.</p> <p>The new Chief Compliance Officer, formerly at Hi-Desert Medical Center has been hired, further explaining the CCO's induction as a hall of fame employee.</p> <p>DRMC approved various capital construction projects amounting to \$2M was funded for various approved projects.</p>	
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	<p>Leadership is ensuring that staff returns to the service lines safely, and the Doctor’s Day observance in recognition of their work, especially throughout last year also included those in residency.</p>	
<p><b>H. Desert Regional Medical Center Governing Board</b></p>	<p>Director Zendle described the highlights of the Governing Board meeting explaining the orthopedic service line presentation, the various awards, the shortage of orthopedic surgeons in the Valley, and due to COVID, in 2019 there was a decrease in elective joint cases; however, their expectations that the cases will increase in the latter part of 2021 and in early 2022.</p> <p>The DRMC CEO reviewed the California Department of Public Health (CDPH) closed, open, and pending cases for any areas of concern and questions of the Governing Board.</p> <p>The Governing Board reviewed and discussed the quality report, the upcoming surveys, such as the Joint Commission on Accreditation of Healthcare Organizations (JACHO) evaluation, which commenced today.</p> <p>The quality data was also reviewed, which will be presented at the District’s Hospital Lease Oversight Committee meeting on May 17.</p>	



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	<p>The Governing Board received an update on the medical staff credentialing and peer review with a presentation from Gemma Kim, MD, to reform the programs and ensuring that the standards are met.</p> <p>Director Rogers recognized Dr. Kim as the Chief of Staff and for performing an extraordinary job.</p>	
<p><b>I.1. Program Committee</b></p> <ol style="list-style-type: none"> <li><b>1. Draft Meeting Minutes – April 13, 2021</b></li> <li><b>2. Funding Requests Schedule</b></li> <li><b>3. Progress and Final Reports</b></li> <li><b>4. Grant Payment Schedule</b></li> <li><b>5. Desert Healthcare District and Regional Access Project Foundation (RAP) \$100,000 Joint Pool Collective COVID-19 Recovery Fund</b></li> <li><b>6. Consideration to approve Grant #1266 Galilee Center Our Lady of Guadalupe Shelter – \$150,000</b></li> </ol>	<p>President De Lara inquired on any questions of the Board concerning the April Program Committee meeting minutes, funding requests schedule, and grant payment schedule.</p> <p>Donna Craig, Chief Program Officer, explained that the COVID-19 Recovery Fund received seventy-one requests for funding totaling \$717k. Thirty-one of the requests were jointly approved and funded totaling \$230k.</p> <p>Donna Craig, Chief Program Officer, described the Galilee Center’s grant request of \$150k for the Our Lady of Guadalupe Shelter with the Program Committee recommending full approval.</p>	<p><b>#21-38 MOTION WAS MADE by Director PerezGil and seconded by Director Rogers to approve Grant #1266 Galilee Center Our Lady of Guadalupe Shelter – \$150,000 Motion passed unanimously. AYES – 7 President De Lara, Vice-President/Secretary Borja, Director Shorr, Director Rogers, Director Zendle, Director PerezGil, and Director Zavala NOES – 0</b></p>

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<p><b>7. Consideration to approve Grant #1277 Lift To Rise – United Lift Rental Assistance 2021 – \$300,000</b></p>	<p>Donna Craig, Chief Program Officer, described the grant request of \$300k from Lift To Rise – United Lift Rental Assistance, anticipating 6,500 applications by June to qualify and disburse funding to 4,500 families by December.</p> <p>Director Zendle expressed his concerns with supporting administrative costs for disbursement of funds describing the funding last year for rental assistance with 80% for administrative costs, with the Board approving lowering the costs to 50%, further explaining that the role of the District is health, improving access to essential health services, which should be the District’s focus, and the grant does not fit into the mandate.</p> <p>Director Rogers explained that in the past the District’s programs have supported housing and assists with homelessness, inquiring with staff about the evaluation of the administrative fees.</p> <p>Dr. Bárzaga, CEO, described the minimal administrative costs, and that the grant benefits the community with housing as a social determinant of health.</p>	<p><b>ABSENT – 0</b></p> <p><b>#21-39 MOTION WAS MADE by Director Rogers and seconded by Director Zavala to approve Grant #1277 Lift To Rise – United Lift Rental Assistance 2021 – \$300,000 Motion passed 6-1.</b></p> <p><b>AYES – 6 President De Lara, Vice-President/Secretary Borja, Director Shorr, Director Rogers, Director PerezGil, and Director Zavala</b></p> <p><b>NOES – 1 Director Zendle</b></p> <p><b>ABSENT – 0</b></p>
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<p><b>I.2. Finance, Legal, Administration &amp; Real Estate</b></p> <p><b>1. Draft Meeting Minutes – April 13, 2021</b></p>	<p>Heather Vaikona, CEO, Lift to Rise, explained that in NY and other locations across the nation must return CARES Act funding, describing the timeline for disbursing the funds in hard-to-reach communities, the distinction of the program, the challenges of the application process, and being grateful to the District for the additional support.</p> <p>President De Lara explained that she is a Board member of Lift to Rise with no financial interest, further detailing that Lift to Rise does an amazing outreach effort and they are less apprehensive than a government agency.</p> <p>Director Shorr highlighted the F&amp;A Committee meeting minutes that included the upcoming preliminary budget, the Las Palmas Medical Plaza CAM fees, and fire sprinkler system, the grant payment schedule, and the buildout of the conference room at the Regional Access Project Foundation (RAP) satellite office.</p>	
<p><b>J. Old Business</b></p> <p><b>1. Desert Healthcare District History Book – Will Dean, Director of Marketing and Communications</b></p>	<p>Will Dean, Director of Marketing and Communications, described the History Book explaining that the Book is nearly designed, including the photos and bios of the Board. The Spanish translation is</p>	



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<p><b>2. Coachella Valley Association of Governments (CVAG) CVLINK Q1 Progress Report</b></p>	<p>temporarily delayed, which has moved the publication date to July 1 with opportunities to promote the Book in the community.</p> <p>Tom Kirk, Executive Director, Coachella Valley Association of Governments (CVAG), provided a status report of the CVLink project describing the groundbreaking ceremony in the East Valley connecting La Quinta and Indio, Cal Trans approval for right-away with additional construction completion in September.</p> <p>The Executive Committee approved the District’s \$500k match for CVAG’s Housing First program and agreed to the Memorandum of Understanding from the Foundation.</p> <p>Director Borja explained cycling from Monterrey Avenue to Park View and the connectors with Mr. Kirk describing the on and off-ramps.</p>	
<p><b>K. Legal</b></p> <p><b>1. AB 903 (Frazier) Dissolution of Los Mednos Community Health District</b></p>	<p>Dr. Bárzaga, CEO, described bill AB 903 to dissolve the Los Medanos Community Health District that had owned and operated a hospital, which was sold and history of bickering with government entities. The Association of California Healthcare Districts (ACHD) and the California</p>	

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	<p>Special Districts Association (CSDA) are recommending a stance to the bill.</p>	
<p><b>L. Immediate Issues and Comments</b></p>	<p>Director Zendle explained that the District should consider in-person meetings in June and remote access for the public that does not want to attend in person inquiring if the Board would like staff to explore the matter.</p> <p>Director Rogers explained that planning for large gatherings should be performed according to the Center for Disease and Control (CDC) guidelines and allow staff to provide suggestions based on those guidelines.</p> <p>Director Zendle described his confusion in the F&amp;A Committee meeting concerning the remaining grant funds acknowledging that the past year has been unique regarding the District’s grant awards, but as we prepare the financials and budgeting with the remaining grant monies and adjusting the budget accordingly in the new fiscal year.</p> <p>President De Lara explained that staff will examine the remaining grant funding that can be rolled over into the new year.</p> <p>Director Zendle requested a discussion about AB 2019 interpretations as other</p>	



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	<p>districts seem to run the grant programs smoothly considering the limitation. Dr. Bárzaga explained that the Board staff and legal has described AB 2019 several times with legal counsel preparing a presentation for the next Board development Workshop.</p> <p>Director Rogers explained that funds were rolled over pre-pandemic from the grant budget, the Board discussed the AB 2019 restrictions at the prior meeting, and her outreach to Assemblymember Garcia concerning the changes that should occur, further describing that her ask requests includes the ability to advertise the availability of grant funds, and bidders' conferences.</p> <p>Dr. Bárzaga, CEO, described the discussions on the record at the March Board meeting that the proposed changes to AB 2019 were an individual Board member request, not the Board, Asemblymember's Garcia staff is participating in the Zoom meeting, the Board has not expressed any concern, and will comply with the law.</p> <p>Director Shorr listened to a talk show on FM 104.3 that highlighted the public service of Eisenhower promotions and fundraising inquiring if it</p>	
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**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
April 27, 2021**

	<p>could be an opportunity for the District and he welcomes Dr. B�rzoaga to consider the matter as the District outlines its Strategic Plan.</p> <p>President De Lara thanked the Board and Vice President Borja for filling in for her during President De Lara’s absence at the April Board meeting.</p>	
<b>M. Adjournment</b>	President De Lara adjourned the meeting at 6:53 p.m.	<p><b>Audio recording available on the website at</b>  <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></p>

ATTEST: \_\_\_\_\_  
 Karen Borja, Vice-President/Secretary  
 Desert Healthcare District Board of Directors

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

<b>DESERT HEALTHCARE DISTRICT</b>
<b>APRIL 2021 FINANCIAL STATEMENTS</b>
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**DESERT HEALTHCARE DISTRICT  
YEAR TO DATE VARIANCE ANALYSIS  
ACTUAL VS BUDGET  
TEN MONTHS ENDED APRIL 30, 2021**

**Scope: \$25,000 Variance per Statement of Operations Summary**

Account	YTD		Over(Under)	Explanation
	Actual	Budget	Budget	
4000 - Income	\$ 4,729,723	\$ 5,114,253	\$ (384,530)	Lower interest income and market fluctuations (net) from FRF investments \$1,104k; higher property tax revenues \$751k; lower grant income \$32k
4500 - LPMP	\$ 1,034,995	\$ 990,770	\$ 44,225	Higher rent revenue \$44k
5000 - Direct Expenses	\$ 1,029,373	\$ 1,403,050	\$ (373,677)	Lower wage related expenses \$186k due to open positions; lower education expense \$72k; lower health insurance expense \$58k; lower board expenses \$48k; lower workers comp expense \$9k; lower retirement plan expense \$1k
6000-General & Admin Expense	\$ 380,047	\$ 474,950	\$ (94,903)	Lower bank and investment fees expense \$31k; lower computer services expense \$19k; lower travel expense \$17k; higher dues and membership expense \$14k; lower personnel expense \$10k; lower supplies expense \$8k; lower staff mileage expense \$6k; lower meals & entertainment expense \$6k; lower East Valley Office expense \$3k; lower various \$9k
6445 - LPMP Expense	\$ 808,827	\$ 979,550	\$ (170,723)	Lower landscaping expense \$135k; lower depreciation expenses \$22k; higher bank charges \$10k; lower marketing expense \$10k; higher bad debt expense \$6k; lower deferred maintenance expense \$6k; lower HVAC maintenance expense \$5k; lower professional fees expense \$4k; higher security expense \$4k; lower various \$9k
6500 - Professional Fees Expense	\$ 350,664	\$ 1,048,860	\$ (698,196)	Lower Professional Services expense \$594k; lower PR/Communications expense \$83k; lower legal expense \$21k
7000 - Grants Expense	\$ 2,091,890	\$ 3,403,330	\$ (1,311,440)	Budget of \$4 Million for fiscal year is amortized straight-line over 12-month fiscal year. As of April 30, 2021, there is \$1,946,498 remaining in the fiscal year grant budget.
<b>Las Palmas Medical Plaza - Net</b>	\$ 226,168	\$ 11,220	\$ 214,948	LPMP expenses lower \$171k; LPMP revenue higher \$44k

**Desert Healthcare District**  
**Profit & Loss Budget vs. Actual**  
July 2020 through April 2021

	MONTH			TOTAL		
	Apr 21	Budget	\$ Over Budget	Jul '20 - Apr 21	Budget	\$ Over Budget
<b>Income</b>						
4000 · Income	468,496	469,903	(1,407)	4,729,723	5,114,253	(384,530)
4500 · LPMP Income	105,176	99,077	6,099	1,034,995	990,770	44,225
4501 · Miscellaneous Income	750	950	(200)	7,500	9,500	(2,000)
<b>Total Income</b>	<b>574,422</b>	<b>569,930</b>	<b>4,492</b>	<b>5,772,218</b>	<b>6,114,526</b>	<b>(342,308)</b>
<b>Expense</b>						
5000 · Direct Expenses	144,217	140,305	3,912	1,029,373	1,403,050	(373,677)
6000 · General & Administrative Exp	29,118	47,495	(18,377)	380,047	474,950	(94,903)
6325 · CEO Discretionary Fund	1,000	2,083	(1,083)	20,000	20,830	(830)
6445 · LPMP Expenses	74,880	97,955	(23,075)	808,827	979,550	(170,723)
6500 · Professional Fees Expense	45,568	104,886	(59,318)	350,664	1,048,860	(698,196)
6700 · Trust Expenses	7,958	8,792	(834)	84,198	87,920	(3,722)
<b>Total Expense</b>	<b>302,741</b>	<b>401,516</b>	<b>(98,775)</b>	<b>2,673,112</b>	<b>4,015,196</b>	<b>(1,342,084)</b>
7000 · Grants Expense	464,950	340,333	124,617	2,091,890	3,403,330	(1,311,440)
<b>Net Income</b>	<b>(193,269)</b>	<b>(171,919)</b>	<b>(21,350)</b>	<b>1,007,216</b>	<b>(1,304,000)</b>	<b>2,311,216</b>

**Desert Healthcare District**  
**Profit & Loss Budget vs. Actual**  
July 2020 through April 2021

	MONTH			TOTAL		
	Apr 21	Budget	\$ Over Budget	Jul '20 - Apr 21	Budget	\$ Over Budget
<b>Income</b>						
<b>4000 · Income</b>						
4010 · Property Tax Revenues	422,690	340,855	81,835	4,574,964	3,823,773	751,191
<b>4200 · Interest Income</b>						
4220 · Interest Income (FRF)	83,305	86,965	(3,660)	880,285	869,650	10,635
9999-1 · Unrealized gain(loss) on invest	(42,449)	33,333	(75,782)	(781,794)	333,330	(1,115,124)
<b>Total 4200 · Interest Income</b>	40,856	120,298	(79,442)	98,491	1,202,980	(1,104,489)
4300 · DHC Recoveries	0	1,750	(1,750)	17,879	17,500	379
4400 · Grant Income	4,950	7,000	(2,050)	38,389	70,000	(31,611)
<b>Total 4000 · Income</b>	468,496	469,903	(1,407)	4,729,723	5,114,253	(384,530)
4500 · LPMP Income	105,176	99,077	6,099	1,034,995	990,770	44,225
4501 · Miscellaneous Income	750	950	(200)	7,500	9,500	(2,000)
<b>Total Income</b>	574,422	569,930	4,492	5,772,218	6,114,526	(342,308)
<b>Expense</b>						
<b>5000 · Direct Expenses</b>						
<b>5100 · Administration Expense</b>						
5110 · Wages Expense	121,999	113,645	8,354	821,546	1,136,450	(314,904)
5111 · Allocation to LPMP - Payroll	(5,161)	(5,166)	5	(51,610)	(51,660)	50
5112 · Vacation/Sick/Holiday Expense	10,344	10,000	344	125,473	100,000	25,473
5114 · Allocation to Foundation	(30,794)	(37,196)	6,402	(300,374)	(371,960)	71,586
5115 · Allocation to NEOPB	(4,299)	(7,571)	3,272	(37,503)	(75,710)	38,207
5119 · Allocation to RSS/CVHIP-DHCF	0	(1,431)	1,431	(903)	(14,310)	13,407
5120 · Payroll Tax Expense	10,124	8,694	1,430	67,256	86,940	(19,684)
<b>5130 · Health Insurance Expense</b>						
5131 · Premiums Expense	12,993	16,795	(3,802)	124,975	167,950	(42,975)
5135 · Reimb./Co-Payments Expense	3,544	3,000	544	14,861	30,000	(15,139)
<b>Total 5130 · Health Insurance Expense</b>	16,537	19,795	(3,258)	139,836	197,950	(58,114)
5140 · Workers Comp. Expense	0	1,193	(1,193)	3,391	11,930	(8,539)
5145 · Retirement Plan Expense	12,106	7,848	4,258	77,254	78,480	(1,226)
5160 · Education Expense	325	7,250	(6,925)	309	72,500	(72,191)
<b>Total 5100 · Administration Expense</b>	131,181	117,061	14,120	844,675	1,170,610	(325,935)
<b>5200 · Board Expenses</b>						
5210 · Healthcare Benefits Expense	998	5,834	(4,836)	52,887	58,340	(5,453)
5230 · Meeting Expense	0	1,667	(1,667)	1,775	16,670	(14,895)
5235 · Director Stipend Expense	1,365	4,410	(3,045)	24,360	44,100	(19,740)
5240 · Catering Expense	256	708	(452)	1,506	7,080	(5,574)
5250 · Mileage Reimbursement Expense	0	208	(208)	0	2,080	(2,080)
5270 · Election Fees Expense	10,417	10,417	0	104,170	104,170	0
<b>Total 5200 · Board Expenses</b>	13,036	23,244	(10,208)	184,698	232,440	(47,742)
<b>Total 5000 · Direct Expenses</b>	144,217	140,305	3,912	1,029,373	1,403,050	(373,677)



**Desert Healthcare District**  
**Profit & Loss Budget vs. Actual**  
July 2020 through April 2021

	MONTH			TOTAL		
	Apr 21	Budget	\$ Over Budget	Jul '20 - Apr 21	Budget	\$ Over Budget
<b>6000 · General &amp; Administrative Exp</b>						
6110 · Payroll fees Expense	210	208	2	1,809	2,080	(271)
6120 · Bank and Investment Fees Exp	5,223	9,833	(4,610)	67,107	98,330	(31,223)
6125 · Depreciation Expense	1,114	1,167	(53)	11,032	11,670	(638)
6126 · Depreciation-Solar Parking lot	15,072	15,072	0	150,720	150,720	0
6130 · Dues and Membership Expense	1,881	3,337	(1,456)	47,181	33,370	13,811
6200 · Insurance Expense	2,343	2,417	(74)	23,480	24,170	(690)
6300 · Minor Equipment Expense	0	42	(42)	0	420	(420)
6305 · Auto Allowance & Mileage Exp	692	600	92	5,080	6,000	(920)
6306 · Staff- Auto Mileage reimb	4	625	(621)	48	6,250	(6,202)
6309 · Personnel Expense	(4,800)	1,167	(5,967)	1,840	11,670	(9,830)
6310 · Miscellaneous Expense	0	42	(42)	0	420	(420)
6311 · Cell Phone Expense	485	776	(291)	5,434	7,760	(2,326)
6312 · Wellness Park Expenses	0	83	(83)	960	830	130
6315 · Security Monitoring Expense	108	42	66	557	420	137
6340 · Postage Expense	228	417	(189)	1,724	4,170	(2,446)
6350 · Copier Rental/Fees Expense	394	458	(64)	3,940	4,580	(640)
6351 · Travel Expense	0	1,667	(1,667)	0	16,670	(16,670)
6352 · Meals & Entertainment Exp	80	875	(795)	2,675	8,750	(6,075)
6355 · Computer Services Expense	1,772	3,775	(2,003)	18,672	37,750	(19,078)
6360 · Supplies Expense	2,167	2,167	0	14,098	21,670	(7,572)
6380 · LAFCO Assessment Expense	0	208	(208)	1,727	2,080	(353)
6400 · East Valley Office	2,145	2,517	(372)	21,963	25,170	(3,207)
<b>Total 6000 · General &amp; Administrative Exp</b>	<b>29,118</b>	<b>47,495</b>	<b>(18,377)</b>	<b>380,047</b>	<b>474,950</b>	<b>(94,903)</b>
6325 · CEO Discretionary Fund	1,000	2,083	(1,083)	20,000	20,830	(830)
6445 · LPMP Expenses	74,880	97,955	(23,075)	808,827	979,550	(170,723)
<b>6500 · Professional Fees Expense</b>						
6516 · Professional Services Expense	29,509	77,198	(47,689)	178,336	771,980	(593,644)
6520 · Annual Audit Fee Expense	1,313	1,313	0	13,355	13,130	225
6530 · PR/Communications/Website	5,003	11,375	(6,372)	30,600	113,750	(83,150)
6560 · Legal Expense	9,743	15,000	(5,257)	128,373	150,000	(21,627)
<b>Total 6500 · Professional Fees Expense</b>	<b>45,568</b>	<b>104,886</b>	<b>(59,318)</b>	<b>350,664</b>	<b>1,048,860</b>	<b>(698,196)</b>
<b>6700 · Trust Expenses</b>						
6720 · Pension Plans Expense						
6721 · Legal Expense	0	167	(167)	0	1,670	(1,670)
6725 · RPP Pension Expense	7,500	7,500	0	75,000	75,000	0
6728 · Pension Audit Fee Expense	458	1,125	(667)	9,198	11,250	(2,052)
<b>Total 6700 · Trust Expenses</b>	<b>7,958</b>	<b>8,792</b>	<b>(834)</b>	<b>84,198</b>	<b>87,920</b>	<b>(3,722)</b>
<b>Total Expense Before Grants</b>	<b>302,741</b>	<b>401,516</b>	<b>(98,775)</b>	<b>2,673,112</b>	<b>4,015,196</b>	<b>(1,342,084)</b>
<b>7000 · Grants Expense</b>						
7010 · Major Grant Awards Expense	460,000	333,333	126,667	2,053,501	3,333,330	(1,279,829)
7027 · Grant Exp - NEOPB	4,950	7,000	(2,050)	38,389	70,000	(31,611)
<b>Total 7000 · Grants Expense</b>	<b>464,950</b>	<b>340,333</b>	<b>124,617</b>	<b>2,091,890</b>	<b>3,403,330</b>	<b>(1,311,440)</b>
<b>Net Income</b>	<b>(193,269)</b>	<b>(171,919)</b>	<b>(21,350)</b>	<b>1,007,216</b>	<b>(1,304,000)</b>	<b>2,311,216</b>

**Las Palmas Medical Plaza**  
**Profit & Loss Budget vs. Actual**  
July 2020 through April 2021

	MONTH			TOTAL		
	Apr 21	Budget	\$ Over Budget	Jul '20 - Apr 21	Budget	\$ Over Budget
<b>Income</b>						
4500 · LPMP Income						
4505 · Rental Income	74,051	71,672	2,379	750,111	716,720	33,391
4510 · CAM Income	31,125	27,372	3,753	284,884	273,720	11,164
4513 · Misc. Income	0	33	(33)	0	330	(330)
<b>Total 4500 · LPMP Income</b>	<b>105,176</b>	<b>99,077</b>	<b>6,099</b>	<b>1,034,995</b>	<b>990,770</b>	<b>44,225</b>
<b>Expense</b>						
6445 · LPMP Expenses						
6420 · Insurance Expense	2,599	2,750	(151)	25,990	27,500	(1,510)
6425 · Building - Depreciation Expense	21,276	21,879	(603)	214,659	218,790	(4,131)
6426 · Tenant Improvements -Dep Exp	15,320	16,833	(1,513)	150,050	168,330	(18,280)
6427 · HVAC Maintenance Expense	0	1,333	(1,333)	8,453	13,330	(4,877)
6428 · Roof Repairs Expense	0	208	(208)	0	2,080	(2,080)
6431 · Building -Interior Expense	0	833	(833)	10,235	8,330	1,905
6432 · Plumbing -Interior Expense	0	333	(333)	6,228	3,330	2,898
6433 · Plumbing -Exterior Expense	0	208	(208)	0	2,080	(2,080)
6434 · Allocation Internal Prop. Mgmt	5,161	5,166	(5)	51,610	51,660	(50)
6435 · Bank Charges	590	1,125	(535)	21,017	11,250	9,767
6437 · Utilities -Vacant Units Expense	153	83	70	1,883	830	1,053
6439 · Deferred Maintenance Repairs Ex	0	833	(833)	2,000	8,330	(6,330)
6440 · Professional Fees Expense	10,117	10,472	(355)	101,170	104,720	(3,550)
6441 · Legal Expense	0	83	(83)	0	830	(830)
6455 · Bad Debt Expense	0	0	0	5,543	0	5,543
6458 · Elevators - R & M Expense	240	1,000	(760)	9,153	10,000	(847)
6460 · Exterminating Service Expense	350	333	17	1,750	3,330	(1,580)
6463 · Landscaping Expense	0	14,167	(14,167)	6,380	141,670	(135,290)
6467 · Lighting Expense	0	500	(500)	4,118	5,000	(882)
6468 · General Maintenance Expense	0	83	(83)	0	830	(830)
6471 · Marketing-Advertising	0	1,250	(1,250)	2,507	12,500	(9,993)
6475 · Property Taxes Expense	6,000	6,008	(8)	60,000	60,080	(80)
6476 · Signage Expense	166	125	41	166	1,250	(1,084)
6480 · Rubbish Removal Medical Waste E	1,710	1,583	127	14,699	15,830	(1,131)
6481 · Rubbish Removal Expense	2,301	2,250	51	22,789	22,500	289
6482 · Utilities/Electricity/Exterior	501	625	(124)	4,977	6,250	(1,273)
6484 · Utilities - Water (Exterior)	1,256	625	631	5,925	6,250	(325)
6485 · Security Expenses	7,140	7,167	(27)	75,765	71,670	4,095
6490 · Miscellaneous Expense	0	100	(100)	1,760	1,000	760
<b>6445 · LPMP Expenses</b>	<b>74,880</b>	<b>97,955</b>	<b>(23,075)</b>	<b>808,827</b>	<b>979,550</b>	<b>(170,723)</b>
<b>Net Income</b>	<b>30,296</b>	<b>1,122</b>	<b>29,174</b>	<b>226,168</b>	<b>11,220</b>	<b>214,948</b>

**Desert Healthcare District**  
**Balance Sheet Previous Year Comparison**  
As of April 30, 2021

			Apr 30, 21	Apr 30, 20
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
		1000 · CHECKING CASH ACCOUNTS	1,504,559	859,072
		1100 · INVESTMENT ACCOUNTS	61,661,191	61,050,170
<b>Total Checking/Savings</b>			63,165,750	61,909,242
<b>Total Accounts Receivable</b>			17,541	279,195
<b>Other Current Assets</b>				
		1204.1 · Rent Receivable-Deferred COVID	166,466	0
		1270 · Prepaid Insurance -Ongoing	13,611	10,015
		1279 · Pre-Paid Fees	9,304	6,922
		1281 · NEOPB Receivable	10,762	15,478
		1295 · Property Tax Receivable	9,138	1,403,138
		1565 · Retirement Plan ForfeitureAsset	0	3,806
<b>Total Other Current Assets</b>			209,281	1,439,359
<b>Total Current Assets</b>			63,392,572	63,627,796
<b>Fixed Assets</b>				
		1300 · FIXED ASSETS	4,913,920	4,913,164
		1335-00 · ACC DEPR	(2,202,259)	(1,987,815)
		1400 · LPMP Assets	6,971,113	6,894,301
<b>Total Fixed Assets</b>			9,682,775	9,819,650
<b>Other Assets</b>				
		1700 · OTHER ASSETS	2,909,152	2,867,136
<b>TOTAL ASSETS</b>			<b>75,984,499</b>	<b>76,314,582</b>

**Desert Healthcare District**  
**Balance Sheet Previous Year Comparison**  
As of April 30, 2021

				Apr 30, 21	Apr 30, 20
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
<b>Current Liabilities</b>					
<b>Accounts Payable</b>					
2000 - Accounts Payable				5,331	15,297
2001 - LPMP Accounts Payable				5,433	17,289
<b>Total Accounts Payable</b>				<b>10,764</b>	<b>32,586</b>
<b>Other Current Liabilities</b>					
2002 - LPMP Property Taxes				(11,950)	(10,924)
2110 - Direct Deposit Liabilities				0	(26,034)
2131 - Grant Awards Payable				2,880,889	5,896,650
2133 - Accrued Accounts Payable				243,720	140,776
2141 - Accrued Vacation Time				82,514	40,597
2145 - Payroll Liability				0	(13,352)
2188 - Current Portion - LTD				2,467	2,467
2190 - Investment Fees Payable				16,784	2,401
<b>Total Other Current Liabilities</b>				<b>3,214,424</b>	<b>6,032,581</b>
<b>Total Current Liabilities</b>				<b>3,225,188</b>	<b>6,065,167</b>
<b>Long Term Liabilities</b>					
2170 - RPP - Pension Liability				4,679,254	3,495,623
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				47,636	72,501
2290 - LPMP Security Deposits				52,520	61,962
<b>Total Long Term Liabilities</b>				<b>11,838,919</b>	<b>10,714,455</b>
<b>Total Liabilities</b>				<b>15,064,107</b>	<b>16,779,622</b>
<b>Equity</b>					
3900 - *Retained Earnings				59,913,158	55,207,356
Net Income				1,007,216	4,327,605
<b>Total Equity</b>				<b>60,920,374</b>	<b>59,534,961</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>				<b>75,984,499</b>	<b>76,314,582</b>

**Desert Healthcare District**  
**Balance Sheet Previous Year Comparison**  
As of April 30, 2021

			Apr 30, 21	Apr 30, 20
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
<b>1000 · CHECKING CASH ACCOUNTS</b>				
		1010 · Union Bank - Checking	1,357,174	575,751
		1046 · Las Palmas Medical Plaza	146,885	282,821
		1047 · Petty Cash	500	500
		<b>Total 1000 · CHECKING CASH ACCOUNTS</b>	<b>1,504,559</b>	<b>859,072</b>
<b>1100 · INVESTMENT ACCOUNTS</b>				
		1130 · Facility Replacement Fund	60,857,912	59,480,806
		1135 · Unrealized Gain(Loss) FRF	803,279	1,569,364
		<b>Total 1100 · INVESTMENT ACCOUNTS</b>	<b>61,661,191</b>	<b>61,050,170</b>
		<b>Total Checking/Savings</b>	<b>63,165,750</b>	<b>61,909,242</b>
<b>Accounts Receivable</b>				
<b>1201 · Accounts Receivable</b>				
		1204 · LPMP Accounts Receivable	(14,003)	(4,774)
		1205 · Misc. Accounts Receivable	750	56,104
		1211 · A-R Foundation - Exp Allocation	30,794	227,865
		<b>Total Accounts Receivable</b>	<b>17,541</b>	<b>279,195</b>
<b>Other Current Assets</b>				
		1204.1 · Rent Receivable-Deferred COVID	166,466	0
		1270 · Prepaid Insurance -Ongoing	13,611	10,015
		1279 · Pre-Paid Fees	9,304	6,922
		1281 · NEOPB Receivable	10,762	15,478
		1295 · Property Tax Receivable	9,138	1,403,138
		1565 · Retirement Plan ForfeitureAsset	0	3,806
		<b>Total Other Current Assets</b>	<b>209,281</b>	<b>1,439,359</b>
		<b>Total Current Assets</b>	<b>63,392,572</b>	<b>63,627,796</b>
<b>Fixed Assets</b>				
<b>1300 · FIXED ASSETS</b>				
		1310 · Computer Equipment	94,790	94,034
		1315 · Computer Software	68,770	68,770
		1320 · Furniture and Fixtures	33,254	33,254
		1325 · Offsite Improvements	300,849	300,849
		1331 · DRMC - Parking lot	4,416,257	4,416,257
		<b>Total 1300 · FIXED ASSETS</b>	<b>4,913,920</b>	<b>4,913,164</b>

**Desert Healthcare District**  
**Balance Sheet Previous Year Comparison**  
As of April 30, 2021

		Apr 30, 21	Apr 30, 20
	<b>1335-00 · ACC DEPR</b>		
	1335 · Accumulated Depreciation	(221,482)	(210,452)
	1336 · Acc. Software Depreciation	(68,770)	(68,770)
	1337 · Accum Deprec- Solar Parking Lot	(1,748,523)	(1,567,659)
	1338 · Accum Deprec - LPMP Parking Lot	(163,483)	(140,934)
	<b>Total 1335-00 · ACC DEPR</b>	<b>(2,202,258)</b>	<b>(1,987,815)</b>
	<b>1400 · LPMP Assets</b>		
	1401 · Building	8,705,680	8,705,680
	1402 · Land	2,165,300	2,165,300
	1403 · Tenant Improvements -New	2,187,796	2,214,163
	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	427,263	0
	1406 · Building Improvements - Other	1,581,558	1,562,034
	<b>Total 1406 · Building Improvements</b>	<b>2,685,305</b>	<b>2,238,518</b>
	1407 · Building Equipment Improvements	375,185	364,891
	1409 · Accumulated Depreciation		
	1410 · Accum. Depreciation	(7,605,057)	(7,369,419)
	1412 · T I Accumulated Dep.-New	(1,672,646)	(1,554,382)
	<b>Total 1409 · Accumulated Depreciation</b>	<b>(9,277,703)</b>	<b>(8,923,801)</b>
	<b>Total 1400 · LPMP Assets</b>	<b>6,971,113</b>	<b>6,894,301</b>
	<b>Total Fixed Assets</b>	<b>9,682,775</b>	<b>9,819,650</b>
	<b>Other Assets</b>		
	<b>1700 · OTHER ASSETS</b>		
	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
	<b>Total Other Assets</b>	<b>2,909,152</b>	<b>2,867,136</b>
	<b>TOTAL ASSETS</b>	<b>75,984,499</b>	<b>76,314,582</b>

**Desert Healthcare District**  
**Balance Sheet Previous Year Comparison**  
As of April 30, 2021

			Apr 30, 21	Apr 30, 20
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
		2000 - Accounts Payable	5,331	15,297
		2001 - LPMP Accounts Payable	5,433	17,289
		<b>Total Accounts Payable</b>	<b>10,764</b>	<b>32,586</b>
<b>Other Current Liabilities</b>				
		2002 - LPMP Property Taxes	(11,950)	(10,924)
		2110 - Direct Deposit Liabilities	0	(26,034)
		2131 - Grant Awards Payable	2,880,889	5,896,650
		2133 - Accrued Accounts Payable	243,720	140,776
		2141 - Accrued Vacation Time	82,514	40,597
		2145 - Payroll Liability	0	(13,352)
		2188 - Current Portion - LTD	2,467	2,467
		2190 - Investment Fees Payable	16,784	2,401
		<b>Total Other Current Liabilities</b>	<b>3,214,424</b>	<b>6,032,581</b>
		<b>Total Current Liabilities</b>	<b>3,225,188</b>	<b>6,065,167</b>
<b>Long Term Liabilities</b>				
		2170 - RPP - Pension Liability	4,679,254	3,495,623
		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	47,636	72,501
		2290 - LPMP Security Deposits	52,520	61,962
		<b>Total Long Term Liabilities</b>	<b>11,838,919</b>	<b>10,714,455</b>
		<b>Total Liabilities</b>	<b>15,064,107</b>	<b>16,779,622</b>
<b>Equity</b>				
		3900 - *Retained Earnings	59,913,158	55,207,356
		Net Income	1,007,216	4,327,605
		<b>Total Equity</b>	<b>60,920,374</b>	<b>59,534,961</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>			<b>75,984,499</b>	<b>76,314,582</b>

**Desert Healthcare District**  
**A/R Aging Summary**  
As of April 30, 2021

	<b>Current</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>&gt; 90</b>	<b>TOTAL</b>	<b>COMMENT</b>
<b>Desert Healthcare Foundation-</b>	30,794	0	0	0	0	30,794	Due from Foundation
<b>Hassan Bencheqroun, M.D.</b>	0	72	0	0	0	72	Slow pay
<b>Laboratory Corporation of America</b>	0	(4,705)	0	0	0	(4,705)	Prepaid
<b>Quest Diagnostics Incorporated</b>	0	(3,744)	0	0	0	(3,744)	Prepaid
<b>Sovereign</b>	0	750	0	0	0	750	Slow pay
<b>Steven Gundry, M.D.</b>	0	(5,625)	0	0	0	(5,625)	Prepaid
<b>TOTAL</b>	<b>30,794</b>	<b>(13,252)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,542</b>	



**Desert Healthcare District**  
**Deposit Detail**  
 April 2021

Type	Date	Name	Amount
<b>Deposit</b>	<b>04/12/2021</b>		<b>15,242</b>
		Principal Financial Group	(251)
		Riverside County Treasurer - CalFresh	(14,991)
TOTAL			(15,242)
<b>Deposit</b>	<b>04/13/2021</b>		<b>422,690</b>
		Riverside County Treasurer - Property Tax	(422,690)
TOTAL			(422,690)
<b>Deposit</b>	<b>04/19/2021</b>		<b>750</b>
Payment	04/19/2021	Sovereign	(750)
TOTAL			(750)
<b>Deposit</b>	<b>04/30/2021</b>		<b>86,109</b>
Payment	04/30/2021	Desert Healthcare Foundation-	(86,109)
TOTAL			(86,109)
		<b>TOTAL</b>	<b>524,791</b>

DESERT HEALTHCARE DISTRICT										
PROPERTY TAX RECEIPTS FY 2020 - 2021										
RECEIPTS - TEN MONTHS ENDED APRIL 30, 2021										
	FY 2019-2020 Projected/Actual					FY 2020-2021 Projected/Actual				
	Budget %	Budget \$	Act %	Actual Receipts	Variance	Budget %	Budget \$	Act %	Actual Receipts	Variance
<b>July</b>	2.5%	\$ 168,407	0.0%	\$ -	\$ (168,407)	2.5%	\$ 154,934	0.0%	\$ -	\$ (154,934)
<b>Aug</b>	1.6%	\$ 107,780	2.9%	\$ 207,292	\$ 99,512	1.6%	\$ 99,158	2.4%	\$ 149,547	\$ 50,390
<b>Sep</b>	2.6%	\$ 175,143	0.0%	\$ -	\$ (175,143)	2.6%	\$ 161,131	0.0%	\$ -	\$ (161,131)
<b>Oct</b>	0.0%	\$ -	2.2%	\$ 158,895	\$ 158,895	0.0%	\$ -	2.6%	\$ 162,968	\$ 162,968
<b>Nov</b>	0.4%	\$ 26,945	0.0%	\$ -	\$ (26,945)	0.4%	\$ 24,789	0.0%	\$ -	\$ (24,789)
<b>Dec</b>	16.9%	\$ 1,138,429	17.1%	\$ 1,222,723	\$ 84,294	16.9%	\$ 1,047,354	20.6%	\$ 1,279,429	\$ 232,075
<b>Jan</b>	31.9%	\$ 2,148,868	31.1%	\$ 2,228,697	\$ 79,829	31.9%	\$ 1,976,959	41.9%	\$ 2,596,795	\$ 619,836
<b>Feb</b>	0.0%	\$ -	1.0%	\$ 69,468	\$ 69,468	0.0%	\$ -	1.5%	\$ 94,294	\$ 94,294
<b>Mar</b>	0.3%	\$ 20,209	1.0%	\$ 71,486	\$ 51,277	0.3%	\$ 18,592	0.3%	\$ 18,789	\$ 196
<b>Apr</b>	5.5%	\$ 370,495	5.7%	\$ 405,506	\$ 35,012	5.5%	\$ 340,855	6.8%	\$ 422,690	\$ 81,835
<b>May</b>	19.9%	\$ 1,340,517	1.4%	\$ 101,619	\$ (1,238,897)	19.9%	\$ 1,233,275	0.0%		
<b>June</b>	18.4%	\$ 1,239,473	37.6%	\$ 2,695,867	\$ 1,456,394	18.4%	\$ 1,140,315	0.0%		
<b>Total</b>	<b>100%</b>	<b>\$ 6,736,264</b>	<b>100.0%</b>	<b>\$ 7,161,553</b>	<b>\$ 425,289</b>	<b>100.00%</b>	<b>\$ 6,197,363</b>	<b>76.2%</b>	<b>\$ 4,724,511</b>	<b>\$ 900,738</b>

**Las Palmas Medical Plaza  
Deposit Detail - LPMP  
April 2021**

Type	Date	Name	Amount
<b>Deposit</b>	<b>04/05/2021</b>		<b>6,589</b>
Payment	04/02/2021	Brad A. Wolfson, M.D.	(3,617)
Payment	04/02/2021	Aijaz Hashmi, M.D., Inc.	(2,973)
TOTAL			(6,590)
<b>Deposit</b>	<b>04/05/2021</b>		<b>6,913</b>
Payment	04/05/2021	Palmtree Clinical Research	(6,913)
TOTAL			(6,913)
<b>Deposit</b>	<b>04/06/2021</b>		<b>7,741</b>
Payment	04/05/2021	Cohen Musch Thomas Medical Group	(4,606)
Payment	04/05/2021	Cure Cardiovascular Consultants	(3,135)
TOTAL			(7,741)
<b>Deposit</b>	<b>04/12/2021</b>		<b>3,268</b>
Payment	04/12/2021	Peter Jamieson, M.D.	(3,268)
TOTAL			(3,268)
<b>Deposit</b>	<b>04/12/2021</b>		<b>45,030</b>
Payment	04/12/2021	Steven Gundry, M.D.	(155)
Payment	04/12/2021	Desert Regional Medical Center	(5,580)
Payment	04/12/2021	Tenet HealthSystem Desert, Inc.	(33,048)
Payment	04/12/2021	Tenet HealthSystem Desert, Inc	(6,247)
TOTAL			(45,030)
<b>Deposit</b>	<b>04/13/2021</b>		<b>6,450</b>
Payment	04/12/2021	Derakhsh Fozouni, M.D.	(6,450)
TOTAL			(6,450)

**Las Palmas Medical Plaza  
Deposit Detail - LPMP  
April 2021**

Type	Date	Name	Amount
<b>Deposit</b>	<b>04/19/2021</b>		<b>2,614</b>
Payment	04/19/2021	Pathway Pharmaceuticals, Inc.	(2,420)
Payment	04/19/2021	EyeCare Services Partners Management LLC	(194)
TOTAL			(2,614)
<b>Deposit</b>	<b>04/27/2021</b>		<b>3,864</b>
Payment	04/27/2021	Quest Diagnostics Incorporated	(3,864)
TOTAL			(3,864)
<b>Deposit</b>	<b>04/28/2021</b>		<b>9,048</b>
Payment	04/28/2021	Steven Gundry, M.D.	(5,625)
Payment	04/28/2021	Ramy Awad, M.D.	(3,423)
TOTAL			(9,048)
<b>Deposit</b>	<b>04/28/2021</b>		<b>4,859</b>
Payment	04/27/2021	Laboratory Corporation of America	(4,859)
TOTAL			(4,859)
		<b>TOTAL</b>	<b>96,376</b>

**Desert Healthcare District**  
**Check Register**  
As of April 30, 2021

Type	Date	Num	Name	Amount
<b>1000 - CHECKING CASH ACCOUNTS</b>				
<b>1010 - Union Bank - Checking</b>				
Bill Pmt -Check	04/01/2021	16389	So.Cal Computer Shop	(810)
Bill Pmt -Check	04/01/2021	16390 - VOID	Rogers, Carole	0
Bill Pmt -Check	04/01/2021	16391	Rogers, Carole - Stipend	(630)
Liability Check	04/02/2021		QuickBooks Payroll Service	(41,897)
Check	04/07/2021	Auto Pay	Calif. Public Employees'Retirement System	(11,600)
Bill Pmt -Check	04/08/2021	16392	AgostinoCreative	(3,000)
Bill Pmt -Check	04/08/2021	16393	Boyd & Associates	(108)
Bill Pmt -Check	04/08/2021	16394	Evelt PerezGil - Stipend	(525)
Bill Pmt -Check	04/08/2021	16395	First Bankcard (Union Bank)	(1,881)
Bill Pmt -Check	04/08/2021	16396	Frazier Pest Control, Inc.	(30)
Bill Pmt -Check	04/08/2021	16397	Habitat For Humanity International Inc	(5,000)
Bill Pmt -Check	04/08/2021	16398	Mangus Accountancy Group, A.P.C.	(500)
Bill Pmt -Check	04/08/2021	16399	Mizell Senior Center	(45,000)
Bill Pmt -Check	04/08/2021	16400	Rauch Communication Consultants	(3,675)
Bill Pmt -Check	04/08/2021	16401	Regional Access Project Foundation	(2,000)
Bill Pmt -Check	04/08/2021	16402	Staples Credit Plan	(1,169)
Bill Pmt -Check	04/08/2021	16403	First Bankcard (Union Bank)	(213)
Bill Pmt -Check	04/12/2021	16404 - VOID	Desert Healthcare Foundation	0
Bill Pmt -Check	04/12/2021	16405	Palms to Pines Printing	(2,003)
Bill Pmt -Check	04/12/2021	16406	Pitney Bowes Global Financial Services	(228)
Bill Pmt -Check	04/12/2021	16407	SDRMA	(250)
Bill Pmt -Check	04/12/2021	16408	Time Warner Cable	(250)
Bill Pmt -Check	04/12/2021	16411 - VOID	Ernest Enterprises	0
Bill Pmt -Check	04/12/2021	IC 04122021	Desert Healthcare Foundation	(100,000)
Bill Pmt -Check	04/15/2021	16409	Blood Bank of San Bernardino	(67,500)
Bill Pmt -Check	04/15/2021	16410	Martha's Village & Kitchen	(94,907)
Bill Pmt -Check	04/15/2021	16412	Ernest Enterprises	(852)
Liability Check	04/16/2021		QuickBooks Payroll Service	(41,970)
Bill Pmt -Check	04/19/2021	16413	Arthur Shorr - Stipend	(315)
Bill Pmt -Check	04/19/2021	16414	CoPower Employers' Benefits Alliance	(1,687)
Bill Pmt -Check	04/19/2021	16415	Principal Life Insurance Co.	(1,612)
Bill Pmt -Check	04/19/2021	16416	Veralon	(20,000)
Bill Pmt -Check	04/19/2021	16417	Alzheimers Coachella Valley	(5,000)
Bill Pmt -Check	04/22/2021	16418	MVP Consulting Group	(19,200)
Bill Pmt -Check	04/22/2021	16419	Regional Access Project Foundation	(145)
Bill Pmt -Check	04/22/2021	16420	Transgender Health and Wellness Center	(5,000)
Bill Pmt -Check	04/22/2021	16421	Family Services of the Desert	(5,000)

**Desert Healthcare District**  
**Check Register**  
As of April 30, 2021

Type	Date	Num	Name	Amount
Bill Pmt -Check	04/22/2021	16422	Hidden Harvest Corporation	(5,000)
Bill Pmt -Check	04/22/2021	16423	Variety of the Desert	(5,000)
Bill Pmt -Check	04/22/2021	16424	Angel View Inc.	(10,000)
Check	04/22/2021	Auto Pay	Principal Financial Group-	(895)
Check	04/22/2021	Auto Pay	Principal Financial Group-	(888)
Bill Pmt -Check	04/26/2021	16425	Desert Ability Center	(5,000)
Bill Pmt -Check	04/26/2021	16426	Oswit Land Trust	(1,000)
Bill Pmt -Check	04/26/2021	16427	Parkinsons Resource Organization Inc	(5,000)
Bill Pmt -Check	04/26/2021	16428	Senior Shuttle	(5,000)
Bill Pmt -Check	04/26/2021	16429	The L-Fund	(5,000)
Bill Pmt -Check	04/26/2021	16430	Maggie Martinez	(1,667)
Check	04/26/2021		Bank Service Charge	(723)
Bill Pmt -Check	04/28/2021	16431	Image Source	(145)
Bill Pmt -Check	04/28/2021	16432	Ready Refresh	(50)
Bill Pmt -Check	04/28/2021	16433	Shred-It	(106)
Bill Pmt -Check	04/28/2021	16434	So.Cal Computer Shop	(972)
Bill Pmt -Check	04/28/2021	16435	Verizon Wireless	(609)
Liability Check	04/30/2021		QuickBooks Payroll Service	(44,374)
Bill Pmt -Check	04/30/2021	ACH 042921	Law Offices of Scott & Jackson	(9,743)
Bill Pmt -Check	04/30/2021	16436	Evet PerezGil - Stipend	(630)
Bill Pmt -Check	04/30/2021	16437	So.Cal Computer Shop	(282)
Bill Pmt -Check	04/30/2021	16438	Zendle, Les - Stipend	(420)
<b>TOTAL</b>				<b>(586,461)</b>

**Desert Healthcare District**

**Details for Credit Card Expenditures**

**Credit card purchases - March 2021 - Paid April 2021**

Number of credit cards held by District personnel -2									
Credit Card Limit - \$10,000									
Credit Card Holders:									
Conrado Bárzaga - Chief Executive Officer									
Chris Christensen - Chief Administration Officer									
Routine types of charges:									
Office Supplies, Dues for membership, Computer Supplies, Meals, Travel including airlines and Hotels, Catering, Supplies for BOD meetings, CEO Discretionary for small grant & gift items									
<b>Statement</b>									
	<b>Month</b>	<b>Total</b>	<b>Expense</b>						
<b>Year</b>	<b>Charged</b>	<b>Charges</b>	<b>Type</b>	<b>Amount</b>	<b>Purpose</b>	<b>Description</b>	<b>Participants</b>		
		\$ 2,093.62							
Chris' Statement:									
2021	March	\$ 212.54	District						
			GL	Dollar	Descr				
			6355	\$ 162.00	Cisco Webex Annual License				
			6355	\$ (162.00)	Cisco Webex Annual License Cancellation				
			6360	\$ 130.59	Zoom Videoconference/Webinar Expense				
			6530	\$55.33	1&1 Ionos Instant Domain for CVHIP				
			6355	\$ 26.62	Premiere Global Services				
				<b>\$ 212.54</b>					
Conrado's Statement:									
2021	March	\$ 1,881.08	District						
			GL	Dollar	Descr				
			6355	\$ 9.95	Chegg Citation Machine Monthly Subscription				
			5230	\$ 325.00	National Alliance to End Homelessness Conference - Director Rogers				
			5160	\$ 325.00	National Alliance to End Homelessness Conference - Donna				
			6130	\$ 575.88	Linkedin Business Plus Subscription (Annual)				
			6360	\$ 131.15	Pitney Bowes Ink for Postage Machine				
			5240	\$ 25.00	Board of Directors' Meeting Food				
			6352	\$ 55.07	Farm - Palm Springs Lunch Meeting - Conrado, Director Zandle				
			5240	\$ 175.00	Board of Directors' Meeting Food				
			6352	\$ 259.03	Eddie V's - Palm Desert Meeting - Conrado, Director Zavala, Heather				
				<b>\$ 1,881.08</b>					

**Las Palmas Medical Plaza  
Check Register - LPMP  
As of April 30, 2021**

Type	Date	Num	Name	Amount
<b>1000 · CHECKING CASH ACCOUNTS</b>				
<b>1046 · Las Palmas Medical Plaza</b>				
Bill Pmt -Check	04/08/2021	13335	INPRO-EMS Construction	(2,000)
Bill Pmt -Check	04/08/2021	10336	Marina Landscape, Inc.	(142,258)
Bill Pmt -Check	04/08/2021	10337	Palm Springs Disposal Services Inc	(2,301)
Bill Pmt -Check	04/08/2021	10338	Southern California Edison	(24)
Bill Pmt -Check	04/08/2021	10339	Stericycle, Inc.	(1,546)
Bill Pmt -Check	04/08/2021	10340	Imperial Security	(1,785)
Bill Pmt -Check	04/08/2021	10342	Frazier Pest Control, Inc.	(350)
Bill Pmt -Check	04/12/2021	10343	Imperial Security	(1,785)
Bill Pmt -Check	04/15/2021	10344	INPRO-EMS Construction	(10,117)
Bill Pmt -Check	04/19/2021	10345	Frontier Communications	(240)
Bill Pmt -Check	04/19/2021	10346	Imperial Security	(1,785)
Bill Pmt -Check	04/19/2021	10347	Southern California Edison	(654)
Bill Pmt -Check	04/21/2021	ACH042121	Intuit Inc.	(119)
Bill Pmt -Check	04/22/2021	ACH042221	Intuit Inc.	(301)
Bill Pmt -Check	04/28/2021	10348	Imperial Security	(1,785)
Check	04/28/2021		Bank Service Charge	(726)
Bill Pmt -Check	04/30/2021	10349	Imperial Security	(1,785)
<b>TOTAL</b>				<b>(169,561)</b>





**MEMORANDUM**

DATE: May 11, 2021

TO: F&A Committee

RE: Retirement Protection Plan (RPP)

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Current number of participants in Plan:

	<u>Mar</u>	<u>Apr</u>
Active – still employed by hospital	93	91
Vested – no longer employed by hospital	58	59
Former employees receiving annuity	<u>7</u>	<u>7</u>
Total	<u>158</u>	<u>157</u>

The outstanding liability for the RPP is approximately **\$3.7M** (Actives - \$2.3M 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 Ten (10) months ended April 30, 2021 totaled **\$468K**. Monthly annuity payments (7 participants) total **\$1.0K** per month.



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

**May 11, 2021**

The draft FY21-22 annual budget will be presented at today's Committee meeting.

Preliminary fieldwork will begin for the FY21 annual audit during the week of May 24<sup>th</sup>.

Landscape Renovation and Fire Alarm Electrical Connection project –

The landscape project is essentially complete. The contractor is working on punch list items. The contractor will continue with a 90-day maintenance period. The landscape looks fantastic, which significantly improves the appearance of the medical plaza. Photos are included in the packet.

Completion of Automatic Fire Sprinkler System project –

The Bid Packet for the project has been prepared by the engineer and has been approved by the District's legal counsel. Bid documents will be available to contractors June 7, with a pre-bid conference June 17 and the official bid-opening June 29<sup>th</sup>. The bid results and a contract recommendation will be presented to the F&A Committee in July 2021. As was stated at the April Committee meeting, the rough cost estimate is \$250,000-\$300,000. Note: the fire sprinklers are required to meet City code.

### **Las Palmas Medical Plaza - Property Management:**

#### **Occupancy:**

See attached unit rental status report.

92% currently occupied –

Total annual rent including CAM fees is **\$1,265,239**.

#### **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 continue to be apprehensive during this period of time. Perhaps interest will resume as vaccinations increase and virus numbers continue to subside.

**Las Palmas Medical Plaza**

**Unit Rental Status**

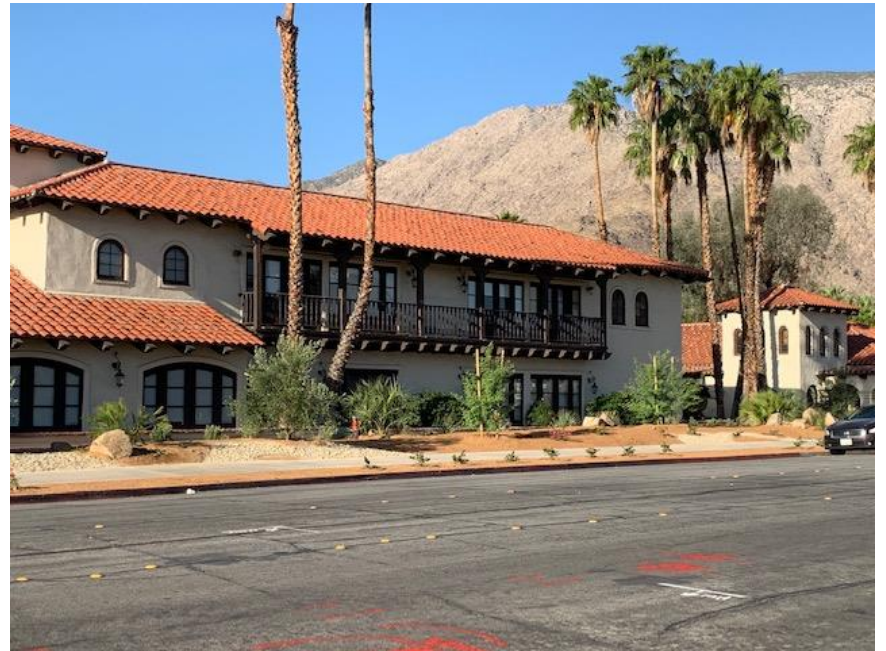
**As of May 1, 2021**

Unit	Tenant Name	Deposit	Lease Dates		Term	Unit Sq Feet	Percent of Total	Monthly Rent	Annual Rent	Rent Per Sq Foot	Monthly CAM	Total Monthly Rent Inclg CAM	Total Annual Rent Inclg CAM
			From	To									
											\$ 0.69		
3W, 101	Vacant					1,656	3.36%						
2W, 107	Vacant					1,024	2.07%						
1W, 204	Vacant					1,280	2.59%						
<b>Total - Vacancies</b>						<b>3,960</b>	<b>8.02%</b>						
<b>Total Suites-31 - 28 Suites Occupied</b>		\$ 52,519.50				49,356	92.0%	\$ 74,311.34	\$ 891,736.08	\$ 1.64	\$ 31,125.28	\$ 105,436.62	\$ 1,265,239.44
<b>Summary - All Units</b>													
			<b>Occupied</b>	45,396	92.0%								
			<b>Vacant</b>	3,960	8.0%								
			<b>Pending</b>	0	0%								
			<b>Total</b>	49,356	100%								





















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

Date: May 25, 2021  
To: Board of Directors  
Subject: Consideration to approve a Lease Addendum for the RAP office for one-year and to include the option to renew the lease annually for up to ten (10) years at the same lease rate.

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**Staff Recommendation:**

Consideration to approve a Lease Addendum for the RAP office for one-year and to include the option to renew the lease annually for up to ten (10) years at the same lease rate.

**Background:**

- The District presently leases a 1,000 square foot office space at the RAP offices.
- The current lease of the RAP office is on an annual basis with the following language.

*3.3 A one-year lease term for office G-100 will be effective May 1, 2021 to April 30, 2022. The Tenant can exercise the option to renew the lease annually for up to three (3) years at the same rate. The lease can be terminated by the Tenant with written notification within 60 days of the end of each twelve 12 months.*

- Staff has requested a lease addendum to renew the lease for one-year (May 1, 2021-April 30, 2022) and to include annual renewal options of ten (10) years.
- The rent is \$2,000 per month and will not increase with each annual renewal.
- A lease addendum is included for your review.
- At the May 11, 2021 Finance & Administration Committee meeting, the Committee approved the request and recommended forwarding to the Board for consideration of approval.
- Staff recommends approval of the RAP Office Lease Addendum.

**Fiscal Impact:**

\$2,000 per month rental expense is included in the District's current budget and also in the FY21-22 Annual Budget.



## Addendum to Office Building Lease

This Addendum to the Office Building Lease (“Lease) dated May 1, 2020, is entered into by and between Regional Access Project Foundation (“Landlord”) and Desert Healthcare District (“Tenant”) for the premises located at 41550 Eclectic Street, Suite G100, in the City of Palm Desert, CA 92260. The effective date of this Addendum shall be May 1, 2021.

**In the event of any inconsistency between this Addendum and the Lease, the Addendum language shall prevail. The Lease is hereby amended as follows:**

**“3. Term.**

3.1 The term of the Lease shall be for one-year which shall commence on May 1, 2021 and end on April 30, 2022. The Lease shall automatically renew for additional one-year terms (up to ten (10) years) at the same rental rate subject to Tenant’s right to annually terminate the Lease upon written notice to Landlord on or before March 1<sup>st</sup> of each year.”

Sections 3.2 and 3.3 of the Lease are deleted.

**Acknowledgment of Terms of Lease:**

By signing below, Landlord and Tenant agree that all the terms and conditions of the May 1, 2020, Lease Agreement shall remain in full effect during the Term of this Addendum.

“Landlord”

Regional Access Project Foundation, a  
California Non-Profit Corporation

By: \_\_\_\_\_  
Mireya Reyes, Facilities Manager

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

“Tenant”

Desert Healthcare District

By: \_\_\_\_\_  
Conrado E. Barzaga, CEO

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



Date: May 25, 2021

To: Board of Directors

Subject: Consulting Services Agreement, Dale E. Barnhart, Facilities Inspector – Hospital Safety and Compliance Inspections

---

**Staff Recommendation:** Consideration to approve the Service Agreement for Dale E. Barnhart, Facilities Inspector.

**Background:**

- At the October 18, 2018, Hospital Lease Oversight Committee meeting, the committee directed Staff to establish an inspection schedule to engage the services of an engineer to conduct quarterly inspections of the Desert Regional Medical Center (DRMC) facilities.
- In January 2019, Staff executed a consulting services agreement through December 2020 between the Desert Healthcare District (DHCD) and Dale Barnhart, the retired Administrative Director of Facilities Management, DRMC, to conduct the quarterly hospital inspections with DRMC personnel, the DHCD Hospital Lease Oversight Committee, and Staff at the billing rate of \$100/hr.
- The Hospital Lease Oversight Committee approved renewing the service agreement for Dale E. Barnhart and forwarding to the Board for final consent.
- The Hospital Lease Oversight Committee also reviewed the updated 2021-2022 quarterly Hospital Safety and Compliance Inspection Schedule included in the packet.
- The Hospital Lease Oversight Committee recommends Board approval of the consulting services agreement for Dale E. Barnhart as the Facilities Inspector through December 31, 2022.

**Fiscal Impact:**

\$100/hr. – estimated 8 hours per quarter at \$3,200 per year.

## **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 Dale E. Barnhart (“Consultant”) as follows:

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

1. District would like to retain the professional services of Consultant to conduct ongoing quarterly inspections of Desert Regional Medical Center with District Hospital Governance and Oversight Committee Chair, Co-Chair and applicable hospital personnel as detailed in a 2-year quarterly inspection schedule and provide comprehensive findings/outcomes reports of the quarterly inspections.

2. Consultant has more than 20 years in hospital facility management and inspections and is qualified and possesses the knowledge, skill, expertise, necessary to provide the professional services (“Services”) as outlined in recital 1.

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

#### **1. CONSULTANT’S SERVICES.**

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

1.2 Compliance with Laws. 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 Performance Standard. 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 District and Foundation’s Representative. For purposes of this Agreement, the District’s Representative shall be District’s Interim Chief Executive Officer Chris Christensen, 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 Compensation for Services. For the full and satisfactory performance of the Services, District shall compensate Consultant an amount of \$100 per hour, plus customary expenses.

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

2.3 Payment. 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 Term. The term of this Agreement shall run from the date this Agreement is fully executed until December 31, 2022, subject to Section 1.3 above or the District's right to terminate sooner for convenience. Service agreement may be extended with written agreement of both District and Consultant.

3.2 Termination for Convenience. 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 thirty (30) days notice to Consultant of its intention to terminate the Agreement for convenience. Consultant 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 thirty (30) days notice to District 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.**

Consultant agrees to indemnify and hold the District, its governing body, officers, employees, representatives, agents, successors and assigns (collectively the District Indemnities), 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 or the District Indemnities 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.

**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: Chris Christensen, Chief Administration Officer  
1140 N. Indian Canyon Drive  
Palm Springs, California 92262

To: Consultant  
Dale E. Barnhart  
78586 Gorham Lane  
Palm Desert, CA 92211

**8. MISCELLANEOUS PROVISIONS.**

8.1 Venue. 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":

Desert Healthcare District

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

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

"Consultant":

Dale E. Barnhart

By: \_\_\_\_\_  
Dale E. Barnhart

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



**DESERT HEALTHCARE**  
DISTRICT & FOUNDATION

Date: May 25, 2021  
To: Board of Directors  
Subject: Service Agreement Addendum #2 for HARC and the Community Health Needs Assessment and Health Improvement Plan (CHNA/CHIP) – No Cost Time Extension 09/30/2021

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**Strategic Planning Committee Recommendation:**

Consideration to approve a Service Agreement Addendum #2 for HARC and the Community Health Needs Assessment and Health Improvement Plan (CHNA/CHIP) – No Cost Time Extension 09/30/2021

**Background:**

- The District and HARC have been engaged in the production of a Community Health Needs Assessment and Health Improvement Plan (CHNA/CHIP).
- The COVID-19 pandemic has caused significant delays in the completion of the reports.
- At the April 16, 2021 special Board meeting a draft CHNA and CHIP were presented to the Board.
- The District and HARC will continue the engagement through the Strategic Planning process, which has been postponed to September 2021.
- This extension will give HARC additional time to refine the CHNA and HIP reports to elevate the visibility of health disparities and health inequities.
- The current service agreement expired April 30, 2021.
- The draft Addendum #2 included in the packet extends the service period to September 30, 2021, with no increased cost.
- Staff recommends approval of the no cost time extension.

**Fiscal Impact:**

- N/A

**CONSULTING SERVICES AGREEMENT  
ADDENDUM #2**

This Professional Services Agreement (“Agreement”) was entered into on January 31, 2020 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 Health Assessment & Research for Communities, HARC, Inc. (HARC), a California 501c3, (“Consultant”) as follows:

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

1. This Addendum extends and revises the termination date in Section 3.1 to September 30, 2021.
2. All other terms and conditions of the original service agreement remain unchanged.

“District”:

Desert Healthcare District

By: \_\_\_\_\_  
Leticia DeLara, President

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

“Consultant”:

HARC

By: \_\_\_\_\_  
Jenna LeComte-Hinely, CEO

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



**DESERT HEALTHCARE**  
DISTRICT & FOUNDATION

Date: May 25, 2021  
To: Board of Directors  
Subject: Rauch Communications Consultants, Inc. Service Agreement Addendum #1  
– NTE \$50,000 and a time extension to June 30, 2022

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**Staff Recommendation:** Consideration to approve the Rauch Communications Consultants, Inc. (Rauch) Service Agreement Addendum #1 – NTE \$50,000 and a time extension to June 30, 2022.

**Background:**

- The District Board continues to be engaged with Rauch to develop best practices in governance with a focus on Board and CEO roles and relationships and to develop key issues and goals for the Board.
- Quarterly workshops have been conducted throughout the year and have provided enhanced communication with the Board and staff.
- The District would like to continue the services of Rauch, which will include an increase to the service agreement of \$50,000.
- The agreement also requires a time extension to June 30, 2022/
- Staff recommends approval of the Rauch Communications Consultants, Inc. Service Agreement Addendum #1 included in the packet.

**Fiscal Impact:**

NTE \$50,000 is included in the annual budget.

**CONSULTING SERVICES AGREEMENT  
ADDENDUM #1**

This Professional Services Agreement (“Agreement”) was entered into on June 24, 2020 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 Rauch Communications Consultants Inc., (Rauch) (“Consultant”) as follows:

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

1. The District continues to work with Rauch Communication Consultants, Inc. conducting Board & Staff Communications workshops.
2. The District wishes to continue the services of Rauch, which requires an extension of time and an increase in compensation.

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

1. **Section 2.1 Compensation for Services** is revised to increase the Not To Exceed amount to an additional \$50,000.
2. **Section 3.1 Term** is revised to extend the date to June 30, 2022.

All other terms and conditions of the service agreement remain unchanged.

“District”:

Desert Healthcare District

By: \_\_\_\_\_  
Leticia DeLara, President

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

“Consultant”:

Rauch Communications Consultants, Inc.

By: \_\_\_\_\_  
Martin Rauch, President

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



**DESERT HEALTHCARE**  
DISTRICT & FOUNDATION

Date: May 25, 2021  
To: Board of Directors  
Subject: COVID-19 Vaccination Campaign for Underserved Communities  
in the Coachella Valley - UPDATE

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**Information:**

- Riverside County remains in the Orange or **“MODERATE”** in the state tier system, which allows for some indoor activities with modifications. There are 2.8 new cases per day per 100,000 residents, which is a reduction of 33% compared to the previous month; this new case rate is lower than state average of 3.0 new cases per day per 100,000.
- State calculated positivity rate is 1.5%, which is a reduction of 0.8 percentage points compared to our previous report, but still slightly higher than the state average of 0.9%.
- In the Coachella Valley 233,299 (54.17%) residents are now fully vaccinated.
- District staff continues to work with the County of Riverside Department of Public Health to ensure as many eligible recipients as possible are fully vaccinated.
- On May 12<sup>th</sup> the CDC’s advisory panel on vaccines recommended the use of Pfizer-BioNTech vaccine for people as young as 12 years of age. Teenagers 12 to 16 years old must be accompanied by a parent or legal guardian to be vaccinated.
- It is expected that younger cohorts will be eligible to be vaccinated in the fall. Phase 1 clinical trials to test Pfizer-BioNTech COVID-19 vaccines started in cohorts of children between 6 months and 2 years old, 2 and 5 and from 5 through age 11.
- The new data partnership with the County is helping District staff to access data timelier and to provide input into some of the County efforts, as well as to inform local efforts.
- Using available data DHCD staff has been informing local efforts to promote a more equitable distribution of vaccines and close the gap in vaccinations between communities with less healthy conditions and communities with healthier conditions (California Healthy Places Index) <https://healthyplacesindex.org>
- Desert Healthcare District and Foundation efforts through the Coachella Valley Equity Collaborative have made possible access to vaccine to traditionally underserved and underrepresented minority communities. To-date over 27,000 vaccine doses have been administered at sites supported by the collaborative.
- The District’s broad outreach efforts have included key community partners in its efforts to ensure everyone has access to the Vaccine. To-date the following organizations have collaborated in one capacity or another with the District: County of Riverside Public Health, DRMC, Desert Care Network, Borrego Community Health Foundation, RiteAid Pharmacies, Palm Springs, Desert Sands, and Coachella Valley School Districts, City of Palm Springs, City of Coachella, Alianza CV, El Sol NEC, Lideres Campesinas, Vision

y Compromiso, the Catholic Diocese, TODEC Legal Center, Youth Leadership Institute, Galilee Center, Lift to Rise, UCR School of Medicine, CalState San Bernardino Nursing Program, College of the Desert, Torres Martinez Desert Cahuilla Indians, Cabazon Band of Mission Indians, Twenty-Nine Palms Band of Mission Indians, Coachella Valley Recreation District, Coachella Valley Water District, Growing Coachella Valley, Tudor Ranch, Hadley Date Gardens, Anthony's Vineyard, Coachella Valley Volunteers in Medicine, the Coachella Valley Housing Coalition, the Office of Supervisor V. Manuel Perez, the Office of Assembly Member Eduardo Garcia, and the Office of Congressman Raul Ruiz.





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

Date: May 25, 2021  
To: Board of Directors  
Subject: Feasibility study of mobile unit

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**Staff Recommendation:** Approve the acceptance of \$175,000 from The Coachella Valley Resource Conservation District (CVRCD) for the Purchase of a Mobile Unit

**Information:** The Coachella Valley Equity Collaborative efforts to mitigate the impact of the current COVID-19 epidemic have increased the participation of underserved community residents in COVID-19 testing and vaccinations. By addressing and reducing barriers to access like transportation and increasing the proximity of health and wellness programs and/or services to where community residents live, work, and pray have demonstrated a need to continue this strategy and service delivery model.

Many community partner organizations such as Volunteers In Medicine, Pueblo Unido, UC Riverside-School of Medicine, California State University-San Bernadino nursing program, Coachella Valley Rescue Mission, and the Galilee Center have expressed support of the Desert Healthcare District efforts to purchase and operate a mobile unit to increase access to health and wellness programs, services, education, and health education information to medically underserved areas in the Coachella Valley. These same organizations have demonstrated an interest in utilizing the mobile unit to increase their capacity and programming to areas they would have not traditionally attended due to the lack of facilities and/or basic infrastructures like electricity and restrooms; areas like mobile home parks, homeless encampments, and agricultural fields.

For example, Volunteers In Medicine and the UCR-Street Medicine program stated, they would be able to utilize the mobile unit to provide ongoing health services, screenings, and health education in mobile home parks or medically underserved areas, thus increasing access for community residents to vital health and wellness programs/services and education. The mobile unit would also provide the DHCD and other community-based organizations the ability to address health equity problems in underserved communities like North Shore that have little to no access to health and wellness programs and services.

In addition, the newly established partnership with local growers through the on-site COVID-19

testing and vaccination will provide the DHCD and its partner organizations the ability to bring health and wellness programs/services using the mobile unit to the various packing centers, warehouses, distribution centers, and agricultural fields.

The addition of a mobile unit to the DHCD would increase the District's visibility throughout the Coachella Valley. Thus, continuing to build upon the remarkable progress accomplished by the CVEC by collaborating with community partners to address health equity problems by reducing access barriers like transportation, the days and hours of the provision of services, and proximity of services and programming.

**Fiscal Impact:**

\$336, 500 of which \$175,000 will come from The Coachella Valley Resource Conservation District (CVRCD) grant.

# AGI

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## Aleph Group, Inc.

Aleph Group Inc. is pleased to present a proposal/quotation, for the design and fabrication of a new mobile medical clinic, according to the floor plan and technical specifications, listed in this document.

Proposal / Quotation prepared for:	<b>DESERT HEALTH CARE DISTRICT AND FOUNDATION</b>
Contact:	Mr. Conrado Barzaga
Contact e-mail:	<a href="mailto:cbarzaga@dhcd.org">cbarzaga@dhcd.org</a>
Contact Phone #:	626-363-3362

Product:	34 ft. Mobile Medical Clinic
Quote/Proposal Date:	May 19 <sup>th</sup> , 2021
Quote/Proposal Expiration:	July 30 <sup>th</sup> , 2021
Reference Number:	AGI/210519-04



Photo is for illustration purposes only.  
Not the actual vehicle quoted herein.



# MOBILE MEDICAL CLINIC

Prepared for: DESERT HEALTH CARE DISTRICT AND FOUNDATION  
Quote Date: May 19th, 2021

Reference #: AGI/210519-04  
Expiration: July 30<sup>th</sup>, 2021

## 1.0 CHASSIS SPECIFICATIONS:

- 1.1 Commercial heavy-duty Straight Frame Ford F-650 chassis.
- 1.2 2022 Year Model - Regular cab - GVWR 26,000 Lbs. (**no CDL required**).
- 1.3 Diesel engine 6.7 liter – 270 hp/675 lb. ft. - 50 States Emission Certified
- 1.4 Ford TorqueShift<sup>®</sup> HD 6-Speed Automatic - Double Overdrive
- 1.5 Engine Block Heater / Engine Exhaust Brake
- 1.6 Fan clutch — Bendix<sup>®</sup> viscous screw-on type
- 1.7 Air cleaner — Donaldson single element (includes restriction indicator)
- 1.8 Electrical system — 12-volt / Alternator – Denso 190-amp
- 1.9 Starting Motor — Delco 38MT, Type 300
- 1.10 Fuel Tank - 65-gallon LH (aluminum)
- 1.11 Tires - Radial Uniroyal 11R22.5H
- 1.12 22.5” Wheels painted white (does not include spare).
- 1.13 Safety belts - Chime and flashing warning light on instrument panel if driver’s belt is not buckled.
- 1.14 Horn — dual electric / Emergency Flasher
- 1.15 Climate-control — includes air conditioning and defroster
- 1.16 Gauge cluster with electric speedometer
- 1.17 Cruise control — steering-wheel-mounted
- 1.18 Dome lamp — rear mounted with integral map reading lights (Regular Cab and Crew Cab)
- 1.19 Steering column — tilt
- 1.20 Steering Wheel - Black, with integral cruise control switches
- 1.21 Sun visor, single driver and passenger — vinyl (passenger side includes mirror)
- 1.22 Turn signal switch, self-canceling — multifunction switch
- 1.23 AM/FM stereo with MP3 capability, includes auxiliary audio input jack
- 1.24 Body Builder Switches (four) — mounted center instrument panel
- 1.25 Vinyl Driver and Passenger seats with Consolette. Driver seat include air suspension adjustment.
- 1.26 Axle - Mono-beam front axle with coil spring suspension
- 1.27 Rear suspension - 14,000 solid axle – leaf springs.
- 1.28 Back up camera with color monitor / Back up alarm.
- 1.29 Mirrors - Dual Rectangular, Sail type - 96" wide - Manual Fold, Solid Black Finish
- 1.30 Headlights - includes side marker lights with reflectors
- 1.31 Roof marker/clearance lights.
- 1.32 Windshield wiper control — intermittent variable with windshield washers



## MOBILE MEDICAL CLINIC

Prepared for: DESERT HEALTH CARE DISTRICT AND FOUNDATION  
Quote Date: May 19th, 2021

Reference #: AGI/210519-04  
Expiration: July 30<sup>th</sup>, 2021

### 2.0 **BODY SPECIFICATIONS:**

- 2.1 Overall length (bumper to bumper) 40 feet.
- 2.2 Overall width (exterior wall to wall) 100 inches.
- 2.3 Interior width 96 inches.
- 2.4 Interior height 81 inches.  
Note: actual dimensions may vary during construction.
- 2.5 Walls:
  - 2.5.1 Frame - aluminum tubing construction.
  - 2.5.2 Skin exterior - aluminum painted white.
  - 2.5.3 Interior – aluminum composite polyurethane panels ¼”, bonded to frame.
  - 2.5.4 Insulation – Polyurethane Solid 2” panels throughout.
  - 2.5.5 Trimming Interior – aluminum brushed.
- 2.6 Flooring:
  - 2.6.1 Frame – Steel tubing with crossmembers at 24 inches.
  - 2.6.2 Marine grade ply ¾” fastened to frame.
  - 2.6.3 Full undercoating.
  - 2.6.4 Interior - Anti-skid hospital grade rubber. Color coordinated with client.
- 2.7 Roof:
  - 2.7.1 Frame - aluminum tubing / curved at top for water drainage.
  - 2.7.2 Skin exterior – aluminum single piece skin bonded ¾” sub-panels fastened to frame.
  - 2.7.3 Insulation – sprayed expandable foam throughout ceiling section.
  - 2.7.4 Interior - aluminum composite polyurethane panels ¼”, bonded to frame.
- 2.8 Doors:
  - 2.8.1 Entry door (01) at passenger side, per proposed floor plan.
  - 2.8.2 Entry doorsteps – automatic hydraulic system, folds under floor.
  - 2.8.3 Automatic awnings above doors.
- 2.9 Windows:
  - 2.9.1 Safety Egress windows (03) per proposed floor plan.
  - 2.9.2 Mini blind installed over window.
- 2.10 Compartments:
  - 2.10.1 Storage compartments at lower floor section, are custom sized to space availability.
  - 2.10.2 All compartments are keyed alike.



## MOBILE MEDICAL CLINIC

Prepared for: DESERT HEALTH CARE DISTRICT AND FOUNDATION  
Quote Date: May 19th, 2021

Reference #: AGI/210519-04  
Expiration: July 30<sup>th</sup>, 2021

### 3.0 **ELECTRICAL SYSTEM:**

- 3.1 Generator – 12.0 Kw diesel powered. Includes remote start / stop switch with hour-meter.
- 3.2 Fuel source generator – tapped into chassis fuel line. Allows ¼ tank reserve for chassis.
- 3.3 Shore power line – 30 ft long /50 Amp – hard wired to coach.
- 3.4 Transfer switch manual – generator / shoreline source.
- 3.5 Wiring meets applicable NEC, SAE standards.
- 3.6 Power outlets (10) 120 VAC, distributed throughout unit.
- 3.7 Power outlets labeled and circuit protected by auto-reset breakers.
- 3.8 Load center – 200 Amp.
- 3.9 Main control panel inside the unit, with luminated switches.
- 3.10 Battery - Deep cycle 12-volt marine grade 750 CCA (01).
- 3.11 Heavy duty disconnect switch
- 3.12 Inverter / Battery charger.
- 3.13 Battery charges with generator running and/or the shore line connected.
- 3.14 Back up camera with color monitor.
- 3.15 IT closet with power outlet.

### 4.0 **COOLING AND HEATING SYSTEMS:**

- 4.1 Air conditioning units (02) – roof mounted, each rated @ 15,000 BTU's.
- 4.2 Thermostat control unit.
- 4.3 Heat mode included in AC units.

### 5.0 **LIGHTING:**

- 5.1 Interior lights - LED 12-volt surface mount, includes wall switch on each room.
- 5.2 Exterior lights – LED 12-volt – connects to chassis system.
- 5.3 Porch lights – above entry door 12-volt.

### 6.0 **EXAM ROOMS (02):**

- 6.1 Medical rooms (per floor plan) will measure approximately 8 ft x 8 ft.
- 6.2 Each room is equipped as follows:
  - 6.2.1 Exam bed – Ritter 204 with manual incliner.
  - 6.2.2 Diagnostic kit (01) - Welch Allyn model 77792-M, wall mount.
  - 6.2.3 Stool – Doctor Ritter (color coordinated).
  - 6.2.4 Sharp disposal (01) – wall mount.
  - 6.2.5 Sink (01) - stainless steel with lower cabinetry



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---

- 6.2.6 Water heater – tankless under sink cabinet.
- 6.2.7 Soap and paper towels dispensers on wall, near sink.
- 6.2.8 V-Flex view point wall mount computer station by Humanscale.
- 6.2.9 Carbon monoxide and smoke detector on ceiling.
- 6.2.10 Door - Solid panel hinged to wall frame.
- 6.2.11 Room extension (refer to floor plan– HWH hydraulic system.
- 6.2.12 Egress window at rear wall, includes mini blind.

### 7.0 **RESTROOM & PLUMBING:**

- 7.1 Fresh water tank 30 gallons capacity
- 7.2 Grey water tank 35 gallons capacity
- 7.3 Black tank 35 gallons capacity
- 7.4 Commercial grade PVC lining, including discharge valves for grey and black tanks
- 7.5 Water monitor on display panel.
- 7.6 12-volt water pump. 3.5 GPM
- 7.7 RV style toilet with foot activated flush system
- 7.8 Roof mount exhaust fan.
- 7.9 Stainless steel sink with hot and cold water.
- 7.10 Safety handles on wall near toilet.
- 7.11 Toilet paper dispenser
- 7.12 Paper towel and soap dispenser near sink.
- 7.13 LED ceiling light with wall switch.

### 8.0 **GALLEY AREA:**

- 8.1 Countertop with stainless steel sink. Includes tankless water heater.
- 8.2 Overhead cabinetry with locking door sections.
- 8.3 Under counter medical refrigerator.

### 9.0 **OTHER EQUIPMENT INCLUDED:**

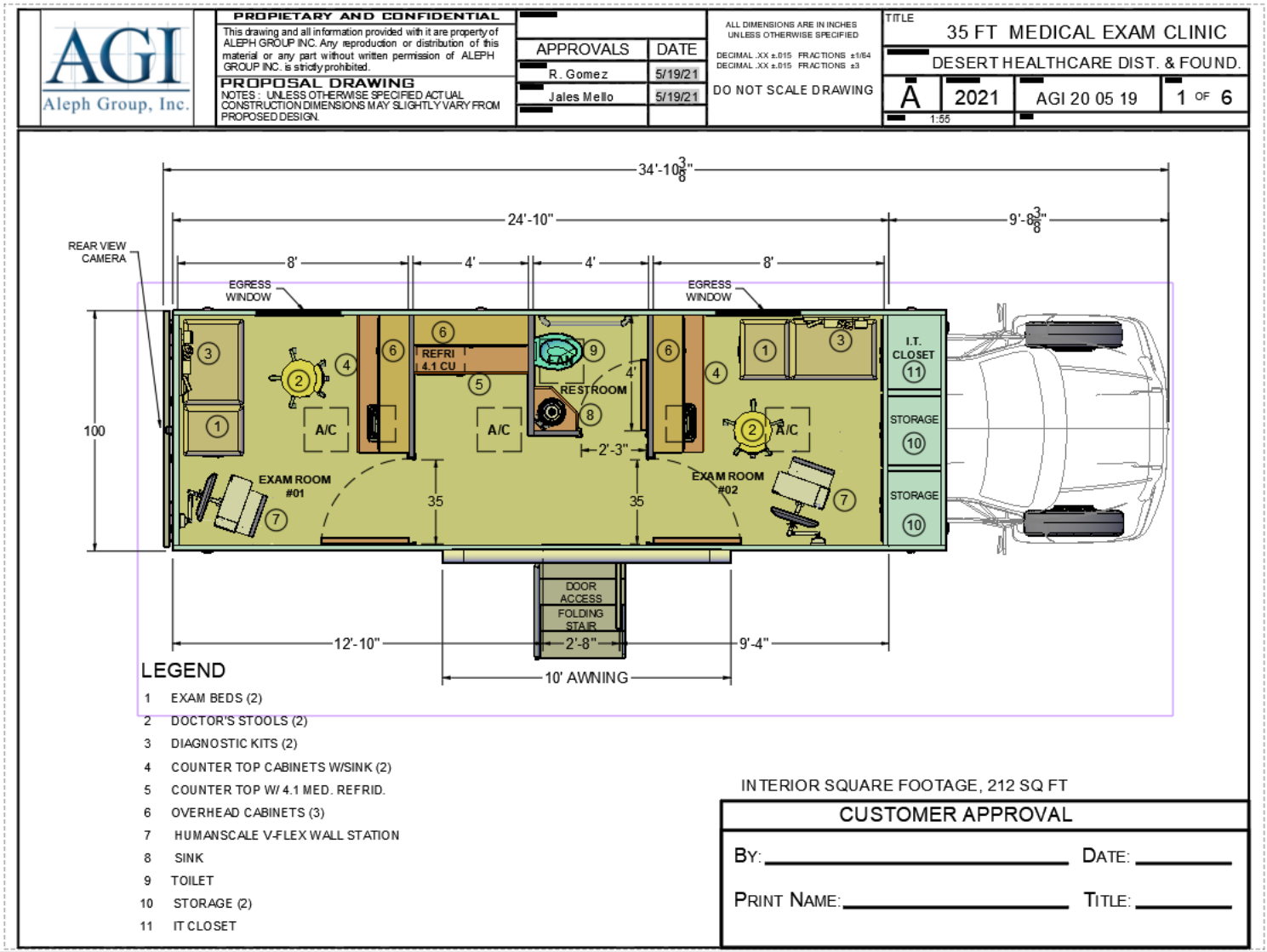
- 9.1 Leveling system – self-level HWH hydraulic system.
- 9.2 Back up camera with 7” monitor.
- 9.3 Automatic awning above entry door.

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 Expiration: July 30<sup>th</sup>, 2021

### PROPOSED FLOOR PLAN:



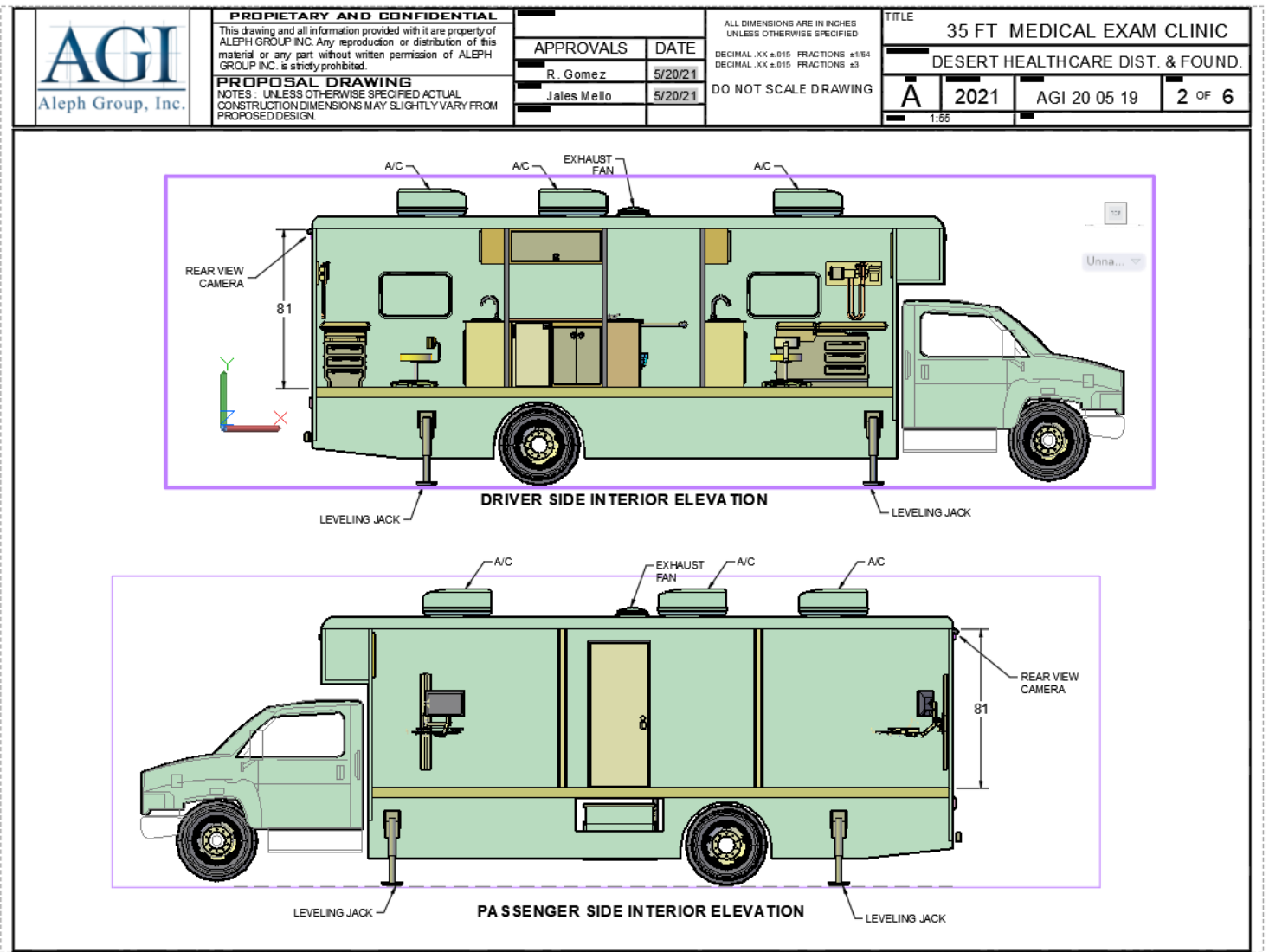


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Reference #: AGI/210519-04  
 Expiration: July 30<sup>th</sup>, 2021

### INTERIOR ELEVATIONS

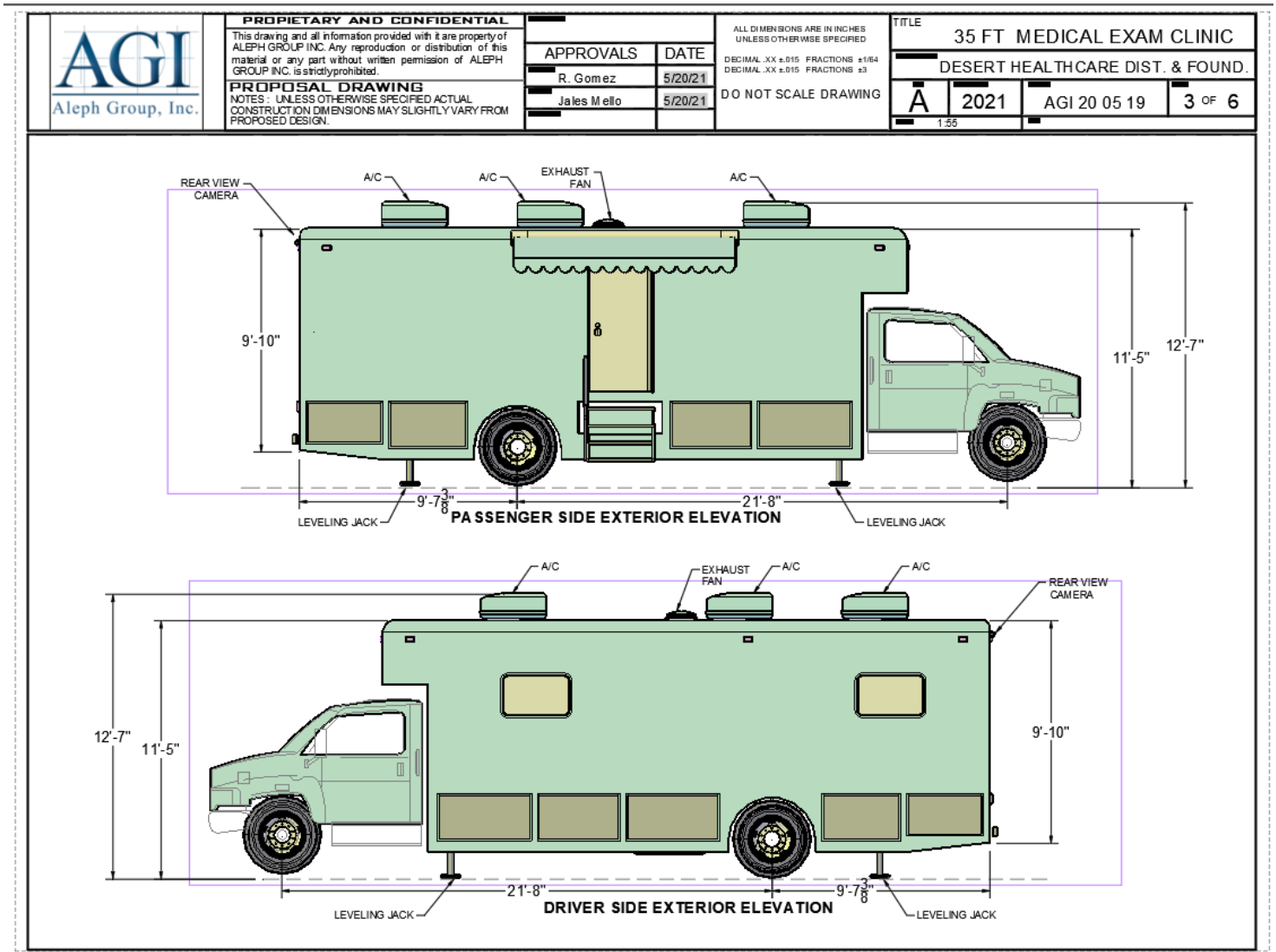


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### PROPOSED EXTERIOR ELEVATIONS

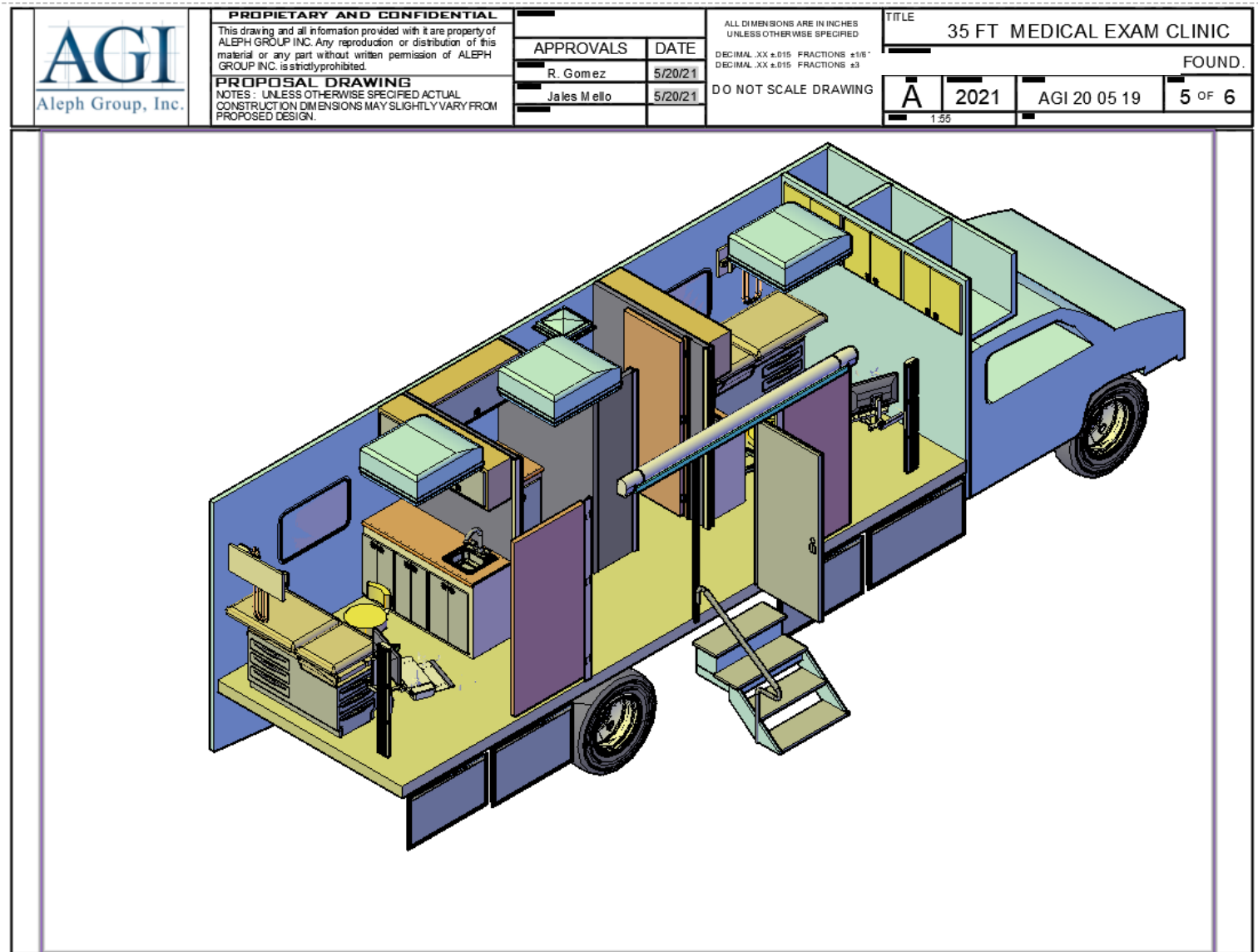


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Reference #: AGI/210519-04  
 Expiration: July 30<sup>th</sup>, 2021

ISO # 1


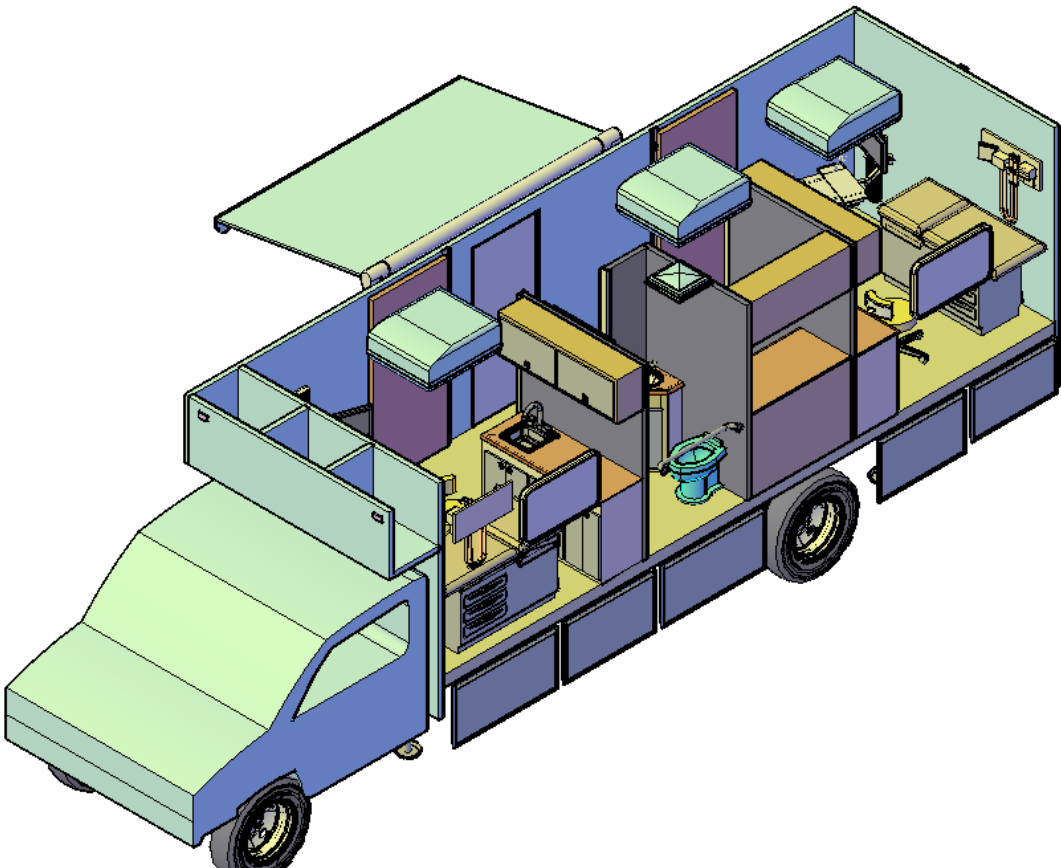


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Reference #: AGI/210519-04  
 Expiration: July 30<sup>th</sup>, 2021

ISO # 2

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# MOBILE MEDICAL CLINIC

Prepared for: DESERT HEALTH CARE DISTRICT AND FOUNDATION  
Quote Date: May 19th, 2021

Reference #: AGI/210519-04  
Expiration: July 30th, 2021

**PAYMENT TERMS & CONDITIONS:**

Initial payment of 50% (fifty percent) is due on the date of this sales agreement signature. Final payment is due upon completion of the vehicle and prior shipment. Customer understands and agrees that payments are non-refundable once production is scheduled. Vehicle must be inspected and accepted by the Customer at the facility of Aleph Group Inc. (AGI) prior to shipment. All funds must be collected by AGI, prior shipping /releasing the vehicle.

**PRODUCTION SCHEDULE:**

Production schedule is merely an estimate, and it may vary depending on components availability and or any changes required during construction. Estimated production schedule of this unit is approximately **180 working days**, from the date of this sales agreement approval and acceptance by both parties (customer and AGI).

**INTELLECTUAL PROPERTY:**

Customer acknowledges that ALEPH GROUP INC (AGI) owns all rights, design, layout and models to the medical vehicle to be manufactured, including without limitation all Intellectual Property Rights. "Intellectual Property Rights" means any and all rights existing from time to time under patent law, copyright law, trade secret law, trademark law, unfair competition law, and any and all other proprietary rights, and any and all applications, renewals, extensions and restorations thereof, now or hereafter in force and effect worldwide. Customer agrees not to modify, adapt, translate, prepare derivative works from, decompile, reverse engineer, disassemble or otherwise attempt to derive source code from AGI. Customer also agrees to not remove, obscure, or alter AGI's copyright notice, trademarks, or other proprietary rights notices affixed to or contained within or accessed in conjunction with or through the AGI.

**LIMITED WARRANTY:**

AGI does hereby warrant the services provided by AGI for the period of 36 months or 36,000 miles, whichever occurs first, following the date of shipment ("Warranty Period"). This warranty covers services and labor only. All parts installed as a part of the services provided by AGI shall be covered by the manufacturer's warranty, and Customer agrees to rely only upon such manufacturer's warranty(ies). Customer shall have no recourse against AGI for any defects in the parts utilized. This warranty is limited to defect in workmanship and does not cover any damage caused by intervening of third-parties and/or improper use by Customer. If a defect in workmanship is determined during the Warranty Period, Customer shall promptly notify AGI of the defect and shall allow AGI the opportunity to complete repairs of the defective workmanship. Customer's sole and exclusive remedy and AGI's sole and exclusive liability shall be limited to the repair of the defective workmanship. If Customer fails to promptly notify AGI of the alleged defect in workmanship and allow AGI the opportunity to repair the defect, Customer shall have no other remedy at law.

THIS WARRANTY IS PROVIDED TO CUSTOMER IN LIEU OF ALL OTHER EXPRESS OR IMPLIED WARRANTIES INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE, WHICH ARE DISCLAIMED HEREUNDER. HOWEVER, IF SUCH IMPLIED WARRANTIES ARE REQUIRED AS A MATTER OF LAW, SUCH WARRANTIES ARE LIMITED IN DURATION TO THE WARRANTY PERIOD.



# MOBILE MEDICAL CLINIC

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Expiration: July 30<sup>th</sup>, 2021

**GOVERNING LAW:**

The validity of this Agreement and of any of its terms or provisions, as well as the rights and duties of the parties under this Agreement, shall be construed pursuant to and in accordance with the law of the State of California, U.S.A. Any legal action, court proceeding, to construe or enforce this Agreement, or otherwise to resolve any dispute between the parties based on this Agreement, shall be commenced and maintained in an appropriate court or other forum in the United States of America, the State of California, County of Riverside. In the event of Customer’s material breach of this Agreement, Customer agrees that, Customer will submit to the personal jurisdiction of a court of competent subject-matter jurisdiction in the County of Riverside, the State of California, or the United States District Court for the Central District of California. Nothing in this clause constitutes or should be understood to constitute a waiver of the right of AGI. to commence an action in any court of competent jurisdiction in the United States, to remove an action to a United States district court, or to seek a transfer of a case to another court as permitted by the laws of the United States or of any State. In any suit instituted against Customer on this Agreement, Customer agrees to abide by the final decision of the court or of any appellate court in the event of an appeal. Customer and AGI hereby designate the following persons as their respective agents for the Service of Process. Notwithstanding the mandates of the *California Code of Civil Procedure*, the *Federal Rules of Civil Procedure*, and/or any international convention, treaty or accord, including but not limited to the *Convention on the Service Abroad of Judicial and Extrajudicial Documents in Civil or Commercial Matters* (Hague Service Convention), directing the manner and procedure of service of process of judicial and extrajudicial documents, the service of any Notice or other legal document required to be served on the parties as a result of any legal action, court proceeding, or arbitration between the parties shall be deemed complete and valid upon service to the designated agents for service of process by first-class mail, postage prepaid.

AGI Agent for Service of Process:  
Corporate Office AGI  
6920 Sycamore Canyon Blvd.  
Riverside, CA 92506

Customer Agent for Service of Process:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**WAIVERS & MODIFICATIONS:** AGI’s failure to enforce any of the provisions of this Agreement shall not constitute a waiver thereof or of the right subsequently to enforce each and every such provision. No waiver, modification, or amendment of this Agreement, or of any right or rights hereunder, shall not be valid and binding unless in writing and signed by the party against whom the enforcement thereof is sought.

**SEVERABILITY:** If any part of this Agreement is determined to be illegal or unenforceable all other parts shall be given effect separately and shall not be affected.

**ENTIRE AGREEMENT:** This Agreement constitutes the sole and only contract between AGI and Customer respecting the work described on the first page, and correctly sets forth the obligations of AGI and Customer to each other as of its date. Any prior or concurrent agreements or representations respecting such work, not expressly set forth in this Agreement are hereby made null and void.



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Quantity	Vehicle Description	Unit Price	Extended Price
01	34 ft. Mobile Clinic built to specifications	\$ 336,500.00	<b>\$ 336,500.00</b>

Quantity	Optional Items	Unit Price	
	Exterior Graphics - Full wrap	\$ 19,500.00	
	Solar power – 570 watts/27.9 amps charging kit	\$ 17,500.00	
	1.2 mt Though Sat - Satellite system	\$ 34,700.00	

<b>NOTES:</b>	Sales Tax (8.75%)	TBD
<i>Estimated production time 180 working days            Actual dimensions may vary during production            Deposits and payments are non-refundable.</i>	DMV Registration Fees	TBD
	Shipping/Delivery Costs	\$ 1500
	<b>TOTAL PRICE</b>	

**Buyer acknowledges that:**

(1) Before signing this agreement, Buyer read this agreement and received a legible, completely filled in copy of this agreement, and,

(2) Buyer has received a copy of every other document that Buyer signed during the contract negotiation.

**CUSTOMER ACCEPTANCE AND APPROVAL:**

*By signing below, I (we) agree to terms and conditions of this proposal.*

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

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

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Purchase Order # (if applicable): \_\_\_\_\_

**ACCEPTED AND APPROVED BY MANUFACTURER:**

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

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

Jales A. De Mello - President/CEO

**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

---

**Recommendation:** 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.



**Fiscal Impact:** 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

1 RESOLUTION NO. 2021-01

2  
3 A RESOLUTION OF THE COACHELLA VALLEY RESOURCE  
4 CONSERVATION DISTRICT AUTHORIZING THE USE OF  
5 DISTRICT FUNDS FOR THE PURPOSE OF ASSISTING THE  
6 DESERT HEALTHCARE DISTRICT WITH THE PURCHASE  
7 AND RETROFIT OF A MOBILE UNIT IN THE AMOUNT OF  
8 \$175,000  
9

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

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

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

21 WHEREAS, on March 19, 2020, Governor Newsom issued Executive Order N-33-  
22 20 in response to the pandemic and to deter the spread of COVID-19; and

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

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

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

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 17<sup>th</sup> day of March 2021, as follows:

8 1. That the recitals are true and correct, and incorporated in this Resolution.

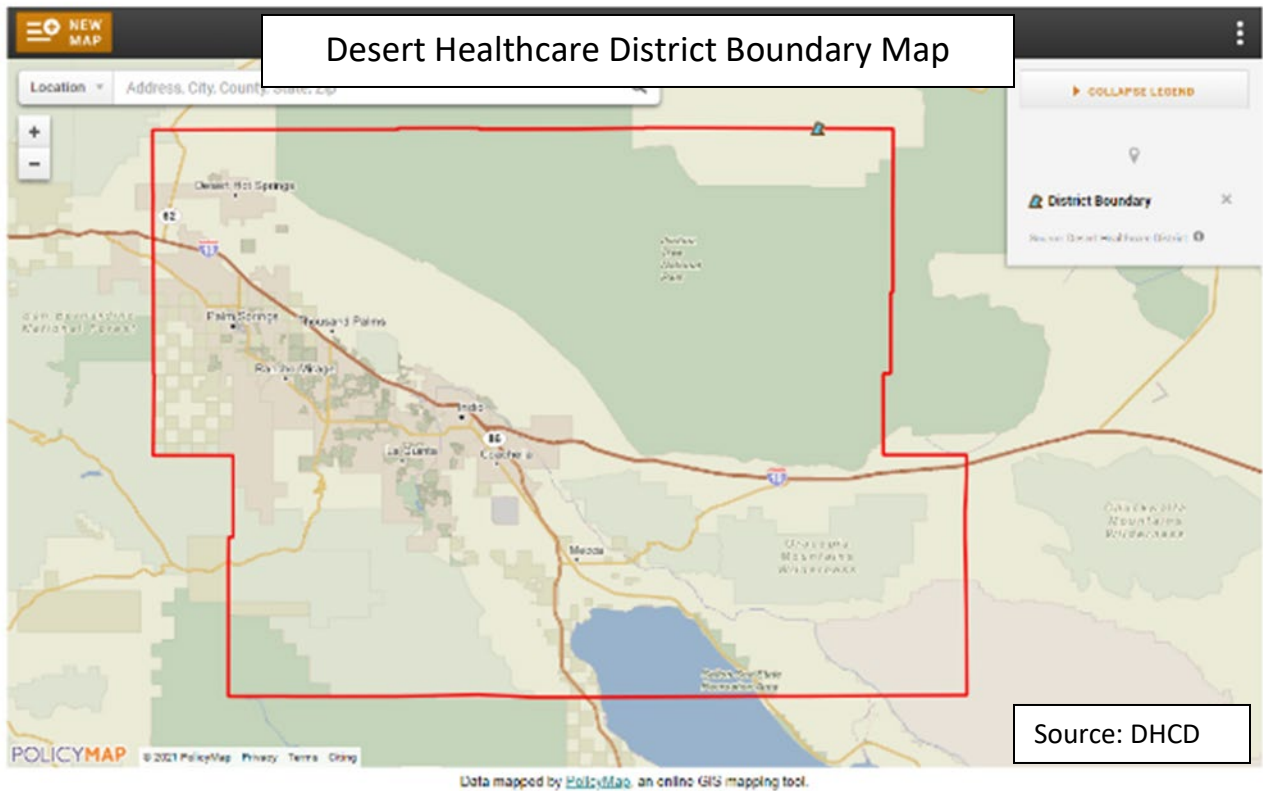
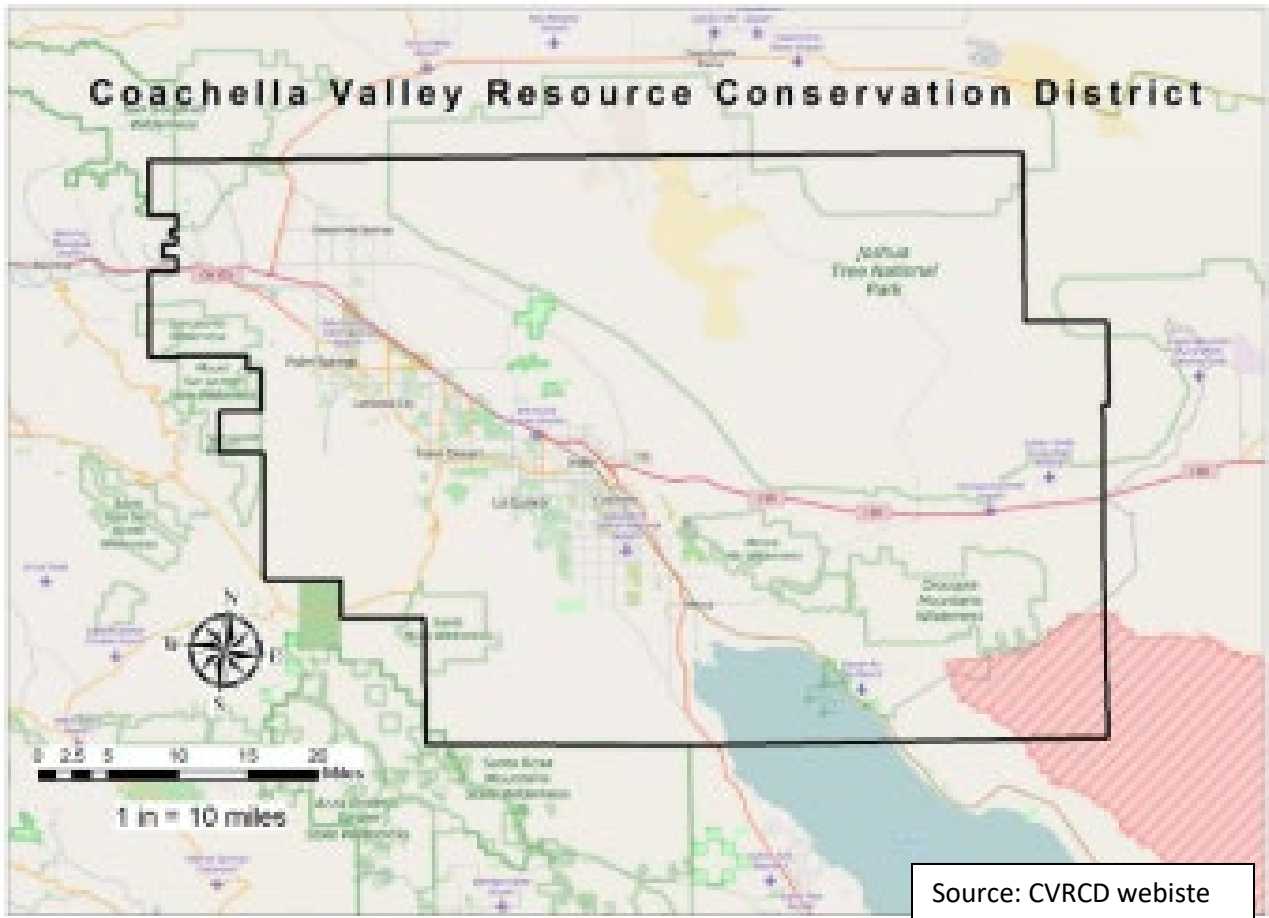
9 2. The Board of Directors of the District hereby agree to utilize investment funds to  
10 assist the Desert Healthcare District in the amount of \$175,000 for the purchase and retrofit of a mobile  
11 unit to provide healthcare to agricultural workers in response to the COVID-19 and future health demands  
12 within the District's boundaries.

13 ADOPTED by the Board of the Coachella Valley Resource Conservation District this 17<sup>th</sup>  
14 day of March 2021.

15  
16 Board President, Ruben Arias  
17 Coachella Valley Resource Conservation District

18 ATTEST:  
19 DISTRICT SECRETARY

20  
21 By: YVONNE FRANCO  
22 Coachella Valley Resource Conservation District





2015

# 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

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PLEASE REMEMBER THAT THE PUBLIC RESOURCE CODE IS SUBJECT TO CHANGE, MAKE SURE TO REVIEW THE MOST RECENT CODES ON THE OFFICIAL CALIFORNIA LEGISLATIVE INFORMATION WEBSITE [WWW.LEGINFO.CA.GOV](http://WWW.LEGINFO.CA.GOV).

THE DEPARTMENT OF CONSERVATION ASSUMES NO RESPONSIBILITY FOR IMPROPER OR INCORRECT USE OF THE INFORMATION PROVIDED.

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

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

**9001.**

(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.)*

**9002.**

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]**

**9015.**

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.)*

**9016.**

“Commission” means the State Resource Conservation Commission.

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

**9017.**

“Department” means the Department of Conservation.

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

**9018.**

“Director” means the Director of Conservation.

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

**9019.**

“Division” means the Division of Resource Conservation of the department.

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

**9020.**

“Chief” means the Chief of the Division of Resource Conservation.

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

**9021.**

“District” or “soil conservation district” means a resource conservation district.

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

**9022.**

“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.)*

**9023.**

“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.)*

**9024.**

“Board” means the county board of supervisors.

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

**9025.**

“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.)*

**9026.**

“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.)*

**9027.**

“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.)*

**9028.**

“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

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.)*

**9029.**

“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.)*

**9030.**

“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.)*

**9031.**

“Person” includes person, association, or corporation.

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

**9032.**

“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.)*

**9033.**

“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.)*

**9034.**

“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]**

**9041.**

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.

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

**9042.**

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.)*

**9043.**

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.)*

**9044.**

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]**

**9051.**

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

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

**9052.**

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]**

**9061.**

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.)*

**9062.**

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

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

**9063.**

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.)*

**9064.**

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.)*

**9065.**

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.)*

**9067.**

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

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

**9068.**

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

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

**9069.**

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

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.)*

**9070.**

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.)*

**9071.**

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.)*

**9082.**

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.)*

**9083.**

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.)*

**9084.**

(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]**

**9101.**

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.)*

**9102.**

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

(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.)*

**9103.**

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.)*

**9104.**

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.)*

**9105.**

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

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

**9106.**

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.)*

**9107.**

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.)*

**9108.**

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.)*

**9109.**

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.



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

**9110.**

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

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

**9112.**

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.)*

**9113.**

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]**

**9151.**

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.)*

**9152.**

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.)*

**9153.**

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.)*

**9154.**

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

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

**9155.**

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]**

**9161.**

(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.)*

**9162.**

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.)*

**9163.**

(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

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.)*

**9164.**

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.)*

**9165.**

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.)*

**9166.**

(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.)*

**9167.**

(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

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.)*

**9168.**

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]**

**9181.**

(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 the territory of the proposed district which lies 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.)*

**9182.**

(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

(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.)*

**9183.**

(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.)*

**9184.**

(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

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.)*

**9185.**

(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.)*

**9186.**

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.)*

**9187.**

(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.)*

**9188.**

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.)*

**9189.**

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.)*

**9190.**

(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]**

**9201.**

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.)*

**9202.**

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.)*

**9203.**

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.)*

**9204.**

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.)*

**9205.**

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.)*

**9206.**

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]**

**9301.**

(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.)*

**9301.1.**

(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.



(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.)*

**9302.**

Each director shall take the oath of office.

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

**9303.**

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.)*

**9304.**

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.)*

**9305.**

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.

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

**9306.**

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.)*

**9307.**

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.)*

**9308.**

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.)*

**9309.**

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.)*

**9310.**

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.)*

**9311.**

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.)*

**9312.**

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.)*

**9313.**

(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.)*

**9314.**

(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.)*

**9315.**

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

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

**9316.**

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.

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

**9317.**

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]**

**9351.**

“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.)*

**9352.**

(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.)*

**9353.**

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.)*

**9354.**

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.)*

**9355.**

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.)*

**9356.**

(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. 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.

(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.)*

**9357.**

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.)*

**9358.**

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.)*

**9359.**

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.)*

**ARTICLE 9. General Powers of District [9401 - 9420]**

**9401.**

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.)*

**9402.**

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.)*

**9403.**

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.)*

**9403.5.**

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.)*

**9404.**

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.)*

**9405.**

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.)*

**9406.**

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.)*

**9407.**

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.)*

**9408.**

(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.)*

**9409.**

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.)*

**9410.**

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.)*

**9411.**

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.)*

**9412.**

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.)*

**9413.**

(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.



(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.)*

**9414.**

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.)*

**9415.**

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.)*

**9416.**

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.)*

**9417.**

(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

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.)*

**9417.5.**

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.)*

**9418.**

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.)*

**9419.**

(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.)*

**9420.**

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.

*(Repealed and added by Stats. 1991, Ch. 831, Sec. 28.)*

**ARTICLE 10. Property of District [9451 - 9457]**

**9451.**

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.)*

**9452.**

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.)*

**9453.**

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.)*

**9454.**

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.)*

**9455.**

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.)*

**9456.**

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.)*

**9457.**

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.

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

**ARTICLE 11. Inclusion of Lands [9481- 9481.]**

**9481.**

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.]**

**9491.**

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]**

**9501.**

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 1st, 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.)*

**9502.**

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.)*

**9503.**

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

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.)*

**9504.**

Assessments levied pursuant to this article shall be known as regular assessments.

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

**9505.**

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.)*

**9506.**

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.)*

**9507.**

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.)*

**9508.**

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.)*

**9509.**

The assessment shall be computed and entered on the assessment roll by the auditor.

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

**9510.**

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.)*

**9511.**

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.)*

**9512.**

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.)*

**9513.**

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]**

**9521.**

(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.)*

**9522.**

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.)*

**9523.**

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.)*

**9524.**

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.)*

**9525.**

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.)*

**9526.**

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.)*

**9527.**

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.

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

**9528.**

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.)*

**9529.**

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.)*

**9530.**

(a) "Surplus moneys," as determined pursuant to Section 9529, shall be invested exclusively in bonds or interest-bearing 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.]**

**9541.**

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.)*

**9545.**

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.)*



**9546.**

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.]**

**9601.**

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.]**

**9611.**

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]**

**9621.**

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.)*

**9622.**

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.)*

**9623.**

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.)*

**9624.**

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.

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

**9625.**

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.)*

**9626.**

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.)*

**9627.**

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.]**

**9635.**

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]**

**9751.**

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.)*

**9752.**

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

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.)*

**9753.**

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.)*

**9754.**

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.)*

**9755.**

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.)*

**9757.**

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]**

**9801.**

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.)*

**9802.**

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.)*

**9803.**

The formation of an improvement district shall be proposed and the petition therefor shall be signed by two-thirds or more in number of the owners of real property in the proposed improvement district.

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

**9804.**

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.

(e) Signatures of the petitioners.

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

**9805.**

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.)*

**9806.**

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.)*

**9807.**

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.)*

**9808.**

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.)*

**9809.**

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.)*

**9810.**

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.)*

**9811.**

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.)*

**9812.**

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.)*

**9813.**

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.)*

**9814.**

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.)*

**9815.**

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.)*

**9816.**

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.)*

**9817.**

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.)*

**9818.**

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.)*

**9819.**

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.)*

**9820.**

The order shall contain a description of the lands within the improvement district.

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

**9821.**

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]**

**9831.**

Any assessment levied pursuant to Section 9819 shall include both of the following sums:

(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.)*

**9832.**

The assessment may be made payable in not more than 10 annual installments.

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

**9833.**

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.)*

**9834.**

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.)*

**9835.**

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.)*

**9836.**

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.)*

**9837.**

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.)*

**9838.**

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.



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

**9839.**

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.)*

**9840.**

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.)*

**9841.**

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.)*

**9842.**

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]**

**9851.**

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.)*

**9852.**

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.)*

**9853.**

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.)*

**9854.**

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.)*

**9855.**

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]**

**9861.**

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.)*

**9862.**

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.)*

**9863.**

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.)*

**9864.**

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.)*

**9865.**

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.)*

**9866.**

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.)*

**9867.**

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.)*

**9868.**

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.)*

**9869.**

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;

(c) Defray the costs of operation and maintenance of such works of improvement in accordance with such terms as may be agreed upon;

(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.)*

**9870.**

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]**

**9881.**

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.)*

**9882.**

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.)*

**9883.**

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.)*

**9884.**

Coupons for the interest on these warrants may be attached to them.

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

**9885.**

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.

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

**9886.**

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.)*

**9887.**

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.)*

**9888.**

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.)*

**9889.**

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.)*

**9890.**

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]**

**9901.**

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.)*

**9902.**

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.)*

**9903.**

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.)*

**9904.**

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.)*

**9905.**

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]**

**9911.**

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.)*

**9912.**

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]**

**9921.**

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.)*

**9922.**

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.)*

**9923.**

The directors may, after the hearing, order the improvement district dissolved.

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

**9924.**

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]**

**9951.**

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.)*

**9952.**

(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

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.)*

**9953.**

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]**

**9960.**

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.)*

**9961.**

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.)*

**9962.**

(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.



(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 four-fifths 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.)*

**9963.**

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.)*

**9964.**

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 1911 or the Improvement Bond 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.)*

**9965.**

(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

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, the department shall pay no claims.

*(Amended by Stats. 1983, Ch. 142, Sec. 126.)*

### **CHAPTER 13. Ventura County Resource Conservation District [9970 - 9972]**

#### **9970.**

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.)*

#### **9971.**

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.)*

#### **9972.**

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

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.)*



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

Date: May 25, 2021  
To: Board of Directors  
Subject: City of Palm Springs Blue Zone Initiative

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**Information:**

- On May 17, 2021, the City of Palm Springs’s Council member Geoff Kors hosted a meeting to which the District’s CEO was invited to discuss an exploration of local interest to implement a Blue Zone initiative. <https://info.bluezonesproject.com/home>
- Established in 2010, Blue Zones Project is based on research by Dan Buettner, a National Geographic Fellow and New York Times best-selling author who identified five cultures of the world—or blue zones —with the highest concentration of people living to 100 years or older. Blue Zones Project incorporates Buettner's findings and works with cities to implement policies and programs that will move a community toward optimal health and well-being.
- Attendees included representatives from the City of Palm Springs, CVAG, Eisenhower Medical Center, Palm Springs Unified School District, DHCD and Blue Zone Project staff and founders Nick Buettner and Dan Buettner, Jr.
- The Blue Zones Project representatives provided an overview of their model, which includes an on-site assessment, with strategic focus groups, a 9-month foundation phase to create a blueprint, and a 3–4-year transformation phase. The estimated cost would be approximately \$1million per year. The Blue Zones Project representatives emphasized examples of return on investment.
- It has not yet been explored whether the implementation would include a city by city or a regional approach.
- In California, two healthcare districts have invested in Blue Zones: Beach Cities Health District and Salinas Valley Memorial Healthcare System.



Date: May 25, 2021  
To: Board of Directors  
Subject: Rezoning Timeline and Process as a result of the 2020 Census

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**Staff Recommendation:** Consideration to approve a Rezoning Timeline and Process as a result of the 2020 Census

**Background:**

- The District transitioned to 5 election zones in 2018.
- As a result of the District expansion vote in November 2018, the Board expanded from 5 to 7 Board members.
- With the expansion, the District was required to expand to 7 election zones in 2019.
- In 2019, the District conducted a rezoning process with extensive public input over four public hearings and adopted a new zone map (Cholla 2).
- Following completion of the 2020 Census, the District is required to complete an additional rezoning process to adjust for the new population count.
- Completion of the Census has been delayed due to the pandemic. However, the present estimated completion of the final population count is to be, at the earliest, August 2021.
- The current revised deadline for rezoning for the November 2022 election is May 12, 2022.
- A minimum of two public hearings is required for the rezoning. Four public hearings were conducted previously. The redrawing of the existing 7 boundaries may be less complex than the prior rezoning process. Therefore, the Board has the option to select fewer than four public hearings.
- Staff has prepared a proposed Timeline and Process calendar, which includes a schedule of 4 public hearings, two in the fall and two in early 2022. This follows a similar process as was conducted in 2019.
- Public engagement is included to educate and engage community members.
- Staff recommends approval of the proposed timeline and process calendar or suggested variation.

**Fiscal Impact:**

Estimated \$50,000 – included in the FY21-22 budget

**DESERT HEALTHCARE DISTRICT  
TIMELINE AND PROCESS TO REZONE FOLLOWING THE 2020 CENSUS  
(Health & Safety Code Section 32499.3)**

The following describes the procedure for redrawing the 7 voting district/zone boundaries in accordance with the 2020 Census.

**May 25, 2021**                      **BOARD DISCUSSION AND DIRECTION CONCERNING PUBLIC HEARINGS**

The Board, with staff input, reviews the proposed timeline and directs staff to set the time and place for four (4), or other designated number, of public hearings on redrawing the 7 district/zone boundaries in accordance with the 2020 Census. The Board can receive input from the public but, in accordance with the statute, the final location of the boundaries is the Board's decision.

**Between September and November, 2021**                      **PUBLIC OUTREACH AND TWO PUBLIC HEARINGS TO REVIEW THE PROPOSED NEW BOUNDARIES**

During September through November 2021, the staff would conduct outreach to the public, including to non-English-speaking communities, explaining rezoning requirements per the 2020 Census and encouraging public participation. Draft maps will be published and made available to the public. At the October 28, 2021 public hearing (East Valley location), NDC would present the proposed draft maps for discussion and input from the public would be considered. NDC would take the information and input from the meeting and update the maps in advance of the second public hearing on November 23, 2021 (West Valley location).

**From December 2021 through January 2022**                      **HOLIDAY BREAK WHILE THE NEW MAPS ARE UPDATED AND PUBLISHED FOR VIEWING**

**February 2022**                      **PUBLIC HEARING POST PREPARATION OF BOUNDARY MAPS**

At the February 22, 2022 public hearing (East Valley location), draft maps will be viewed from the development of the prior meetings, to which the public would be invited to provide input regarding the draft maps.

**March 2022**                      **CONSIDERATION OF FINAL RESOLUTION SETTING THE BOUNDARIES OF THE 7 ZONES PER THE 2020 CENSUS**

At the March 22, 2022 Regular Board meeting at the RAP office, the Board would hold the final public hearing and would vote to adopt the final map of the 7 zones.



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

Date: May 25, 2021  
To: Board of Directors  
Subject: Community Health Needs Assessment and Health Improvement Plan

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**Background:**

- On January 28, 2020, the Board of Directors of the Desert Healthcare District and Foundation approved the selection of Health Assessment & Research for Communities (HARC) as the contractor to implement all phases of CHNA and CHIP.
- Within the Request for Proposals deliverables the District required the selected applicant to incorporate various health equity components within the CHNA report, including:
  - An overview of Coachella Valley’s physical, demographic, and cultural landscape including, but not limited to: population characteristics, social determinants of health, and health disparities as a metric for assessing health equity.
  - Outline of key disparities in health outcomes by race and ethnicity.
  - Create recommendations, with an equity lens, on how to best address the top five health needs uplifted from the community.
- On April 16, 2021, HARC presented a preliminary overview of the CHNA and CHIP reports to the Board of Directors and staff.

**Information:**

- To date, staff has reviewed several drafts of the CHNA report.
- After reviewing the reports, staff has determined that the current report does not clearly articulate the health disparities and inequities within the Coachella Valley.
- Based on the Request for Proposals deliverables, staff is working with HARC to elevate and more clearly identify the disparities and inequities in healthcare access and health outcomes affecting the District’s catchment area.

**Fiscal Impact:**

- N/A.



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

Date: May 25, 2021  
To: Board of Directors  
Subject: Strategic Planning Update

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**Background:**

- On March 23, 2021, the District approved a service agreement with Veralon Partners, Inc./Valentine Health Advisers to assist the District's Board with 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's goals in meeting the important healthcare needs of the community.

**Information:**

- Existing public health recommendations and local restrictions related to congregating in small spaces have prevented the implementation of in-person meetings, which is a requirement stipulated by the strategic planning consultants.
- Effective implementation of COVID-19 vaccination efforts and significant reductions in COVID-19 cases and mortality may allow District's board and staff to meet in person soon.
- Strategic planning sessions are being scheduled for Thursday, September 9, 2021, from 8 a.m. to 12 p.m., and Saturday, September 11, 2021, from 9:00 a.m. to 1:00 p.m.





Date: May 25, 2021  
To: Board of Directors  
Subject: Community Engagement and Presentations

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**Background:**

- One of the key professional responsibilities of the District’s CEO is to maintain and develop the organization’s external relations by communicating the organization’s mission and achievements effectively to stakeholders and to create links with community constituents so the highest degree of impact can be achieved through the most effective use of resources.
- The following is brief information regarding some of the past and upcoming presentations and community engagements involving the CEO.

**Information:**

- Presentation to Palm Desert City Council – March 25, 2021 – Introduction to new City Manager.
- Invited by Congressman Raul Ruiz to attend President Biden’s address to a joint session of Congress. This invitation was in representation of the District – April 28, 2021.
- Presentation at Tri-County Community Partnership – April 29, 2021.
- Dedication of Wellness Park Bench in honor of Timothy Ray Brown, HIV activist – May 7, 2021.
- Public Health Institute – May 12, 2021 – Presentation to various funders regarding the Coachella Valley Equity Collaborative model. Conrado Barzaga, CEO, Alejandro Espinoza, Chief of Community Engagement, and Will Dean, Director of Communications and Marketing, presented before various funders, including The California Endowment, The California Wellness Foundation, and Blue Shield of California Foundation.
- City of Coachella – May 20, 2021 – Meeting on Potential Agency Partnerships.
- Riverside County Upward Mobility workgroup – May 20, 2021.
- UCR Center for Health Disparities Research External Advisory Board Meeting – May 24, 2021.
- Presentation on District’s vaccination efforts to the Desert Round Table – May 26, 2021

**Exploratory Arena Committee**

- A proposed sports and entertainment arena slated to be constructed near Palm Desert is expected to bring nearly \$32 million to the Coachella Valley annually, along with \$200 million during construction.

- Oak View Group plans to build the 300,000-square-foot arena on a roughly 43-acre site between Interstate 10 and the Classic Club golf course in unincorporated Riverside County. The company paid for an economic impact study regarding the \$277 million project. The arena, which will be constructed using private financing, expects completion by the end of 2022.
- A group of citizens representing various facets of the Coachella Valley community, including many in prominent fields, from athletics to media, medicine, non-profits, politics, philanthropy, and entertainment, have come together to create a dialogue with Oak View Group, builder of the Arena project.
- The CEO has been invited to join this volunteer group, which would require board approval. However, the group is still in an exploratory phase, working on determining its role and its vision on how to promote the interest of Coachella Valley residents to ensure the Arena contributes to the wellbeing of our community members.

**Fiscal Impact**

- N/A



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

Date: May 25, 2021  
To: Board of Directors  
Subject: Consideration to approve professional services agreement/engagement letter with Kaufman Hall as the consulting firm for the DRMC lease process AND authorize District CEO and Legal Counsel to negotiate and execute engagement letter.

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**Staff Recommendation:** Consideration to approve a professional services agreement/engagement letter with Kaufman Hall as the consulting firm to assist with future negotiations regarding DRMC, AND authorize District staff and Legal Counsel to negotiate and execute engagement letter.

**Background:**

- Since 2017, the District has been in various levels of discussion regarding the Tenet lease of the Desert Regional Medical Center (DRMC).
- In 2018, both a Seismic and Business Enterprise Valuation reports were commissioned by the District.
- In 2019, Tenet provided a proposal to purchase DRMC, which the District rejected.
- In 2020, the COVID-19 pandemic hit hard and required full attention to the health and wellness of the District by both DRMC/Tenet and the District & Foundation.
- As the pandemic is improving, the District desires to reconvene the discussions regarding the Tenet lease of DRMC.
- The District recently conducted a Request for Proposals for a financial strategic advisor to review options and alternatives related to the Tenet lease including new programs, services and facilities.
- Proposals were received and following discussion with the consulting firms, the Committee approved the staff recommendation of re-engaging the services of Kaufman Hall and Associates, LLC (Kaufman Hall) to guide the Board through the negotiation process.
- Kaufman Hall has been engaged with the District over the past four years. Kaufman Hall has established a respected working relationship with the District.
- Steve Hollis, who has been the lead representative of Kaufman Hall, has recently retired. However, Mr. Hollis will be fully engaged in the process moving forward.
- A Letter of Engagement is being prepared by Kaufman Hall and will be negotiated.

**Fiscal Impact:**

Payment terms will include \$75,000 monthly payments for 3 months (\$225,000) for fact base development and strategic options assessment. The fees are included in the annual FY21-22 budget. Transaction fees or additional work beyond this period will be considered as work develops.



May 20, 2021

Conrado Bárzaga, M.D.  
Chief Executive Officer  
Desert Healthcare District  
1140 N. Canyon Drive  
Palm Springs, California 92262

Dear Conrado:

Kaufman, Hall & Associates, LLC (“Kaufman Hall”) is pleased to present this addendum (“Addendum One”) to the executed July 18, 2019 engagement letter (the “Engagement Letter”) between Kaufman Hall and Desert Healthcare District (“Desert Health” or the “District”) to continue support of the District’s strategic options analysis for its major asset, Desert Regional Medical Center (“DRMC”) (the “Client Project”). Following a year plus of significant change that is transforming the healthcare industry and the regional/local dynamics, the District has determined that it would like to evaluate its strategic options related to DRMC, which could include (a) a new lease or sale to Tenet Health (“Tenet”), the current lessee of DRMC, or (b) an alignment with an alternative operator. Similarly, the District would like to evaluate how it may deploy resources related to the aforementioned, which may or may not be received under one of the above scenarios, to further the District goals in meeting the important healthcare needs of the community.

This Addendum One will be governed by the terms and conditions of the Engagement Letter. To the extent that any terms of this Addendum One conflict with the terms of the Engagement Letter, the terms of this Addendum One shall govern. All other terms and conditions of the Engagement Letter remain in full force and effect.

### SCOPE OF SERVICES

Prior to engaging with Tenet or to pursuing an alternative approach, Kaufman Hall proposes a two-phase approach to develop a fully informed fact-base that (I) evaluates the existing market environment and (II) reviews strategic options that account for these dynamics.

#### Phase I: Fact Base Development

- ***District Board interviews:*** conduct interviews with the District Board to understand their background, their point-of-view on DRMC and the District’s role, and their perspectives on other similar matters that may influence the process and associated analyses
- ***Lease review:*** review the rationale for entering into the lease with Tenet, evaluate the key lease terms, and review Tenet’s rights and responsibilities pursuant to the lease
- ***Regulatory impacts:*** evaluate the implications of key regulatory matters such as seismic requirements (and changes to timing thereof), the District’s role, and other similar topics

- **Context setting:** review the national and regional provider landscape as well as clinical, quality, and other data points to evaluate their impacts on the District’s objectives and on the Coachella Valley
- **Community needs:** evaluate the current capabilities of Coachella Valley providers against the Community Health Needs Assessment and how Tenet may meet the requirements

## Phase II: Strategic Options Assessment

- **Strategic plan assessment:** articulate the District’s goals and objectives and its ability to accomplish them
- **Partnership cohorts:** evaluate the merits and considerations of a fair market value and a non-fair market value transaction and how each translates to the District’s goals and objectives
- **Transaction options:** evaluate alternatives for partnership exploration prior to lease expiration in comparison to those available at lease expiry

Following the first two-phases, the District would have a “go/no-go” decision on how to proceed. Should the District elect to proceed with executing on a strategic alternative, Kaufman Hall would provide a scope of services that is customized to the situation and the District objectives.

*For the avoidance of doubt, the District understands that in rendering services hereunder, Kaufman Hall will not provide accounting, legal, investment, tax, audit, compliance, or regulatory advice, and the District will rely upon the advice of counsel and other advisors to District for such matters, as applicable.*

## TRANSACTION TEAM

Jody Hill-Mischel and Anu Singh, Managing Directors, will be the co-lead advisors on this engagement, responsible for leading all phases of this assignment. Ms. Hill-Mischel and Mr. Singh will be assisted by other Kaufman Hall staff as necessary and appropriate. In addition, Steve Hollis will serve as a special advisor to the Kaufman Hall team.

## ENGAGEMENT TIMING, TERMINATION, AND FEES

The term of this Addendum One will initially be 90 days, beginning in June 2021 and continuing through August 2021. The professional fees for this engagement will consist of fixed fees of \$75,000 per month (the “Monthly Fee”), billed at the end of each month beginning in June 2021 and continuing for a total of three months. Should the District provide written approval to extend the engagement beyond the initial 3 months, District will pay professional fees of \$75,000 per month.

At any time, should the District decide not to proceed with the Transaction, or otherwise elect to terminate this Engagement Letter, Kaufman Hall’s Monthly Fee for the month would be prorated to the date of notification by the District of its decision (“Notification Date”). Kaufman Hall will also be entitled to reimbursement of any expenses (as described below) incurred by Kaufman Hall through the Notification Date.

Conrado Bárzaga, M.D.  
Desert Healthcare District  
May 20, 2021  
Page 3

If, within a period of 18 months following the Notification Date, the District decides to resume the services contemplated herein or to pursue a strategic option, then the District must promptly advise Kaufman Hall of its intention to do so and may either (i) request that Kaufman Hall provide the remainder of the services not previously provided thorough the Notification Date upon the terms and conditions described herein, (ii) pay to Kaufman Hall the remaining unpaid portion of professional fees upon the Signing Date and the closing date, or (iii) request Kaufman Hall provide a scope of services that align with the situation and the objectives. If, due to other existing commitments, Kaufman Hall is unable to provide the remainder of the services not previously provided through the Notification Date, the District would not be responsible for the unpaid professional fees after the Notification Date.

In addition to professional fees, the District is responsible for monthly administrative expenses of \$2,650 and, to the extent applicable, reimbursable travel and third-party data/analytics expenses, which are billed as incurred and not subject to markup. Invoices are sent at the end of each month and are due upon receipt.

Engagement fees will remain fixed unless the scope or timing of this engagement materially changes for reasons beyond the control of Kaufman Hall. In the unlikely event that would occur, Kaufman Hall may be entitled to additional fees subject to the mutual agreement of the parties.

## AUTHORIZATION

We very much appreciate the opportunity to present this proposal and look forward to serving the District on this important assignment. Your signature below will indicate your agreement with this Addendum. Please sign and return via email or by fax to (847) 965-3511.

If you have additional questions or require further information, please feel free to contact Jody or Anu.

Sincerely,  
KAUFMAN, HALL & ASSOCIATES, LLC

This Addendum is accepted.  
DESERT HEALTHCARE DISTRICT

*Kaufman, Hall & Associates, LLC*

/sd

\_\_\_\_\_  
Authorizing Signature / Date

cc: Jody Hill-Mischel  
Anu Singh

\_\_\_\_\_  
Printed Name / Title



**DESERT HEALTHCARE DISTRICT  
PROGRAM COMMITTEE MEETING  
MEETING MINUTES  
May 11, 2021**

<b>Directors Present via Video Conference</b>	<b>District Staff Present via Video Conference</b>	<b>Absent</b>
Chair Evett PerezGil Vice-President Karen Borja Director Carmina Zavala	Conrado E. Bázquez, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Donna Craig, Chief Program Officer Alejandro Espinoza, Program Officer and Director of Outreach Meghan Kane, Programs and Research Analyst Erica Huskey, Administrative and Programs Assistant Andrea S. Hayles, Clerk of the Board	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>I. Call to Order</b>	The meeting was called to order at 5:10 p.m. by Chair PerezGil.	
<b>II. Approval of Agenda</b>	Chair PerezGil asked for a motion to approve the agenda.	<b>Moved and seconded by Director Zavala and Vice-President Borja to approve the agenda. Motion passed unanimously.</b>
<b>III. Meeting Minutes</b> <b>1. April 13, 2021</b>	Chair PerezGil asked for a motion to approve the April 13, 2021 meeting minutes.  Vice-President Borja briefly led the meeting due to Chair PerezGil's technical difficulties.	<b>Moved and seconded by Vice-President Borja and Director Zavala to approve the April 11, 2021 meeting minutes. Motion passed unanimously.</b>
<b>IV. Public Comment</b>	There were no public comments.	
<b>V. Old Business</b>  <b>1. Funding Requests Schedule</b>  <b>2. Grant Payment Schedule</b>	Donna Craig, Chief Program Officer, explained the Cal State San Bernardino funding request of \$78k for summer clinical interns related to vaccinations. Staff is awaiting additional information from the agency assessment conducted by the Center for Non-Profit Advancement for the Transgender Health and Wellness Center's funding request. Staff engaged in a site	

**DESERT HEALTHCARE DISTRICT  
PROGRAM COMMITTEE MEETING  
MEETING MINUTES  
May 11, 2021**

	<p>visit with the City of Coachella for the swimming pool funding request. The City is revising its application to include the swimming pools ADA compliance for vulnerable populations and incorporating programs, such as adaptive swimming and exercises for all ages.</p>	
<p><b>VI. Program Updates</b></p> <p><b>1. Community Health Needs Assessment and Health Improvement Plan</b></p>	<p>Meghan Kane, Programs and Research Analyst explained that staff continues to review the community health needs assessment and health improvement plan to ensure all data is incorporated. Since the Board will not convene a strategic planning retreat in June, it is important to align timelines for community engagement over the summer months.</p> <p>Vice-President Borja inquired about the Spanish translations to the community with Dr. Bárzaga, CEO describing the exploration of translating the documents and the Spanish translation for presenting the data from the needs assessment.</p>	
<p><b>VII. Grant Funding Requests</b></p> <p><b>1. Consideration to forward to the Board for approval:</b></p> <p><b>a. Grant #1280 DAP Health: DAP Health Expands Access to Healthcare – \$100,000</b></p>	<p>Donna Craig, Chief Program Officer, detailed the \$100k grant request from DAP Health, formerly Desert AIDS Project, to support the startup of the behavioral health service expansion, which includes psychotherapy with self-referrals and screenings and advancing</p>	<p><b>Moved and seconded by Director Zavala and Vice-President Borja to approve Grant #1280 DAP Health: DAP Health Expands Access to Healthcare - \$100,000 and forward to the Board for approval. Motion passed unanimously.</b></p>



**DESERT HEALTHCARE DISTRICT  
PROGRAM COMMITTEE MEETING  
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May 11, 2021**

	<p>and expanding the psychiatric components of the program.</p> <p>Director PerezGil inquired about the 3 months wait for the clinician to examine patients with Jill Gover, Ph.D., Behavioral Health Manager, Licensed Clinical Psychologist, DAP Health, providing an overview on the process for credentials and onboarding that requires approval from several different insurance panels, a potential 3–6-month process before billing, and the current staffing will continue to see patients at 2-3 patients per hour in 12 hours.</p>	
<p><b>VIII. Old Business</b></p> <p><b>1. AB 2019 Health Care Districts – Fact Sheet</b></p>	<p>Vice-President Borja inquired on AB 2019 as it pertains to the District’s policies and bylaws.</p> <p>Donna Craig, Chief Program Officer, explained that the legislation is included on the District’s website with the grant policy to remind grantees of AB 2019, such as no solicitations or endorsements until a letter of intent is received and processed.</p> <p>Dr. Bárzaga, CEO, described the discussions at the prior Board meeting with Director Rogers and the District’s grantmaking process and remind the grantees of the legislation with the District ensuring compliance with the law, including transparency and fairness. The process that is established with</p>	

DESERT HEALTHCARE DISTRICT  
PROGRAM COMMITTEE MEETING  
MEETING MINUTES  
May 11, 2021

	the law is to grant funding based on transparency, the letter of intent submission, and the fit of the project in the strategic goals of the District but does prevent the District from granting favors.	
<b>IX. Committee Members Comments</b>	<p>Vice-President Borja inquired if the meeting will be permanently moved to 5 p.m.</p> <p>Director Zavala explained that it would be helpful to move the meetings to 5 p.m. for work purposes, including possibly another date.</p>	
<b>X. Adjournment</b>	Chair PerezGil adjourned the meeting at 5:40 p.m.	<b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b>

ATTEST: \_\_\_\_\_

Evett PerezGil, Chair/Director  
Program Committee

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

DESERT HEALTHCARE DISTRICT								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
April 30, 2021								
TWELVE MONTHS ENDED JUNE 30, 2021								
Grant ID Nos.	Name	Approved Grants - Prior Yrs	6/30/2020 Bal Fwd	Current Yr 2020-2021	Total Paid Prior Yrs July-June	Total Paid Current Yr July-June	Open 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		\$ 236,250		\$ 148,750	
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				\$ -		\$ (28,760)	
2020-1045-BOD-03-24-20	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	
2020-1057-BOD-05-26-20	Desert Cancer Foundation - Patient Assistance Program	\$ 150,000	\$ 82,500		\$ 67,500		\$ 15,000	
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		\$ -	
2020-1134-BOD-07-28-20	1 Desert Healthcare Foundation - Addressing Healthcare Needs of Black Communities			\$ 600,000		\$ 600,000	\$ -	
2020-1139-BOD-09-22-20	1 CSU San Bernardino Palm Desert Campus Street Medicine Program - 1 Yr			\$ 50,000		\$ 22,500	\$ 27,500	
2020-1135-BOD-11-24-20	5 Hope Through Housing Foundation - Family Resilience - 1 Yr			\$ 20,000		\$ 9,000	\$ 11,000	
2020-1149-BOD-12-15-20	1 Voices for Children - Court Appointed Special Advocate Program - 1 Yr			\$ 40,000		\$ 18,000	\$ 22,000	
2021-1136-BOD-01-26-21	1 Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr			\$ 119,432		\$ 53,744	\$ 65,688	
2021-1147-BOD-01-26-21	4 Alzheimer's Association - Critical Program Support - 1 Yr			\$ 33,264		\$ 14,969	\$ 18,295	
2021-1162-BOD-01-26-21	2 Joslyn Center - Wellness Center Program Support - 1 Yr			\$ 109,130		\$ 49,108	\$ 60,022	
2021-1170-BOD-02-23-21	2 Jewish Family Services - Mental Health Counseling for Underserved Residents - 1 yr			\$ 80,000		\$ 36,000	\$ 44,000	
2021-BOD-02-23-21	5 COVID-19 Recovery Grants in Collaboration with Regional Access Project Foundation			\$ 100,000		\$ 50,000	\$ 50,000	
2021-1141-BOD-03-23-21	3 Martha's Village & Kitchen - Homeless Housing With Wrap Around Services - 1 Yr			\$ 210,905		\$ 94,907	\$ 115,998	
2021-1171-BOD-03-23-21	1 Blood Bank of San Bernardino and Riverside Counties - Bloodmobiles for Coachella Valley			\$ 150,000		\$ 67,500	\$ 82,500	
2021-1174-BOD-03-23-21	4 Mizell Center - Geriatric Case Management Program			\$ 100,000		\$ 45,000	\$ 55,000	
2021-1266-BOD-04-27-21	3 Galilee Center - Our Lady of Guadalupe Shelter - 1 yr			\$ 150,000		\$ -	\$ 150,000	
2021-1277-BOD-04-27-21	5 Lift To Rise - United Lift Rental Assistance 2021 - 8 Months			\$ 300,000		\$ -	\$ 300,000	
<b>TOTAL GRANTS</b>		<b>\$ 13,106,979</b>	<b>\$ 9,748,358</b>	<b>\$ 2,062,731</b>	<b>\$ 1,175,242</b>	<b>\$ 1,060,728</b>	<b>\$ 9,540,889</b>	
<b>Amts available/remaining for Grant/Programs - FY 2020-21:</b>								
<b>Amount budgeted 2020-2021</b>			\$ 4,000,000				G/L Balance:	4/30/2021
<b>Amount granted through April 30, 2021:</b>			\$ (2,062,731)				2131	\$ 2,880,889
Mini Grants:	1132, 1163, 1178, 1190		\$ (20,000)				2281	\$ 6,660,000
Financial Audits of Non-Profits	8/15/20		\$ (5,000)					
Net adj - Grants not used:	1017, 1021, 1023		\$ 34,229				<b>Total</b>	<b>\$ 9,540,889</b>
Matching external grant contributions			\$ -					\$ (0)
<b>Balance available for Grants/Programs</b>			<b>\$ 1,946,498</b>					
<b>Strategic Focus Areas FY20-21:</b>			<b>Grant Budget</b>	<b>Granted YTD</b>	<b>Available</b>			
1	Healthcare Infrastructure and Services	\$ 1,500,000	\$ (930,672)	\$ 569,328				
2	Behavioral Health/Mental Health	\$ 500,000	\$ (189,130)	\$ 310,870				
3	Homelessness	\$ 500,000	\$ (360,436)	\$ 139,564				
4	Vital Human Services to People with Chronic Conditions	\$ 1,000,000	\$ (138,264)	\$ 861,736				
5	Economic Protection, Recovery and Food Security	\$ 500,000	\$ (435,000)	\$ 65,000				
<b>Balance available for Grants/Programs</b>			<b>\$ 4,000,000</b>	<b>\$ (2,053,502)</b>	<b>\$ 1,946,498</b>			



**Date:** 5/25/2021

**To:** Board of Directors

**Subject:** Grant #1280 Desert AIDS Project

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**Grant Request:** DAP Health Expands Access to Healthcare

**Amount Requested:** \$100,000.00

**Project Period:** 6/1/2021 to 5/31/2022

**Project Description and Use of District Funds:**

DAP Health's mission is to enhance and promote the health and well-being of the community. They are a Federally Qualified Health Center that provides comprehensive, culturally competent, quality primary and preventative health care services including; primary medical care, HIV and Hepatitis specialty care, dentistry, behavioral health and social services all-under-one-roof.

DAP's Behavioral Health Department is located in their Palm Springs facility in an identified Mental Health Professional Shortage Area (HPSA 129.4). This project would provide funding to increase the number of clinicians in DAP's Behavioral Health Department and allow DAP Health to expand their therapy and psychiatry components. In July 2021, DAP is collaborating with the University of California, Riverside School of Medicine, establishing a psychiatric residency rotation with supervision by a psychiatrist, who is a faculty member of the UCR Psychiatric Residency Program. Residents are scheduled to be onsite and seeing patients four hours per week.

The District funds will be utilized to fund a portion of a new Behavioral Health Clinician salary and a portion of one part-time contracted Psychiatrist's salary. DAP's Behavioral Health Clinician will increase the number of patients seen for psychotherapy by 52 District residents by the end of the grant year. Additionally, DAP anticipates schedules for the psychiatrist and up to three psychiatry residents to be fully booked at 28 patients per week who reside in the District boundaries.

**Strategic Plan Alignment:**

Healthcare Infrastructure and Services / Increase access to healthcare for traditionally underserved populations



**Geographic Area(s) Served:**

Cathedral City; Coachella; Desert Hot Springs; Indio; La Quinta; Palm Desert; Palm Springs; Rancho Mirage; Sky Valley; 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 \$100,000.00 be approved.

Recommendation with modifications

Deny

## Full Grant Application Summary

### Desert AIDS Project, Grant #1280

#### About the Organization

Desert AIDS Project  
 1695 N. Sunrise Way  
 Palm Springs, CA 92262  
 Tel: (760) 992-0432 Ext: 262  
 Fax: (760) 323-1299  
<http://www.daphealth.org>

#### **Primary Contact:**

David Brinkman  
 Tel: (760) 323-2118  
 Fax: (760) 323-1299  
[dbrinkman@daphealth.org](mailto:dbrinkman@daphealth.org)

#### Historical (approved Requests)

Grant Year	Project Title	Grant Amount	Type	Disposition Date	Fund
1999		\$25,000	Grant	12/31/1999	
2000		\$75,000	Grant	12/31/2000	
2004	Behavioral assessment to determine optimal education design	\$10,000	Grant	9/1/2004	Grant budget
2008	Nutritional Services Program	\$2,500	Grant	12/5/2008	Grant budget
2008	D.A.P. Nutrition Services Program	\$2,500	Grant	4/28/2009	
2009	Desert AIDS Project's Nutrition Services Program	\$5,000	Food Assistance	8/5/2009	Grant budget
2009	Desert AIDS Project's Nutrition Services Program	\$5,000	Food Assistance	11/30/2009	Grant budget
2009	Desert AIDS Project's Nutrition Services Program	\$5,000	Food Assistance	1/12/2010	Grant budget
2009	Desert AIDS Project's Dental Clinic -- Dental Hygienist	\$48,100	Improving Lives	1/26/2010	Grant budget
2009	Desert AIDS Project's Nutrition Services Program	\$4,244	Food Assistance	5/14/2010	Grant budget
2010	Desert AIDS Project's Nutrition Services	\$5,000	Food Assistance	12/9/2010	Grant budget

	Program				
2010	Desert AIDS Project Nutrition Services Program	\$5,000	Food Assistance	4/25/2011	Grant budget
2011	D.A.P. Electronic Health Record Acquisition for Clinical Quality Improvement	\$151,439	Achievement Building	7/26/2011	Grant budget
2011	Desert AIDS Project's Farmer's Market and Emergency Food Distribution Program	\$10,000	Food Assistance	10/5/2011	Grant budget
2012	Desert AIDS Project's Substance Abuse Services Program	\$55,884	Grant	6/25/2013	Grant budget
2014	Get Tested Coachella Valley: Early Intervention Services & Public Health Liaisons	\$498,625	Grant	11/19/2014	Grant budget
2014	Desert AIDS Project: Sexually Transmitted Infection Clinic	\$800,000	Grant	6/23/2015	Grant budget
2019	COVID-19 Response	\$150,000	Grant	4/1/2020	

### **Program/Project Information**

**Project Title:** DAP Health Expands Access to Healthcare

**Start Date:** 6/1/2021 **End Date:** 5/31/2022

**Term:** 12 months

**Total Project Budget:** \$2,663,008

**Requested Amount:** \$100,000

### **Executive Summary:**

DAP's proposed expansion project will enhance access to quality behavioral healthcare services for low-income, uninsured, and underserved people within the Coachella Valley.

From the Health Assessment and Research for Communities 2019 Executive Report Survey, "31.5% of local Coachella Valley adults have had an emotional, mental, or behavioral problem in the past year that concerned them, such as stress, anxiety, or depression. Of those 107,291 people with such a concern, about 57.8% of them (60,656 people) felt that this problem was severe enough to require professional help." The same survey reported diagnoses of one or more mental health disorders in 28.6% of local adults.

DAP's Behavioral Health Department (BHD) in our Palm Springs facility is located in an identified Mental Health Professional Shortage Area (HPSA 129.4). This project would provide funding to increase the number of clinicians in our BHD. Funding will support a portion of new clinicians' salaries, one full-time behavioral health clinician (BHC) and one part-time psychiatrist, while they build their caseloads. This will allow DAP Health to expand the therapy component plus a psychiatry component. DAP originally had a psychiatry component to its Behavioral Health services, which was lost, but with the MOU with UCR SOM's psychiatric residency program, this component is back in place at DAP

Expansion of the therapy component: The BHC will identify current and new patients in need of behavioral health services using required screening instruments (i.e., PHQ-9, GAD-7, PQA, NCQA, etc.) for every patient, at the very first visit and frequently throughout treatment for continuous mental health evaluation. The BHC will record screenings administered and scoring in each patient's EHR. As needed, the BHC will refer to our collaborating partners for higher needs behavioral health services.

Expansion of the psychiatry component: Previously, DAP lost coverage with psychiatric medication management and contracted with Inland Psychiatric (off-campus) to fulfill that need. In July 2021, DAP is collaborating with the University of California, Riverside School of Medicine, establishing a psychiatric residency rotation with supervision by a psychiatrist, who is a faculty member of the UCR Psychiatric Residency Program. Residents are scheduled to be onsite and seeing patients four hours per week. This expansion component will allow us to offer psychiatric medication management to the patients.

As a Federally Qualified Health Center, DAP's BHD expansion will benefit the Coachella Valley by offering a resource to uninsured and underserved community members seeking behavioral healthcare. DAP's BHC funded by this grant will increase the number of patients seen for psychotherapy by 52 District residents by the end of the grant year. DAP also anticipates schedules for the psychiatrist and up to three psychiatry residents to be fully booked at 28 patients per week who reside in the District. This expansion is expected to provide BH services to an additional 80 residents over the course of the grant year. Outreach to recruiting new patients is included in the aggressive advertising campaign with DAP Health's new branding.

### **Program/project Background and Community Need:**

As part of DAP's vision to expand capacity, we examined how to best meet the needs of our patients. We have improved the availability of innovative, inter-professional, culturally competent healthcare for the low-income and medically underserved by adopting the Patient Centered Medical Home (PCMH) model of care into which we will integrate BH services. Research-backed, the PCMH model meets the healthcare needs of patients, improves patient and staff interaction, outcomes, safety, and system efficiency. DAP brings full operational capacity to this project through same-site primary and behavioral healthcare.

DAP is located in a designated health professional shortage area for primary care and mental healthcare (MUA 00380 – Riverside Service Area). Riverside County ranks 48th of 57 California counties in available Clinical Care, which includes factors such as



primary care physicians, mental health providers, uninsured and preventable hospital stays ([www.rivcoph.org](http://www.rivcoph.org)).

In 2021, DAP embarks on our COVID-19 response campaign, Hope Begins with Health. The economic impact of COVID-19 on our community is not just a change in financial circumstances. Rather, the implications have far-reaching consequences on mental health, psychological welfare, and loss of an underlying sense of security.

**Strategic Plan Alignment:**

Healthcare Infrastructure and Services / Increase access to healthcare for traditionally underserved populations

**Program/project description:**

Our proposed project to expand access to healthcare within the Coachella Valley is a phased project with the first phase to increase the number of LCSWs, Psychologists, and Psychiatrists in BH.

In 2019, 75.3% of DAP's patients were living at or below Federal Poverty Level; over one-quarter were Medi-Cal patients. As an FQHC, DAP's commitment to provide and expand healthcare services to the underserved in our community is in alignment with the District's strategic focus area to increase access to healthcare for traditionally underserved populations.

This proposal is to request funding for phase one. In July 2021 under the guidance of our Behavioral Health Manager and a psychiatrist, DAP will collaborate with UCR's Psychiatry Residency program, allowing up to three UCR Psychiatry residents to train and learn from DAP clinicians. In 2021, DAP expects to add mental health staff to the BHD during this phase as well as add a part-time contracted psychiatrist, who also serves as faculty supervisor of the resident psychiatrists. Funding will support a portion of new clinicians' salaries while they build their caseloads and become credentialed with IEHP, which allows DAP to bill for their services and create sustainability.

DAP is requesting \$100,000 to fund the following key expenses and their associated indirect costs during the grant year:

- Personnel: A portion of salaries and benefits for staff positions with direct client contact to enable the performance of service delivery. These expenses will represent a percentage of time for the positions of one BH clinician and one psychiatrist.

**Description of the target population (s):**

The target population is low-income Coachella Valley community members 18 years old or older.

**Geographic Area(s) Served:**

Cathedral City; Coachella; Desert Hot Springs; Indio; La Quinta; Palm Desert; Palm Springs; Rancho Mirage; Sky Valley; Thousand Palms

**Age Group:**

- (18-24) Youth
- (25-64) Adults
- (65+) Seniors

**Total Number of District Residents Served:**

80

**Program/Project Goals and Evaluation**

<p><b>Goal #1:</b> Psychotherapy program – clients come on a self-referral basis (talk therapy) DAP’s behavioral health clinician (BHC) funded by this grant will increase the number of patients seen in the Behavioral Health Department by 52 new patients who are District residents by the end of the grant year.</p>	<p><b>Evaluation #1:</b> DAP will use our electronic health record system, EpicCare Ambulatory 2018 Certified EHR Suite (Epic) to track new patients assigned to the new BHC, including contact information as part of the patient’s demographic data, enabling us to identify District residents.</p>
<p><b>Goal #2:</b> Psychiatry program – medication management – medical doctor referrals Within 6 months, DAP anticipates schedules for the psychiatrist and up to three psychiatry residents to be fully booked at 8 visits per day. This would net 28 patients per week who reside in the District (based on 4 hours per week).</p>	<p><b>Evaluation #2:</b> DAP will use our EHR system to track patients and patient visits as assigned to the psychiatrist and three residents, which includes contact information as part of the patient’s demographic data, thus enabling us to identify District residents.</p>
<p><b>Goal #3:</b> By the end of the grant year, DAP will achieve sustainability through insurance billing reimbursement for the BHC and the psychiatrist to be funded through this grant.</p>	<p><b>Evaluation #3:</b> DAP will submit the BHC’s professional qualifications to Inland Empire Health Plan (IEHP) and the State of California for credentialing upon hiring. The BHC and psychiatry residency program are expected to be billing for a full panel after 6 months. DAP’s Department of Finance will use Sage Intacct®, a project-based accounting software in coordination with the EHR to track financial performance measures.</p> <p>When clinicians start, it can take from 4-6 months on average for full credentialing with the payors – IEHP typically takes 3 months – and we cannot bill until they are approved.</p>

	<p>Until credentialed, the clinician would only see emergent cases to assure patients receive necessary care. Additionally, when clinicians join the practice, they have no patient base, therefore their panels will grow over time, typically taking 3-6 months for a medical provider to have a full panel. Also, provider schedules are ramped up over an average of 3 months to allow them to become competent charting in the electronic record and keeping pace with the clinic workflows. Finally, patients receiving psychiatric medication management are generally followed monthly or every 2 months, depending on the severity of the mental health condition, thus extending the time needed to fill their panels.</p>
<p><b>Goal #4:</b></p>	<p><b>Evaluation #4:</b></p>
<p><b>Goal #5:</b></p>	<p><b>Evaluation #5:</b></p>

**Proposed Program / Project Evaluation Plan**

DAP will use our EHR system to provide a quantitative assessment of the program. Since we capture a patient’s demographic data in their EHR, we can track the number of patient visits to each provider as well as the number of District residents who were provided care by the BHC, the psychiatrist, and the three residents during the grant year.

To evaluate qualitative measures, DAP provides satisfaction surveys to patients of our BHD as well as our primary care clinics. At the termination of a patient’s therapy treatment with the BHC, the patient will be given an in-house patient satisfaction survey that measures the patient’s perception of the care provided and success in meeting therapeutic goals. The survey questions will focus on what goals the patient identified at the start of therapy and whether or not those goals were achieved. In addition, the survey measures the patient’s experience of the therapy process (i.e., did the patient feel heard, understood, and respected by the therapist?).

After a visit to one of DAP’s primary care clinics, which includes psychiatry, all patients receive an email generated by our EHR system with a link to complete a satisfaction survey allowing them to provide feedback about their care.

DAP will collate results from the BHC therapy surveys as well as the collating psychiatry treatment survey results, addressing any issues identified as needed.

**Organizational Capacity and Sustainability**

**Organizational Capacity**

Joining DAP in September 2019, our Behavioral Health Manager has spent the last 23 years in behavioral health leadership positions and will provide project oversight responsibilities for the department’s expansion. DAP will hire a BHC to expand DAP’s

existing Behavioral Health Department programming. The BHC is expected to be fully credentialed with a full patient panel within six months.

Working with DAP's Behavioral Health Manager, the psychiatrist, who is also a faculty member of UCR Psychiatric Residency Program, will supervise the up to three residents while they are onsite at DAP completing their clinical rotation. A strong advocate for the Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+) community, she is the vice chair for diversity and inclusion at UCR. Her experience working with and advocating for LGBTQ+ people is an asset to DAP since many of our patients, including Behavioral Health Department patients, identify as LGBTQ+.

### **Organizational Sustainability:**

DAP established a Behavioral Health Department (BHD) in 1997 providing services designed to minimize crises and stabilize mental health status to ensure engagement and consistent participation in medical services.

Since Behavioral Health is within scope of DAP's billable services as an FQHC, DAP's model to sustain the BHD is to add eligible, credentialed clinicians to our established FQHC clinician roster when the next FQHC grant cycle begins.

Due to the time associated with credentialing and the process of building a patient panel, there is a time lag between when a clinician is hired and when DAP is able to bill insurance companies for their services. A newly hired BHC will take between 1-3 months to be credentialed by IEHP and other insurance companies. A newly hired BHC will have no patient base, therefore the panel will grow over time, typically taking 3-6 months for a clinician to have a full panel. After six months, the BHC will be credentialed, have a full patient panel, and be billable and sustainable.

In addition, by collaborating with UCR and offering a clinical site for residency training, the residents will get first-hand patient experience while DAP is able to offer psychiatric care to our patients. This collaboration with UCR Psychiatric Residency program supports the DAP succession plan, with potential for residents to remain in the Coachella Valley, and perhaps consider DAP as their future location of practice upon completion of the program, thus sustaining the ongoing provision of psychiatric medication management for DAP patients.

### **Diversity, Equity, and Inclusion**

**How is diversity, equity, and inclusion addressed?** DAP expends ongoing effort to recruit Board Members and executive level staff who reflect key population sectors DAP Health serves, in particular the LGBTQ community, often overlooked as an underserved population in need of specialized primary and behavioral healthcare. When recruiting staff members, we do so in compliance with ethical and legal standards of recruitment and retention.

**What is preventing the organization from addressing diversity, equity, and inclusion?** Not applicable.

### **Partnerships:**

**Key Partners:**

DAP maintains Memoranda of Understanding (MOUs) with over 30 community-based agencies and providers in order to maximize existing resources and to avoid duplication or abuse of services. Critical to the success of our Behavioral Health Department and their programming are our long-standing referral relationships with local behavioral health providers and substance use treatment facilities such as Inland Psychiatric Medical Group, The Ranch Recovery Center, Clinicas de Salud del Pueblo, Foothill AIDS Project, and Awareness Program.

As part of the BHD expansion, DAP is collaborating with the UCR School of Medicine, establishing a psychiatric residency program with supervision by a UCR psychiatrist. In July 2021, the psychiatrist and three residents are scheduled to be onsite and seeing patients four hours per week. The Master Affiliation Agreement with UCR is attached.

## Line Item Budget Operational Costs

PROGRAM OPERATIONS	Total Program/Project Budget	Funds from Other Sources <span style="color: red;">Detail on sheet 3</span>	Amount Requested from DHCD
<b>Total Staffing Costs</b> <span style="color: red;">Detail on sheet 2</span>	1,680,877		93,575
<b>Equipment (itemize)</b>			
1	0		0
2			0
3			0
4			0
<b>Supplies (itemize)</b>			
1	25,000		0
2	2,500		0
3	5,000		0
4	5,000		0
<b>Printing/Duplication</b>	5,000		0
<b>Mailing/Postage</b>	0		0
<b>Travel/Mileage</b>	0		0
<b>Education/Training</b>	7,500		0
<b>Office/Rent/Mortgage</b>	3,000		0
<b>Telephone/Fax/Internet</b>	5,000		0
<b>Utilities</b>	0		0
<b>Insurance</b>	0		0
<b>Other facility costs not described above (itemize)</b>			
1	750,243		0
2			0
3			0
4			0
<b>Other program costs not described above (itemize)</b>			
1	173,888		6,425
2			0
3			0
4			0
<b>Total Program Budget</b>			
	<b>2,663,008</b>	<b>0</b>	<b>100,000</b>

## Line Item Budget Staffing Costs

Staff Salaries		Annual Salary	% of Time Allocated to Program	Actual Program Salary	Amount of Salary Paid by DHCD Grant
<b>Employee Position/Title</b>					
1	Behavioral Health Manager	133,900	0	133,900	0
2	Behavioral Health Clinician (SA-CA)	60,000	0	60,000	0
3	Behavioral Health Clinician	70,000	50	70,000	35,000
4	Behavioral Health Clinician (TBD)	70,000	0	70,000	0
5	Psychologist - (TBD)	120,000	0	120,000	0
6	Psychiatrist - Dr. Woods	199,300	25	199,300	49,825
7					
8					
9					
10					
11					
<b>Total Employee Benefits</b>					8,750
<b>Enter this amount in Section 1; Staffing Costs</b>				<b>Total ›</b>	<b>93,575</b>
<b>Budget Narrative</b>	<p style="color: red;">Please describe in detail the scope of work and duties for each employee on this grant.</p> Employee Position/Title: Behavioral Health Manager provides Behavioral Health program oversight. Behavioral Health Clinicians (SA-CADC and LCSW) and Psychologist will be full-time DAP employees providing client-facing service delivery for Behavioral Health program. Psychiatrist (Dr. Woods) will be a part-time employee, therefore not included in the Total Employee Benefits line item calculation.				
<b>Budget Narrative</b>	<p style="color: red;">Please describe in detail the employee benefits including the percentage and salary used for calculation.</p> Total Employee Benefits: Includes workers' compensation insurance; social security taxes; other insurances and benefits (e.g., health insurances; dental insurance; vision insurance, etc.) Calculated @ 25% of the Amount of Salary Paid by DHCD Grant.				
Professional Services / Consultants		Hourly Rate	Hours/Week	Monthly Fee	Fees Paid by DHCD Grant
<b>Company and Staff Title</b>					
1					
2					
<b>Enter this amount in Section 1; Staffing Costs</b>				<b>Total ›</b>	<b>0</b>
<b>Budget Narrative</b>	<p style="color: red;">Please describe in detail the scope of work for each professional service/consultant on this grant.</p>				

## Line Item Budget Other Program Funds

Other funding received (actual or projected) SPECIFIC to this program/project		Amount
<b>Fees:</b>		1,644,811
<b>Donations</b>		
<b>Grants (List Organizations)</b>		
	1	HRSA Federally Qualified Health Center (FQHC) Grant
	2	DHCS IEHP BHI Grant
	3	San Bernardino County Ryan White Part A Grant
	4	
<b>Fundraising (describe nature of fundraiser)</b>		
	1	Houston Family Foundation (projected towards Capital)
	2	
<b>Other Income, e.g., bequests, membership dues, in-kind services, investment income, fees from other agencies, etc. (Itemize)</b>		
	1	
	2	
	3	
	4	
<b>Total funding in addition to DHCD request</b>		<b>2,276,811</b>
<b>Budget Narrative</b>	<p style="color: red;">Describe program/project income listed above. Note whether income is "projected" or actual. Notation: Section 3 - Other Program Funds. DAP is currently in prospecting and development phase. Fees @ \$1,644,811, Reference submitted document titled "DAP Health Behavioral Health Expansionm Year 1 Interactive Budget Planning Worksheet - Summary" REVENUES Patient Care Revenue. Grants @ \$382,000. Funding streams for Behavioral Health program service delivery. Fundraising @ \$250,000. Projected submitted a request. Houston Family Foundation proposal submitted for start-up Capital towards Behavioral Health Clinic expansion project.</p>	



**DAP Health Behavioral Health Expansion Year 1  
Interactive Budget Planning Worksheet - Summary**

**REVENUES**

**I. PATIENT CARE REVENUE**

Drug Medical Visits	\$55,860
Group Sessions	\$6,468
<b>Patient Visits</b>	
Blue Cross/Blue Shield	\$52,550
Commercial	\$157,874
MediCal	\$3,212,538
Medicare	\$95,225
Self Pay	\$20,461
Capitation	\$0
Other	\$54,159
Less Contract Allowance	(\$2,010,325)
<b>PATIENT CARE REVENUE TOTAL</b>	<b>\$1,644,811</b>

**II. NON-PATIENT CARE REVENUE**

Grants & Contracts	\$382,000
Fundraising	\$250,000
<b>NON-PATIENT CARE REVENUE TOTAL</b>	<b>\$632,000</b>

**REVENUE TOTAL** **\$2,276,811**

**EXPENSES**

**I. Start-up Costs**

Construction/Remodeling Cost	\$750,243
Large Equipment	\$0
Supplies, Instruments and Small Equipment	\$0
Office Equipment	\$0
<b>START-UP COSTS TOTAL</b>	<b>\$750,243</b>

**II. Operating Expenses**

**A. Personnel**

Salaries	\$1,334,029
Fringe Benefits	\$346,848
<b>Personnel Total</b>	<b>\$1,680,877</b>

**B. Miscellaneous Operating Expenses**

PPE Supplies	\$25,000
Evaluation & Assessment	\$2,500
Clinical Supplies	\$5,000
Office Supplies	\$5,000
Equipment Maintenance	\$0
Repairs/Maintenance	\$0
Facilities Overhead/Rent/Utilities	\$3,000
Facility Depreciation	\$0
Lab fees	\$0
Medical Billing Fees	\$0
Information Systems Support	\$5,000
Communications	\$0
Insurance (included in indirect estimate)	\$0
Bad Debt	\$0
Depreciation	\$0
Promotion & Marketing	\$5,000
Staff Training/Due/ Licensures	\$7,500
<b>Miscellaneous Operating Expenses Subtotal</b>	<b>\$58,000</b>

**III. Indirect Expenses** **\$173,888**

The Bottom Line			
Non-Patient Care Revenue	\$632,000	TOTAL START-UP EXPENSES	\$750,243
Patient Care Revenue	\$1,644,811	TOTAL ANNUAL OPERATING EXPENSES	\$1,912,765
<b>REVENUE TOTAL</b>	<b>\$2,276,811</b>		

## Business Planning Timeline and Work-Plan: Behavioral Health

Person Responsible	Action Items	Start Date	Target Completion Date	Finish Date	Notes
<b>Behavioral Health (BH)</b>					
<b>Sheri/ Ron</b>	<ul style="list-style-type: none"> <li>Move BH to new, remodeled Health Center, and expand</li> </ul>	Jan. 2022	April 2022		This will depend on DAP finances moving forward
<b>Dr. G</b>	<ul style="list-style-type: none"> <li>Hire Staffing</li> </ul>	Jan. 2020	Dec. 2022		
	<ul style="list-style-type: none"> <li>Expand BH Services to the DAP Community</li> </ul>				
<b>Dr. G</b>	<ul style="list-style-type: none"> <li>Utilization: Increase to an average of 6 clients/days x5 FTE therapists = 6,000 visits per year</li> </ul>	Mar. 2020	Dec. 2022		Already achieved increase to an average of 6 clients/day X 4 FTE therapists. Will increase to 5 FTE therapists by Dec. 2022
<b>Dr. G/Carol</b>	<ul style="list-style-type: none"> <li>Psychiatry Utilization: Increase to 12 clients/day x2 FTE psychiatrist/PNP = 2,880 visits per year</li> </ul>	Mar. 2020	Dec. 2022		We lost our psychiatry component in April but rebuilt it to start up again in July and will achieve 12 clients/day for 1.5 FTE psychiatrist/PNP by September 2021 12 clients/day X 2FTE will be met by Dec. 2022
	<ul style="list-style-type: none"> <li>Establish Basic Integrated BH Care in the new Health Center</li> </ul>				
<b>Laura/Bill/ Grants Dept.</b>	<ul style="list-style-type: none"> <li>Co-locate additional LCSW part-time at Health Center to provide SBIRT and other screenings with patients, and triage patients referred by Health Center Clinicians</li> </ul>				Achieved this goal as of January 2021.
	<ul style="list-style-type: none"> <li>Recruit and retain staff</li> </ul>				
	<ul style="list-style-type: none"> <li>Improve staff retention and reduce burn-out</li> </ul>				
<b>Dr. G</b>	<ul style="list-style-type: none"> <li>Triage and screen patients in BH so caseloads are a balanced mix of patients appropriate for outpatient mental health services, and inappropriate patients are then referred out</li> </ul>	Jan. 2020	Jan. 2020	Jan. 2020	Achieved this goal
<b>Dr. G/Carol</b>	<ul style="list-style-type: none"> <li>Hire to a total of 5 FTE therapists</li> </ul>	Jan. 2020	Jan. 2022		Need to still hire 2 more FTE therapists
<b>Dr. G</b>	<ul style="list-style-type: none"> <li>Reduce current caseloads in order to provide time-limited BH services to an average of 6 clients per day, up to 26 weekly sessions; Utilization: 6,000 visits per year</li> </ul>	Jan. 2020	Dec. 2020	Jan. 2020	Achieved this goal

## Business Planning Timeline and Work-Plan: Behavioral Health

Person Responsible	Action Items	Start Date	Target Completion Date	Finish Date	Notes
Dr. G	<ul style="list-style-type: none"> <li>○ Initiate improved self-care plan for clinicians, with mandatory lunch meetings replaced with “sacred lunch hour/downtime”</li> </ul>	Jan. 2020	Jan. 2020	Jan. 2020	Achieved this goal
Dr. G/ People Operations	<ul style="list-style-type: none"> <li>● Recruit BH staff to expand BH Clinic in new space to meet increasing demand for services</li> </ul>	Jan. 2020	May 2023		Additional staff will be hired after BH moves to new remodeled center space
	<ul style="list-style-type: none"> <li>○ Hire 2 FTE Nurse Practitioners</li> <li>○ Hire 1.5 FTE Psychiatrist</li> <li>○ Hire 2 FTE Psychologists</li> <li>○ Hire 1 LVN or CMA</li> <li>○ Hire 1 BH Patient Services Rep.</li> </ul>				
Dr. G	<ul style="list-style-type: none"> <li>● Internship development: create formal CAPIC approved post-doctoral internship training program for clinical psychologists, and partner with local MSW graduate programs to identify LCSW’s looking to accrue licensure hours</li> </ul>	Jan. 2022	June 2022		
Dr. G	<ul style="list-style-type: none"> <li>○ Complete paperwork and submit documentation to CAPIC</li> </ul>	Jan. 2022	Mar. 2022		
Dr. G	<ul style="list-style-type: none"> <li>○ Create formalized training program</li> </ul>	Jan. 2022	Mar. 2022		
Dr. G	<ul style="list-style-type: none"> <li>○ Contact local universities and professional organizations to develop referral resources for pre- and post- doctoral and MSW students seeking placements to accrue licensure hours</li> </ul>	Jan. 2022	Jan. 2022		Achieved this goal
Dr. G	<ul style="list-style-type: none"> <li>○ Train Staff psychologists/LCSW’s to deliver competency-based supervision</li> </ul>	Jan. 2022	June 2022		
Matt/Kevin/ IT	<ul style="list-style-type: none"> <li>○ Create workflow to bill for services provided by post doc psychiatry assistants/MSW’s under supervision of licensed psychologists/LCSW’s</li> </ul>	Jan. 2022	Mar. 2022		
	<ul style="list-style-type: none"> <li>● Population and Service Category Expansion</li> </ul>				
Dr. G/ Nicole	<ul style="list-style-type: none"> <li>○ Establish successful Outpatient Drug Free Treatment Program (ODF)</li> </ul>	Jan. 2020	Jan. 2020	Jan. 2020	Achieved this goal
Shelia	<ul style="list-style-type: none"> <li>○ Complete contract with Riverside County for Drug Medi-Cal IEHP</li> </ul>	Jan. 2020	Dec. 2020		
Jack/Steven/ Dr. G/Nicole	<ul style="list-style-type: none"> <li>○ Conduct extensive community outreach to increase referrals</li> </ul>	Jan. 2020	May 2020	April 2020	Achieved this goal

**Business Planning Timeline and Work-Plan: Behavioral Health**

Person Responsible	Action Items	Start Date	Target Completion Date	Finish Date	Notes
Nicole	<ul style="list-style-type: none"> <li>○ Provide 2 cycles of ODF</li> <li>○ Utilization: 10-15 initial clients</li> <li>○ Utilization: 10 clients x 4 visits/wk. x 16 weeks = 640 visits per cycle, x 2 cycle = 1,280 visits</li> </ul>	Jan. 2020	June 2020	May 2020	Achieved this goal. Now in 3 <sup>rd</sup> cycle of ODF
Dr. G	<ul style="list-style-type: none"> <li>○ Explore and research feasibility of incorporation MAT into the ODF treatment program, for possible future use</li> </ul>	Dec. 2022	Dec. 2023		
	<ul style="list-style-type: none"> <li>• Quality Improvement and Standardizing Practices</li> </ul>				
Dr. G	<ul style="list-style-type: none"> <li>○ Establish 12 week, evidence-based therapy groups that are billable</li> </ul>	Jan. 2020	Feb. 2020	Feb. 2020	Achieved this goal. We had to suspend Face-to-Face groups during COVID-19, but will resume when it is safe to do so.
Dr. G/ Ryan Halquist	<ul style="list-style-type: none"> <li>○ Utilize curriculum and manuals that address specific issues, are time-limited, and are structured</li> </ul>	Jan. 2020	Dec. 2020	Feb. 2020	Achieved this goal
Ryan Halquist	<ul style="list-style-type: none"> <li>○ Provide 2 cycles of 12 week treatment groups – Utilizations: average of 8 patients per group session x 3 groups = 576 visits per year</li> </ul>	Feb. 2020	July 2021		We had to alter this target completion date because of COVID-19.

**MASTER AFFILIATION AGREEMENT  
BETWEEN  
AFFILIATE  
AND  
THE REGENTS OF THE UNIVERSITY OF CALIFORNIA** on behalf of the  
**UNIVERSITY OF CALIFORNIA, RIVERSIDE SCHOOL OF MEDICINE  
FOR FELLOWS, RESIDENTS AND/OR STUDENTS**

THIS MASTER AFFILIATION AGREEMENT ("MAA" or "AGREEMENT") is by and between **DESERT AIDS PROJECT** ("AFFILIATE"), whose principal place of business is located at 1695 North Sunrise Way, Palm Springs, CA 92262, and The Regents of the University of California, on behalf of the **UNIVERSITY OF CALIFORNIA, RIVERSIDE SCHOOL OF MEDICINE** ("SCHOOL"), located at 900 University Ave., School of Medicine, Education Building, Riverside, CA 92521, with reference to the following facts:

WHEREAS, SCHOOL sponsors graduate medical education programs ("Programs") for fellows, resident physicians and/or medical students, (hereinafter collectively referred to as "TRAINEES") and desires access to facilities in which TRAINEES can obtain broader clinical learning experiences; and

WHEREAS, the Liaison Committee of Medical Education ("LCME") accredits medical education programs leading to the MD degree in the United States, and the Accreditation Council for Graduate Medical Education ("ACGME") establishes and oversees the requirements for graduate medical education programs;

WHEREAS, AFFILIATE maintains facilities which can be used to furnish clinical experience to TRAINEES, and AFFILIATE desires to have their facilities so used; and

WHEREAS, it is in the mutual interest and benefit of the parties that TRAINEES obtain their clinical experience at AFFILIATE's facilities through an affiliation with SCHOOL in accordance with the requirements of the ACGME.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants set forth below, AFFILIATE and SCHOOL agree as follows:

**I. RESPONSIBILITIES OF SCHOOL.** SCHOOL agrees to:

- A. Establish the educational requirements, goals and objectives of its Programs in a manner consistent with the standards and requirements set forth by SCHOOL, the LCME and by the ACGME for Institutional accreditation. Such goals and objectives shall reflect SCHOOL's commitment to provide education and training to TRAINEES as more specifically set forth in separate Program Letter(s) of Agreement ("PLA") which have been or will be signed by authorized representatives of AFFILIATE and SCHOOL, and are incorporated herein by this reference.

- B. Ensure that SCHOOL and AFFILIATE provides TRAINEES with an environment of respect, dignity and support, and SCHOOL and AFFILIATE jointly and equally bear responsibility for ensuring that there is zero tolerance of mistreatment of it TRAINEES.
- C. Designate a member of SCHOOL's faculty to provide coordination, oversight and direction of TRAINEES' educational activities and assignments while at AFFILIATE. Such person shall be the SCHOOL's liaison with AFFILIATE. He/she should be certified by the applicable specialty board in the discipline of the SCHOOL's specific program or should possess suitable equivalent qualifications as an instructor, clinician, and/or administrator, as determined by SCHOOL.
- D. At least sixty (60) days prior to Trainee's anticipated start date at AFFILIATE provide to the appropriate AFFILIATE Division/Department the name of each Trainee, and his/her classification, level of responsibility, objectives for learning, his/her proposed assignment, and documentation of good health status for transmittal to AFFILIATE's Graduate Medical Education Office to permit AFFILIATE to verify that the Trainee (i) is in good standing with School; (ii) is free from contagious disease and does not otherwise present a health hazard to AFFILIATE's patients, employees, volunteers or guests; (iii) if a resident or fellow, is licensed to practice medicine in California (with the exception of PGY-1 and PGY-2 and commissioned military medical officers); and to allow for convenient planning of duty schedules.
- E. Submit all required and any additional requested information to the Hospital's Graduate Medical Education Office at least sixty (60) days in advance of each Trainee's start date to allow AFFILIATE to complete the verification process.
- F. Cooperate with AFFILIATE in coordinating and reviewing work schedules of TRAINEES while at AFFILIATE. At any time, a patient of AFFILIATE may exercise his/her right to refuse care by a Trainee.
- G. Establish formal policies concerning medical education and patient care, duty hours, supervision and working conditions of TRAINEES to promote a work environment that is consistent with proper patient care and the educational needs of TRAINEES. SCHOOL's Training Handbook/Manual, including policies and guidelines, is incorporated herein by this reference.
- H. Assign SCHOOL faculty members in sufficient numbers to provide supervision and management of TRAINEES' work at AFFILIATE's facilities under the direction of the SCHOOL's liaison and as further defined in the PLA.
- I. Supervise, through the SCHOOL's liaison, TRAINEES in such a way that they assume progressively increasing responsibility according to their level of education, ability, and experience. The level of responsibility accorded to each TRAINEE will be determined by the SCHOOL's liaison. While on rotation at AFFILIATE, TRAINEES' activities will also be supervised by physicians who are AFFILIATE Medical Staff Members. SCHOOL's liaison will be available to AFFILIATE to coordinate TRAINEES' duty schedules and activities while at AFFILIATE.

- J. Oversee evaluation of the performance of TRAINEES to include, where appropriate, input from AFFILIATE.
- K. Maintain records and reports concerning the education of TRAINEES and of TRAINEES' time spent in the various educational activities referred to in this AGREEMENT, as may be required by SCHOOL, ACGME, and/or for compliance with the regulations, guidelines, and policies of third-party payors.
- L. Provide education to TRAINEES with respect to Occupational Safety and Health Administration (OSHA) regulations governing exposure to bloodborne pathogens in the workplace under Section VI(b) of the Occupational Safety and Health Act of 1970, effective March 6, 1992, as may be amended or superseded, including but not limited to information and training in the following areas: (a) hazards associated with blood and other potentially infectious materials; (b) protective measures to be taken to minimize risk of occupational exposure to bloodborne pathogens; (c) appropriate actions to take in the event of exposure to blood or other potentially infectious material; and (d) the value of the Hepatitis B vaccination and necessity for post-exposure evaluation and follow-up.
- M. Require assigned TRAINEES to conduct themselves in a professional manner, refrain from engaging in unethical or disruptive behavior and resolve conflicts in an appropriate manner at all times. TRAINEES are expected to report all disruptive behavior or harassment that is directed at them, or that they observe, to the Associate Dean for Graduate Medical Education for Resident Trainees or to the Senior Associate Dean for Education for Medical Students. All TRAINEES who report disruptive or unethical behavior will be protected from reprisal or retaliation.
- N. Require assigned TRAINEES to participate, to the extent scheduled or otherwise requested by AFFILIATE and approved by SCHOOL, in activities and assignments that are of educational value and that are appropriate to the course and scope of SCHOOL's Program, consistent with the requirements of ACGME.
- O. Require assigned TRAINEES to participate, consistent with the terms of this AGREEMENT, in quality assurance and risk management activities designed to identify, evaluate and reduce risk of patient injury.
- P. Require assigned TRAINEES to cooperate in the timely preparation and maintenance of a complete medical record for each patient in whose care he/she participates, on forms provided by AFFILIATE. The medical record shall, at all times, remain the property of AFFILIATE.
- Q. Submit to AFFILIATE's Graduate Medical Education Office, at least annually, confidential written evaluations of supervising clinicians and of the educational experiences of TRAINEES at AFFILIATE.
- R. Instruct TRAINEES to exercise the utmost diligence to protect and safeguard AFFILIATE records and information to which they have access, including but not

limited to, policies and forms developed by AFFILIATE, patient medical records, Medical Staff records and other confidential AFFILIATE information (“Hospital Confidential Information”) and to not disclose it to any other person or entity or use Hospital Confidential Information in any manner or for any purpose other than as related to performance under this AGREEMENT.

**II. RESPONSIBILITIES OF AFFILIATE.** AFFILIATE agrees to:

- A. Designate, after consultation with SCHOOL, a person to coordinate TRAINEES’ duty schedules and activities (Site Director) while at AFFILIATE as described in a PLA(s).
- B. Provide adequate Medical Staff and facilities at its premises to meet the educational goals and objectives of the SCHOOL, in a manner consistent with the standards and requirements established by SCHOOL, the LCME and the ACGME.
- C. Require assigned TRAINEES to conduct themselves in a professional manner, refrain from engaging in unethical or disruptive behavior and resolve conflicts in an appropriate manner at all times. TRAINEES are expected to report all disruptive behavior or harassment that is directed at them, or that they observe, to the Associate Dean for Graduate Medical Education for Resident Trainees, or to the Senior Associate Dean for Education for Medical Students. All TRAINEES who report disruptive or unethical behavior will be protected from reprisal or retaliation.
- D. Ensure that TRAINEE duty hours and on-call time periods are not excessive and follow AFFILIATE GME Policies and ACGME requirements. To take after-hours call, TRAINEES must meet certain eligibility criteria, complete sepsis and airway management training, and have received prior approval from SCHOOL’s Program Director and AFFILIATE’s Site Director. The structuring of duty hours, and as applicable on-call schedules, must focus on the needs of the patient, continuity of care, and the educational needs of the Trainee.
- E. Provide TRAINEES with appropriate backup support when patient care responsibilities are especially unusual, difficult or prolonged.
- F. Protect the health and safety of TRAINEES on rotation at AFFILIATE by providing each Trainee with:
  1. First aid and other emergency treatment on-site, including, but not limited to, immediate evaluation for risk of infection and appropriate follow-up care, including HIV counseling as necessary, of students and TRAINEES in the event of a needle stick injury to or other exposure of students and TRAINEES to blood or body fluids or airborne contaminants. In the case of suspected or confirmed exposure to the human immuno-deficiency virus (HIV) or hepatitis, such follow-up care shall be consistent with the current guidelines of the Centers for Disease Control (“CDC”) and the community’s standard of care. The initial care and administration of testing and prophylactic therapy shall be paid for by the AFFILIATE. Subsequent care shall be paid for by student’s or TRAINEE’S health insurance; and



2. Information concerning availability of parking, meals, lockers, and appropriate access to on-call rooms and bathroom/shower facilities.
- G. Conduct formal quality assurance programs and review complications and deaths. To the degree possible and in conformance with state law, TRAINEES shall participate in appropriate components of AFFILIATE's quality assurance/performance improvement program.
  - H. Cooperate with and assist SCHOOL in investigating facts which may serve as a basis for taking disciplinary or academic action against a TRAINEE. SCHOOL may, but need not, consult with AFFILIATE concerning any proposed disciplinary action. Notwithstanding the foregoing, AFFILIATE shall have the right, with cause as determined in the sole discretion of AFFILIATE and after consultation with SCHOOL, to prohibit further attendance at AFFILIATE of any TRAINEE. The effect of such termination on the TRAINEE's status shall be governed by the policies established by the SCHOOL. Upon such termination, SCHOOL will use its best efforts to replace the terminated TRAINEE with another TRAINEE as soon as possible.
  - I. Permit inspection of its clinical and related facilities by individuals charged with the responsibility for accreditation of SCHOOL and its Graduate Medical Education Programs.
  - J. Maintain full authority and responsibility for patient care and quality standards, and will maintain a level of care, which meets generally accepted standards conducive to satisfactory instruction in medicine.
  - K. Provide for the orientation of TRAINEES as to AFFILIATE's rules, regulations, procedures and policies.
  - L. Be responsible for ensuring that SCHOOL and AFFILIATE provides TRAINEES with an environment of respect, dignity and support, and SCHOOL and AFFILIATE jointly and equally bear responsibility for ensuring that there is zero tolerance of mistreatment of it TRAINEES.

### **III. ACCREDITATION.**

At all times during the term of this AGREEMENT, each of the parties agrees to maintain all appropriate licenses, accreditations and certifications, and to be in compliance with all applicable local, state, and federal statutes and regulations, including but not limited to: (i) state licensure, (ii) accreditation by the Joint Commission (JC); (iii) certification by the Centers for Medicare and Medicaid Services (CMS); and (iv) compliance with the Medicare conditions of participation under federal regulations.

Upon failure of either party to maintain its licensure, accreditation, and/or certification, the non-defaulting party, at its election, may terminate this AGREEMENT effective at the end of SCHOOL's academic year by giving at least thirty (30) days' written notice to the

defaulting party, and thereupon, this AGREEMENT shall terminate without further liability by either party to the other.

#### **IV. COMPENSATION.**

No compensation shall be required or made between AFFILIATE and SCHOOL under this arrangement; however subsequent PLAs may include compensation.

#### **V. STATUS OF TRAINEES.**

- A. During the period in which a TRAINEE is assigned to AFFILIATE, the TRAINEE shall be under the direction and control of the SCHOOL's Program Director or, in the Program Director's absence, his/her designee(s).
- B. SCHOOL and AFFILIATE agree that TRAINEES are present at AFFILIATE's facilities to participate in activities and assignments that are of educational value to TRAINEES, and that are appropriate to the course and scope of SCHOOL's Programs, consistent with the requirements of the ACGME.
- C. TRAINEES will be provided the opportunity to participate in safe, effective, and compassionate patient care, under supervision, commensurate with their level of advancement and responsibility, as determined by SCHOOL.

#### **VI. DISCRIMINATION - PROHIBITION.**

AFFILIATE and SCHOOL agree not to discriminate in the selection or acceptance of any TRAINEE pursuant to this AGREEMENT because of race, color, national origin, religion, sex, sexual orientation, mental or physical disability, age, veteran's status, medical condition (cancer-related) as defined in section 12926 of the California Government Code, ancestry, or marital status; or citizenship, within the limits imposed by law or SCHOOL policy.

#### **VII. TERM.**

The term of this AGREEMENT shall become effective upon final execution and shall continue in effect for five (5) years, or until earlier terminated.

#### **VIII. TERMINATION.**

- A. Termination Without Cause. Notwithstanding any other provision to the contrary, this AGREEMENT may be terminated without cause at any time by either party upon ninety (90) days' prior written notice to the other party or upon completion of the TRAINEES' rotation, whichever is earlier.

B. Termination For Cause. In the event of a material breach of this AGREEMENT, the aggrieved party may terminate this AGREEMENT by giving sixty (60) days' prior written notice of termination to the breaching party.

**IX. INSURANCE.**

A. SCHOOL, at its sole cost and expense, shall insure its activities in connection with this AGREEMENT and obtain, keep in force and maintain insurance or self-insure during the term hereof as follows:

1. Professional Medical and Provider Liability: (MINIMUM LIMITS)

- a. Each Occurrence \$2,000,000
- b. General Aggregate \$4,000,000

If such insurance is written on a claims made form, it shall provide AFFILIATE with the opportunity to maintain coverage for at least five years beyond the expiration of this AGREEMENT.

2. General Liability: Comprehensive or Commercial Form (MINIMUM LIMITS)

- a. Each Occurrence \$1,000,000
- b. Products Completed Operations Aggregate \$2,000,000\*
- c. Personal and Advertising Injury \$1,000,000
- d. General Aggregate \$2,000,000\*

\* (\$1,000,000 for comprehensive form)

However, if such insurance is written on a claims made form, it shall provide AFFILIATE with the opportunity to maintain coverage for at least five years beyond the expiration of this AGREEMENT.

3. Workers' Compensation Insurance as required under California state law.

4. It should be expressly understood, however, that the limits and coverages required herein shall in no way limit the liability of SCHOOL as set forth in Paragraph X below.

5. Upon AFFILIATE's request, SCHOOL shall supply a certificate, or certificates, of insurance or self-insurance evidencing coverage in the amounts and for the perils listed above.

B. AFFILIATE, at its own sole cost and expense, shall insure its activities in connection with this AGREEMENT and obtain, keep in force and maintain during the term or any extended term hereof, policies of insurance, or shall self-insure, as follows:

1. Professional Liability: (MINIMUM LIMITS)

- a. Each Occurrence \$2,000,000
- b. General Aggregate \$4,000,000

If such insurance is written on a claims made form, following termination of the AGREEMENT, coverage shall survive for five (5) years following termination of this AGREEMENT. Coverages shall also provide for a retroactive date of placement prior to or coinciding with the effective date of the AGREEMENT and a deductible of no more than five hundred thousand dollars (\$500,000). In the event that a claims-made policy is canceled or non-renewed, then the AFFILIATE shall obtain extended reporting (tail) coverage for the remainder of the five (5) year-period.

2. General Liability: Comprehensive or Commercial Form (MINIMUM LIMITS)

- a. Each Occurrence \$1,000,000
  - b. Products Completed Operations Aggregate \$2,000,000\*
  - c. Personal and Advertising Injury \$1,000,000
  - d. General Aggregate \$2,000,000\*
- \*( \$1,000,000 for comprehensive form)

However, if such insurance is written on a claims made form following termination of the AGREEMENT, coverage shall survive for a period of not less than five years. Coverage shall provide for a retroactive date of placement prior to or coinciding with the effective date of the AGREEMENT.

- 3. Workers' Compensation Insurance as required under California state law.
- 4. It should be expressly understood, however, that the limits and coverages required herein shall in no way limit the liability of AFFILIATE as set forth in Paragraph X below.
- 5. Upon SCHOOL's request, AFFILIATE shall supply a certificate or certificates of insurance or self-insurance to SCHOOL, evidencing coverages in the amounts and for the perils listed above. Certificate(s) shall name The Regents of the University of California as an additional insured under (a) and (b), above, obligate the insurer to notify SCHOOL at least thirty (30) days prior to cancellation of or changes in any of the required insurance and include a provision that the coverage will be primary and will not participate with nor be excess to any valid and collectible insurance program of self-insurance carried or maintained by the SCHOOL. Premiums on all insurance policies shall be paid directly by AFFILIATE.

**X. INDEMNIFICATION.**

- A. SCHOOL shall defend, indemnify and hold AFFILIATE, its directors, officers, employees, agents and Medical Staff harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this AGREEMENT but only in proportion to and to

the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of SCHOOL, its officers, employees, agents or TRAINEES.

- B. AFFILIATE shall defend, indemnify and hold SCHOOL, its regents, directors, officers, employees, agents and TRAINEES harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this AGREEMENT but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of AFFILIATE, its officers, employees, agents or Medical Staff.

#### **XI. COOPERATION IN DISPOSITION OF CLAIMS.**

AFFILIATE and SCHOOL agree to cooperate with each other in the timely investigation and disposition of audits, peer review matters, disciplinary actions and third-party liability claims arising out of any services provided under this AGREEMENT or in the operation of the Programs. The parties shall notify one another as soon as possible of any adverse event, which may result in liability to the other party. It is the intention of the parties to fully cooperate in the disposition of all such audits, actions or claims. Such cooperation may include, but is not limited to, timely notice, joint investigation, defense, and disposition of claims of third parties arising from services performed under this AGREEMENT, and making witnesses available. SCHOOL shall be responsible for discipline of TRAINEES in accordance with SCHOOL's applicable policies and procedures. AFFILIATE and SCHOOL agree to disclose information in a manner that maintains all protections from discovery that may apply under applicable federal and state peer review law.

#### **XII. PATIENT RECORDS ("HEALTH INFORMATION").**

Any and all of AFFILIATE's medical records and charts created at AFFILIATE's facilities as a result of performance under this AGREEMENT shall be, and remain, the property of AFFILIATE. SCHOOL and its TRAINEES will at all times safeguard the integrity, security and confidentiality of individually identifiable health information to which they have access by virtue of this AGREEMENT including patient medical records, Medical Staff records and information, and other confidential AFFILIATE information ("Health Information"), in accordance with Hospital policies and State and Federal legal requirements, such as California's Confidentiality of Medical Information Act (COMIA) and the Health Insurance Portability and Accountability Act (HIPAA). SCHOOL will familiarize itself with, and require those TRAINEES assigned to AFFILIATE to familiarize themselves with, the privacy and security policies of AFFILIATE applicable to Health Information; SCHOOL will require TRAINEES to comply with those policies without exception.

SCHOOL will promptly inform AFFILIATE whenever it becomes aware that its TRAINEES have failed to safeguard the integrity, security or confidentiality of AFFILIATE's Health Information. SCHOOL will cooperate with AFFILIATE to investigate and, to the maximum extent practicable, mitigate any such breach.

In the sole discretion of AFFILIATE, and pursuant to written authorization from AFFILIATE, SCHOOL may be permitted to inspect and/or duplicate, at SCHOOL's expense, any individual charts or records which are: (1) necessary to assist in the defense of any malpractice or similar claim; (2) relevant to any disciplinary action; and/or (3) for educational or research purposes, subject to commonly accepted standards of protecting patient confidentiality in accordance with applicable federal, state and local laws.

### **XIII. USE OF NAME.**

- A. SCHOOL shall have no right to identify AFFILIATE as an employer or supervisor, or otherwise use the name, logos or trademarks of AFFILIATE or of AFFILIATE's affiliates in connection with this AGREEMENT without AFFILIATE's prior written consent, which consent AFFILIATE may withhold in its sole discretion. Notwithstanding the forgoing, AFFILIATE acknowledges that SCHOOL may list its name among those institutions with whom it is affiliated for the purpose of educational training during the term of this AGREEMENT.
- B. The parties agree that any use of the "UCR" or the "University of California" name or other similar references to the University of California Riverside, its physicians or facilities, shall be subject to the prior written approval of the Regents of the University of California in accordance with the provisions of applicable law, including but not limited to California Education Code Section 92000.

### **XIV. INDEPENDENT CONTRACTORS.**

Nothing contained in this AGREEMENT shall be deemed or construed as creating a joint venture, partnership, agency, employment or fiduciary relationship between the parties. Neither party nor its agents have any right, power or authority of any kind to bind the other party or assume, create or incur any expense, liability or obligation, express or implied, on behalf of the other. The relationship of the parties is, and at all times shall continue to be, that of independent contractors.

### **XV. NOTICES.**

Any notice, report, communication or consent required or permitted by this AGREEMENT shall be in writing and shall be (a) delivered personally, (2) sent by prepaid registered or certified mail, return receipt requested, or (c) sent by overnight express delivery service by a recognized courier, addressed to the other party at the address shown below or at such other address for which such party gives notice

hereunder. Notice by personal delivery shall be deemed effective upon receipt. Notice by courier or registered mail shall be deemed effective three (3) business dates after the date sent.

If to AFFILIATE:

Desert Aids Project  
1695 North Sunrise Way  
Palm Springs, CA 92262

If to SCHOOL:

University of California, Riverside  
School of Medicine  
900 University Ave., School of Medicine, ED bldg.  
Riverside, CA 92521  
Attention: Dr. Gerald Maguire

Mandatory Copy to:  
Contract Manager  
14350-2 Meridian Parkway  
Riverside CA 92508

#### **XVI. GOVERNING LAW; JURISDICTION.**

This AGREEMENT is to be construed in accordance with and governed by the internal laws of the State of California without giving effect to any choice of law rule that would cause the application of the laws of any jurisdiction other than the internal laws of the State of California to apply to the rights and duties of the parties. Any legal suit, action or proceeding arising out of or relating to this AGREEMENT shall be commenced in The Superior Court of Riverside County, California, , and each party hereto irrevocably submits to the exclusive jurisdiction and venue of any such court in any such suit, action or proceeding. In any action or suit to enforce any right or remedy under this AGREEMENT or to interpret any provision of this AGREEMENT, the prevailing party shall be entitled to recover its costs, including reasonable attorneys' fees.

#### **XVII. ASSIGNMENT.**

SCHOOL shall not assign, sell, transfer, delegate or otherwise dispose of, whether voluntarily or involuntarily, by operation of law or otherwise, any rights or obligations under this AGREEMENT without the prior written consent of AFFILIATE. Except as expressly permitted herein, any purported assignment, transfer or delegation by SCHOOL shall be null and void. Subject to the foregoing, this AGREEMENT shall be

binding upon and shall inure to the benefit of the parties and their respective successors and permitted assigns.

### **XVIII. FORCE MAJEURE.**

Neither party shall be responsible or have any liability for any delay or failure to perform to the extent due to unforeseen circumstances or causes beyond its reasonable control, including, without limitation, (a) governmental action, laws, orders, regulations, directions or requests, or (b) acts of God, earthquake, fire, flood, embargoes, labor disputes and strikes, riots, war, acts of civil and military authorities, or any causes of like or different kind beyond the reasonable control of such party; provided, however, such party gives the other party prompt written notice of the failure to perform and the reason therefore and uses its reasonable efforts to limit the resulting delay in its performance.

### **XX. EXCLUSION LIST SCREENINGS.**

SCHOOL shall screen all of its current and prospective TRAINEES, faculty, employees, and agents ("Screened Persons") if any, against (a) the United States Department of Health and Human Services/Office of Inspector General List of Excluded Individuals/Entities (available through the Internet at <http://exclusions.oig.hhs.gov><http://www.sam.gov>), and (b) the General Services Administration's List of Parties Excluded from Federal Programs (available through the Internet at ), and (c) any applicable state healthcare exclusion list (collectively, the "Exclusion Lists") to ensure that none of the Screened Persons are currently excluded, debarred, suspended, or otherwise ineligible to participate in Federal healthcare programs or in Federal procurement or nonprocurement programs, or have been convicted of a criminal offense that falls within the ambit of 42 U.S.C. § 1320a-7(a), but have not yet been excluded, debarred, suspended, or otherwise declared ineligible (each, an "Ineligible Person"). If, at any time during the term of this AGREEMENT any Screened Person becomes an Ineligible Person or proposed to be an Ineligible Person, SCHOOL shall immediately notify Affiliate of the same. Screened Persons shall not include any TRAINEE, faculty, employee or agent who is not providing services under this AGREEMENT.

### **XXI. ENTIRE AGREEMENT.**

This AGREEMENT, together with PLAs in effect between the parties as of the date of this AGREEMENT or subsequently, constitute the entire agreement between the parties with respect to the subject matter hereof and merge all prior and contemporaneous proposals, understandings, representations, warranties, promises and other communications, whether oral or written, with respect to such subject matter.

### **XXII. CONSTRUCTION; WAIVER.**



If for any reason a court of competent jurisdiction finds any provision of this AGREEMENT, or portion thereof, to be void, invalid or unenforceable, that provision shall be enforced to the maximum extent permissible so as to affect the intent of the parties, and the remainder of this AGREEMENT shall continue in full force and effect. Failure by either party to enforce any provision of this AGREEMENT shall not be deemed a waiver of future enforcement of that or any other provision, and no waiver shall be effective unless made in writing and signed by the waiving party. This AGREEMENT has been negotiated by the parties and their respective counsel and shall be interpreted fairly in accordance with its terms and without any strict construction in favor of or against either party.

**XXIII. HEADINGS.**

The section and paragraph headings contained in this AGREEMENT are for the purposes of convenience only, and are not intended to define or limit the contents of the sections or paragraphs to which such headings apply.

**XXIV. MODIFICATION.**

This AGREEMENT shall not be altered, amended or modified in any way except by a written instrument dated subsequent to the date of this AGREEMENT and signed on behalf of AFFILIATE and SCHOOL by their respective duly authorized representatives.

**XXV. COUNTERPARTS.**

This AGREEMENT may be executed in two or more counterparts, each of which shall be deemed an original and all of which together shall constitute one instrument.

Authorized representatives of the parties execute this AGREEMENT as follows:

**DESERT AIDS PROJECT  
("AFFILIATE")**

**UNIVERSITY OF CALIFORNIA, RIVERSIDE  
SCHOOL OF MEDICINE ("SCHOOL")**

DocuSigned by:

*David Brinkman*

By: David Brinkman

Its: CEO, Desert Aids Project

Date: 9/7/2017

\_\_\_\_\_  
Deborah Deas, MD, MPH

Dean, School of Medicine

CEO, Clinical Affairs

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



## Grant Scoring Review

### Grant Staff Review # 1 of 3

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**Executive Summary:** 9

**Community Need and Alignment:** 9

**Goals:** 8

**Proposed Evaluation Plan:** 8

**Applicant Capacity and Infrastructure:** 8

**Organizational Sustainability:** 7

**Budget:** 8

**Key Partners/Collaborations:** 9

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**Total Score:** 66.00

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**Reviewer Comments:** DAP Health has been providing behavioral health and psychiatric services within their scope of service as a FQHC. Year one will be watched closely as it is indicated by the provided interactive budget planning worksheet., it is anticipated that revenues will exceed expenses (projected net gain: of \$364,000). Year one will hopefully reflect the success of the 3 psychiatric residents getting credentialed and building a sustainable patient portal. Psychiatric services are in desperate need in the Coachella Valley and by DAP Health's goal to expand psychiatric services with medication management will meet this need.

**Response Notes:**

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**Average Review Score:**

Fiscal Staff Review Stage: 9.00 (1 of 1)

Grant Program Staff Review Stage: 68.666666666666666666666666666667 (3 of 3)

**Sum of all Reviews:**

Fiscal Staff Review Stage: 9 (1 of 1)

Grant Program Staff Review Stage: 206 (3 of 3)

**Total average proposal score: 78/100**

## Grant Scoring Review

### Grant Staff Review # 2 of 3

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**Executive Summary:** 9

**Community Need and Alignment:** 9

**Goals:** 8

**Proposed Evaluation Plan:** 8

**Applicant Capacity and Infrastructure:** 10

**Organizational Sustainability:** 9

**Budget:** 9

**Key Partners/Collaborations:** 10

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**Total Score:** 72.00

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**Reviewer Comments:** DAP Health has been one of the local healthcare providers assisting in mitigating the impact of the COVID-19 virus through education, testing, and vaccination. Behavioral health problems have steadily increased due to the COVID-19 epidemic, which DAP Health is proposing to address through this proposed grant. DHCD grant dollars will help increase DAP Health's capacity and staffing to ensure District residents have access to this much needed resource. I recommend we approve this grant request.

**Response Notes:**

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**Average Review Score:**

Fiscal Staff Review Stage: 9.00 (1 of 1)

Grant Program Staff Review Stage: 68.6666666666666666666666666667 (3 of 3)

**Sum of all Reviews:**

Fiscal Staff Review Stage: 9 (1 of 1)

Grant Program Staff Review Stage: 206 (3 of 3)

**Total average proposal score: 78/100**

## Grant Scoring Review

### Grant Staff Review # 3 of 3

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**Executive Summary:** 9

**Community Need and Alignment:** 9

**Goals:** 8

**Proposed Evaluation Plan:** 8

**Applicant Capacity and Infrastructure:** 8

**Organizational Sustainability:** 9

**Budget:** 8

**Key Partners/Collaborations:** 9

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**Total Score:** 68.00

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**Reviewer Comments:** The COVID-19 crisis continues to impact Coachella Valley residents. DAP is targeting one of the many components of health that have been exacerbated due to the pandemic, behavioral health. DAP is expanding their therapy and psychiatry services to enhance access to quality behavioral health services for low-income, uninsured, and underserved residents across the Coachella Valley. DAP is collaborating with the University of California, Riverside School of Medicine’s Psychiatry Residency program, allowing three UCR Psychiatry residents to train at DAP under their new, part-time contracted Psychiatrist. The District funds will be utilized to fund a percentage of a new Behavioral Health Clinician and the part-time contracted Psychiatrist in order to reach an additional 80 patients. I support funding DAP with the understanding that they are seeking additional partners and funding for the next phases of their expansion.

**Response Notes:**

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**Average Review Score:**

Fiscal Staff Review Stage: 9.00 (1 of 1)

Grant Program Staff Review Stage: 68.666666666666666666666666666667 (3 of 3)

**Sum of all Reviews:**

Fiscal Staff Review Stage: 9 (1 of 1)

Grant Program Staff Review Stage: 206 (3 of 3)

**Total average proposal score: 78/100**

## Grant Scoring Review

### Fiscal Staff Review # 1 of 1

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**Fiduciary Compliance:** 9

**Financial Stability:** 9

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**Total Score:** 9.00

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**Reviewer Comments:** Audited financial statements produced and reviewed by Board of Directors. Positive cash flow at the end of most recent fiscal year. Plenty of assets to address liabilities. 3-year strategic plan in place. Grant amount is reasonable in comparison to organizational budget.

**Response Notes:**

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**Average Review Score:**

Fiscal Staff Review Stage: 9.00 (1 of 1)

Grant Program Staff Review Stage: 68.666666666666666666666666666667 (3 of 3)

**Sum of all Reviews:**

Fiscal Staff Review Stage: 9 (1 of 1)

Grant Program Staff Review Stage: 206 (3 of 3)

**Total average proposal score: 78/100**



## FY 2020-2021: Grant Application Scoring Rubric



Category	Meets expectations <i>(10-6 points)</i>	Does not meet expectations <i>(0-5 points)</i>
<b>Programmatic Review</b>		
<b>Executive Summary</b> (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 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.
<b>Community Need &amp; Alignment</b> (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 or more of the following: data, case studies, interviews, focus group results, media coverage, etc.	The applicant <b>does not sufficiently identify or describe a 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 <b>SMART</b> goals are <b>specific, measurable, ambitious, realistic, and time-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 <b>are not specific, measurable, ambitious, realistic, time-bound goals</b> and will not measure the project’s effectiveness or impact.

<p><b>Proposed Program/Project Evaluation Plan</b> (10 points)</p>	<p>The applicant <b>provides a detailed plan of action for evaluation</b> that includes both qualitative and/or quantitative assessment(s). The plan includes well-defined data reporting mechanisms and/or a clear and transparent narrative.</p> <ul style="list-style-type: none"> <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>	<p>The applicant <b>does not provide, or vaguely describes, a plan of action</b> with limited qualitative and/or quantitative assessment(s). The plan includes poorly defined data reporting mechanisms and/or a narrative.</p> <ul style="list-style-type: none"> <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>
<p><b>Applicant Capacity and Infrastructure to Execute Proposal</b> (10 points)</p>	<p>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)</p>	<p>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)</p>
<p><b>Organization Sustainability</b> (10 Points)</p>	<p>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.</p>	<p>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.</p>



<p><b>Budget</b> (10 points)</p>	<p>The budget is <b>specific</b> and <b>reasonable</b>, and all items <b>align</b> with the described project. The proposed budget is accurate, cost-effective, and linked to activities and outcomes.</p> <ul style="list-style-type: none"> <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>	<p>The budget is <b>not specific</b> and/or <b>reasonable</b>, and the items are <b>poorly aligned</b> with the described project. The budget is included in the application but seems incomplete or not reflective of actual costs.</p> <ul style="list-style-type: none"> <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>
<p><b>Key Partners / Collaboration</b> (10 points)</p>	<p>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.</p>	<p>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.</p>
<p><b>Fiscal Review</b></p>		
<p><b>Fiduciary Compliance</b> (10 Points)</p>	<p><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.</p>	<p><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.</p>

<p><b>Financial Stability</b> (10 Points)</p>	<p>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.</p>	<p>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.</p>
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**Total Score:** \_\_\_\_ / 100

**Recommendation:**

- Fully Fund
- Partially Fund – Possible restrictions/conditions
- No Funding

## EXHIBIT B – Grant #1280

### PAYMENT SCHEDULE, REQUIREMENTS & DELIVERABLES

<u>Project Title</u>	<u>Start/End</u>
DAP Health Expands Access to Healthcare	06/01/2021 05/31/2022

**PAYMENTS:**

(2) Payments: \$45,000.00  
 10% Retention: \$10,000.00

**Total request amount: \$100,000.00**

Scheduled Date	Grant Requirements for Payment	Payment
6/01/2021	Signed Agreement submitted & accepted	Advance of \$45,000.00 for time period 6/01/2021– 11/30/2021
12/01/2021	1 <sup>st</sup> six-month (6/01/2021– 11/30/2021) progress and budget reports submitted & accepted	Advance of \$45,000.00 for time period 12/01/2021– 5/31/2022
6/01/2022	2 <sup>nd</sup> six-month (12/01/2021– 5/31/2022) progress and budget reports submitted and accepted	\$0
6/30/2022	Final report (6/01/2021 – 5/31/2022) submitted & accepted	\$10,000.00 (10 % retention)

**TOTAL GRANT AMOUNT: \$100,000.00**

**DELIVERABLES:**

**Program/Project Goals and Evaluation**

<p><b>Goal #1:</b>                  Psychotherapy program – clients come on a self-referral basis (talk therapy)                  DAP’s behavioral health clinician (BHC) funded by this grant will increase the number of patients seen in the Behavioral Health Department by 52 new patients who are District residents by the end of the grant year.</p>	<p><b>Evaluation #1:</b>                  DAP will use our electronic health record system, EpicCare Ambulatory 2018 Certified EHR Suite (Epic) to track new patients assigned to the new BHC, including contact information as part of the patient’s demographic data, enabling us to identify District residents.</p>
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<p><b>Goal #2:</b>          Psychiatry program – medication management – medical doctor referrals          Within 6 months, DAP anticipates schedules for the psychiatrist and up to three psychiatry residents to be fully booked at 8 visits per day. This would net 28 patients per week who reside in the District (based on 4 hours per week).</p>	<p><b>Evaluation #2:</b>          DAP will use our EHR system to track patients and patient visits as assigned to the psychiatrist and three residents, which includes contact information as part of the patient’s demographic data, thus enabling us to identify District residents.</p>
<p><b>Goal #3:</b>          By the end of the grant year, DAP will achieve sustainability through insurance billing reimbursement for the BHC and the psychiatrist to be funded through this grant.</p>	<p><b>Evaluation #3:</b>          DAP will submit the BHC’s professional qualifications to Inland Empire Health Plan (IEHP) and the State of California for credentialing upon hiring. The BHC and psychiatry residency program are expected to be billing for a full panel after 6 months. DAP’s Department of Finance will use Sage Intacct®, a project-based accounting software in coordination with the EHR to track financial performance measures.</p> <p>When clinicians start, it can take from 4-6 months on average for full credentialing with the payors – IEHP typically takes 3 months – and we cannot bill until they are approved. Until credentialed, the clinician would only see emergent cases to assure patients receive necessary care. Additionally, when clinicians join the practice, they have no patient base, therefore their panels will grow over time, typically taking 3-6 months for a medical provider to have a full panel. Also, provider schedules are ramped up over an average of 3 months to allow them to become competent charting in the electronic record and keeping pace with the clinic workflows. Finally, patients receiving psychiatric medication management are generally followed monthly or every 2 months, depending on the severity of the mental health condition, thus extending the time needed to fill their panels.</p>



**DESERT HEALTHCARE DISTRICT**  
**FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE**  
**MEETING MINUTES**  
**May 11, 2021**

Directors Present	District Staff Present	Absent
Chair/Director Arthur Shorr President Leticia De Lara, MPH Director Les Zendle, MD	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Donna Craig, Chief Program Officer Meghan Kane, Programs and Research Analyst Eric Taylor, Accounting Manager Andrea S. Hayles, Clerk to the Board	

AGENDA ITEMS	DISCUSSION	ACTION
<b>I. Call to Order</b>	Chair Shorr called the meeting to order at 3:35 p.m.	
<b>II. Approval of Agenda</b>	Chair Shorr asked for a motion to approve the agenda.	<b>Moved and seconded by Director Zendle and Director Shorr to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	There was no public comment.	
<b>IV. Approval of Minutes</b> 1. <b>F&amp;A Minutes – Meeting April 11, 2021</b>	Chair Shorr motioned to approve the April 11, 2021 minutes.  President De Lara joined the meeting shortly after the approval of the minutes.	<b>Moved and seconded by Director Zendle and Director Shorr to approve the April 11, 2021 meeting minutes. Motion passed unanimously.</b>
<b>V. CEO Report</b>	There was no CEO Report.	
<b>VI. District &amp; RPP Investment Reports 1Q21 – Keith Stribling, Vice President, Senior Portfolio Manager, Highmark Capital</b>	Chris Christensen, CAO, introduced Keith Stribling, Vice President, Senior Portfolio Manager, High Mark Capital, who provided a summary of the District and RPP investments for Q1, describing the assets allocation summary totaling \$62M with 82% bonds and 17% money market explaining that the bonds are maturing with no yield to buy, and the duration is shortening over time, for instance in 2018 at 2.21 years and currently in 2021 at 1.55 years as the portfolio matures in the Fixed Income Analysis,	



**DESERT HEALTHCARE DISTRICT**  
**FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE**  
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**May 11, 2021**

	<p>there is a reinvestment risk which is lower than the existing portfolio. The Performance Report is up 2.5% in the three-year period compounded over 1% in the past 10-years reminding the committee that High Mark Capital lowered their fees.</p> <p>Mr. Stribling provided an overview of the Retirement Protection Plan at the end of the March quarter with \$5.22M with 68% stocks and 28% fixed income.</p> <p>Director Zende inquired on the fixed income and total equities for the one-year period from 2020-2021 and the lack of increase with Mr. Stribling explaining the performance from March 2020 to March 2021, the low of the COVID decline, the stock portfolio was up 59% and the total portfolio was up 33%, further detailing the compounding over the past 10-years.</p> <p>Mr. Christensen noted that approximately \$500k of participant distributions had occurred during the referenced one-year period.</p> <p>Chair Shorr inquired about the party that re-establishes the allocation ratios. According to Mr. Stribling, there is an investment policy statement, and it may be an ideal time to possibly re-evaluate as the</p>	
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**DESERT HEALTHCARE DISTRICT  
FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE  
MEETING MINUTES  
May 11, 2021**

	<p>document is not readily available, but it is a traditional pension mix with a strategic asset allocation of 60/40 with stocks to bonds.</p> <p>Chair Shorr recommended revisiting the asset allocation at a future F&amp;A Committee meeting.</p>	
<p><b>VI. Chief Administration Officer's Report</b></p>	<p>Chris Christensen, CAO, explained the upcoming discussions of the FY 2021-2022 budget, and the week of May 24, staff will commence the remote preliminary field work of the annual audit. President De Lara inquired if the audit firm performs A1 audits for federal funding purposes, explaining that the CARES ACT monies requires an A1 audit; however, Dr. Bárzaga, CEO, explained that this is not a requirement for the District as a subrecipient.</p> <p>The landscape renovation is nearly complete with the 90-day warranty period in place and transitioning the maintenance to the onsite firm.</p> <p>The fire sprinkler project for public bidding will commence in June with bid results to the committee in July, costs estimated at \$250-300k, and is a city requirement. The exterior components are complete that will incorporate the alarm service company with a monthly monitoring fee.</p>	

**DESERT HEALTHCARE DISTRICT  
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	<p>The vacancy rate remains the same with three available suites. Staff is working with Dr. Tae Kim on a potential lease to a non-profit organization. Dr. Kim is currently establishing estimates of the tenant improvements, and staff should be presenting a lease for approval in the coming months.</p>	
<p><b>VII. Financial Reports</b></p> <ol style="list-style-type: none"> <li><b>1. District and LPMP Financial Statements</b></li> <li><b>2. Accounts Receivable Aging Summary</b></li> <li><b>3. District – Deposits</b></li> <li><b>4. District – Property Tax Receipts</b></li> <li><b>5. LPMP Deposits</b></li> <li><b>6. District – Check Register</b></li> <li><b>7. Credit Card – Detail of Expenditures</b></li> <li><b>8. LPMP – Check Register</b></li> <li><b>9. Retirement Protection Plan Update</b></li> <li><b>10. Grant Payment Schedule</b></li> </ol>	<p>Chris Christensen, CAO, thoroughly reviewed the financials, answering questions of the committee.</p> <p>Mr. Christensen described the Year-to-Date Variance Analysis explaining the lower amount of the annual budget by \$1.1M in investments due to the bond market netting zero; however, the property tax revenues are higher at \$750k, the direct expenses are underspent by \$370k due to the vacant staff positions and expenses related to labor or staffing.</p> <p>The general administrative expenses are related to COVID and working from home with no travel or mileage, the medical plaza expense is for the budgeted landscape, but the District is actually capitalizing the project costs, which is reflected on the balance sheet with depreciation over time.</p> <p>The professional fee expenses are under \$700k because of the hospital lease work that was anticipated in 2020, but not</p>	<p><b>Moved and seconded by Director Zendle and President De Lara to approve the April 2021 District Financial Reports - Items 1-10 and to forward to the Board for approval. Motion passed unanimously.</b></p>





**DESERT HEALTHCARE DISTRICT**  
**FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE**  
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**May 11, 2021**

	<p>spent. The fees are budgeted for the upcoming year.</p> <p>The District has awarded \$2M in grants with \$3.4M budgeted year to date that could be allocated. \$2M remains in the fiscal year grant budget.</p> <p>After an inquiry by Director Zendle concerning advancing unused grant funding, Mr. Christensen suggested determining in June the grant awards with a recommendation to grant funds to the Foundation or commit and reserve on the grant payment schedule a certain amount of grant funds to carry forward to the new fiscal year.</p> <p>President De Lara described the expenses related to vehicle rentals for travel and if it is in the District's best interest to own a fleet vehicle as opposed to costly rentals for consideration in the long-term. Mr. Christensen and the committee clarified that once the vaccinations and other supplies have dwindled, possibly in 6 months, staff will return to the traditional mileage reimbursements. The monthly rentals avert the District from owning a vehicle at a fixed amount covered by the CARES ACT and ELC funding. The possibility of a mobile purchase may change the need of a vehicle.</p>	
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**DESERT HEALTHCARE DISTRICT  
FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE  
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	<p>In the Retirement Protection Plan, two employees have departed or retired from the hospital in March and April with one vested paid out while awaiting another payout.</p>	
<p><b>VIII. Other Matters</b></p> <p><b>1. District Office at RAP – Lease Addendum – One Year Renewal with 10 Additional One-Year Renewal Options</b></p> <p><b>2. New Job Description – Senior Program Officer – Public Health</b></p> <p><b>3. FY 2021-2022 Annual Budget Review</b></p>	<p>Chris Christensen, CAO, described the lease renewal and that the tenant improvements are still underway for the conference room with additional details in June. The lease addendum is effective April 1, 2021, with an annual lease through April 30, 2022, proposing an additional 10-years that the Regional Access Project Foundation has accepted as an individual annual option for renewals subject to the yearly options to renew at \$2k per month through the duration.</p> <p>Chris Christensen, CAO, described the District’s engagement with the community, county, and other partners, and the importance to advance the internal job duties to identify the functions of a Senior Program Officer, Public Health that will be assigned to Meghan Kane, which is well-deserved based on her hard work and input of the District and the Foundation.</p> <p>Chris Christensen, CAO, introduced the budget commencing with last year based on uncertainty due to</p>	<p><b>Moved and seconded by Director Zendle and Director Shorr to approve the One Year Renewal with 10 additional One-Year Renewal Options at the Regional Access Project Foundation (RAP) Satellite Office and forward to the Board for approval.</b></p> <p><b>Motion passed unanimously.</b></p> <p><b>Moved and seconded by Director Zendle and President De Lara to approve the FY 2021-2022 Annual</b></p>



**DESERT HEALTHCARE DISTRICT**  
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	<p>COVID, exceeding the revenue budget with expenses that are significantly under with more normalcy within the coming year and incorporating a 3% increase for the fiscal year of the property taxes at \$7.3M in budgeted revenue.</p> <p>Mr. Christensen provided highlights from the budget, such as the 3% increase, the break-even investment income from the bond portfolio, rental income for the medical plaza at the 92% occupancy and the CAM fees increase at \$.69 per square foot, the salaries and wages increase, professional fees utilizing more contractors throughout the year, and \$4M for the grant budget.</p> <p>Director Shorr inquired on the blended rate for the salary increases for the entire budget. The total salary expenses are projected at \$1.4M with an increase of approximately \$90k with two new hires for Public Policy Analyst and Senior Development Officer.</p> <p>As the committee reviewed the budget, Director Zendle inquired on the \$37k maintenance for the mobile unit expense that is contingent on Board approval with the committee agreeing to retain the line item in the event the Board approves the \$175k</p>	<p><b>Budget and forward to the Board for approval.</b></p> <p><b>Motion passed unanimously.</b></p>
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**DESERT HEALTHCARE DISTRICT**  
**FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE**  
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	<p>grant allocation from the Conservation District.</p> <p>Mr. Christensen provided an overview of staff salaries with the proposed changes and the increases at 10% for the low and higher portion of the salary ranges, which has not occurred for several years and should be noted accordingly. Mr. Christensen also explained that the cost-of-living increases, and the Coachella Valley increases in growth are reflected in annual the annual review and increase.</p> <p>Chair Shorr inquired about the most recent salary profile that has been evaluated by an outside agency.</p> <p>After discussion, the committee directed staff to further review the salaries and perform the necessary due diligence consistent as an element of the Strategic Plan, determine how similar organizations as government bodies and foundations standardize salaries, ensuring the matter is discussed as a future agenda item, and inviting Jeff Scott, Legal Counsel to join the meeting. President De Lara recommended the firm Baker Tilly review the salaries as an outside entity.</p> <p>In the projected Board-approved grants section of the budget, Director Zendle</p>	
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**DESERT HEALTHCARE DISTRICT  
FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE  
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	<p>explained that the subsets in blue under the objectives do not have value and per Chair Shorr and President De Lara staff could provide examples like the cash flow statement and place an asterisk with footnotes for possible grant funding.</p> <p>Dr. Bázquez described the pre-COVID community survey, a summary of the results was provided to the Strategic Planning Committee, the Board reviewed and approved the various access to healthcare for the focus areas with staff elaborating that the line items are place holders until the Strategic Plan is complete, and the objectives guide the grant award funding.</p>	
<p><b>IV. Adjournment</b></p>	<p>Director Shorr adjourned the meeting at 4:59 p.m.</p>	<p><b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b></p>

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*



**DESERT HEALTHCARE**  
DISTRICT & FOUNDATION

Date: May 25, 2021  
To: Board of Directors  
Subject: Desert Healthcare District & Retirement Protection Plan (RPP) Investment Reports 03/31/2021

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**Staff Recommendation:** Information Only – provided by Keith Stribling, Senior Portfolio Manager, HighMark Capital Management

**Information:**

2021 is off to a good start with a combination of positive factors supporting the economy and driving stocks higher.

- Continued support from the Fed and all the global central banks with very accommodative monetary policy. The Fed feels any inflationary pressures are likely to be transitory so they have remained focused on full employment and continue their quantitative easing (bond buying). It seems they want desperately to avoid the trap of negative interest rates that has plagued Europe and Japan.
- A second round of stimulus checks pushed through by the Democrats to support consumer spending until the economy has seen more recovery in the job market.
- A gradual but sustainable reopening of the economy as the country works toward herd immunity from virus spread and widespread vaccinations.
- Talk of an infrastructure bill to spur further economic gains...the size and scope are being debated in Congress.

With that the stock market has gained over 6% during the first quarter and smaller market cap companies have fared even better rising by over 12%. Bond yields have risen as the specter of inflation has crept into the minds of investors but yields still remain very low anchored on the short end by the Fed and longer end with global demand from countries with no yields on their government bonds. 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 is currently 700 basis points overweight equities. The portfolio was up close to 4% for the first quarter of 2021 and longer term over the past 5 years the portfolio has been compounding at over 8.7%. 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

1st Quarter 2021



*Presented by*  
**Keith Stribling, CFA**

*HighMark Capital Management, Inc. is a subsidiary of Union Bank.*

Economic and Market Commentary  
Second Quarter 2021

Market Overview

Fueled by another massive dose of fiscal stimulus for the second consecutive quarter and the ongoing deployment of vaccines, the economic flame is likely to continue burning hot in 2021. President Biden’s \$1.9 trillion American Rescue Plan effectively supersized the already enormous fiscal support initially pumped into the domestic economy in response to the impact of the pandemic.

While 9.7 million Americans continue to be unemployed, nearly 4 million more than pre-pandemic levels,<sup>1</sup> the job market recovery continues with solid momentum. Nonfarm payrolls rose by 916,000 in March--the most since October 2019--while new unemployment claims declined at the fastest rate since the pandemic began and unemployment edged down to 6 percent at quarter-end.<sup>2</sup>

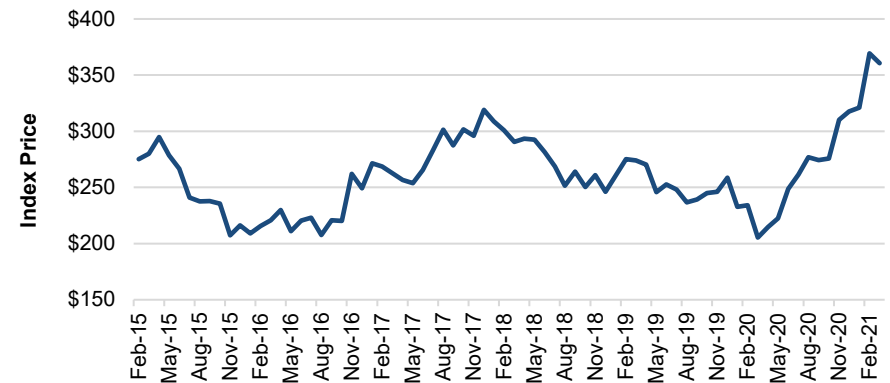
Equity markets continued to cheer progress towards putting the pandemic in the rearview mirror with the large cap S&P 500 index gaining 6.2 percent year-to-date and, at 3,973, within striking distance of the record 4,000 level. In a change of pace from the prior three quarters, and reflecting increasing confidence in a robust economic recovery, more cyclically sensitive domestic large cap value stocks significantly outperformed growth stocks during the first quarter by 9.1 percent.<sup>3</sup> International stocks also posted a solid quarter, rising by 3.5 percent.<sup>4</sup>

Cyclically sensitive equity sectors including energy, financials and industrials--the biggest underperformers of 2020--have outperformed strongly this year while leading technology companies have lagged. U.S. small cap stocks, which are typically more leveraged to the domestic economy relative to their larger peers, have been the best performing asset class over the past year, logging a staggering return of 95.2%.<sup>5</sup>

As consumer and industrial demand surges, commodity prices responded by sending crude oil prices up some 22 percent<sup>6</sup> during the first quarter. Another closely followed economic barometer in the commodity complex, the price of copper, also affirmed the

strength of the global economic rebound. The industrial metal now costs nearly double what it was selling for just one year ago.

Bloomberg Copper Index



Source: Bloomberg

While equity markets embraced fiscal stimulus-induced economic progress, bond markets recoiled as inflation and growth expectations reset, sending interest rates higher. The bellwether 10-year Treasury yield reached 1.74 percent at quarter end nearly doubling its level at the start of the year.<sup>7</sup>

Bond index returns fell in suit, with longer-term investment grade bonds faring the worst--falling by over 10% year-to-date.<sup>8</sup> Only the most credit-sensitive sectors of the

<sup>1</sup> Source: U.S. Bureau of Labor Statistics

<sup>2</sup> Source: U.S. Bureau of Labor Statistics

<sup>3</sup> MSCI USA Large Cap Value Index versus MSCI USA Large Cap Growth Index

<sup>4</sup> MSCI EAFE Index USD

<sup>5</sup> MSCI USA Small Cap Index

<sup>6</sup> West Texas Intermediate crude oil

<sup>7</sup> Source: U.S. Department of the Treasury

<sup>8</sup> Barclays Long U.S. Govt/Credit



**Reporting Period Ending: March 31, 2021**

fixed income market were able to overcome the headwinds of rising interest rates to post positive returns for the quarter. Bank loans and high yield bonds benefited from tightening credit spreads and lower sensitivity to the Treasury yield curve. Tax-exempt municipal bonds, while not totally immune from rising rates, fared better due to a combination of stimulus measures intended to shore up state and local finances and increasing prospects for higher taxes on the wealthy.<sup>9</sup>

### **Not all Roses**

Flourishing economic optimism remains at least partially balanced by some notable areas that continue to concern financial markets. In the geopolitical realm, U.S. tensions with China may be bound for a return to the front burner following China's recent \$400 billion, 25-year strategic agreement with Iran that calls for joint weapons development and the sharing of intelligence.<sup>10</sup> Such an agreement only raises the odds that the relationship between the world's two largest economies becomes increasingly antagonistic.

And of course, the pandemic remains in play. While deployment of vaccines has been an unqualified game changer, declaring victory in the war against COVID-19 may be premature. Many more shots need to make their way into arms before business-as-usual returns.

Here in the U.S., as some states lift mask requirements and restrictions on gatherings, there is concern over a "fourth wave" of infections and hospitalizations due to the existing and emerging variants of the virus. Internationally, the deployment of vaccines has not gone as well as it has domestically. In fact, many countries are already dealing with a resurgence in infections. In this regard, optimism is at risk of being derailed if the progress of global vaccine deployment does not step up to meet expectations.

### **Looking Forward**

After twelve months of increasing equity market valuations, the follow-through for corporate earnings is a critical underpinning of future returns. Known and unknown risks notwithstanding, it would not be shocking to see company earnings surprise to the upside again in the second quarter, similar to when the U.S. emerged from the 2008 financial crisis. We believe economically-sensitive areas of the market are poised to

show strong earnings growth due to low expectations and an uplift in stimulus-driven demand.

With the recession behind us and a robust early-stage recovery in force, we believe companies should perform well this year. We believe risk asset returns in 2021 and beyond will be driven by the interplay of improving fundamentals, counterbalanced by valuation compression, as the market cycle matures. Meanwhile, fixed income asset classes, particularly those with longer durations, will continue to battle the headwinds of increasing public debt and a reflationary economic outlook. Such a challenging environment for fixed income must be balanced with the potential for an escalation of prevailing uncertainties that can quickly change market appetite for risk assets.

### **Inflation: Sheep in Wolves' Clothing?**

Bond market observers have followed the recent rise of the 10-year U.S. Treasury with concern with some viewing the risk of rising inflation as the culprit. Investors who solely focus on the risk of inflation may be missing a key piece of the puzzle. Increasing real yields, or interest rates after removing the effects of expected inflation, have been part of the current influence of rising rates and we believe will be the primary driver of higher intermediate and longer maturity U.S. Treasury yields over the next couple years. However, short maturity rates, Treasuries maturing in less than three years, are likely to stay at low levels for several years.

When interest rates increase for the right reasons, it is not necessarily a negative phenomenon. Accelerating economic growth and improving economic prospects can translate, especially today, into rising real interest rates which is positive. However, there are also several less favorable factors that can also drive real interest rates higher. Further, when rising interest rates are a result of increasing inflation expectations beyond a nominal threshold, it could force the Federal Reserve (Fed) to tap the breaks on the economy through various monetary policy tools at its disposal.

### **Why Real Yields Matter**

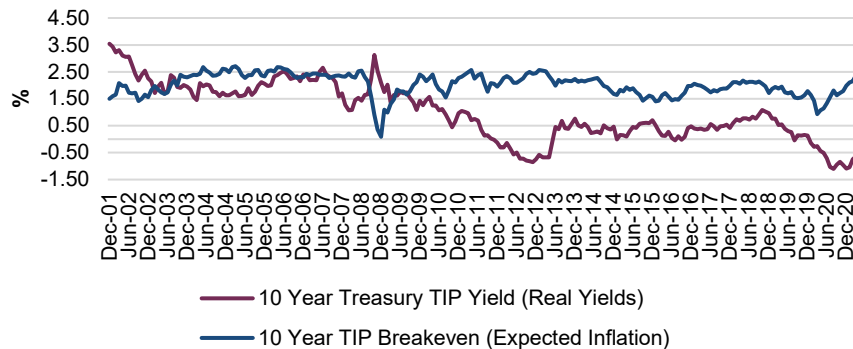
Negative real yields, or the difference between expected inflation and nominal Treasury yields, are an exception rather than the norm: over the last 20 years, protracted periods of negative real yields (using 10-year maturity U.S. government bonds) have only occurred twice, most recently since early 2000.

<sup>9</sup> Source: Morningstar Direct for Q1 2021: bank loans as represented by the S&P/LSTA Leveraged Loan Index returned 1.8 percent; high yield bonds as represented by the BofAML US HY Master II Index returned 0.9 percent and tax-exempt municipal bonds as represented by the Barclays HY Muni Index returned 2.1 percent.

<sup>10</sup> Source: New York Times, "China With \$400 Billion Iran Deal, Could Deepen Influence in Mideast," March 27, 2021.

Reporting Period Ending: March 31, 2021

### Yields and Inflation Expectations



Source: Bloomberg

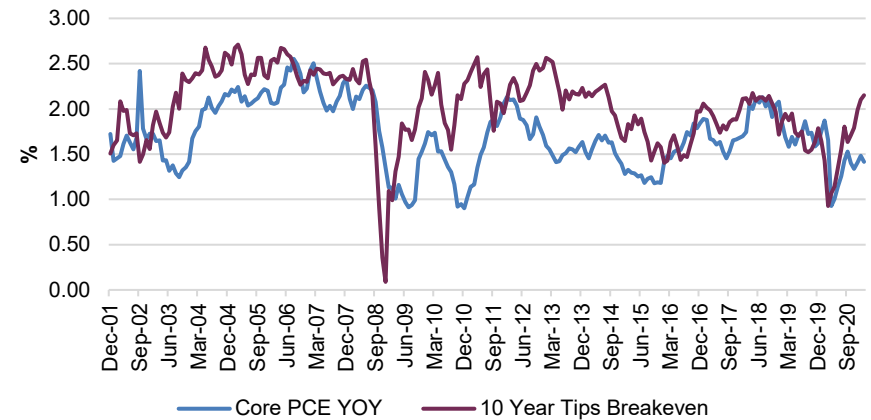
Several factors can combine to drive real rates into negative territory, including global quantitative easing (QE),<sup>11</sup> strong “flight to quality” demand for government bonds such as U.S. Treasuries during periods of market turbulence, and low or even negative central bank policy rates. The end of the current period of negative 10-year real yields may now be in sight. Enormous pandemic stimulus bills and bloated fiscal deficits may result in record net U.S. Treasury bond issuance in 2021 thereby pressuring real yields higher.

Further, stronger economic growth prospects as we emerge from the pandemic as well as a reduced “flight to safety” demand for government bonds should further pressure real yields. In addition, as economic prospects improve and given that markets tend to be forward looking, a slowing of QE, also called “tapering,” will be anticipated. Finally, stronger economic growth abroad and less aggressive central bank policy may also push non-U.S. government bond yields higher, thereby reducing some of the incentive for foreigners to buy the same quantity of U.S. government bonds.

### What Goes Down Must Go Up?

After peaking at 15 percent in March of 1980, inflation has been declining and relatively contained for a few decades, averaging just over 2 percent since 1990.<sup>12</sup> There are several possible explanations for 30 years of contained inflation, including technological innovations and improved efficiency driving prices down, the decline in workforce union representation, an aging demographic, and lower prices for consumer goods as globalization led to lower labor and materials costs in general.

### Inflation vs. TIPS



Source: Bloomberg

Looking forward, some of the social, economic, and globalization trends may begin to diminish. Labor arbitrage, or seeking low-cost labor outside the U.S., could fade as workers abroad begin to demand higher wages. Changing political winds could cause an increase in unionization. A potential reversal of globalization or repatriation of manufacturing from abroad can reverse a product cost advantage and push prices higher.

<sup>11</sup> Quantitative easing is defined as central banks buying assets to help support markets and the economy and to encourage investors to shift from low-risk government bonds to risk assets that can help economies emerge from recessionary periods.

<sup>12</sup> Source: U.S. Bureau of Labor Statistics, Federal Reserve of St Louis. Consumer Price Index for All Urban Consumers: All Items Less Food and Energy in U.S. City Average, Compounded Annual Rate of Change, Monthly, Seasonally Adjusted

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Similar to a butterfly effect,<sup>13</sup> exogenous shocks can also impact inflationary expectations. The recent grounding of the Ever Given container ship in the Suez Canal held up about 400 ships for nearly a week and raised concerns that commodity and consumer goods prices would rise as shipments were delayed, impacting “just-in-time” manufacturing. Global supply chain disruption from the pandemic can also pressure input prices higher, at least in the near term.

Other potential inflationary trends include:

- Enormous and unprecedented amounts of fiscal stimulus causing the supply of money to spike higher which can create a scenario of too much money chasing too few assets.
- Significant pent-up demand for products and services as we exit the pandemic.
- A mathematical base effect when comparing prices today or over the next several months versus one year ago when global economies were in the depth of pandemic lockdown.

The Fed appears unconcerned about the prospects for rising near-term inflation.<sup>14</sup> From the Fed’s point of view, short-term “transitory” increases in inflation are acceptable and anticipated. Furthermore, the Fed’s new policy-making framework, introduced in August 2020, allows for higher levels of average inflation over an unspecified timeframe before they spark monetary policy action.

For now, bond markets agree that inflation increases will be “transitory.” However, if these rising near term price pressures lead to higher labor costs which become embedded in the real economy, inflation would likely continue to trend higher and the Fed would have to get re-engaged sooner than expected. We do not, however, expect inflation to be more than transitory, yet we do expect intermediate and longer maturity U.S. government bond yields to continue to rise, fueled by an increase in real yields.

As the economy continues to improve, various stocks and other financial assets should benefit from improving growth prospects, but could also be hindered by rising interest rates. Ultimately, we believe the underlying cause or causes of rising rates will

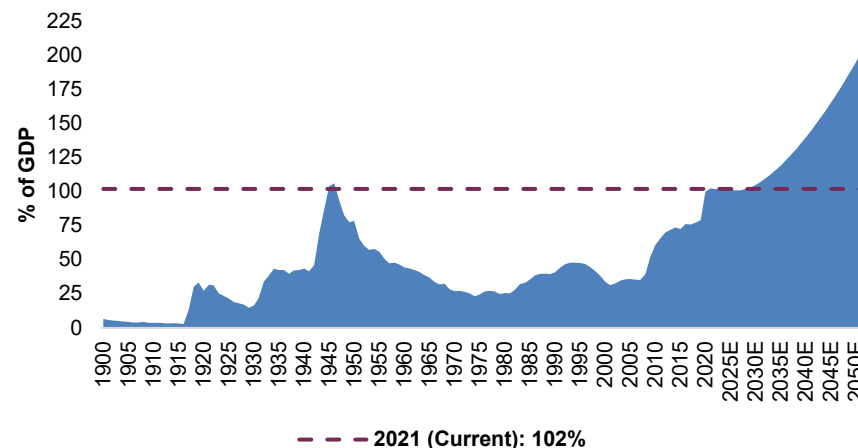
determine which factor will win out, thereby driving near term financial market performance.

### Overhanging Debts

Readers of the Congressional Budget Office’s (CBO) 2021 annual report<sup>15</sup>, which forecasts debt, deficits, spending, and revenues over the next 30 years, might come away with the impression that our government’s fiscal house is anything but in order.

U.S. Debt to Gross Domestic Product (GDP) will surge from approximately 80% at the end of 2019 to over 100% in just two years and could reach over 200% by 2051. Because these forecasts do not include the recently enacted \$1.9 trillion fiscal stimulus package, the CBO’s projected deficit could undershoot the long-term painful tally.

**Federal Debt Held by the Public (% of GDP), 1900-2051E**



Source: Congressional Budget Office

<sup>13</sup> In chaos theory, the butterfly effect occurs when a small change results in large events and is derived from the metaphorical example of a tornado being influenced by a distant butterfly flapping its wings.

<sup>14</sup> For 2021, their inflation forecast is at most 2.3%; for 2022, 2.1% and for 2023, 2.2% Source: Federal Reserve Bank of St. Louis.

<sup>15</sup> Congressional Budget Office; “The 2021 Long-Term Budget Outlook”

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And there may be more debt-reliant stimulus in the not-too-distant future. Discussions are underway to fund a large-scale infrastructure spending program estimated at around \$2 trillion and targeting investment in roads, bridges, ports, broadband, climate change and research and development. The package would require a combination of additional deficit spending and, potentially, tax hikes for corporations and high-income individuals.

Doubtless mindful of the deficit impact of the administration’s \$2 trillion infrastructure proposal, on top of Biden’s and former President Trump’s \$5.2 trillion stimulus bills, Biden’s team is floating proposals to return corporate taxes to 28 percent from 21 percent as enacted in the 2017 Tax Cuts and Jobs Act as well as hike taxes on high-earning households. In so doing, Biden hopes to honor his campaign pledge to enact an economic strategy that will not add to the ballooning national debt.

**No Free Lunch**

Can multi-trillion-dollar fiscal stimulus bills that rely on government debt issuance be implemented and remain deficit-neutral? Many observers are skeptical and, at some point, markets might begin to discount the negative impacts of current and future deficits.

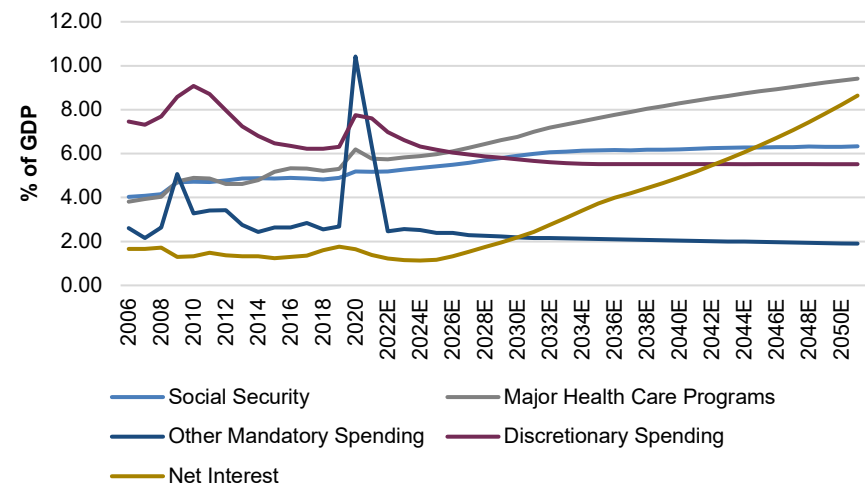
While targeted stimulus is appropriate to heal a pandemic-sickened economy, it remains to be seen if massive fiscal initiatives will stimulate the overall economy long-term. Equity markets are on a stimulus “sugar high” and, while we could see a short-term economic boost, in the long-term we can expect to fall back to historic growth patterns but with dramatically higher debt and deficits. No good deed goes unpunished and we expect the bond market to reprice debt-associated risk higher, potentially causing volatility in risk assets.

Both the Trump and Biden administrations have provided unprecedented fiscal stimulus measures to help Americans weather the economic disruption from the coronavirus pandemic. The recent \$1.9 trillion stimulus package has also clearly been aimed at addressing inequality by allocating billions in stimulus checks to lower- and middle-income households, expanding unemployment relief and directing tax credits to families with children.

This remarkable experiment in income distribution should make it particularly potent in hastening an economic recovery but might also lead to rising inflation, higher taxes and

a worsening of our fiscal and trade deficits as it increases the purchasing power of consumer goods by lower- and middle-income households. And debt service and entitlement spending will also become increasingly challenging.

**Outlays, by Component (% of GDP)**



Source: Congressional Budget Office

Financial history suggests that when the government debt to GDP ratio exceeds 90%, it reduces potential growth by one-third, i.e., U.S. GDP from 3% to 2% or less.<sup>16</sup> This is problematic as lower levels of growth shrink the economic pie for everyone, limit upward mobility, and entrench widening income and wealth inequality. It is then possible for a domino effect to breed social unrest and result in harmful populist policies that further diminish growth and opportunity. According to the CBO, GDP growth under the current fiscal situation is expected to decline to levels well below those of the prior 70 years due, in part, to rising debt burdens.<sup>17</sup>

We believe the government has one of three options to manage deficit spending and accumulating debt: raise taxes, reduce spending, or ignite inflation to essentially

<sup>16</sup> "This Time is Different: Eight Centuries of Financial Folly", Carmen M. Reinhart and Kenneth S. Rogoff, Princeton University Press, 2011.

<sup>17</sup> Congressional Budget Office; "The 2021 Long-Term Budget Outlook"

“inflate” the burden away. All these actions invariably have negative consequences for future economic growth potential.

### **Deficit Allocation**

Should investors with investment horizons of decades, rather than years, incorporate rising deficits into their portfolio allocations? While individual portfolio strategies will take into account risk tolerances, income requirements, and legacy considerations, here are a few thoughts on portfolio structure given the potential for rising inflation, reduced entitlement spending and increased taxation.

- We believe expected returns across asset classes might be lower on a long-term basis as a heavy debt burden crowds out the more productive private sector. High equity valuations might also revert back to long-term levels which, when combined with a massive debt overhang, could weigh on asset returns.
- To meet investor goals, portfolio managers will need to be selective and discerning: tactical asset allocation, sector over-and under-weights and stock selection expertise will be key in a lower-return climate.
- Active management versus passive strategies will be even more important going forward. We believe that, unlike the last economic cycle, a rising tide won't lift all boats.

### **Economic and Market Perspectives Q2 2021**

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**DESERT HEALTHCARE DISTRICT**

**xxxxxx04730**

**03/31/2021**

**Investment Objective: FIXED INCOME MANAGEMENT**  
**Investment Officer: KEITH STRIBLING**

Account Name: DESERT HEALTHCARE DISTRICT

Account ID: xxxxx04730

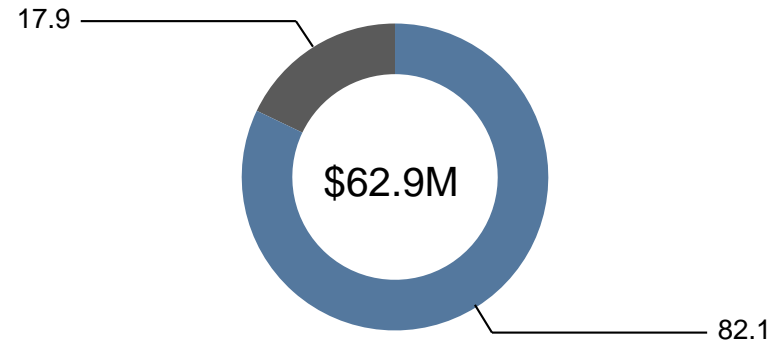


As of: March 31, 2021

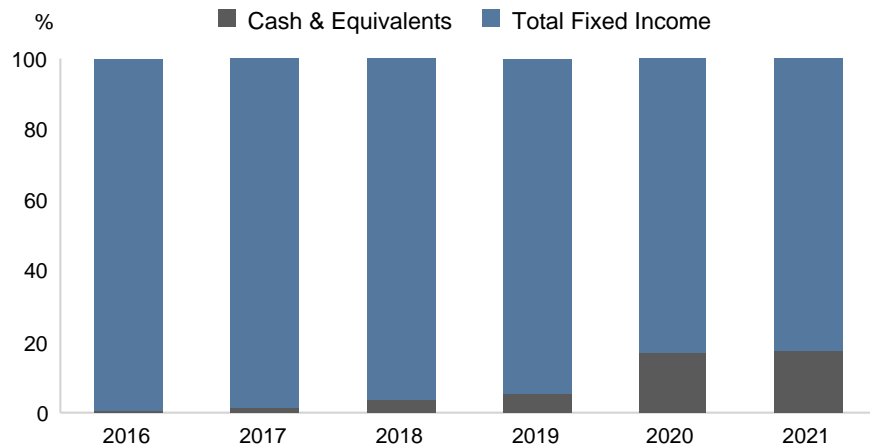
## Asset Allocation Summary

### Market Value by Asset Class

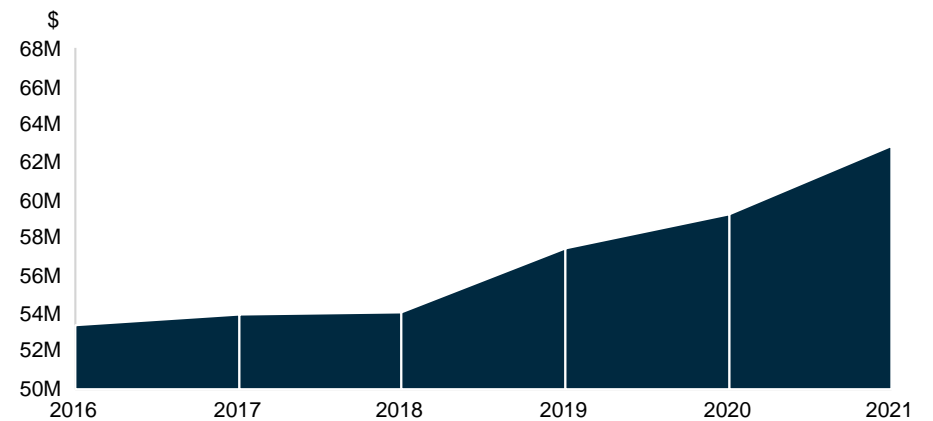
	Market Value	% of Mkt Val
Total Fixed Income	\$ 51,628,067	82.1 %
Cash & Equivalents	\$ 11,244,129	17.9 %
<b>Total</b>	<b>\$ 62,872,196</b>	<b>100.0 %</b>



### Annual Allocation



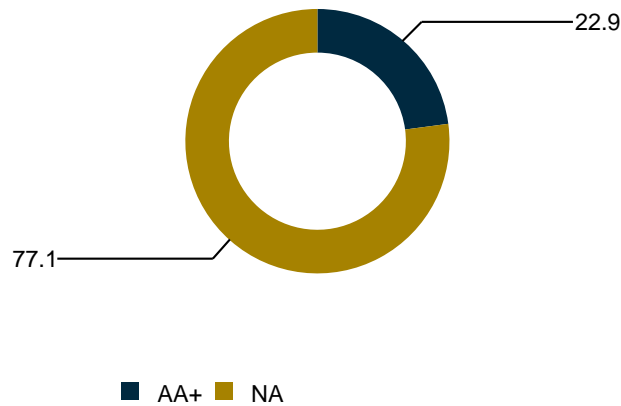
### Annual Ending Market Values



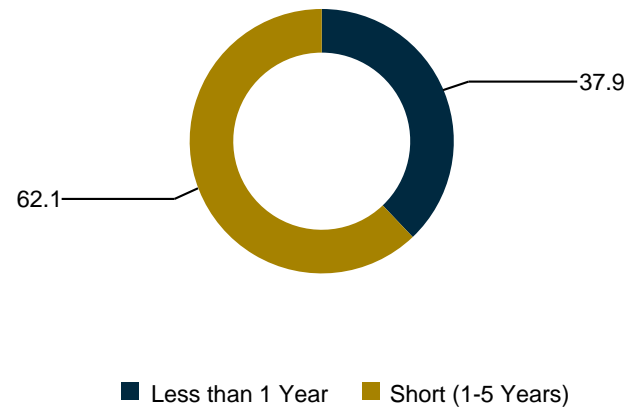
### Fixed Income Analysis - Individual Holdings

	03/31/2021	04/30/2020	04/30/2019	04/30/2018	04/30/2017
Duration	1.55	1.65	1.98	2.21	1.84
Coupon	1.95%	2.07%	2.30%	2.44%	3.21%
Yield to Maturity	.20%	.22%	2.33%	2.48%	1.31%
Maturity	1.57	1.68	2.03	2.27	1.89
Current Yield	1.90	2.00	2.30	2.45	3.14
Face Amount	\$ 50,300,000	\$ 55,800,000	\$ 49,800,000	\$ 54,800,000	\$ 52,200,000
Market Value	\$ 51,391,267	\$ 57,501,032	\$ 49,788,430	\$ 54,253,963	\$ 53,157,514
Cost	\$ 50,548,359	\$ 55,931,668	\$ 50,022,865	\$ 55,677,770	\$ 54,862,859

Quality Allocation by Market Value



Maturity Allocation by Market Value





Account Name: DESERT HEALTHCARE DISTRICT

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## Summary Investment Performance

<b>Beginning Market Value</b>	<b>58,931,311.41</b>
<b>Beginning Accrued Income</b>	<b>239,738.54</b>
<b>Beginning Portfolio Value</b>	<b>59,171,049.95</b>
Contributions	3,750,000.00
Withdrawals	.00
Income Earned	244,789.15
Gain/Loss	-293,643.53
<b>Ending Market Value</b>	<b>62,635,302.73</b>
<b>Ending Accrued Income</b>	<b>236,892.84</b>
<b>Ending Portfolio Value</b>	<b>62,872,195.57</b>
<b>Total Earnings</b>	<b>-48,854.38</b>

### Performance

Cash Equivalents	.00
Total Fixed Income	-.09
Total Managed Account	-.08
BBG Barclays US Aggregate Bd Index (USD)	-3.37
MSCI EAFE Index (Gross)	3.60
Russell 2000 Growth Index (USD)	4.88
Russell 2000 Value Index (USD)	21.17
S&P 500 Composite Index	6.17
S&P 500/Citigroup Growth Index	2.12
S&P 500/Citigroup Value Index	10.77

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 believed to be accurate and reliable. Past performance is not indicative of future returns. Securities are not FDIC insured have no bank guarantee and may lose value.

Account Name: DESERT HEALTHCARE DISTRICT

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As of: March 31, 2021

## Performance Report

	Market Value	Year to Date (3 Months)	1 Year	3 Years	5 Years	10 Years	20 Years	Inception to Date 07/01/1998
<b>Cash &amp; Equivalents</b>	<b>11,244,129</b>	<b>.00</b>	<b>.04</b>	<b>1.28</b>	<b>1.02</b>	<b>.53</b>		
Lipper Money Market Funds Index		.00	.08	1.24	.95	.48	1.22	1.70
<b>Total Fixed Income</b>	<b>51,628,067</b>	<b>-.09</b>	<b>.28</b>	<b>2.82</b>	<b>1.76</b>	<b>1.39</b>	<b>2.74</b>	<b>3.21</b>
BBG Barclays 1-3 Yr US Govt/Credit Index		-.04	1.57	3.04	2.00	1.57	2.81	3.26
<b>Total Managed Account</b>	<b>62,872,196</b>	<b>-.08</b>	<b>.26</b>	<b>2.71</b>	<b>1.70</b>	<b>1.34</b>		
<b>Total Account Net of Fees</b>	<b>62,872,196</b>	<b>-.08</b>	<b>.11</b>	<b>2.52</b>	<b>1.50</b>	<b>1.15</b>	<b>2.49</b>	<b>2.94</b>

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 believed to be accurate and reliable. Past performance is not indicative of future returns. Securities are not FDIC insured have no bank guarantee and may lose value.

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Account ID: xxxxx04730

## Holdings Report w/ Yield and Income

Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield	
<b>Total Fixed Income</b>										
<b>Taxable FX- US Govt Agcy</b>										
FHLB CONS BD 1.875% 11/29/21	FCB1821	1,000,000.000	99.56	995,643.00	101.19	1,018,264.17	1.6	1.88	18,750.00	1.853
FEDERAL HOME LOAN 2.750% 6/10/22	FHL2722	1,000,000.000	99.68	996,760.00	103.14	1,039,929.17	1.7	2.75	27,500.00	2.666
FHLB BDS 3.625% 6/11/21	FB33621A	1,000,000.000	100.45	1,004,461.95	100.69	1,017,946.39	1.6	3.63	36,250.00	3.600
FEDERAL HOME LOAN BA 3.250% 6/09/23	FHL3223H	1,000,000.000	100.77	1,007,738.82	106.42	1,074,361.11	1.7	3.25	32,500.00	3.054
FNMA NTS 1.250% 5/06/21	FN11221B	1,500,000.000	100.01	1,500,124.83	100.12	1,509,292.08	2.4	1.25	18,750.00	1.249
FNMA NTS 2.000% 1/05/22	FN22022D	1,000,000.000	100.01	1,000,135.92	101.44	1,019,137.78	1.6	2.00	20,000.00	1.972
FNMA NTS 1.875% 4/05/22	FN11822	2,000,000.000	97.15	1,942,935.84	101.77	2,053,693.33	3.3	1.88	37,500.00	1.842
FHLMC NTS 2.375% 1/13/22	FN22322	2,000,000.000	100.46	2,009,275.06	101.80	2,046,271.67	3.3	2.38	47,500.00	2.333
FEDERAL HOME LN MTG 2.750% 6/19/23	FHL2723A	1,000,000.000	98.83	988,303.00	105.61	1,063,881.67	1.7	2.75	27,500.00	2.604
<b>Total for Taxable FX- US Govt Agcy</b>				<b>11,445,378.42</b>		<b>11,842,777.37</b>	<b>18.8</b>		<b>266,250.00</b>	<b>2.264</b>
<b>Taxable Fixed - US Treas</b>										
US TREAS NTS 1.875% 7/31/22	UTN0022C	1,000,000.000	100.34	1,003,376.49	102.34	1,026,467.73	1.6	1.88	18,750.00	1.832
US TREAS NTS 1.625% 8/31/22	UTN1622B	2,000,000.000	100.27	2,005,422.15	102.11	2,045,086.09	3.3	1.63	32,500.00	1.591
US TREAS NTS 1.875% 9/30/22	UTN0022D	2,000,000.000	100.16	2,003,173.55	102.61	2,052,222.46	3.3	1.88	37,500.00	1.827
US TREAS NTS 2.000% 10/31/22	UTN0122B	1,000,000.000	99.78	997,812.50	102.93	1,037,737.79	1.7	2.00	20,000.00	1.943
US TREAS NTS 2.375% 1/31/23	UTN0023C	2,000,000.000	98.76	1,975,156.25	104.05	2,088,892.93	3.3	2.38	47,500.00	2.283
US TREAS NTS 2.750% 4/30/23	UST0023A	1,000,000.000	99.72	997,226.56	105.31	1,064,636.96	1.7	2.75	27,500.00	2.611
UNITED STATES TREAS 2.750% 5/31/23	UST2823	1,000,000.000	99.71	997,070.31	105.51	1,064,387.96	1.7	2.75	27,500.00	2.606
UNITED STATES TREA NTS 1.75% 7/31/21	UST1721	2,500,000.000	100.13	2,503,283.94	100.57	2,521,401.38	4.0	1.75	43,750.00	1.740
US TREAS NTS 2.125% 9/30/21	UTN2121B	1,500,000.000	100.49	1,507,347.63	101.03	1,515,612.09	2.4	2.13	31,875.00	2.103
US TREAS NTS 2.000% 10/31/21	UTN2021D	1,000,000.000	100.10	1,001,013.18	101.13	1,019,687.79	1.6	2.00	20,000.00	1.978
US TREAS NTS 2.125% 12/31/21		1,800,000.000	100.36	1,806,470.01	101.54	1,837,317.33	2.9	2.13	38,250.00	2.093
US TREAS NTS 1.750% 2/28/22	UTN1722A	1,000,000.000	100.22	1,002,234.94	101.52	1,016,681.74	1.6	1.75	17,500.00	1.724
US TREAS NTS 3.125% 5/15/21	UTN3221	1,000,000.000	100.29	1,002,890.09	100.37	1,015,536.66	1.6	3.13	31,250.00	3.113
US TREAS NTS 1.625% 5/31/23	UTN1623A	1,000,000.000	100.15	1,001,520.06	103.07	1,036,146.43	1.6	1.63	16,250.00	1.577
US TREAS NTS 2.125% 8/15/21	UTN2521	1,000,000.000	98.93	989,296.88	100.77	1,010,371.57	1.6	2.13	21,250.00	2.109
US TREAS NTS 1.250% 7/31/23	UTN1223	1,500,000.000	101.93	1,528,925.87	102.40	1,539,077.73	2.4	1.25	18,750.00	1.221

Account Name: DESERT HEALTHCARE DISTRICT

Account ID: xxxxx04730



As of: March 31, 2021

## Holdings Report w/ Yield and Income

Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield	
US TREAS NTS 2.000% 2/15/22	UTN2022	1,000,000.000	100.31	1,003,128.57	101.68	1,019,246.19	1.6	2.00	20,000.00	1.967
US TREAS NTS 1.625% 10/31/23	UTN1623B	1,000,000.000	100.27	1,002,746.54	103.51	1,041,943.20	1.7	1.63	16,250.00	1.570
US TREAS NTS 1.875% 3/31/22	33122	2,000,000.000	100.11	2,002,279.24	101.77	2,035,502.46	3.2	1.88	37,500.00	1.842
US TREAS NTS 2.250% 4/30/21	UTN2221A	1,000,000.000	100.28	1,002,820.84	100.17	1,011,197.51	1.6	2.25	22,500.00	2.246
US TREAS NTS 2.250% 7/31/21	UTN2221B	1,000,000.000	100.28	1,002,790.70	100.73	1,011,069.28	1.6	2.25	22,500.00	2.234
US TREAS NTS 2.125% 6/30/22	UTN2122	1,000,000.000	100.15	1,001,517.13	102.51	1,030,421.85	1.6	2.13	21,250.00	2.073
US TREAS NTS 1.750% 5/31/22	UTN1722C	1,000,000.000	100.38	1,003,794.45	101.91	1,024,925.38	1.6	1.75	17,500.00	1.717
US TREAS NTS 0.0001% 8/31/24	UTN0024D	2,000,000.000	103.52	2,070,413.41	102.57	2,053,653.91	3.3	1.25	25,000.00	1.219
UNITED STATES TREAS 1.500% 10/31/24	UST0024B	1,500,000.000	104.23	1,563,457.03	103.38	1,560,202.42	2.5	1.50	22,500.00	1.451
UNITED STATES TREAS 1.50% 11/30/24	UST0024C	2,500,000.000	104.26	2,606,542.97	103.36	2,596,643.68	4.1	1.50	37,500.00	1.451
UNITED STATES TREAS 1.125% 2/28/25	UST1125	1,000,000.000	102.85	1,028,476.56	101.84	1,019,378.26	1.6	1.13	11,250.00	1.105
UNITED STATES TREAS 0.5000% 3/31/25	UST0025	1,500,000.000	99.52	1,492,792.97	99.32	1,489,840.76	2.4	.50	7,500.00	.503
<b>Total for Taxable Fixed - US Treas</b>				<b>39,102,980.82</b>		<b>39,785,289.54</b>	<b>63.3</b>		<b>711,375.00</b>	<b>1.795</b>
<b>Total: Total Fixed Income</b>				<b>50,548,359.24</b>		<b>51,628,066.91</b>	<b>82.1</b>		<b>977,625.00</b>	<b>1.902</b>
<b>Cash Equivalents</b>										
<b>Cash - Money Market</b>										
FIDELITY GOVT MMKT INST CL-I #57	FIDGOV	11,244,035.730	1.00	11,244,035.73	1.00	11,244,128.66	17.9	.00	1,124.40	.010
<b>Total for Cash - Money Market</b>				<b>11,244,035.73</b>		<b>11,244,128.66</b>	<b>17.9</b>		<b>1,124.40</b>	<b>.010</b>
<b>Total: Cash Equivalents</b>				<b>11,244,035.73</b>		<b>11,244,128.66</b>	<b>17.9</b>		<b>1,124.40</b>	<b>.010</b>
<b>Total</b>				<b>61,792,394.97</b>		<b>62,872,195.57</b>	<b>100.0</b>		<b>978,749.40</b>	<b>1.563</b>

**DESERT HOSPITAL RETIREMENT PLAN**  
**xxxxx28600**  
**03/31/2021**

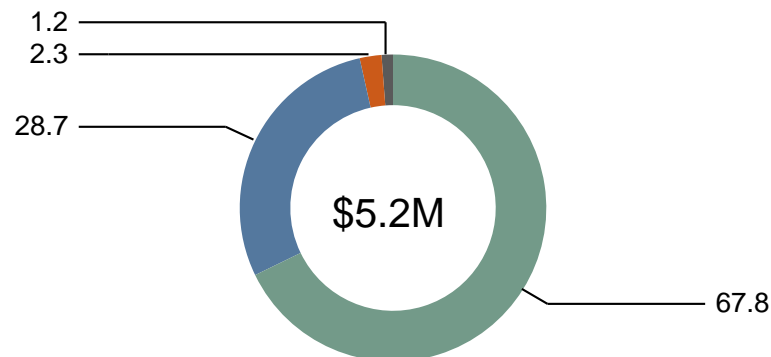
**Investment Objective: DOCUMENT DIRECTED - IS**  
**Investment Officer: KEITH STRIBLING**

As of: March 31, 2021

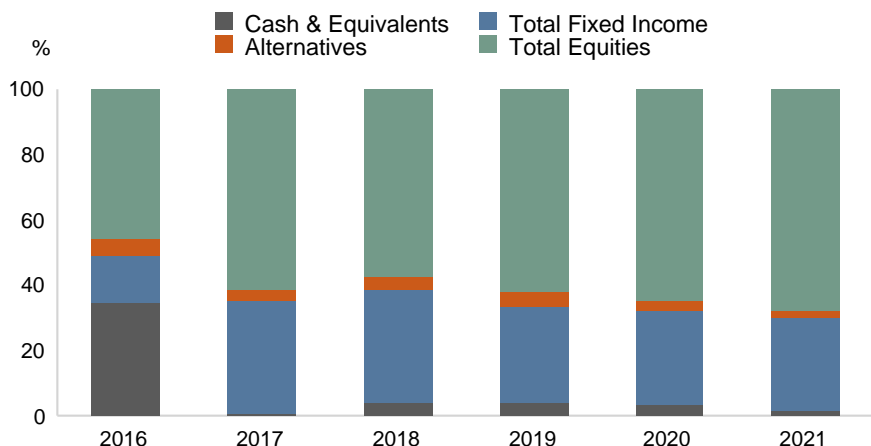
## Asset Allocation Summary

### Market Value by Asset Class

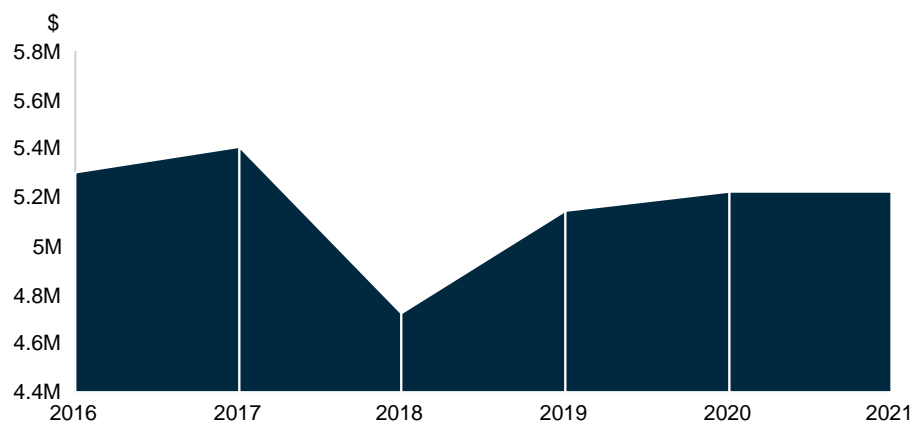
	Market Value	% of Mkt Val
Total Equities	\$ 3,542,027	67.8 %
Total Fixed Income	\$ 1,499,363	28.7 %
Alternatives	\$ 119,959	2.3 %
Cash & Equivalents	\$ 65,306	1.2 %
<b>Total</b>	<b>\$ 5,226,654</b>	<b>100.0 %</b>



### Annual Allocation



### Annual Ending Market Values

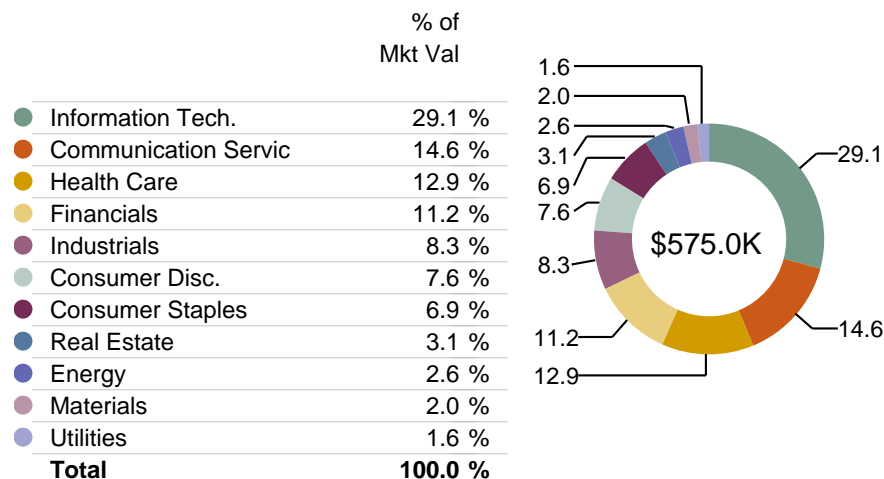


## Portfolio Analytics

### Largest 10 Holdings - YTD Return

	Market Value	% of Mkt Val	Return
ISHARES S&P 500 GROWTH ET	402,380	7.7	2.10
ISHARES S&P 500 VALUE ETF	394,766	7.5	10.86
VANGUARD FTSE DEVELOPED M	331,689	6.3	4.52
SCHWAB STRATEGIC TR	291,931	5.6	5.90
VANGUARD INDEX FUNDS S&P	287,797	5.5	6.36
ISHARES RUSSELL 2000 ETF	160,402	3.1	12.89
ISHARES RUSSELL 2000 GROW	158,791	3.0	4.98
ISHARES MSCI EAFE VALUE E	151,330	2.9	7.99
ISHARES RUS MID-CAP GRW E	145,129	2.8	-5.2
ISHARES MSCI EAFE GROWTH	142,151	2.7	-4.5

### Equity Holdings Analysis - Individual Holdings



### Top 10 Performers YTD

	Market Value	% of Mkt Val	Return
APPLIED MATLS INC	20,975	.4	55.11
EOG RES INC	5,585	.1	46.51
HARTFORD FINL SVCS GROUP	3,693	.1	37.10
CHEVRON CORP. COMMON STOC	9,431	.2	25.52
GOLDMAN SACHS GROUP INC	7,194	.1	24.47
SCHWAB CHARLES CORP NEW	9,907	.2	23.25
HUNT J B TRANS SVCS INC	7,731	.1	23.23
AMERICAN INTL GROUP COM	2,311	.0	22.88
ISHARES RUSSELL 2000 VALU	119,921	2.3	21.34
JPMORGAN CHASE & CO	17,963	.3	20.63

### Bottom 10 Performers YTD

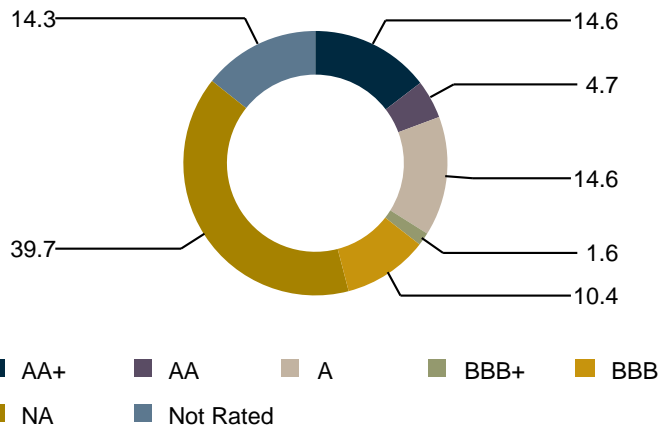
	Market Value	% of Mkt Val	Return
BIOMARIN PHARMACEUTICAL I	4,908	.1	-13.18
APPLE INC COM	42,142	.8	-7.80
UNILEVER PLC ADR	12,394	.2	-6.65
WELLS FARGO NTS 3.500% 3/	17,547	.3	-6.51
COSTCO WHOLESALE CORP	8,107	.2	-6.26
PIMCO HIGH YIELD,INSTL #1	26,402	.5	-6.22
NIKE INC CL B	3,995	.1	-5.87
V F CORP	2,797	.1	-5.85
ELECTRONIC ARTS INC COMMO	7,039	.1	-5.61
WALMART INC COM	4,091	.1	-5.40



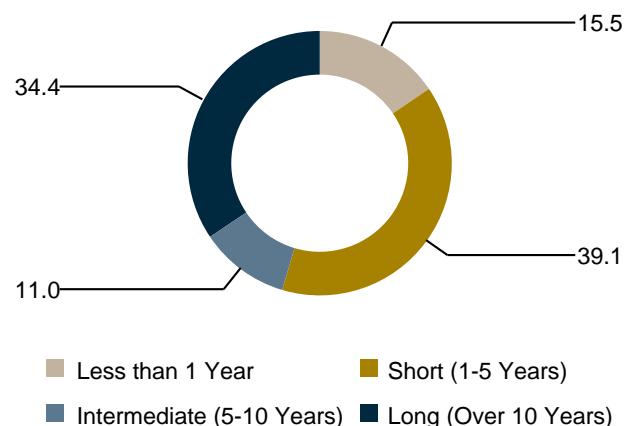
### Fixed Income Analysis - Individual Holdings

	03/31/2021	04/30/2020	04/30/2019	04/30/2018	04/30/2017
Duration	7.26	6.84	7.63	7.71	7.09
Coupon	3.28%	3.21%	3.11%	3.09%	3.02%
Yield to Maturity	1.46%	1.67%	2.86%	3.15%	2.38%
Maturity	9.70	9.18	10.51	10.67	9.52
Current Yield	3.05	3.01	3.06	3.09	2.92
Face Amount	\$ 1,017,773	\$ 1,507,802	\$ 1,537,579	\$ 1,861,544	\$ 1,595,392
Market Value	\$ 1,087,995	\$ 1,602,358	\$ 1,559,326	\$ 1,859,229	\$ 1,644,878
Cost	\$ 1,058,432	\$ 1,564,046	\$ 1,584,600	\$ 1,918,739	\$ 1,645,048

Quality Allocation by Market Value



Maturity Allocation by Market Value





Account Name: DESERT HOSPITAL RETIREMENT PLAN

Account ID: xxxxx28600



As of: March 31, 2021

## Performance Report

	Market Value	Year to Date (3 Months)	1 Year	3 Years	5 Years	10 Years	20 Years	Inception to Date 05/01/1998
<b>Cash &amp; Equivalents</b>	<b>65,306</b>	<b>.01</b>	<b>.06</b>	<b>1.28</b>	<b>1.01</b>	<b>1.00</b>		
Lipper Money Market Funds Index		.00	.08	1.24	.95	.48	1.22	1.73
<b>Total Fixed Income</b>	<b>1,499,363</b>	<b>-.62</b>	<b>2.38</b>	<b>4.08</b>	<b>2.62</b>	<b>2.35</b>	<b>3.60</b>	<b>3.95</b>
BBG Barclays Intmtd US Aggregate Index		-1.61	1.38	4.17	2.66	2.88	4.13	4.48
<b>Alternatives</b>	<b>119,959</b>	<b>.78</b>	<b>18.14</b>	<b>3.40</b>	<b>5.32</b>			
Wilshire Liquid Alternative Index		2.17	15.21	2.84	3.00	1.99	2.53	
<b>Total Equities</b>	<b>3,542,027</b>	<b>6.45</b>	<b>59.16</b>	<b>12.86</b>	<b>13.91</b>	<b>10.65</b>	<b>7.52</b>	<b>7.22</b>
MSCI AC World Index (Net)		4.57	54.60	12.07	13.21	9.14	7.07	
MSCI EAFE Index (Net)		3.48	44.57	6.02	8.85	5.52	5.45	4.63
MSCI EM Free Index (Net USD)		2.29	58.39	6.48	12.07	3.65	10.02	
Russell 2000 Index (USD)		12.70	94.85	14.76	16.35	11.68	9.76	8.31
Russell Midcap Index		8.14	73.64	14.73	14.67	12.47	10.48	9.69
S&P 500 Composite Index		6.17	56.35	16.78	16.29	13.91	8.47	7.73
<b>Total Managed Account</b>	<b>5,226,654</b>	<b>4.05</b>	<b>34.24</b>	<b>9.29</b>	<b>9.44</b>	<b>7.36</b>		
<b>Total Account Net of Fees</b>	<b>5,226,654</b>	<b>3.88</b>	<b>33.38</b>	<b>8.57</b>	<b>8.72</b>	<b>6.63</b>	<b>5.35</b>	<b>5.32</b>
65% S&P 500/ 15% Russell 2000/ 20% MSCI EAFE		6.62	59.33	14.39	14.90	11.96	8.17	

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 believed to be accurate and reliable. Past performance is not indicative of future returns. Securities are not FDIC insured have no bank guarantee and may lose value.

As of: March 31, 2021

Account ID: xxxxx28600



## Holdings Report w/ Yield and Income

Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield	
<b>Alternatives</b>										
<b>Managed Futures</b>										
NATIXIS ASG MGD FUT CL N #6100	AMFNX	2,534.981	10.46	26,526.69	10.79	27,352.44	.5	.36	912.59	3.336
<b>Total for Managed Futures</b>				<b>26,526.69</b>		<b>27,352.44</b>	<b>.5</b>		<b>912.59</b>	<b>3.336</b>
<b>Real Estate - ETFs / Sctr Fds</b>										
VANGUARD REAL ESTATE ETF	VNQ	285.000	93.11	26,537.44	91.86	26,180.10	.5	3.21	915.71	3.498
<b>Total for Real Estate - ETFs / Sctr Fds</b>				<b>26,537.44</b>		<b>26,180.10</b>	<b>.5</b>		<b>915.71</b>	<b>3.498</b>
<b>Unconstrained Fixed Income</b>										
BLACKROCK STRAT INC OPPTS CL K #1944	BSIKX	6,412.779	9.84	63,111.70	10.34	66,426.16	1.3	.28	1,789.17	2.698
<b>Total for Unconstrained Fixed Income</b>				<b>63,111.70</b>		<b>66,426.16</b>	<b>1.3</b>		<b>1,789.17</b>	<b>2.698</b>
<b>Total: Alternatives</b>				<b>116,175.83</b>		<b>119,958.70</b>	<b>2.3</b>		<b>3,617.46</b>	<b>3.019</b>
<b>Cash</b>										
<b>Cash</b>										
Cash/Pending Trade		-612.680	1.00	-612.68	1.00	-612.68	.0	.00	.00	.000
<b>Total for Cash</b>				<b>-612.68</b>		<b>-612.68</b>	<b>.0</b>		<b>.00</b>	<b>.000</b>
<b>Total: Cash</b>				<b>-612.68</b>		<b>-612.68</b>	<b>.0</b>		<b>.00</b>	<b>.000</b>
<b>Total Equities</b>										
<b>Communi Services - Dom CS</b>										
ALPHABET INC CAP STK CL A	GOOGL	16.000	793.85	12,701.63	2,062.52	33,000.32	.6	.00	.00	.000
COMCAST CORP-CL A	CMCSA	163.000	34.88	5,685.49	54.11	8,819.93	.2	1.00	163.00	1.848
DISNEY (WALT) COMPANY HOLDING CO	DIS	66.000	113.30	7,478.06	184.52	12,178.32	.2	.00	.00	.000
ELECTRONIC ARTS INC COMMON	EA	52.000	82.37	4,283.04	135.37	7,039.24	.1	.68	35.36	.502

As of: March 31, 2021

## Holdings Report w/ Yield and Income

	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
	FACEBOOK INC CL A	FB	45.000	121.42	5,463.73	294.53	13,253.85	.3	.00	.000
	VERIZON COMMUNICATIONS	VZ	166.000	53.44	8,870.99	58.15	9,652.90	.2	2.51	4.316
<b>Total for Communi Services - Dom CS</b>				<b>44,482.94</b>		<b>83,944.56</b>	<b>1.6</b>		<b>615.02</b>	<b>.733</b>
<b>Con Discretionary - Dom CS</b>										
	AMAZON.COM INC	AMZN	5.000	1,627.28	8,136.41	3,094.08	15,470.40	.3	.00	.000
	LOWES COS INC	LOW	59.000	68.70	4,053.01	190.18	11,220.62	.2	2.40	1.262
	NIKE INC CL B	NKE	30.000	74.90	2,246.85	132.89	3,994.95	.1	1.10	.828
	O REILLY AUTOMOTIVE INC NEW	ORLY	11.000	298.58	3,284.37	507.25	5,579.75	.1	.00	.000
	TJX COS INC NEW	TJX	72.000	38.85	2,797.18	66.15	4,762.80	.1	1.04	1.572
	V F CORP	VFC	35.000	95.61	3,346.18	79.92	2,797.20	.1	1.96	2.452
<b>Total for Con Discretionary - Dom CS</b>				<b>23,864.00</b>		<b>43,825.72</b>	<b>.8</b>		<b>318.08</b>	<b>.726</b>
<b>Con Staples - Dom CS</b>										
	COSTCO WHOLESALE CORP	COST	23.000	170.48	3,921.14	352.48	8,107.04	.2	3.16	.897
	PROCTER & GAMBLE CO	PG	111.000	103.61	11,500.26	135.43	15,032.73	.3	3.48	2.569
	WALMART INC COM	WMT	30.000	119.02	3,570.45	135.83	4,091.40	.1	2.20	1.620
<b>Total for Con Staples - Dom CS</b>				<b>18,991.85</b>		<b>27,231.17</b>	<b>.5</b>		<b>524.85</b>	<b>1.929</b>
<b>Con Staples - Intl CS</b>										
	UNILEVER PLC ADR	UL	222.000	57.45	12,754.85	55.83	12,394.26	.2	1.96	3.518
<b>Total for Con Staples - Intl CS</b>				<b>12,754.85</b>		<b>12,394.26</b>	<b>.2</b>		<b>436.01</b>	<b>3.518</b>
<b>Emerging Market Funds</b>										
	ISHARES MSCI EMERGING MKT FD	EEM	1,162.000	36.99	42,985.59	53.34	61,981.08	1.2	.75	1.404
	VANGUARD FTSE EMRG MRKTS ETF	VVO	1,519.000	40.23	61,106.95	52.05	79,063.95	1.5	.96	1.854
<b>Total for Emerging Market Funds</b>				<b>104,092.54</b>		<b>141,045.03</b>	<b>2.7</b>		<b>2,336.17</b>	<b>1.656</b>
<b>Energy - Dom CS</b>										
	CHEVRON CORP. COMMON STOCK	CVX	90.000	106.01	9,541.26	104.79	9,431.10	.2	5.36	5.115
	EOG RES INC	EOG	77.000	81.24	6,255.52	72.53	5,584.81	.1	1.65	2.275
<b>Total for Energy - Dom CS</b>				<b>15,796.78</b>		<b>15,015.91</b>	<b>.3</b>		<b>609.45</b>	<b>4.059</b>

Account Name: DESERT HOSPITAL RETIREMENT PLAN

Account ID: xxxxx28600



As of: March 31, 2021

## Holdings Report w/ Yield and Income

Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield	
<b>Financials - Domestic CS</b>										
AMERICAN EXPRESS CO	AXP	25.000	118.59	2,964.67	141.44	3,546.75	.1	1.72	43.00	1.216
AMERICAN INTL GROUP COM	AIG	50.000	61.89	3,094.46	46.21	2,310.50	.0	1.28	64.00	2.770
BERKSHIRE HATHAWAY B	BRK.B	43.000	196.34	8,442.65	255.47	10,985.21	.2	.00	.00	.000
CITIGROUP INC COM	C	120.000	52.50	6,300.35	72.75	8,730.00	.2	2.04	244.80	2.804
GOLDMAN SACHS GROUP INC	GS	22.000	170.97	3,761.31	327.00	7,194.00	.1	5.00	110.00	1.529
HARTFORD FINL SVCS GROUP INC	HIG	55.000	53.63	2,949.48	66.79	3,692.70	.1	1.40	77.00	2.096
JPMORGAN CHASE & CO	JPM	118.000	92.22	10,881.96	152.23	17,963.14	.3	3.60	424.80	2.365
SCHWAB CHARLES CORP NEW	SCHW	152.000	36.52	5,551.00	65.18	9,907.36	.2	.72	109.44	1.105
<b>Total for Financials - Domestic CS</b>				<b>43,945.88</b>		<b>64,329.66</b>	<b>1.2</b>		<b>1,073.04</b>	<b>1.669</b>
<b>Foreign Large Blended Funds</b>										
ISHARES TR HDG MSCI EAFE	HEFA	2,664.000	26.06	69,416.82	32.97	87,832.08	1.7	.64	1,704.96	1.941
VANGUARD FTSE DEVELOPED MARKETS ETF	VEA	6,754.000	41.79	282,249.66	49.11	331,688.94	6.3	1.06	7,193.01	2.169
<b>Total for Foreign Large Blended Funds</b>				<b>351,666.48</b>		<b>419,521.02</b>	<b>8.0</b>		<b>8,897.97</b>	<b>2.121</b>
<b>Foreign Large Growth Funds</b>										
ISHARES MSCI EAFE GROWTH ETF	EFG	1,415.000	66.43	94,000.31	100.46	142,150.90	2.7	.86	1,215.48	.855
<b>Total for Foreign Large Growth Funds</b>				<b>94,000.31</b>		<b>142,150.90</b>	<b>2.7</b>		<b>1,215.48</b>	<b>.855</b>
<b>Foreign Large Value Funds</b>										
ISHARES MSCI EAFE VALUE ETF	EFV	2,969.000	50.60	150,225.98	50.97	151,329.93	2.9	1.14	3,393.57	2.242
<b>Total for Foreign Large Value Funds</b>				<b>150,225.98</b>		<b>151,329.93</b>	<b>2.9</b>		<b>3,393.57</b>	<b>2.242</b>
<b>Health Care - Dom CS</b>										
ABBOTT LABS COM	ABT	75.000	45.64	3,423.03	119.84	8,988.00	.2	1.80	135.00	1.502
ANTHEM INC COM	ANTM	16.000	258.48	4,135.72	358.95	5,743.20	.1	4.52	72.32	1.259
BIOMARIN PHARMACEUTICAL INC	BMRN	65.000	86.97	5,653.09	75.51	4,908.15	.1	.00	.00	.000
BRISTOL MYERS SQUIBB CO	BMY	197.000	57.33	11,293.12	63.13	12,533.14	.2	1.96	386.12	3.105
ILLUMINA INC	ILMN	13.000	296.09	3,849.12	384.06	4,992.78	.1	.00	.00	.000

As of: March 31, 2021

## Holdings Report w/ Yield and Income

	Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield	
	LILLY ELI & CO	LLY	65.000	124.30	8,079.28	186.82	12,143.30	.2	3.40	221.00	1.820
	MERCK & CO COM COM	MRK	105.000	58.84	6,178.27	77.09	8,162.70	.2	2.60	273.00	3.373
	PFIZER INC	PFE	145.000	33.40	4,842.33	36.23	5,253.35	.1	1.56	226.20	4.306
	REGENERON PHARMACEUTICALS INC	REGN	6.000	337.51	2,025.05	473.14	2,838.84	.1	.00	.00	.000
	UNITEDHEALTH GROUP INC	UNH	14.000	281.23	3,937.22	372.07	5,208.98	.1	5.00	70.00	1.344
	ZIMMER BIOMET HLDGS INC COM	ZBH	20.000	143.70	2,873.95	160.08	3,206.40	.1	.96	19.20	.600
<b>Total for Health Care - Dom CS</b>					<b>56,290.18</b>		<b>73,978.84</b>	<b>1.4</b>		<b>1,402.84</b>	<b>1.901</b>
<b>Industrials - Domestic CS</b>											
	BOEING CO	BA	10.000	331.10	3,310.97	254.72	2,547.20	.0	.00	.00	.000
	FORTIVE CORP COM	FTV	78.000	44.42	3,464.48	70.64	5,509.92	.1	.28	21.84	.396
	HONEYWELL INTL INC	HON	46.000	130.96	6,024.34	217.07	9,985.22	.2	3.72	171.12	1.714
	HUNT J B TRANS SVCS INC	JBHT	46.000	90.21	4,149.83	168.07	7,731.22	.1	1.20	55.20	.714
	NORTHROP GRUMMAN CORP	NOC	22.000	249.78	5,495.09	323.64	7,120.08	.1	5.80	127.60	1.792
	OTIS WORLDWIDE CORP	OTIS	6.000	65.73	394.39	68.45	410.70	.0	.96	5.76	1.402
	RAYTHEON TECHNOLOGIES CORP COM	RTX	13.000	73.13	950.67	77.27	1,004.51	.0	2.04	26.52	2.640
	ROCKWELL AUTOMATION, INC. COMMON STO	ROK	16.000	154.97	2,479.53	265.44	4,247.04	.1	4.28	68.48	1.612
	UNITED PARCEL SERVICE CL B	UPS	55.000	108.75	5,981.26	169.99	9,349.45	.2	4.08	224.40	2.400
<b>Total for Industrials - Domestic CS</b>					<b>32,250.56</b>		<b>47,905.34</b>	<b>.9</b>		<b>700.92</b>	<b>1.463</b>
<b>Info Tech - Domestic CS</b>											
	ADOBE INC	ADBE	13.000	110.39	1,435.05	475.37	6,179.81	.1	.00	.00	.000
	ANALOG DEVICES INC	ADI	62.000	72.41	4,489.20	155.08	9,614.96	.2	2.76	171.12	1.780
	APPLE INC COM	AAPL	345.000	29.86	10,300.31	122.15	42,141.75	.8	.88	303.60	.720
	APPLIED MATLS INC	AMAT	157.000	30.26	4,751.42	133.60	20,975.20	.4	.96	150.72	.719
	CISCO SYS INC	CSCO	278.000	30.85	8,575.00	51.71	14,375.38	.3	1.48	411.44	2.862
	MASTERCARD INC-A	MA	39.000	110.52	4,310.26	356.05	13,885.95	.3	1.76	68.64	.494
	MICROSOFT CORP	MSFT	200.000	64.38	12,876.67	235.77	47,154.00	.9	2.24	448.00	.950
	ORACLE CORP	ORCL	70.000	53.56	3,748.96	70.17	4,911.90	.1	1.28	89.60	1.824
	TEXAS INSTRS INC	TXN	44.000	76.85	3,381.50	188.99	8,315.56	.2	4.08	179.52	2.159
<b>Total for Info Tech - Domestic CS</b>					<b>53,868.37</b>		<b>167,554.51</b>	<b>3.2</b>		<b>1,822.64</b>	<b>1.088</b>

Account Name: DESERT HOSPITAL RETIREMENT PLAN

As of: March 31, 2021

Account ID: xxxxx28600



## Holdings Report w/ Yield and Income

Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield	
<b>Intl CS - Non-ADRs</b>										
LINDE PLC COM	LIN	46.000	135.73	6,243.35	280.14	12,886.44	.2	4.24	195.04	1.514
MEDTRONIC PLC SHS	MDT	98.000	79.98	7,838.35	118.13	11,576.74	.2	2.32	227.36	1.964
ALCON INC ORD SHS	ALC	55.000	58.10	3,195.46	70.18	3,859.90	.1	.09	5.00	.130
<b>Total for Intl CS - Non-ADRs</b>				<b>17,277.16</b>		<b>28,323.08</b>	<b>.5</b>		<b>427.40</b>	<b>1.509</b>
<b>Large-Cap Blended Funds</b>										
SCHWAB STRATEGIC TR	SCHX	3,040.000	56.82	172,740.52	96.03	291,931.20	5.6	1.44	4,380.64	1.501
VANGUARD INDEX FUNDS S&P 500 ETF SHS	VOO	790.000	218.88	172,918.69	364.30	287,797.00	5.5	5.39	4,255.73	1.479
<b>Total for Large-Cap Blended Funds</b>				<b>345,659.21</b>		<b>579,728.20</b>	<b>11.1</b>		<b>8,636.37</b>	<b>1.490</b>
<b>Large-Cap Growth Funds</b>										
ISHARES S&P 500 GROWTH ETF	IVW	6,180.000	29.45	182,020.98	65.11	402,379.80	7.7	.49	3,052.92	.759
<b>Total for Large-Cap Growth Funds</b>				<b>182,020.98</b>		<b>402,379.80</b>	<b>7.7</b>		<b>3,052.92</b>	<b>.759</b>
<b>Large-Cap Value Funds</b>										
ISHARES S&P 500 VALUE ETF	IVE	2,795.000	93.76	262,053.21	141.24	394,765.80	7.6	2.89	8,088.73	2.049
<b>Total for Large-Cap Value Funds</b>				<b>262,053.21</b>		<b>394,765.80</b>	<b>7.6</b>		<b>8,088.73</b>	<b>2.049</b>
<b>Materials - Domestic CS</b>										
ECOLAB INC	ECL	38.000	118.35	4,497.21	214.07	8,152.90	.2	1.92	72.96	.897
VULCAN MATLS CO	VMC	20.000	132.35	2,646.90	168.75	3,375.00	.1	1.48	29.60	.877
<b>Total for Materials - Domestic CS</b>				<b>7,144.11</b>		<b>11,527.90</b>	<b>.2</b>		<b>102.56</b>	<b>.891</b>
<b>Mid-Cap Growth Funds</b>										
ISHARES RUS MID-CAP GRW ETF	IWP	1,422.000	44.02	62,596.04	102.06	145,129.32	2.8	.33	474.95	.327
<b>Total for Mid-Cap Growth Funds</b>				<b>62,596.04</b>		<b>145,129.32</b>	<b>2.8</b>		<b>474.95</b>	<b>.327</b>
<b>Mid-Cap Value Funds</b>										
ISHARES RUS MID-CAP VALUE	IWS	1,130.000	72.82	82,288.97	109.30	123,509.00	2.4	1.60	1,811.39	1.467
<b>Total for Mid-Cap Value Funds</b>				<b>82,288.97</b>		<b>123,509.00</b>	<b>2.4</b>		<b>1,811.39</b>	<b>1.467</b>

Account Name: DESERT HOSPITAL RETIREMENT PLAN

Account ID: xxxxx28600



As of: March 31, 2021

## Holdings Report w/ Yield and Income

Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield	
<b>Real Estate - Dom CS</b>										
AMERICAN TOWER CORP	AMT	47.000	101.75	4,782.19	239.06	11,235.82	.2	4.69	220.43	1.962
PROLOGIS INC	PLD	30.000	70.12	2,103.45	106.00	3,180.00	.1	2.52	75.60	2.377
WEYERHAEUSER CO COM	WY	100.000	25.43	2,542.50	35.60	3,560.00	.1	.68	68.00	1.910
<b>Total for Real Estate - Dom CS</b>				<b>9,428.14</b>		<b>17,975.82</b>	<b>.3</b>		<b>364.03</b>	<b>2.025</b>
<b>Small-Cap Blended Funds</b>										
ISHARES RUSSELL 2000 ETF	IWM	726.000	122.97	89,278.07	220.94	160,402.44	3.1	2.02	1,468.70	.916
<b>Total for Small-Cap Blended Funds</b>				<b>89,278.07</b>		<b>160,402.44</b>	<b>3.1</b>		<b>1,468.70</b>	<b>.916</b>
<b>Small-Cap Growth Funds</b>										
ISHARES RUSSELL 2000 GROWTH ETF	IWO	528.000	168.51	88,975.88	300.74	158,790.72	3.0	1.18	620.93	.391
<b>Total for Small-Cap Growth Funds</b>				<b>88,975.88</b>		<b>158,790.72</b>	<b>3.0</b>		<b>620.93</b>	<b>.391</b>
<b>Small-Cap Value Funds</b>										
ISHARES RUSSELL 2000 VALUE ETF	IWN	752.000	117.63	88,460.07	159.47	119,921.44	2.3	2.05	1,544.61	1.288
<b>Total for Small-Cap Value Funds</b>				<b>88,460.07</b>		<b>119,921.44</b>	<b>2.3</b>		<b>1,544.61</b>	<b>1.288</b>
<b>Utilities-Dom Common Stock</b>										
CARRIER GLOBAL CORPORATION	CARR	13.000	21.92	284.96	42.22	548.86	.0	.48	6.24	1.137
WEC ENERGY GROUP INC COM	WEC	94.000	62.00	5,827.56	93.59	8,797.46	.2	2.71	254.74	2.896
<b>Total for Utilities-Dom Common Stock</b>				<b>6,112.52</b>		<b>9,346.32</b>	<b>.2</b>		<b>260.98</b>	<b>2.792</b>
<b>Total: Total Equities</b>				<b>2,243,525.08</b>		<b>3,542,026.69</b>	<b>67.8</b>		<b>50,199.60</b>	<b>1.417</b>
<b>Total Fixed Income</b>										
<b>Tax Fds - Multi Sector Inc</b>										
PIMCO INCOME FUND INSTL #1821	PIMIX	8,872.228	11.97	106,211.43	11.97	106,411.63	2.0	.54	4,808.75	4.528
<b>Total for Tax Fds - Multi Sector Inc</b>				<b>106,211.43</b>		<b>106,411.63</b>	<b>2.0</b>		<b>4,808.75</b>	<b>4.528</b>

Account Name: DESERT HOSPITAL RETIREMENT PLAN

As of: March 31, 2021

Account ID: xxxxx28600



## Holdings Report w/ Yield and Income

Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield	
<b>Taxable FX- US Govt Agcy</b>										
FHLMC NTS 2.375% 1/13/22	FN22322	50,000.000	105.66	52,830.60	101.80	51,156.79	1.0	2.38	1,187.50	2.333
<b>Total for Taxable FX- US Govt Agcy</b>				<b>52,830.60</b>		<b>51,156.79</b>	<b>1.0</b>		<b>1,187.50</b>	<b>2.333</b>
<b>Taxable Fixed - Corporates</b>										
ALPHABET INC 3.375% 2/25/24		100,000.000	103.68	103,675.00	108.42	108,758.50	2.1	3.38	3,375.00	3.113
BERKSHIRE HATH FIN 3.000% 5/15/22	BH33022	50,000.000	104.53	52,264.50	103.14	52,136.17	1.0	3.00	1,500.00	2.909
EDWARDS LIFESCIENCES 4.300% 6/15/28	EL44328	100,000.000	112.46	112,461.00	112.69	113,960.11	2.2	4.30	4,300.00	3.816
IBM CORP 3.375% 8/01/23	IC00323	100,000.000	103.56	103,559.00	107.20	107,766.50	2.1	3.38	3,375.00	3.148
PRAXAIR INC	PX23	50,000.000	101.99	50,994.00	103.74	52,021.50	1.0	2.70	1,350.00	2.603
WELLS FARGO NTS 3.500% 3/08/22	WFN3512	17,000.000	102.96	17,503.88	102.99	17,546.82	.3	3.50	595.00	3.398
<b>Total for Taxable Fixed - Corporates</b>				<b>440,457.38</b>		<b>452,189.60</b>	<b>8.7</b>		<b>14,495.00</b>	<b>3.226</b>
<b>Taxable Fixed - Mortgages</b>										
FGLMC G07029 4.000% 6/01/42	G07029F	48,822.040	106.20	51,850.54	110.77	54,078.22	1.0	4.00	1,952.88	3.611
FGLMC #C04305 3.000% 11/01/42	C04305F	37,390.360	104.36	39,020.37	106.37	39,865.61	.8	3.00	1,121.71	2.820
FGLMC #C18024 5.500% 11/01/28	C18024F	1,061.690	103.75	1,101.50	111.67	1,190.44	.0	5.50	58.39	4.925
FGLMC #Q19470 3.000% 6/01/43	Q19470F	61,058.540	100.64	61,449.71	106.37	65,101.84	1.2	3.00	1,831.76	2.820
FGLMC #G60344 4.000% 12/01/45	G60344F	44,891.940	105.62	47,417.10	110.92	49,945.13	1.0	4.00	1,795.68	3.606
FNMA AL7945 3.50000% 1/1/2046	AL7945A	53,892.060	103.67	55,870.91	108.33	58,378.57	1.1	3.50	1,886.22	3.231
FNMA AS6340 3.5000% 12/1/2045	AS6340A	43,882.950	102.63	45,038.31	107.63	47,231.66	.9	3.50	1,535.90	3.252
FNMA AU3742 3.5000% 8/1/2043	AU3742A	45,935.480	102.45	47,062.34	108.66	49,913.95	1.0	3.50	1,607.74	3.221
FNMA 995672 4.500% 4/01/39	995672A	6,120.420	101.70	6,224.69	112.25	6,892.88	.1	4.50	275.42	4.009
GNMA II #2629 6.000% 8/20/28	002629M	1,810.170	99.69	1,804.52	113.31	2,060.21	.0	6.00	108.61	5.295
GNMA II #003389 5.000% 5/20/33	003389M	2,461.200	103.75	2,553.50	113.80	2,811.06	.1	5.00	123.06	4.394
GNMA #474804 6.500% 9/15/28	474804X	1,380.100	101.19	1,396.48	111.67	1,548.60	.0	6.50	89.71	5.821
GNMA #780912 6.500% 11/15/28	780912X	1,216.750	101.97	1,240.71	112.63	1,377.02	.0	6.50	79.09	5.771
GNMA #781057 5.500% 6/15/29	781057X	848.900	100.37	852.08	111.86	953.50	.0	5.50	46.69	4.917
<b>Total for Taxable Fixed - Mortgages</b>				<b>362,882.76</b>		<b>381,348.69</b>	<b>7.3</b>		<b>12,512.86</b>	<b>3.285</b>



Account Name: DESERT HOSPITAL RETIREMENT PLAN

As of: March 31, 2021

Account ID: xxxxx28600



## Holdings Report w/ Yield and Income

Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield	
<b>Taxable Fixed - US Treas</b>										
US TREAS NTS 2.750% 11/15/23	UTN0023	100,000.000	100.68	100,683.59	106.48	107,524.75	2.1	2.75	2,750.00	2.583
US TREAS NTS 2.250% 4/30/21	UTN2221A	50,000.000	101.06	50,531.25	100.17	50,559.88	1.0	2.25	1,125.00	2.246
US TREAS NTS 2.250% 7/31/21	UTN2221B	50,000.000	102.09	51,046.88	100.73	50,553.46	1.0	2.25	1,125.00	2.234
<b>Total for Taxable Fixed - US Treas</b>				<b>202,261.72</b>		<b>208,638.09</b>	<b>4.0</b>		<b>5,000.00</b>	<b>2.416</b>
<b>Taxable Funds - High Yield</b>										
PIMCO HIGH YIELD,INSTL #108	PHIYX	2,929.336	8.95	26,209.47	8.99	26,401.55	.5	.40	1,168.81	4.438
<b>Total for Taxable Funds - High Yield</b>				<b>26,209.47</b>		<b>26,401.55</b>	<b>.5</b>		<b>1,168.81</b>	<b>4.438</b>
<b>Taxable Funds - Int Term</b>										
ISHARES MBS ETF	MBB	233.000	108.15	25,199.12	108.42	25,261.86	.5	2.11	491.40	1.945
PRUDENTIAL TOTAL RTRN BD CL Q	PTRQX	3,623.058	14.47	52,418.94	14.34	52,033.00	1.0	.44	1,586.90	3.054
<b>Total for Taxable Funds - Int Term</b>				<b>77,618.06</b>		<b>77,294.86</b>	<b>1.5</b>		<b>2,078.30</b>	<b>2.692</b>
<b>Taxable Funds - Short Term</b>										
VNGRD ST TERM INVMT GRADE ADM #539	VFSUX	8,956.298	10.84	97,119.82	10.93	98,030.76	1.9	.23	2,104.73	2.150
<b>Total for Taxable Funds - Short Term</b>				<b>97,119.82</b>		<b>98,030.76</b>	<b>1.9</b>		<b>2,104.73</b>	<b>2.150</b>
<b>Taxable Funds - Ultra ST</b>										
VANGUARD ULT-S/T ADMIRAL FD #592	VUSFX	4,860.543	20.16	97,988.21	20.14	97,891.34	1.9	.22	1,088.76	1.112
<b>Total for Taxable Funds - Ultra ST</b>				<b>97,988.21</b>		<b>97,891.34</b>	<b>1.9</b>		<b>1,088.76</b>	<b>1.112</b>
<b>Total: Total Fixed Income</b>				<b>1,463,579.45</b>		<b>1,499,363.31</b>	<b>28.7</b>		<b>44,444.70</b>	<b>2.976</b>
<b>Cash Equivalents</b>										
<b>Cash - Money Market</b>										
FIRST AMERN GOVT OBLIG FD CL Z #3676	FGZXX	65,915.860	1.00	65,915.86	1.00	65,918.38	1.3	.00	20.17	.031
<b>Total for Cash - Money Market</b>				<b>65,915.86</b>		<b>65,918.38</b>	<b>1.3</b>		<b>20.17</b>	<b>.031</b>

Account Name: DESERT HOSPITAL RETIREMENT PLAN

Account ID: xxxxx28600



As of: March 31, 2021

## Holdings Report w/ Yield and Income

Ticker	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
<b>Total: Cash Equivalents</b>			<b>65,915.86</b>		<b>65,918.38</b>	<b>1.3</b>		<b>20.17</b>	<b>.031</b>
<b>Total</b>			<b>3,888,583.54</b>		<b>5,226,654.40</b>	<b>100.0</b>		<b>98,281.94</b>	<b>1.883</b>

**As of: March 31, 2021**



## **Disclosures**

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**DESERT HEALTHCARE**  
DISTRICT & FOUNDATION

Date: May 25, 2021  
To: Board of Directors  
Subject: New Job Description - Senior Program Officer – Public Health

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**Staff Recommendation:** Informational Item – To inform the Board of Directors of a new job title and job description, Senior Program Officer – Public Health.

**Background:**

- As the District becomes progressively more engaged in the community and with the county and others, there is need to increase the duties and responsibilities of staff by creating a new position: Senior Program Officer – Public Health (SPO-PH).
- The SPO-PH will be the primary data liaison between the Desert Healthcare District and Foundation and the County of Riverside’s Public Health department, as well as connecting with other agencies, as appropriate.
- Among other duties, the SPO-PH will collaborate with federal, state, and county departments, officials, community leaders, universities, and other agencies to obtain and communicate relevant data.
- The position will also inform Riverside University Health System-Public Health social determinants of health gaps in the Coachella Valley community and opportunities to collaborate in a timely manner.
- Program evaluation will be another key responsibility of the SPO-PH.
- Meghan Kane, who is presently the District’s Program and Research Analyst, is very qualified to step into this new role with the District and looks forward to the challenges the position offers.
- The promotion will be effective July 1, 2021.
- The job description, included in the packet, has been reviewed by the District’s HR Consultant.
- The salary range for this position is \$90,000 - \$125,000.

**Fiscal Impact:**

The proposed beginning salary of \$90,000 is included in the FY21-22 annual budget and will be effective July 1, 2021.



## **Senior Program Officer - Public Health**

### **POSITION SUMMARY**

The Senior Program Officer (SPO)- Public Health is responsible for serving as the primary data liaison between the Desert Healthcare District and Foundation (District and Foundation) and the County of Riverside's Public Health department and as well as connecting with other agencies, as appropriate.

The SPO- Public Health works to strengthen and maintain a strong partnership for the purposes of data sharing and data analysis to inform the District and Foundation's work in addressing health disparities, applying an equity lens to data, and developing program evaluation strategies, including identification and tracking indicators in platforms like Clear Impact.

Additionally, the SPO – Public Health participates in grant program oversight and administration, grant application/proposal review and processing, and examination of grant program evaluation and benchmarking.

### **FLSA Status**

This position is exempt under the Fair Labor Standards Act.

### **Reporting Relationship**

Reports to the Chief Program Officer.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Contribute to building a robust and sustainable long-term partnership between the District and Foundation and partners like Riverside University Health System-Public Health.
- Collaborate with federal, state, and county departments, officials, community leaders, universities, and other agencies to obtain and communicate relevant data.
- Inform Riverside University Health System-Public Health social determinants of health gaps in the Coachella Valley community and opportunities to collaborate in a timely manner.
- Analyze and interpret data, identify findings, and present them in visual and narrative formats that are understandable for internal and external stakeholders.
- Responds to external and internal requests for data on health-related indicators.
- Participate in the District and Foundation's strategic planning efforts to inform strategic goals and activities.
- Advance the District and Foundation's Board of Director's Strategic Plan by connecting with community organizations, engaging in community and program research, and increasing avenues for the organization and the Foundation to participate in civic engagement opportunities.
- Lead the implementation and successful integration of the District and Foundation's data dashboard.

- Maintain and monitor the District and Foundation’s data dashboard to track the performance and impact of the District and Foundation’s Strategic Plan goals and other collaborative initiatives.
- Assist in the development of baseline data and health indicators for ongoing management and continuous improvement of the District and Foundation’s Strategic Plan.
- Provide data feedback and narrative to internal and external partners to ensure all health initiatives maximize their impact within the community.
- Consult with community organizations, community health subject matter experts, university-based researchers and outreach staff, and policy makers to design and develop initiatives to promote population health and wellbeing.
- Conduct original and secondary research to analyze trends in community health and increase the visibility of factors that improve community health.
- Work in collaboration with the Chief Program Officer to coordinate, administer, and oversee existing grant programs.
- Review grant proposals, perform due diligence work, manage current grants, and evaluate grant results.
- Work in collaboration with the Chief Program Officer to ensure all grants include suitable evaluation and accountability measurements and offer subject matter expertise and guidance to non-profit organizations to help develop strong evaluation plans where needed.
- Actively engage with local stakeholders to remain up to date as to the health concerns and needs of the community.

*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.*

### **Supervisory Responsibilities**

This position has no supervisory responsibilities.

### **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 Bachelor’s degree from an accredited institution, or the equivalent; a degree in Public Health or a similar area of study is preferred.

### **Professional Experience**

Four (4) years research, evaluation, grant management, administrative, program and support experience, preferably in nonprofit, governmental or related institutions.

### **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.

**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**

- Knowledge of grant program management principles.
- Strong knowledge base of community health and wellness.
- Understanding the principles of social determinants of health.
- 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 or regional travel up to 20% of the time.  
Access to reliable transportation.

**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**

Date: May 25, 2021  
To: Board of Directors  
Subject: FY 2021-2022 Annual Budget Review and Consideration of Approval

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**Staff Recommendation:** Consideration to approve the FY 2021-2022 Annual Budget.

**Information:**

**District**

- FY20-21 (a year of the pandemic) has proved to be better than originally anticipated and budgeted regarding revenue and expenses. Real estate property values have continually increased, resulting in increased property tax revenue. Conversely, administrative expenses have been significantly less.
- As a result of the continued improvements regarding the COVID-19 pandemic, the FY21-22 annual budget reflects more of business back to normal.
- 4010 Property Tax Revenue – the budget reflects a 3% increase over the current year.
- 4505-4513 Las Palmas Medical Plaza Rent and CAM Revenue –
  - Rental Income reflects the current occupancy of 92%.
  - CAM Revenue includes the increase from \$.62 to \$.69 per square foot.
- 4220 & 9999-1 Interest Income – Due to the bond market effects, net interest income will remain low projecting \$20,000.
- 5110-5145 - Staffing Expenses include the 11 current staff members and two current vacant positions (Senior Development Officer and Public Policy Analyst) and includes budget for up to 5% merit increase. \$636,000 of Staffing Expenses are allocated to the Foundation to facilitate the COVID-19 related work of the County CARES/ELC and the Public Health Institute, along with other work of the Foundation including Behavioral Health.
- 7010 - Grant-Making Budget of \$4,000,000 for the fiscal year.

**Foundation**

- 4003 Grants Income - \$1,650,000 includes \$900,000 of confirmed pass-through funds, \$250,000 additional external sources, and \$500,000 potentially from DHCD.
- 8015 & 8040 Investment Income – The investments in the Foundation are subject to fluctuations in the stock market. A conservative estimate of investment income is included, assuming the year will hold steady with a favorable stock market.
- 5101 & 5102 Salaries and Wages - \$636,000 of salaries and wages expense is allocated to the Foundation from the District. \$201,000 will be charged to the Behavioral Health collective fund grant. This includes the Senior Program Officer for Behavioral Health and the Senior Development Officer. \$253,000 is allocated to the CARES/ELC/PHI administrative fund.



- 5102 - \$150,000 is remaining from the repurposed Ready Set Swim funds for internal COVID-19 administrative expenses.
- 8051 Grant Expense – \$1,400,000 includes the \$900,000 pass-through funds and estimated grant funds from DHCD.
- At the May 11, 2021 Finance & Administration Committee meeting, the Committee approved the request and recommended forwarding to the Board for consideration of approval.

**Fiscal Impact:**

District – Net Income \$107,366

Foundation – Net Loss (\$149,085)

DESERT HEALTHCARE DISTRICT									
FY 2021 - 2022 BUDGET									
DRAFT					INDEX				
7/1/2021 - 6/30/2022									
<u>PAGE</u>									
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4	CASHFLOW								
5	STATEMENT OF INCOME AND EXPENSE - DHCD								
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9	PROGRAMS/GRANTS - SUMMARY - CASH FLOW - BY QUARTER								
10	PROGRAMS/GRANTS - CASH FLOW BY QUARTER								
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12-13	BUDGET DETAIL								

**DESERT HEALTHCARE DISTRICT**

**FY 2021 - 2022 BUDGET**

**ASSUMPTIONS - MAJOR LINE ITEMS GREATER THAN \$50,000**

7/1/2021 - 6/30/2022

<b>DRAFT</b>			
<b>G/L</b>		<b>Preliminary</b>	
<b>Account Number</b>	<b>Account Description</b>	<b>Annual Projected Amount</b>	<b>Assumption</b>
<b>REVENUES</b>			
4010	Property Tax	\$ 7,313,000	3% increase over
4220	Interest Income - FRF	\$ 970,883	VP - Senior Portfolio Mgr provided estimate
9999-1	Unrealized Gain FRF	\$ (950,000)	Investment portfolio's unrealized gains
		\$ 20,883	Net Interest Income
4501	Other Income	\$ 9,000	Airways rental
4505	LPMP - Rental Income	\$ 901,944	Average \$75k per month
4509-11	LPMP - CAM Income	\$ 373,500	CAM charges to tenants to cover common area expenses - \$.69 per sq ft.
<b>EXPENSES</b>			
<b>Desert Healthcare District</b>			
5110	Salary and Wages	\$ 1,451,349	See Directors and Employees Expenses for details. Pg 8
5111	Allocation to LPMP-CC(20%)&MP(25%)+OH	\$ (65,636)	Allocation of CAO and Accounting Support & Admin to LPMP
5115	Allocation to CalFresh & NEOPB	\$ (88,953)	Allocation of CalFresh Director and Accounting Admin payroll and benefits to CalFresh grant
5112	Vacation and sick pay accrual	\$ 130,000	Accrual for earned vacation and sickpay
5114/5119	Alloc to Foundation - All Staff	\$ (635,485)	District staff allocation of payroll and benefits to Foundation to provide services
5131	Benefit Premiums - Staff	\$ 211,899	See Directors and Employees Expenses for details. Pg 8
5145	Retirement Plan	\$ 107,933	Staff Retirement Plan - 8% employer contribution to 401(a) plan
5211	Active Directors - Health Ins	\$ 70,002	See Directors and Employees Expenses for details. Pg 8
6120	Bank & Investment Fees	\$ 54,000	Investment fees reduced 50% by Highmark Capital
6125/6126	Depreciation	\$ 254,864	Office equipment, Software and Parking lot/Solar Panels depreciation
xxxx	Mobile Unit Expenses	\$ 37,500	Operating expenses for the Mobile Unit
6516	Professional Fees	\$ 929,800	Utilize independent contractors to provide professional project oversight skills, hospital lease consulting, strategic planning/Board workshops, rezoning consultant and other professional services.
6560	Legal - General	\$ 204,000	Legal fees for operational coverage, potential litigation, and policy review
6725	RPP Contributions Accrual	\$ 90,000	Pension Expenses for Retirement Protection Plan
7010	Community investments - Grants	\$ 4,000,000	See detail grants/programs schedule - Pg 11
<b>Las Palmas Medical Plaza</b>			
6425	Building Depreciation	\$ 235,000	40 year Depreciation period
6426	Tenant Improv - Amortization	\$ 200,000	Tenant Improvements amortized over life of each tenant's lease

**DESERT HEALTHCARE DISTRICT**

**FY 2021 - 2022 BUDGET**

**ASSUMPTIONS - MAJOR LINE ITEMS GREATER THAN \$50,000**

7/1/2021 - 6/30/2022

<b>DRAFT</b>			
		<b>Preliminary</b>	
<b>G/L</b>		<b>Annual</b>	
<b>Account Number</b>	<b>Account Description</b>	<b>Projected Amount</b>	<b>Assumption</b>
6440	Professional Fees Expense	\$ 129,900	Property maintenance company - includes prevailing wage
6475	Property Taxes - Las Palmas	\$ 75,000	District is billed for the property tax and incorporates the tax in the CAM based on sq. ft.of suite
6485	Security	\$ 94,000	Security coverage 18 hrs per day Mon-Fri
<b>CASH FLOW</b>			
<b>Cash Receipts:</b>			
	Property Taxes	\$ 7,313,000	3% increase over
	Interest - NET	\$ 20,883	VP - Senior Portfolio Mgr provides estimate
	LPMP	\$ 1,276,444	Rental and Common Area Maintenance
	Other Income	\$ 91,243	CalFresh revenue and Airways rental
	Due from DHCF - Expense Allocation	\$ 635,485	Allocation of District staff expense to perform Foundation business
<b>Cash Disbursements:</b>			
	Operations	\$ 4,427,276	See Statement of Operations - Excludes non-cash items i.e. depreciation and amortization
	Existing liabilities - Proj for disbursement	\$ 100,000	Projected liabilities as of 6/30/21 excluding grants
	Program/Grant Payments - Existing	\$ 2,716,077	See Grants cash flow statement. Pg 9-11
	Program/Grant Payments - FY2019-20	\$ 4,060,000	See Grants cash flow statement. Pg 9-11
<b>LPMP:</b>			
	Normal recurring expenses	\$ 506,100	See Statement of Operations for details. Pg7
	Bldg & Tenant Improvements	\$ 540,000	Various - including interior firesprinkler system, suite renovations, equipment replacement, lease renewals and TI's for new tenants

DESERT HEALTHCARE DISTRICT						
CASH FLOW PROJECTION						
FY 2021 - 2022 BUDGET						
7/1/2021 - 6/30/2022						
<b>DRAFT</b>		Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
<b>Beginning Cash/Investment Balance:</b>		<b>\$ 64,278,196</b>	\$ 62,453,290	\$ 61,429,453	\$ 61,852,490	<b>\$ 64,278,196</b>
<b>Cash Receipts:</b>						
Property Taxes		489,971	1,265,149	2,354,786	3,203,094	7,313,000
Interest		5,221	5,221	5,221	5,221	20,883
LPMP		319,111	319,111	319,111	319,111	1,276,444
Due from Desert Healthcare Foundation-Exp Allocation		158,871	158,871	158,871	158,871	635,485
Other Income - NEOPB grant, Airways, Etc		22,811	22,811	22,811	22,811	91,243
<b>Total Receipts</b>		<b>995,985</b>	<b>1,771,163</b>	<b>2,860,800</b>	<b>3,709,108</b>	<b>9,337,055</b>
<b>Cash Disbursements:</b>						
Ops-net of Deprec/amort/grants		1,058,545	1,136,568	1,083,054	1,149,109	4,427,276
Existing Liabilities Exclg Grants		100,000	-	-	-	100,000
Existing Grant/Prog Payments		340,821	371,907	68,184	1,935,165	2,716,077
Programs and Grants payments		1,015,000	1,015,000	1,015,000	1,015,000	4,060,000
<b>Capital Equipment Reqmnts:</b>						
Computer/Office Furn/Other		15,000	5,000	5,000	5,000	30,000
Computer/Office Furn/Other-East Valley Office		30,000	5,000	5,000	5,000	45,000
<b>LPMP:</b>						
Normal recurring-Operations		126,525	126,525	126,525	126,525	506,100
Tenant/building Improvements - normal recurring		135,000	135,000	135,000	135,000	540,000
<b>Total Cash Disbursements</b>		<b>\$ 2,820,891</b>	<b>\$ 2,795,000</b>	<b>\$ 2,437,763</b>	<b>\$ 4,370,799</b>	<b>\$ 12,424,453</b>
<b>Ending Cash/Investment Balance</b>		<b>\$ 62,453,290</b>	<b>\$ 61,429,453</b>	<b>\$ 61,852,490</b>	<b>\$ 61,190,799</b>	<b>\$ 61,190,799</b>

DESERT HEALTHCARE DISTRICT									
FY 2021 - 2022 BUDGET									
STATEMENT OF INCOME AND EXPENSE INCLUDING LPMP									
7/1/2021 - 6/30/2022									
DRAFT	Budget	Projected	Budget					Budget	Inc(Dec)
	Fiscal Yr	6/30/21	VS					Fiscal Yr	Budget
	FYE 6/30/21	Balance	Proj	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total	Vs Proj
									Prior Yr
<b>INCOME</b>									
4010 · Property Tax Revenues	6,197,363	7,152,274	954,911	1,828,250	1,828,250	1,828,250	1,828,250	7,313,000	160,726
4220 · Unrestricted Interest Income - FRF	1,043,577	1,021,982	(21,595)	242,721	242,721	242,721	242,721	970,883	(51,099)
9999-1 · Unrealized Gain or (Loss) FRF	400,000	(989,344)	(1,389,344)	(237,500)	(237,500)	(237,500)	(237,500)	(950,000)	39,344
Net Investment Income - FRF	1,443,577	32,638	(1,410,939)	5,221	5,221	5,221	5,221	20,883	(11,755)
4330 · Collection Agency Recoveries	-	520	520	-	-	-	-	-	(520)
4350 · Rental - Airways	21,000	23,320	2,320	5,561	5,561	5,561	5,561	22,243	(1,077)
4405 · Grant Income - CalFresh	84,000	45,439	(38,561)	15,000	15,000	15,000	15,000	60,000	14,561
4505-4513 · LPMP - Rental Income	1,188,930	1,245,194	56,264	319,111	319,111	319,111	319,111	1,276,444	31,251
4501 · Other Income	11,400	9,000	(2,400)	2,250	2,250	2,250	2,250	9,000	-
<b>Total Income</b>	<b>8,946,270</b>	<b>8,508,384</b>	<b>(437,886)</b>	<b>2,175,393</b>	<b>2,175,393</b>	<b>2,175,393</b>	<b>2,175,393</b>	<b>8,701,570</b>	<b>193,186</b>
<b>EXPENSES</b>									
5110 · Salaries and Wages	1,363,745	1,005,572	(358,173)	325,034	391,114	339,324	395,878	1,451,349	445,777
5111-Alloc to LPMP-CC(20%)&MP(25%)+OH	(61,995)	(61,936)	58	(16,409)	(16,409)	(16,409)	(16,409)	(65,636)	(3,699)
5115 - Alloc to CalFresh-Coordinator & Account	(90,847)	(44,272)	46,575	(22,238)	(22,238)	(22,238)	(22,238)	(88,953)	(44,681)
5119 - Alloc to FND-CARES-ELC-PHI	(17,177)	(1,204)	15,973	(63,403)	(63,403)	(63,403)	(63,403)	(253,612)	(252,408)
5112 - Accrued vacation/sick -	120,000	130,129	10,129	32,500	32,500	32,500	32,500	130,000	(129)
5114 - Alloc Foundation -PR & Benefits	(446,351)	(376,364)	69,987	(95,468)	(95,468)	(95,468)	(95,468)	(381,873)	(5,509)
5120 · Payroll Tax Expense	104,327	76,331	(27,995)	24,865	29,920	25,958	30,285	111,028	34,697
5131 · Benefit Premiums	201,534	150,984	(50,550)	51,683	51,683	54,267	54,267	211,899	60,915
5135 · Reimbursements/Co-Payments	36,000	15,089	(20,911)	9,000	9,000	9,000	9,000	36,000	20,911
5140 · Workers Comp	14,319	4,520	(9,800)	3,413	4,107	3,563	4,157	15,239	10,719
5145 - Retirement Plan Expense	94,174	86,863	(7,311)	21,094	27,288	27,485	32,066	107,933	21,069
5160 · Education/Conferences - Staff	87,000	4,979	(82,021)	21,750	21,750	21,750	21,750	87,000	82,021
5211 · Health Insurance-BOD	70,002	56,684	(13,318)	17,501	17,501	17,501	17,501	70,002	13,318
5230 · BOD Meeting/Conference Expense	20,000	5,367	(14,633)	5,000	5,000	5,000	5,000	20,000	14,633
5235- Director Stipend Expense	52,920	35,960	(16,960)	13,230	13,230	13,230	13,230	52,920	16,960
5240 · BOD Catering Expense	8,500	4,167	(4,333)	2,500	2,500	2,500	2,500	10,000	5,833
5250 · BOD Mileage Reimbursement	2,500	-	(2,500)	625	625	625	625	2,500	2,500
5270 · BOD Election Fees	125,000	125,004	4	-	-	-	-	-	(125,004)
6110 - Payroll fees expense	2,500	2,131	(369)	625	625	625	625	2,500	369
6120 · Bank and Investment Fees	118,000	78,512	(39,488)	13,500	13,500	13,500	13,500	54,000	(24,512)
6125 · Depreciation Expense	14,000	13,222	(778)	18,500	18,500	18,500	18,500	74,000	60,778
6126 · Depreciation - Solar panels - Parking	180,864	180,864	-	45,216	45,216	45,216	45,216	180,864	-
6130 · Dues and Memberships	40,045	49,051	9,006	11,211	11,211	11,211	11,211	44,845	(4,206)
6220 · Ongoing InsuranceCoverage	29,000	28,182	(818)	8,000	8,000	8,000	8,000	32,000	3,818
6300 · Minor Equipment	500	-	(500)	125	125	125	125	500	500
6305 · CEO Auto Allowance	7,200	6,002	(1,198)	1,500	1,500	1,500	1,500	6,000	(2)
6306-Staff Auto Mileage Reimbursement	7,500	559	(6,941)	1,875	1,875	1,875	1,875	7,500	6,941
6309 - Personnel Expense	14,000	27,853	13,853	3,500	3,500	3,500	3,500	14,000	(13,853)
6310 · Miscellaneous Expense	500	-	(500)	125	125	125	125	500	500
6311 · Cell phone expense	9,312	6,599	(2,713)	2,328	2,328	2,328	2,328	9,312	2,713
6312 - Wellness Park Expense	1,000	960	(40)	250	250	250	250	1,000	40
6315 - Security Monitoring Expense	500	599	99	150	150	150	150	600	1
6325 - CEO Discretionary Fund	25,000	25,333	333	6,250	6,250	6,250	6,250	25,000	(333)
6343 · Postage Expense	5,000	1,994	(3,006)	1,250	1,250	1,250	1,250	5,000	3,006

DESERT HEALTHCARE DISTRICT									
FY 2021 - 2022 BUDGET									
STATEMENT OF INCOME AND EXPENSE INCLUDING LPMP									
7/1/2021 - 6/30/2022									
DRAFT	Budget	Projected	Budget					Budget	Inc(Dec)
	Fiscal Yr	6/30/21	VS					Fiscal Yr	Budget
	FYE 6/30/21	Balance	Proj	Qtr 1	Qtr 2	Qtr 3	Qtr 4	2021-2022	Vs Proj
								Total	Prior Yr
6350 - Copier Rental/Fees	5,500	4,729	(771)	1,500	1,500	1,500	1,500	6,000	1,271
6351 - Travel Expense	20,000	2,000	(18,000)	5,000	5,000	5,000	5,000	20,000	18,000
6352 - Meals & Entertainment	10,500	3,460	(7,040)	2,625	2,625	2,625	2,625	10,500	7,040
6355 - Computer Services	45,302	39,033	(6,269)	11,626	11,626	11,626	11,626	46,502	7,469
6360 - Supplies	26,000	15,909	(10,091)	6,500	6,500	6,500	6,500	26,000	10,091
6380 - LAFCO Assessment	2,500	1,727	(773)	625	625	625	625	2,500	773
6405 - Office - Rent	25,200	24,000	(1,200)	6,300	6,300	6,300	6,300	25,200	1,200
6410 - Office - Utilities	5,000	2,422	(2,578)	1,250	1,250	1,250	1,250	5,000	2,578
xxxx - Mobile Unit Expenses		-	-	9,375	9,375	9,375	9,375	37,500	37,500
6445 - Las Palmas Medical Plaza - Total	1,175,504	975,190	(200,313)	257,321	257,321	257,321	257,321	1,029,285	54,094
6516 - Professional Services	926,376	248,827	(677,549)	232,450	232,450	232,450	232,450	929,800	680,973
6520 - Annual Audit Fee	15,750	16,050	300	4,125	4,125	4,125	4,125	16,500	450
6530 - PR/Communications/Website	136,500	59,130	(77,370)	24,125	24,125	24,125	24,125	96,500	37,370
6560 - Legal Expense	180,000	148,629	(31,372)	51,000	51,000	51,000	51,000	204,000	55,372
6721 - Legal Expenses - Pension Plan	2,000	-	(2,000)	500	500	500	500	2,000	2,000
6725 - RPP Contributions Accrual	90,000	90,000	-	22,500	22,500	22,500	22,500	90,000	-
6728 - Pension Audit Fee	13,500	10,657	(2,843)	3,375	3,375	3,375	3,375	13,500	2,843
7010 - Programs/grants*	4,000,000	4,000,000	(0)	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000	0
7027 - Grant Expense - CalFresh	84,000	45,439	(38,561)	15,000	15,000	15,000	15,000	60,000	14,561
<b>Total Expenses</b>	<b>8,902,204</b>	<b>7,326,934</b>	<b>(1,575,270)</b>	<b>2,100,277</b>	<b>2,178,300</b>	<b>2,124,786</b>	<b>2,190,841</b>	<b>8,594,204</b>	<b>1,267,270</b>
<b>Net Income(Loss)</b>	<b>44,065</b>	<b>1,181,450</b>	<b>1,137,384</b>	<b>75,116</b>	<b>(2,908)</b>	<b>50,607</b>	<b>(15,448)</b>	<b>107,366</b>	<b>(1,074,083)</b>
<b>EBITA</b>	<b>703,478</b>							<b>819,779</b>	
<b>Cash Flow - Add back:</b>									
LPMP - Depreciation	526,544	437,481	(89,063)	130,796	130,796	130,796	130,796	523,185	85,703
6725 - RPP Contributions Accrual	90,000	90,000		22,500	22,500	22,500	22,500	90,000	-
Grants - Separate line item	4,000,000	4,000,000	(0)	1,000,000	1,000,000	1,000,000	1,000,000	4,000,000	0
District - Depreciation/Amort	194,864	13,222	(181,642)	63,716	63,716	63,716	63,716	254,864	241,642
Payroll Foundation - Add Back	(463,528)	(377,568)	85,960	(158,871)	(158,871)	(158,871)	(158,871)	(635,485)	(257,917)
Payroll Alloc - LPMP-Add back	(61,995)	(61,936)	58	(16,409)	(16,409)	(16,409)	(16,409)	(65,636)	(3,699)
<b>Total</b>	<b>4,285,885</b>	<b>4,101,198</b>	<b>(184,687)</b>	<b>1,041,732</b>	<b>1,041,732</b>	<b>1,041,732</b>	<b>1,041,732</b>	<b>4,166,928</b>	<b>65,730</b>
<b>District Inclg LPMP Net Cash Flow</b>	<b>4,616,319</b>	<b>3,225,736</b>	<b>(1,390,583)</b>	<b>1,058,545</b>	<b>1,136,568</b>	<b>1,083,054</b>	<b>1,149,109</b>	<b>4,427,276</b>	<b>1,201,540</b>

LAS PALMAS MEDICAL PLAZA									
FY 2021 - 2022 BUDGET									
STATEMENT OF INCOME AND EXPENSE									
7/1/2021 - 6/30/2022									
DRAFT		Proj	Budget					Budget	Inc(Dec)
	Budget	6/30/21	VS					Fiscal Yr	Budget
	FYE 6/30/21	Balance	Proj	Qtr 1	Qtr 2	Qtr 3	Qtr 4	2021-2022	Vs Proj
								Total	Prior Yr
<b>INCOME</b>									
4505 · LPMP - Rental Income	860,062	898,060	37,998	225,486	225,486	225,486	225,486	901,944	3,884
4510 · LPMP - CAM Income-Billed	328,468	347,134	18,666	93,375	93,375	93,375	93,375	373,500	26,366
4513 · LPMP - Misc Income	400	-	(400)	250	250	250	250	1,000	1,000
<b>Total Income</b>	<b>1,188,930</b>	<b>1,245,194</b>	<b>56,264</b>	<b>319,111</b>	<b>319,111</b>	<b>319,111</b>	<b>319,111</b>	<b>1,276,444</b>	<b>31,251</b>
<b>EXPENSES</b>									
6420 · Insurance	33,000	31,193	(1,807)	8,750	8,750	8,750	8,750	35,000	3,807
6424 · Parking lot replacement - Deprec	22,549	22,549	0	5,637	5,637	5,637	5,637	22,549	(0)
6425 · Building - Depreciation Expense	240,000	234,291	(5,709)	58,750	58,750	58,750	58,750	235,000	709
6426 · Tenant Improv - Depreciation	202,000	180,640	(21,360)	50,000	50,000	50,000	50,000	200,000	19,360
6427 · HVAC Maintenance	16,000	11,270	(4,730)	4,000	4,000	4,000	4,000	16,000	4,730
6428 · Roof Repairs	2,500	-	(2,500)	625	625	625	625	2,500	2,500
6431 · Building - Interior	10,000	11,735	1,735	2,500	2,500	2,500	2,500	10,000	(1,735)
6432 · Plumbing - Interior	4,000	7,228	3,228	1,625	1,625	1,625	1,625	6,500	(728)
6433 · Plumbing - Exterior	2,500	-	(2,500)	625	625	625	625	2,500	2,500
6434 · Alloc-Internal Property Managmnt	61,995	61,936	(58)	16,409	16,409	16,409	16,409	65,636	3,699
6435 · Bank Charges	13,500	20,927	7,427	1,250	1,250	1,250	1,250	5,000	(15,927)
6437 · Utilities - Vacant Units	1,000	2,308	1,308	550	550	550	550	2,200	(108)
6439 · Deferred Maintenance Repairs	10,000	9,000	(1,000)	3,750	3,750	3,750	3,750	15,000	6,000
6440 · Professional Fees Expense	125,660	122,804	(2,856)	32,475	32,475	32,475	32,475	129,900	7,096
6441 · Legal	1,000	-	(1,000)	250	250	250	250	1,000	1,000
6458 · Elevators - Contract	12,000	11,884	(116)	3,000	3,000	3,000	3,000	12,000	116
6460 · Exterminating Services	4,000	1,867	(2,133)	1,000	1,000	1,000	1,000	4,000	2,133
6463 · Landscaping	170,000	8,506	(161,494)	3,000	3,000	3,000	3,000	12,000	3,494
6467 · Lighting	6,000	5,491	(509)	1,500	1,500	1,500	1,500	6,000	509
6468 · Maint. General	1,000	-	(1,000)	250	250	250	250	1,000	1,000
0000 · Marketing	15,000	3,342	(11,658)	3,000	3,000	3,000	3,000	12,000	8,658
6475 · Property Taxes	72,100	72,000	(100)	18,750	18,750	18,750	18,750	75,000	3,000
6476 · Signage Expense	1,500	-	(1,500)	375	375	375	375	1,500	1,500
6480 · Rubbish Removal Medical Waste	19,000	17,318	(1,682)	4,750	4,750	4,750	4,750	19,000	1,682
6481 · Rubbish Removal	27,000	27,317	317	6,750	6,750	6,750	6,750	27,000	(317)
6482 · Utilities/Electricity/Exterior	7,500	5,968	(1,532)	1,875	1,875	1,875	1,875	7,500	1,532
6484 · Utilities - Water (Exterior)	7,500	6,226	(1,274)	1,875	1,875	1,875	1,875	7,500	1,274
6485 · Security	86,000	91,499	5,499	23,500	23,500	23,500	23,500	94,000	2,501
6455 · Bad Debt Expense	0	5,543	5,543	0	0	0	0	0	(5,543)
6490 · Miscellaneous	1,200	2,347	1,147	500	500	500	500	2,000	(347)
<b>Total Expenses</b>	<b>1,175,504</b>	<b>975,190</b>	<b>(200,313)</b>	<b>257,321</b>	<b>257,321</b>	<b>257,321</b>	<b>257,321</b>	<b>1,029,285</b>	<b>54,094</b>
<b>Net Income</b>	<b>13,426</b>	<b>270,003</b>	<b>256,577</b>	<b>61,790</b>	<b>61,790</b>	<b>61,790</b>	<b>61,790</b>	<b>247,160</b>	
<b>Non-Cash and other items:</b>									
Depreciation	464,549	437,481	(27,068)	114,387	114,387	114,387	114,387	457,549	
Total Depreciation/Payroll alloc	<b>526,544</b>	<b>499,418</b>	<b>(27,126)</b>	130,796	130,796	130,796	130,796	<b>523,185</b>	
<b>Net Cash Flow for expenses</b>	<b>648,960</b>	<b>475,773</b>	<b>(173,187)</b>	<b>126,525</b>	<b>126,525</b>	<b>126,525</b>	<b>126,525</b>	<b>506,100</b>	
<b>Total cash provided</b>	<b>539,970</b>	<b>769,421</b>	<b>229,451</b>					<b>770,344</b>	



DESERT HEALTHCARE DISTRICT							
SALARY RANGE - STAFF POSITION - BUDGET 2021-2022							
DRAFT		BOD Approved		Approved	Proposed FY 21-22		
Job Title	FT PT	Job Status	Salary Range	Salary FY20-21	Title Change	Salary Range	Salary
<b>Current</b>							
Chief Executive Officer	FT	Exempt	175,000 - 225,000	\$ 225,750		200,000 - 250,000	
Chief Administration Officer	FT	Exempt	155,000 - 185,000	\$ 181,913		170,000 - 205,000	
Chief Program Officer	FT	Exempt	120,000 - 150,000	\$ 131,250		130,000 - 165,000	
Chief of Community Engagement	FT	Exempt	95,000 - 125,000	\$ 121,000		100,000 - 140,000	
Director - Communications & Marketing	FT	Exempt	95,000 - 125,000	\$ 110,250		100,000 - 140,000	
Special Assist to the CEO/Board Relations	FT	Non-Exempt	60,000 - 80,000	\$ 75,370		60,000 - 90,000	
Accounting Manager	FT	Non-Exempt	55,000 - 80,000	\$ 69,550		60,000 - 90,000	
Special Projects & Programs Manager	FT	Non-Exempt	55,000 - 75,000	\$ 63,336		55,000 - 80,000	
Program & Research Analyst	FT	Exempt	65,000 - 85,000	\$ 71,395	Senior Program Officer - Public Health	90,000 - 120,000	90,000
Administrative Assistant	FT	Non-Exempt	40,000 - 70,000	\$ 60,060		45,000 - 75,000	
Senior Program Officer - Behavioral Health	FT	Exempt	90,000 - 120,000	\$ 110,000		90,000 - 125,000	
Senior Development Officer	FT	Exempt	70,000 - 100,000			80,000 - 110,000	
Public Policy Analyst	FT	Exempt	60,000 - 90,000			70,000,-,100,000	

DESERT HEALTHCARE DISTRICT									
DIRECTORS AND EMPLOYEE EXPENSES - BUDGET 2020-2021									
HEALTH AND OTHER HEALTH RELATED INCLUDING INSURANCE EXPENSES									
7/1/2021 - 6/30/2022									
<b>DRAFT</b>									
<b>Employee</b>	<b>Job</b>	<b>FT</b>	<b>Annual</b>						<b>Total</b>
<b>Name</b>	<b>Title</b>	<b>PT</b>	<b>Wage</b>	<b>QTR 1</b>	<b>QTR 2</b>	<b>QTR 3</b>	<b>QTR 4</b>	<b>Wages</b>	
# of Payrolls				6	7	6	7		26
Conrado Barzaga	Chief Executive Officer	FT *	\$ 225,750	\$ 52,096	\$ 60,779	\$ 52,096	\$ 60,779	\$ 225,750	\$ 225,750
Chris Christensen	Chief Administration Officer	FT *	\$ 181,913	\$ 41,980	\$ 48,977	\$ 41,980	\$ 48,977	\$ 181,913	\$ 181,913
Donna Craig	Chief Program Officer	FT *	\$ 131,250	\$ 30,288	\$ 35,337	\$ 30,288	\$ 35,337	\$ 131,250	\$ 131,250
Alejandro Espinoza	Chief of Community Engagement	FT *	\$ 121,000	\$ 27,923	\$ 32,577	\$ 27,923	\$ 32,577	\$ 121,000	\$ 121,000
Will Dean	Director - Communications & Marketing	FT *	\$ 110,250	\$ 25,442	\$ 29,683	\$ 25,442	\$ 29,683	\$ 110,250	\$ 110,250
Andrea Hayles	Special Assist to the CEO/Board Relations	FT *	\$ 75,370	\$ 17,393	\$ 20,292	\$ 17,393	\$ 20,292	\$ 75,370	\$ 75,370
Eric Taylor	Accounting Manager	FT *	\$ 69,550	\$ 16,050	\$ 18,725	\$ 16,050	\$ 18,725	\$ 69,550	\$ 69,550
Vanessa Smith	Special Programs & Projects Manager	FT *	\$ 63,336	\$ 14,616	\$ 17,052	\$ 14,616	\$ 17,052	\$ 63,336	\$ 63,336
Meghan Kane	Senior Program Officer - Public Health	FT *	\$ 90,000	\$ 20,769	\$ 24,231	\$ 20,769	\$ 24,231	\$ 90,000	\$ 90,000
Erica Huskey	Administrative Assistant	FT *	\$ 60,060	\$ 13,860	\$ 16,170	\$ 13,860	\$ 16,170	\$ 60,060	\$ 60,060
Jana Trew	Senior Program Officer - Behavioral Health	FT	\$ 110,000	\$ 25,385	\$ 29,615	\$ 25,385	\$ 29,615	\$ 110,000	\$ 110,000
Vacant	Senior Development Officer	FT	\$ 90,000	\$ 20,769	\$ 24,231	\$ 20,769	\$ 24,231	\$ 90,000	\$ 90,000
Vacant	Public Policy Analyst	FT	\$ 80,000	\$ 18,462	\$ 21,538	\$ 18,462	\$ 21,538	\$ 80,000	\$ 80,000
*Pool-5% Merit Increase			\$ 61,924	\$ -	\$ 11,908	\$ 14,290	\$ 16,672	\$ 42,870	\$ 42,870
Total				\$ 325,034	\$ 391,114	\$ 339,324	\$ 395,878	\$ 1,451,349	\$ 1,451,349
									<b>Total District &amp; Taxes &amp; Benefits</b> \$ 1,933,449
									<b>Net District - Salaries</b> \$ 1,193,669
									<b>Net District - Net of Taxes &amp; Benefits</b> \$ 1,209,010
<b>EMPLOYER</b>									
FICA				20,152	24,249	21,038	24,544	\$ 89,984	\$ 89,984
MEDICARE				4,713	5,671	4,920	5,740	\$ 21,045	\$ 21,045
Total				\$ 24,865	\$ 29,920	\$ 25,958	\$ 30,285	\$ 111,028	\$ 111,028
<b>BENEFITS - Excludes deductibles</b>									
Health				40,641	40,641	42,673	42,673	\$ 166,628	\$ 166,628
ST/LT Disability/Life				5,733	5,733	6,020	6,020	\$ 23,505	\$ 23,505
Co-Power				5,309	5,309	5,574	5,574	\$ 21,766	\$ 21,766
Total				\$ 51,683	\$ 51,683	\$ 54,267	\$ 54,267	\$ 211,899	\$ 211,899
Copays/Deductibles - Employees				9,000	9,000	9,000	9,000	\$ 36,000	\$ 36,000
Workers Comp				3,413	4,107	3,563	4,157	\$ 15,239	\$ 15,239
401A Plan				21,094	27,288	27,485	32,066	\$ 107,933	\$ 107,933
<b>DIRECTORS</b>									
<b>Active Directors</b>	Approved at May 22, 2018 BOD meeting								
Premiums - up to \$10,000/Director				17,501	17,501	17,501	17,501	\$ 70,002	\$ 70,002
Stipend - \$105/meeting - up to 6 meetings/month				13,230	13,230	13,230	13,230	\$ 52,920	\$ 52,920
Total				30,731	30,731	30,731	30,731	\$ 122,922	\$ 122,922
<b>Retired Directors</b>									
Health - GASB 45 Accrual - Future Benefits accrued - Fully accrued				-	-	-	-		

**DESERT HEALTHCARE DISTRICT  
CASH FLOW - PROGRAM DEPARTMENT - BY QUARTER  
FY 2021 - 2022 BUDGET  
7/1/2021 - 6/30/2022**

**DRAFT**

	Total Open	2021 - 2022					2022 - 2023					
		Amount	Qtr1	Qtr2	Qtr3	Qtr4	Total	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
Existing Grants for PHI:												
Existing Approved - Grants	\$ 8,912,743	\$ 340,821	\$ 371,907	\$ 68,184	\$ 1,935,165	\$ 2,716,077	\$ -	\$ -	\$ -	\$ 1,666,667	\$ 1,666,667	
<b>Community Investments - Grants &amp; Programs by FROM 2021-2022 Strategic Plan Goals:</b>												
Program Area #1: Healthcare Infrastructure/Services	\$ 1,500,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 1,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Program Area #2: Behavior/Mental Health	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Program Area #3: Homelessness	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Program Area #4: Vital Human Services to People with Chronic Conditions	\$ 1,000,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Program Area #5: Economic Protection/Recovery/Food Security	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Grant Budget - Unallocated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total New Grants/Programs/capital project</b>	<b>\$ 4,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Grand Total all Grants/Programs</b>	<b>\$ 12,912,743</b>	<b>\$ 1,340,821</b>	<b>\$ 1,371,907</b>	<b>\$ 1,068,184</b>	<b>\$ 2,935,165</b>	<b>\$ 6,716,077</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,666,667</b>	<b>\$ 1,666,667</b>	

DESERT HEALTHCARE DISTRICT								
CASH FLOW - PROGRAM DEPARTMENT								
FY 2021 - 2022 BUDGET								
7/1/2021 - 6/30/2022								
DRAFT	Projected							Projected
	6/30/21							
		Balance	2021 - 2022				Balance	
Existing Grants:	Name	Bal - Fwd	Qtr1	Qtr2	Qtr3	Qtr4	Total	6/30/2022
<b>Grants:</b>								
2014-MOU-BOD-11/21/13	Memo of Understanding CVAG CV Link Support	\$ 6,663,333	\$ -	\$ -	\$ -	\$ 1,666,667	\$ 1,666,667	\$ 4,996,666
2019-994-BOD-05-28-19	One Future Coachella Valley - Mental Health College & Career Pathway Development - 2 Yr	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000	\$ -
2020-1045-BOD-03-24-20	FIND Food Bank - Ending Hunger Today, Tomorrow, and for a Lifetime - 1 Yr	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2020-1085-BOD-05-26-20	Olive Crest Treatment Center - General Support for Mental Health Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2020-1057-BOD-05-26-20	Desert Cancer Foundation - Patient Assistance Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2020-1134-BOD-07-28-20	Desert Healthcare Foundation - Addressing Healthcare Needs of Black Communities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2020-1139-BOD-09-22-20	CSU San Bernardino Palm Desert Campus Street Medicine Program - 1 Yr	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -
2020-1135-BOD-11-24-20	Hope Through Housing Foundation - Family Resilience - 1 Yr	\$ 11,000	\$ 9,000	\$ 2,000	\$ -	\$ -	\$ 11,000	\$ -
2020-1149-BOD-12-15-20	Voices for Children - Court Appointed Special Advocate Program - 1 Yr	\$ 22,000	\$ 18,000	\$ -	\$ 4,000	\$ -	\$ 22,000	\$ -
2021-1136-BOD-01-26-21	Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr	\$ 65,688	\$ 53,744	\$ -	\$ 11,944	\$ -	\$ 65,688	\$ -
2021-1147-BOD-01-26-21	Alzheimer's Association - Critical Program Support - 1 Yr	\$ 18,295	\$ 14,969	\$ -	\$ 3,326	\$ -	\$ 18,295	\$ -
2021-1162-BOD-01-26-21	Joslyn Center - Wellness Center Program Support - 1 Yr	\$ 60,022	\$ 49,108	\$ -	\$ 10,914	\$ -	\$ 60,022	\$ -
2021-1170-BOD-02-23-21	Jewish Family Services - Mental Health Counseling for Underserved Residents - 1 yr	\$ 44,000	\$ 36,000	\$ -	\$ 8,000	\$ -	\$ 44,000	\$ -
2021-BOD-02-23-21	COVID-19 Recovery Grants in Collaboration with Regional Access Project Foundation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2021-1141-BOD-03-23-21	Martha's Village & Kitchen - Homeless Housing With Wrap Around Services - 1 Yr	\$ 210,905	\$ -	\$ 94,907	\$ -	\$ 115,998	\$ 210,905	\$ -
2021-1171-BOD-03-23-21	Blood Bank of San Bernardino and Riverside Counties - Bloodmobiles for Coachella Valley	\$ 150,000	\$ -	\$ 67,500	\$ -	\$ 82,500	\$ 150,000	\$ -
2021-1174-BOD-03-23-21	Mizell Center - Geriatric Case Management Program	\$ 100,000	\$ -	\$ 45,000	\$ -	\$ 55,000	\$ 100,000	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>New Grants</b>	Galilee Center	\$ 82,500	\$ -	\$ 67,500	\$ -	\$ 15,000	\$ 82,500	\$ -
	Lift To Rise	\$ 210,000	\$ 90,000	\$ 90,000	\$ 30,000	\$ -	\$ 210,000	\$ 0
	Remaining Grant Budget	\$ 1,200,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,200,000	\$ -
Total new grants - 3 month period ended 6/30/2021		\$ 1,410,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Grand Total - Existing grants</b>		\$ 8,912,743	\$ 340,821	\$ 371,907	\$ 68,184	\$ 1,935,165	\$ 2,716,077	\$ 4,996,666
<b>Community Investments - Grants &amp; Programs by FROM 2021-2022 Strategic Plan Goals:</b>								
		<b>Total Amount</b>						
<b>Allocations</b>	<b>Program Area #1: Healthcare Infrastructure/Services</b>	\$ 1,500,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 1,500,000	
	<b>Program Area #2: Behavior/Mental Health</b>	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000	
	<b>Program Area #3: Homelessness</b>	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000	
	<b>Program Area #4: Vital Human Services to People with Chronic Conditions</b>	\$ 1,000,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,000,000	
	<b>Program Area #5: Economic Protection/Recovery/Food Security</b>	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000	
	<b>Grant Budget - Unallocated</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total New Programs/Grants</b>		\$ 4,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,000,000	
<b>Grand Total - Programs/Grants</b>		\$ 12,912,743	\$ 1,340,821	\$ 1,371,907	\$ 1,068,184	\$ 2,935,165	\$ 6,716,077	\$ 4,996,666

DESERT HEALTHCARE DISTRICT						
PROJECTED FY2020-2021 GRANTS APPROVED BY BOARD OF DIRECTORS						
GRANTS BY QUARTER AND MONTHS						
7/1/2021 - 6/30/2022						
<b>DRAFT</b>	Total	2021-2022				
	Amount	Qtr1	Qtr2	Qtr3	Qtr4	Total
<b>Community Investments - Grants &amp; Programs by FROM 2021-2022 Strategic Plan Goals:</b>						
<b>Program Area #1: Healthcare Infrastructure/Services</b>						
<b>Grant Budget Allocation</b>	\$ 1,500,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 1,500,000
<b>*Objectives: Provide core operating support for community actions that address SDH and improve health-related infrastructure</b>						
1. Increased access to healthcare for traditionally underserved populations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2. Increased number of mobile and portable medical units	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3. Increased capacity to serve patients through telehealth technology	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 1,500,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 375,000	\$ 1,500,000
<b>Program Area #2: Behavior/Mental Health</b>						
<b>Grant Budget Allocation</b>	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000
<b>*Objectives: Explore how funds from the MHSA can be leveraged</b>						
1. Maintained number of mental health urgent care facilities (Crisis Stabilization Units)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2. Increased tele-psych capacity to increase access to mental health services, aid in 5150s, and assist REACH & CREST teams	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3. Increased number of educators that receive training/certification in Mental Health First Aid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. Increased number of college counselors to meet the standard of one counselor per 1,000 to 1,500 students	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. Increased number of peer mental health educators	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000
<b>Program Area #3: Homelessness</b>						
<b>Grant Budget Allocation</b>	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000
<b>*Objectives: Support the ongoing CVAG CVHEART activities</b>						
1. Cooling Centers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2. Case management/wraparound services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3. Community Outreach	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000
<b>Program Area #4: Vital Human Services to People with Chronic Conditions</b>						
<b>Grant Budget Allocation</b>	\$ 1,000,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,000,000
<b>*Objectives: Provide support for respiratory and environmental health conditions, seniors, developmentally and physically disabled, other special needs, and chronic diseases such as diabetes, cancers, and end-stage renal failure</b>						
1. Maintained existing level of services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2. Support organizations undergoing mergers & acquisitions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3. Increase number of case managers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 1,000,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 1,000,000
<b>Program Area #5: Economic Protection/Recovery/Food Security</b>						
<b>Grant Budget Allocation</b>	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000
<b>*Objectives: Support the ongoing efforts by collaborative partners</b>						
1. Promote community collaborations and regional work around these efforts (caravans)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2. Increase case management at food pantries through measurable food security, Self-sufficiency and quality of diet	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 500,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 500,000
<b>* Note: All Objectives are listed as examples for potential grant funding.</b>						
<b>Grant Budget - Unallocated</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	\$ 4,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 4,000,000

Desert Healthcare District					
2021-2022 Budget Detail					
<b>DRAFT</b>					
<b>4010 - Property Tax Revenues</b>					
	\$ 7,313,000	FY21 plus 3%			
<b>4220 - Unrestricted Interest Income - FRF</b>					
	Lower coupon rate (approx 2.5%)at purchase produces less interest income				
	\$4M of maturities in 2022 with new purchases are anticipated to be at zero interest				
<b>9999-1 Unrealized Gain (Loss) FRF</b>					
	Gain on investments is expected to be lower, but undetermined.				
<b>5160 - Education/Conference - Staff</b>					
	\$ 12,000	Educational seminars			
	\$ 50,000	Clear Impact RBA training			
	\$ 5,000	CEO Public Leadership Credential			
	\$ 12,000	Staff Education Incentive Program			
	\$ 8,000	ACHD Legislative Days, etc.			
	\$ 87,000				
<b>5230 - BOD meeting/conference expense</b>					
	\$ 8,000				
	\$ 12,000	BOD Conference			
	\$ 20,000				
<b>5270 - BOD Election Fees</b>					
	\$ -	FYE 2022 - No fees in FY22			
<b>6130 - Dues &amp; Subscriptions</b>					
	\$ 6,000	CSDA annual membership			
	\$ 15,000	ACHD annual membership			
	\$ 1,300	CPA license & associations			
	\$ 3,500	Grantmakers of SoCal			
	\$ 5,000	PolicyMap			
	\$ 4,800	Clear Impact			
	\$ 645	American Public Health Association			
	\$ 3,600	Guidestar Pro			
	\$ 5,000	Other			
	\$ 44,845				
<b>6305 - CEO Auto Allowance</b>					
	\$ 6,000	CEO - 500/month			
	\$ 6,000				
<b>6311 - Cell Phone Expense</b>					
	\$ 7,812	Current Bill			
	\$ 1,500	Misc			
	\$ 9,312				

Desert Healthcare District					
2021-2022 Budget Detail					
<b>DRAFT</b>					
<b>6325 - CEO Discretionary Fund</b>					
	\$ 25,000	CEO Discretion			
<b>6351 - Travel Expense</b>					
	\$ 20,000	Travel for staff and BOD to conferences			
<b>6352 - Meals &amp; Entertainment Expense</b>					
	\$ 8,000	Conferences/CEO lunch engagements			
	\$ 2,500	Holiday Celebration			
	\$ 10,500				
<b>6355 - Computer</b>					
	\$ 16,400	Gifts - Online			
	\$ 12,000	IT support			
	\$ 2,652	TWC			
	\$ 10,450	Agenda Software (\$4,500 setup fee, \$10,000 Annual)			
	\$ 5,000	Other			
	\$ 46,502				
<b>6360 - Supplies</b>					
	\$ 20,000	Current			
	\$ 6,000	Additional staff, etc.			
	\$ 26,000				
<b>6380 - LAFCO Assessment</b>					
	\$ 2,500				
<b>6405 - Office - Rent</b>					
	\$ 24,000	2000/month			
	\$ 1,200	misc			
	\$ 25,200				
<b>xxxx - Mobile Unit Expenses</b>					
	\$ 5,000	Auto Insurance			
	\$ 2,500	Registration			
	\$ 15,000	Fuel			
	\$ 15,000	Maintenance			
	\$ 37,500				
	\$ 60,000	Depreciation - Straight Line 5-years			

Desert Healthcare District					
2021-2022 Budget Detail					
<b>DRAFT</b>					
<b>6516 - Professional Fees</b>					
	\$ 750,000	Facilities/Programs/Services/Lease			
	\$ 100,000	Strategic Planning-Communications (Board)(Rauch)			
	\$ 50,000	Rezoning Consultant			
	\$ 10,800	HR Consultant			
	\$ 4,000	Hospital Inspections - Dale Barnhard			
	\$ 15,000	Miscellaneous			
	\$ 929,800				
<b>6530 - Communications/ Marketing/Website</b>					
	\$ 10,000	Community Engagement			
	\$ 71,500	See Detail below			
	\$ 5,000	Website (\$1,250 per quarter)			
	\$ 5,000	External Relations			
	\$ 5,000	Other			
	\$ 96,500				
<b>Communications and Marketing Detail</b>					
	\$ 15,050	Print Publication			
	\$ 1,200	Social Media			
	\$ 13,250	Collateral Materials			
	\$ 15,000	Visibility and Awareness			
	\$ 15,000	General Marketing			
	\$ 12,000	Photography			
	\$ 71,500				
<b>6728 - Pension Audit Fees</b>					
	\$ 5,500	Lund & Guttry			
	\$ 8,000	Nyhart			
	\$ 13,500				
<b>Cash Flow - District &amp; LPMP Tenant/building Improvements</b>					
	\$ 300,000	Purchase of Mobile Unit			
	\$ 300,000	Fire Sprinklers at LPMP			
	\$ 40,000	RAP Office Conference Room			
	\$ 200,000	Est. Other TIs and Improvements			
	\$ 540,000				





**HOSPITAL LEASE OVERSIGHT COMMITTEE MEETING  
MEETING MINUTES  
May 17, 2021**

<b>Directors Present</b>	<b>District Staff Present</b>	<b>Absent</b>
Chairman/President, Les Zendle, MD Director Carole Roger, RN Director Carmina Zavala	Conrado E. Bázquez, MD, CEO Chris Christensen, CAO Andrea S. Hayles, Clerk of the Board	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>I. Call to Order</b>	The meeting was called to order at 10:01 a.m. by Chairman Zendle.	
<b>II. Introductions</b>	All in attendance were familiar with each other; thus, introductions were not necessary.	
<b>III. Approval of Agenda</b>	Chairman Zendle asked for a motion to approve the agenda	<b>Moved and seconded by Director Rogers and Director Zavala to approve the agenda as amended. Motion passed unanimously.</b>
<b>IV. Public Comment</b>	There were no public comments.	
<b>V. Approval of Meeting Minutes</b>	Chairman Zendle asked for approval of the December 19, 2019, meeting minutes.	<b>Moved and seconded by Director Zavala to Director Rogers approve the December 19, 2019 meeting minutes. Motion passed unanimously.</b>
<b>VI. Old Business</b>		
<b>1. Consideration to extend the consulting services agreement between the Desert Healthcare District and Dale E. Barnhart to conduct ongoing quarterly inspections of Desert Regional Medical Center</b>	Chris Christensen, CAO, provided an overview on Dale Barnhart's role and work with the District, the quarterly inspections of Desert Regional Medical Center, other facilities on the campus, and the renewal of the consulting services agreement.  Chair Zendle explained that the inspections fulfill the District's role in overseeing the property, compliance with the lease, and he appreciates Dale's work and role with the District.	<b>Moved and seconded by Director Rogers and Director Zavala to approve the consulting services agreement between the Desert Healthcare District and Dale E. Barnhart to conduct ongoing quarterly inspections of Desert Regional Medical Center and forward to the Board for approval. Motion passed unanimously.</b>
<b>VII. New Business</b>		

**HOSPITAL LEASE OVERSIGHT COMMITTEE MEETING  
MEETING MINUTES  
May 17, 2021**

<p><b>1. Q1 Facilities Inspection – January 23, 2020</b></p>	<p>Dale Barnhart, Consultant, described the Q1 Facility Inspection held in January 2020 outlining the misuse of plug strips with multiple appliances, the fire sprinkler cover plates, and escutcheon rings, which the Desert Regional Medical Center Plant Maintenance Director has remedied.</p> <p>Michele Finney, CEO, Desert Care Network, Desert Regional Medical Center explained that Andy Caffrey is the interim Plant Maintenance Director while Steve Ballard, Plant Maintenance Director is on leave for proceeding with the re-inspections of the prior inspections.</p>	
<p><b>2. Q1 Facilities Inspection – March 2, 2021</b></p>	<p>Dale Barnhart, Consultant, described the Q1 Facilities Inspection held in March 2021 with no significant findings.</p>	
<p><b>3. Quarterly 2021-2022 Inspection Schedule</b></p>	<p>Chris Christensen, CAO, explained that due to the pandemic, the quarterly inspection schedule is modified with the next scheduled inspection in June.</p> <p>Chair Zendle explained that is important for directors to attend the inspections if they are available, but it is acceptable for the committee to skip one or two inspections, but all committee members do not need to participate in the inspections.</p>	

**HOSPITAL LEASE OVERSIGHT COMMITTEE MEETING  
MEETING MINUTES  
May 17, 2021**

<p><b>4. Leapfrog Hospital Safety Grade Presentation, Christine Lagenwaller, MSN, RNC, CENP, Chief Quality Officer, Desert Regional Medical Center</b></p>	<p>Christine Lagenwaller, MSN, RNC, CENP, Chief Quality Officer, Desert Regional Medical Center, provided background on the Leapfrog Hospital Survey Results explaining the safety grade, the voluntary number of hospitals participating, the numerical scores, a letter grade assignment, and the twice-annual release in April and October.</p> <p>The Process/Structural Measures were described, including numerical safety grade scores, the timeframe of July 2017-June 2019, Journey to High-Reliability Care, Patient-Specific Events for Achieved Standards, Considerable Achievements, and Limited Achievements.</p> <p>Detailed information concerning the 2019 Infection Rates, such as urine infections, C. Difficile, MRSA, colon, and the goals for 2021-2022 was summarized.</p> <p>Effective leadership to prevent errors includes resuming the Patient Family Advisory Council (PFAC) previously on hold due to COVID and commencing again in the coming months; staff's work collaboratively to prevent errors, Support for Nursing Workforce, Handwashing, Appropriate Use of Antibiotics through the Stewardship Program, Responding to Never Events, Safe Medication Administration, Safe Medication Ordering, Medication Reconciliation, and</p>	
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**HOSPITAL LEASE OVERSIGHT COMMITTEE MEETING  
MEETING MINUTES  
May 17, 2021**

	<p>although Maternity Care is not included in the Leapfrog Score, there were 2,766 deliveries in mid-2019 to mid-2020, and Desert Regional Medical Center achieved all the standards.</p> <p>Ms. Lagenwalter explained that since COVID is an infectious organism affecting many areas, the types of patients and procedures are indicative of the demographics, such as patients with Medi-Cal insurance and the under-insured are inclined to present to the hospital as ailing with higher comorbidities, while the scores look at the totality of the results.</p> <p>Chair Zendle thanked Dale Barnhart for his work with the hospital inspections, also thanking Ms. Lagenwalter for her excellent work at Desert Regional Medical Center as the Quality Improvement Officer.</p>	
<p><b>VIII. Adjournment</b></p>	<p>Chairman Zendle adjourned the meeting at 11:20 a.m.</p>	<p><b>Audio recording available on the website at</b> <a href="https://www.dhcd.org/Agendas-and-Documents">https://www.dhcd.org/Agendas-and-Documents</a></p>

ATTEST: \_\_\_\_\_  
Les Zendle, MD, Chairman/President  
Hospital Lease Oversight Committee

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

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**TO:** CONRADO BARZAGA, M.D., CEO  
**FROM:** DALE BARNHART  
**SUBJECT:** 1<sup>ST</sup> QUARTER INSPECTION 2020  
**DATE:** JANUARY 23, 2020  
**CC:** CHRIS CHRISTENSEN, CFO  
ANDREA HAYLES, SPECIAL ASSISTANT TO CEO

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The quarterly facilities inspection was conducted January 23, 2020. The following representatives participated in the inspection:

- Dale Barnhart, Healthcare Facilities Consultant
- Conrado Barzaga, MD, DHCD CEO
- Les Zendle, MD, DHCD Board President
- Chris Christensen, DHCD CFO
- Mike Ditoro, DRMC COO
- Steve Ballard, DRMC Director of Engineering
- Steed McCotter, DRMC Director of Patient Experience

The inspection included Acute Rehabilitation, Physical & Occupational Therapy, Pediatrics, Pulmonary, Intensive Care Units and GI Laboratory. The inspection findings are listed in the attached report. Also included is a reinspection update through January 23, 2020.

Please let me know if you have any questions.

<b>REPORTED ITEMS:</b>		
<b>ITEM</b>		<b>RESPONSE</b>
<b><u>Areas Inspected</u></b>		
<b><u>Acute Rehabilitation</u></b>		
20-01	Refrigerator plugged into plug strip in nursing station	1/23/20 – First Reported
20-02	Refrigerator plugged into plug strip in medication room	1/23/20 – First Reported
<b><u>Physical &amp; Occupational Therapy</u></b>		
No findings identified		
<b><u>Pediatrics</u></b>		
20-03	Three coffee pots plugged into plug strip in staff lounge, door EW-47E	1/23/20 – First Reported
<b><u>Pulmonary</u></b>		
20-04	Two refrigerators & water dispensers plugged into plug strip in staff lounge	1/23/20 – First Reported
<b><u>Medical/Surgical ICU</u></b>		
20-05	Missing junction box cover plates in fire sprinkler shaft room	1/23/20 – First Reported
20-06	Missing escutcheon ring in Dirty utility room, door S1-37	1/23/20 – First Reported

<b>REPORTED ITEMS:</b>		
<b>ITEM</b>		<b>RESPONSE</b>
20-07	Insects in 2x4 ceiling light diffuser in corridor outside of ICU	1/23/20 – First Reported
<b><u>Cardiac ICU</u></b>		
20-08	Missing escutcheon ring, patient room 3102	1/23/20 – First Reported
20-09	Escutcheon ring taped to ceiling, patient room 3018	1/23/20 – First Reported
<b><u>Trauma ICU</u></b>		
20-10	Missing escutcheon ring, family counseling room	1/23/20 – First Reported
20-11	Missing escutcheon ring, patient room 3131	1/23/20 – First Reported
20-12	Gap surrounding escutcheon ring near door S1-38	1/23/20 – First Reported
20-13	No lids on medical waste & trash containers in Dirty utility room	1/23/20 – First Reported
20-14	Medical gas cabinet door in Dirty utility room did not positive latch	1/23/20 – First Reported
20-15	Storage within 18” of ceiling in ICU supply room	1/23/20 – First Reported
20-16	Missing escutcheon ring in lift equipment room, door S1-31A	1/23/20 – First Reported
<b><u>Neuro ICU</u></b>		
20-17	Isolation cart near patient room 3118 blocking fire extinguisher cabinet	1/23/20 – First Reported
<b><u>GI Laboratory</u></b>		
	No findings identified	

**TO:** CONRADO BARZAGA, M.D., CEO  
**FROM:** DALE BARNHART  
**SUBJECT:** 1<sup>ST</sup> QUARTER INSPECTION 2021  
**DATE:** MARCH 8, 2021  
**CC:** CHRIS CHRISTENSEN, CFO  
ANDREA HAYLES, SPECIAL ASSISTANT TO CEO

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The quarterly facilities inspection was conducted March 4, 2021. The following representatives participated in the inspection:

- Dale Barnhart, Healthcare Facilities Consultant
- Les Zendle, MD, DHCD Board Chair
- Carole Rogers, RN, DHCD Board Director
- Carmina Zavala, Board Director, DHCD
- Chris Christensen, CFO, DHCD
- Mike Ditoro, COO, DRMC
- Steve Ballard, Director of Engineering, DRMC
- Geoffrey Lowman, EMMP, DRMC

The inspection included the following hospital-based departments at the El Mirador Medical Plaza/MOB: Comprehensive Cancer Center, Wound Care, ICON and Maternal Fetal Medicine. The inspection findings are listed in the attached report.

Please let me know if you have any questions.



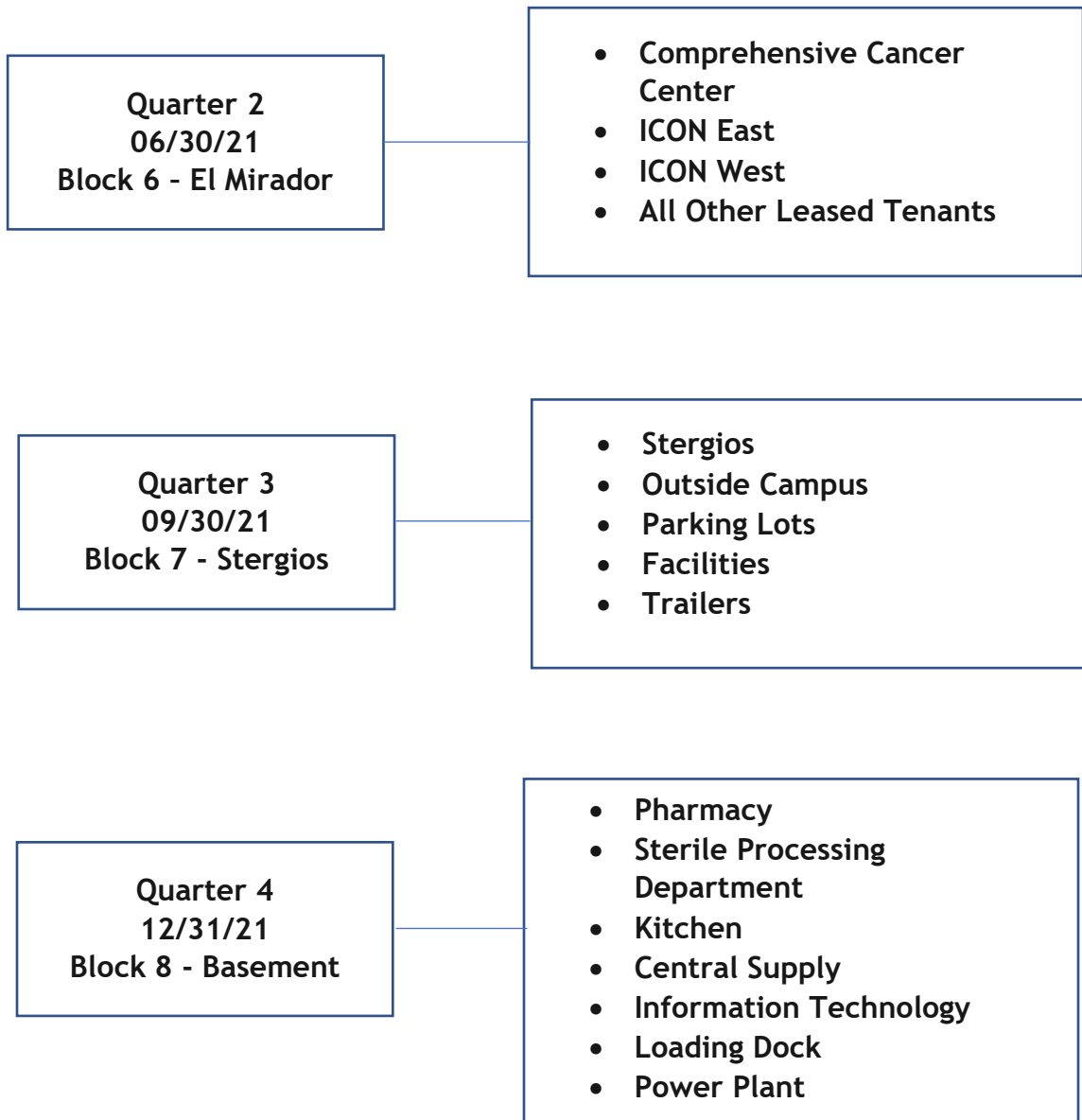
<b>REPORTED ITEMS:</b>		
<b>ITEM</b>		<b>RESPONSE</b>
<b><u>Areas Inspected</u></b>		
<b><u>Comprehensive Cancer Center</u></b>		
<b>P2/Radiation:</b>		
21-01	Burnt out light tube & missing lens diffuser on 2 x 4 light fixture in Electrical Room	3/4/21 – First Reported
21-02	Stairwell #8 door did not positive latch	3/4/21 – First Reported
<b>1<sup>st</sup> Floor:</b>		
No findings identified		
<b>2<sup>nd</sup> Floor:</b>		
21-03	Stairwell door did not positive latch in Chemo (Suite 218)	3/4/21 – First Reported
21-04	Missing air diffuser on HVAC duct in East Electrical Room	3/4/21 – First Reported
21-05	Hole in ceiling in OB/GYN Clean Utility Room	3/4/21 – First Reported
<b>3<sup>rd</sup> Floor:</b>		
21-06	Storage within 18” of ceiling in Conference Storage Room	3/4/21 – First Reported
<b><u>Wound Care (Suite W400)</u></b>		
21-07	Buckets of paint stored in lounge	3/4/21 – First Reported
21-08	Unlocked electrical panel near back door	3/4/21 – First Reported
21-09	Electrical panel cover missing hardware located near back door	3/4/21 – First Reported
<b><u>ICON (Suite W201)</u></b>		
21-10	Toaster with exposed elements in employee break room	3/4/21 – First Reported

<b>REPORTED ITEMS:</b>		
<b>ITEM</b>		<b>RESPONSE</b>
21-11	Storage within 18" of ceiling/sprinkler head in storage closet near patient restroom	3/4/21 – First Reported
<b><u>Maternal Fetal Medicine (Suite W200)</u></b>		
21-12	Stained ceiling tile in Sweet Success manager's office	3/4/21 – First Reported
21-13	Damaged walls & missing paint in Ultrasound rooms 7, 8, 9 and exam rooms 1 & 5	3/4/21 – First Reported
21-14	Stained ceiling tile in exam room 2	3/4/21 – First Reported
<b><u>Exterior Patio (4<sup>th</sup> Floor)</u></b>		
	No findings identified	



Desert Healthcare District - Hospital Lease Oversight Committee  
Desert Regional Medical Center Quarterly Inspection Schedule  
2021-2022

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**Quarter 1**  
**03/31/22**  
**Block 1 - Sinatra Tower**

- 5 Sinatra
- 4 Sinatra
- 3 Sinatra
- 2 Sinatra
- Finance

**Quarter 2**  
**06/30/22**  
**Block 2 - East Tower**

- 4 East
- 3 East
- 2 East
- 1 East
- 1 Central
- Sinatra Education Center

**Quarter 3**  
**09/30/22**  
**Block 3 - West Tower**

- Labor and Delivery
- Neonatal Intensive Unit
- Emergency Department
- Radiology/Diagnostic Imaging
- Helipad

**Quarter 4**  
**12/31/22**  
**Block 4 - 1<sup>st</sup> Floor Part 1**

- Operating Rooms
- Lab
- GI Lab
- Cafeteria
- Maternal Fetal Medicine
- Medical Records

**Quarter 1**  
**03/31/23**  
**Block 5 - 1<sup>st</sup> Floor Part 2**

- Intensive Care Units
- Acute Rehabilitation Unit
- Physical Therapy/  
Occupational Therapy
- Pediatrics
- Pulmonary



**DESERT HEALTHCARE**  
DISTRICT & FOUNDATION

Date: May 25, 2021  
To: Board of Directors  
Subject: Desert Healthcare District and Foundation Website Changes

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**Staff Recommendation:** (Informational Item) The dhcd.org homepage will be restored more than a year after it was temporarily replaced with a COVID-19 resource landing page as part of the Desert Healthcare District and Foundation’s educational campaign to counter misinformation and raise awareness among the public about COVID-19 prevention and care.

**Background:**

- On April 15, 2020, the District and Foundation launched an online Coachella Valley COVID-19 Resource Center. It consisted of creating a landing page for the website that featured links to news articles, resource lists, videos, virus infection numbers and more to help inform valley residents about the impact of COVID-19 and available resources.
- The temporary landing page will be retired this month, allowing the District and Foundation’s main homepage to once again be the first thing visitors to the website see. This will bring focus to other work the District and Foundation staff is doing, as well as future items on our COVID-19 response.
- Content from the COVID-19 Resource Center landing page will be archived and will live on the regular website, which already includes many pandemic-related features.
- Highlights from the landing page include video updates featuring District and Foundation CEO Conrado Bárzaga in English and Spanish (translated in Purépecha), which also are featured on the District and Foundation’s YouTube channel.
- Another significant website change is how and where the District and Foundation’s grants program is accessed. The link to the grants program webpages, which were redesigned in 2020, has been elevated. It’s now the fourth item site visitors see on the homepage menu, after “Agendas & Documents.”
- Other changes include the addition of a Coachella Valley Data Mapping tool on the menu, a Mental Health Awareness Month feature, and the addition of a “District Transparency” tab on the homepage. The tab recognizes and links to documents required for the website certification that the District and Foundation earned last year from the Association of California Healthcare Districts and the California Special Districts Association.

**Fiscal Impact:**

Creation of the online Coachella Valley COVID-19 Resource Center was covered in a \$50,000 educational campaign allocation approved by the Board on March 24, 2020. No additional expense is anticipated for the current changes.