



**DESERT HEALTHCARE DISTRICT
BOARD MEETING
Board of Directors
June 22, 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/88022949873?pwd=MGVDU1RROFd6Ri9hcGJYOFQ1cVI3QT09>
Password: 107540

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: 880 2294 9873

Password: 107540

You may also email ahayles@dhcd.org with your public comment no later than 4 p.m., Tuesday, 06/22

<i>Page(s)</i>	AGENDA	<i>Item Type</i>
	<i>Any item on the agenda may result in Board Action</i>	
	A. CALL TO ORDER – President De Lara	
	Roll Call Director Zavala____Director Shorr____Director Zendle, MD____ Director PerezGil____Director Rogers, RN____ Vice-President/Secretary Borja____President De Lara	
	B. PLEDGE OF ALLEGIANCE	
1-3	C. APPROVAL OF AGENDA	Action
	D. PUBLIC COMMENT	
	At this time, comments from the audience may be made on items <u>not</u> listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. The Board has a policy of limiting speakers to no more than three minutes. The Board cannot take action on items not listed on the agenda. Public input may be offered on agenda items when they come up for discussion and/or action.	
	E. CONSENT AGENDA	Action
	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>	



	1. BOARD MINUTES	
4-14	a. Board of Directors Meeting – May 25, 2021	
	2. FINANCIALS	
15-40	a. Approval of the May 2021 Financial Statements – F&A Approved June 08, 2021	
	3. SERVICE AGREEMENTS	
41-59	a. Satellite Office Conference Room Buildout at the Regional Access Project Foundation (RAP) – INPRO- EMS Contract for Construction – \$24,980	
60-61	b. Consulting Services Agreement Addendum #2 - Magdalena Martinez dba Personnel 411 Consulting – Compensation Increase to \$900/month	
	F. DESERT HEALTHCARE DISTRICT CEO REPORT	
	– Conrado E. Bárzaga, MD	
62-63	1. COVID-19 Vaccination Campaign for Underserved Communities in the Coachella Valley	Information
64	2. National Vaccine Month of Action Kick-Off Events	Information
65-66	3. Months of May & June District Media Coverage	Information
67	4. Association of California Healthcare Districts (ACHD) Diversity, Equity & Inclusion Pilot Program	Information
68	5. Consideration to approve a \$20,000 sponsorship from the CEO Discretionary Fund (exceeding the \$5,000 balance) to the Association of California Healthcare Districts (ACHD) 69 th Annual Meeting: Recover, Refocus and Adapt	Action
69	6. Community Engagement and Presentations	Information
	G. DESERT REGIONAL MEDICAL CENTER CEO REPORT	
	– Michele Finney, CEO	Information
	H. DESERT REGIONAL MEDICAL CENTER GOVERNING BOARD MEETING – Les Zendle, MD and Carole Rogers, RN	Information
	I. COMMITTEE MEETINGS	
	1. PROGRAM COMMITTEE – Chair/Director Evett PerezGil, Vice-President Karen Borja, and Director Carmina Zavala	
70-75	1. Draft Meeting Minutes – June 08, 2021	Information
76-77	2. Funding Requests Update	Information
78	3. Grant Payment Schedule	Information
79-81	4. Consideration to approve Resolution #21-01 to Carry-Over the Remaining \$1,841,498 from the FY 2020/2021 Grants Budget to the FY 2021/2022 Grants Budget	Action



- 2. FINANCE, LEGAL, ADMINISTRATION & REAL ESTATE COMMITTEE** – Chair/Director Arthur Shorr, President Leticia De Lara, and Director Les Zendle, MD
1. Draft Meeting Minutes – June 08, 2021

82-87

Information

LEGAL

J.

IMMEDIATE ISSUES AND BOARD COMMENTS

K.

ADJOURNMENT

L.

If you have any disability which would require accommodation to enable you to participate in this meeting, please email Andrea S. Hayles, Special Assistant to the CEO and Board Relations Officer, at ahayles@dhcd.org or call (760) 567-0298 at least 24 hours prior to the meeting.



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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. Bárzaga, 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 Meghan Kane, Programs and Research Analyst Erica Huskey, Administrative and Program Assistant Andrea S. Hayles, Clerk of the Board <u>Legal Counsel</u> Jeff Scott	

AGENDA ITEMS	DISCUSSION	ACTION
A. Call to Order Roll Call	President De Lara called the meeting to order at 5:30 p.m. The Clerk of the Board called the roll with all Directors' present.	
B. Pledge of Allegiance	President De Lara led the Pledge of Allegiance.	
C. Approval of Agenda	President De Lara asked for a motion to approve the agenda. Jeff Scott, Legal Counsel, provided a report out of the closed session of the Board explaining that counsel was directed to take the appropriate action concerning the evaluation of the CEO.	#21-40 MOTION WAS MADE by Director Zendle and seconded by Director Rogers to approve the agenda. 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 ABSENT – 0
D. Public Comment	Kay Hazen, a former long-term Board member thanked the Board for their work and	

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	<p>efforts in the community during these challenging times. Ms. Hazen described Mr. and Mrs. Supple's relationship with the District, additional background on Mr. Supple's effect on Desert Regional Medical Center and throughout the Coachella Valley.</p> <p>Mark Matthews, a prior long-term Board member provided remarks on Mr. & Mrs. Supple's leadership with then Desert Hospital, their philanthropy throughout the Valley, involvement in the lease, and the El Mirador rebuilding.</p>	
<p>E. Consent Agenda</p> <p>1. BOARD MINUTES</p> <p> a. Special Meeting of the Board of Directors Meeting – April 16, 2021</p> <p> b. Board of Directors Meeting – April 27, 2021</p> <p>2. FINANCIALS</p> <p> a. Approval of the April 2021 Financial Statements – F&A Approved May 11, 2021</p> <p>3. SERVICE AGREEMENTS</p> <p> 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</p> <p> b. Extension of the Consulting Services Agreement between the Desert Healthcare District and Dale E. Barnhart to</p>	<p>President De Lara asked for a motion to approve the consent agenda pulling item 3.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.</p> <p>President De Lara recused herself from the consent agenda for item 3.a., which was moved by Director Zendle and seconded by Directed Shorr.</p>	<p>#21-41 MOTION WAS MADE by Director Zendle and seconded by Director PerezGil to approve the agenda.</p> <p>Motion passed 6-1.</p> <p>AYES – 6 Vice-President/Secretary Borja, Director Shorr, Director Rogers, Director Zendle, Director PerezGil, and Director Zavala</p> <p>NOES – 0</p> <p>ABSENT – 0</p> <p>ABSTAIN – 1 President De Lara</p>

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<p>Conduct Ongoing Quarterly Inspections of Desert Regional Medical Center</p> <p>c. Health Assessment and Research for Communities (HARC) Consulting Services Agreement Addendum #2</p> <p>d. Service Agreement Addendum #2 for Rauch Communications Consultants, Inc. – NTE \$50,000</p>		
<p>F. Desert Healthcare District CEO Report</p> <p>1. COVID-19 Vaccination Campaign for Underserved Communities in the Coachella Valley</p>	<p>Conrado Bárzaga, MD, CEO, described the COVID vaccination campaign highlighting that 55% of the population is fully vaccinated in the Coachella Valley with the assistance of the county and community partners compared to other cities in the county, further detailing the partnerships to vaccinate young people ages 12-15. Staff is monitoring the reopening efforts, and currently, there is no clear guidance other than large events with no specifics about public meetings.</p> <p>Greg Rodriguez, Government Relations and Public Policy Advisor, Office of Supervisor, explained that the county is following the state guidance, and as of June 15th the colored tier system is complete with full capacity, it is up to individuals and business in what way they want to conduct their meetings, and</p>	

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<p>2. The Coachella Valley Resource Conservation District (CVRCD) Feasibility Study</p>	<p>they may continue the use of virtual meetings.</p> <p>Alejandro, Espinoza, Chief of Community Engagement, updated the Board on the mobile unit feasibility study describing the estimate from the manufacturer, including the amenities.</p> <p>Ann Cheney, PhD, Assistant Professor CHC, Co-Chair Healthy Campus, University of California Riverside, explained her role with mobile services in the Eastern Coachella Valley, the need for a mobile unit, and other partnerships, such as Health for Hope.</p> <p>Greg Rodriguez, Government Relations and Public Policy Advisor, Office of Supervisor described the intersection between healthcare and homelessness and events to use both services with the mobile unit.</p>	
<p>3. Consideration to approve the acceptance of \$175,000 from The Coachella Valley Resource Conservation District (CVRCD) for the Purchase of a Mobile Unit</p>	<p>The Board provided positive feedback requesting a budget and management of the unit for usage, outreach, and advertising with custom wraps, and professional sanitizing.</p>	<p>#21-42 MOTION WAS MADE by Director Zendle and seconded by Vice-President Borja to approve the acceptance of \$175,000 from The Coachella Valley Resource Conservation District (CVRCD) for the Purchase of a Mobile Unit Motion passed unanimously. AYES – 7 President De Lara, Vice-President/Secretary Borja, Director Shorr, Director Rogers, Director Zendle, Director PerezGil, and Director Zavala</p> <p>NOES – 0</p>

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	health-related emergency phone calls, especially in the east, and the importance of collecting the information from the first responders.	
7. Strategic Planning Retreat Update	Dr. Bárzaga, CEO, explained that the Strategic Planning retreat sessions are split into two parts on September 9 and September 11 for more time to reflect on the discussions and to continue the dialogue on the second day.	
8. Community Engagement and Presentations	Dr. Bárzaga, CEO, provided an overview of the activities he participated in the community and informing the Valley of the District's work.	
9. Kaufman Hall Associates Letter of Engagement	Dr. Bárzaga, CEO, described the engagement letter with Kaufman Hall to commence the negotiations with Tenet Health, a continuation of the work of Kaufman Hall, further explaining the request for proposals process and final selections.	#21-43 MOTION WAS MADE by Director Zendle and seconded by Director Shorr to approve the Kaufman Hall Associates Letter of Engagement. 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 ABSENT – 0
G. Desert Regional Medical Center CEO Report	Michele Finney, CEO, Desert Care Network, Desert Regional Medical Center, explained that they are extremely pleased with the completion of the four-day accreditation survey, which is a condition of the lease with 350 standards and over 1,600 elements of performance.	



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	<p>Desert Care Network held events during the employee recognition with Inland Empire Health Plan (IEHP) honoring the staff by providing meals for all 2,000 employees.</p> <p>Desert Regional Medical Center now has an epilepsy monitoring unit – a request for service not offered in the community to monitor and diagnose patients. The Electronic Medical Records (EMR) for a common platform has launched and is in the adoption phase. JFK Memorial Medical Center commenced the assembly of the CT Scanner and HVAC system before the middle of summer, the replacement MRI, which is under review by the Office of Statewide Health Planning and Development (OSHPD), upgrading CT scanners, and nuclear medicine thermals.</p> <p>Modernization of the sterile processing department upgrades are complete (4) in use and functioning well.</p> <p>Mrs. Finney expressed enthusiasm about the purchase of a mobile unit, the community needs, and use with the street medicine program by partnering with the District.</p>	
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<p>H. Desert Regional Medical Center Governing Board</p>	<p>Director Zendle provided a brief report of the Governing Board describing the Joint Commission on Accreditation of Healthcare Organizations (JACHO) report, review of the open and closed case with the California Department of Public Health (CDPH), medical staff credentialing, peer reviews, and the commencement on July 1 of the residents at Desert Regional Medical Center.</p>	
<p>I.1. Program Committee</p> <p>1. Draft Meeting Minutes – May 11, 2021</p> <p>2. Grant Payment Schedule</p> <p>3. Consideration to approve Grant #1280 Desert AIDS Project – DAP Health: DAP Health Expands Access to Healthcare – \$100,000</p>	<p>President De Lara inquired on any questions of the Board concerning the May Program Committee meeting minutes and the grant payment schedule.</p> <p>Donna Craig, Chief Program Officer, highlighted the prior payments of the grant payment schedule and the \$1.9M available in the current fiscal year for grant funding as of April 30.</p> <p>Donna Craig, Chief Program Officer, described the DAP Health grant request to expand the Behavioral Health Program with two components further detailing the psychotherapy and medication management to fund the University of California Riverside (UCR) approved psychiatrist.</p>	<p>#21-44 MOTION WAS MADE by Director Zendle and seconded by Director Rogers to approve Grant #1280 Desert AIDS Project – DAP Health: DAP Health Expands Access to Healthcare – \$100,000 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</p>

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<p>I.2. Finance, Legal, Administration & Real Estate</p> <p>1. Draft Meeting Minutes – May 11, 2021</p> <p>2. District & Retirement Protection Plan (RPP) Investment Reports 1Q21</p> <p>3. New Job Description – Senior Program Officer, Public Health</p> <p>4. Review and Consideration for Approval – FY 2021-2022 Annual Budget</p>	<p>Director Shorr provided an overview of the May F&A Committee meeting minutes, which included the investment reports, Senior Program Officer, Public Health new job description, and the FY 2021-2022 annual budget. President De Lara explained that during the F&A Committee she recused herself from item #8 of the F&A Committee meeting minutes.</p> <p>Chris Christensen, CAO, provided an overview of the FY 2021-2022 highlighting the conservative projections of the property tax revenues, which has an increase at 3% of the projections, the bond investment is at net zero, and will not incur much income from the bond's investments. The rental income from the Las Palmas Medical Plaza reflects the 92% occupancy rate and the updated CAM fees increase. Mr. Christensen detailed the significant items, such as staffing expenses for the current staff and two additional staff during the year with merit increases. All employee and staff expenses are incurred on the District side, but the Foundation is increasing the pass-through funding from the COVID initiatives, such as the Public Health Institute with \$1.4M in</p>	<p>ABSENT – 0</p> <p>#21-45 MOTION WAS MADE by Director Shorr and seconded by Director PerezGil to approve the FY 2021-2022 Annual Budget Motion passed 6-1.</p> <p>AYES – 6 President De Lara, Vice-President/Secretary Borja, Director Shorr, Director Rogers, Director Zendle, Director PerezGil, and Director Zavala</p> <p>NOES – 0</p> <p>ABSENT – 0</p> <p>ABSTAIN – 1 Director Zendle</p>
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<p>I.3. Hospital Lease Oversight Committee Meeting</p> <ol style="list-style-type: none"> 1. Draft Meeting Minutes – May 17, 2021 2. Q1 Facilities Inspection – January 23, 2020 3. Q1 Facilities Inspection – March 2, 2021 4. Quarterly 2021-2022 Inspection Schedule 5. Desert Regional Medical Center Leapfrog Hospital Safety Grade 	<p>the salary expense line item and \$660k allocated to the Foundation. Professional fees with \$750k for costs negotiations for the hospital lease consultant work, and the grantmaking budget includes \$4M.</p> <p>Director Shorr acknowledged Mr. Christensen and the Finance staff for their detailed work.</p> <p>Director Zandle provided an overview of the May Hospital Lease Oversight Committee meeting explaining that he was impressed with the Chief Quality Officer’s presentation. Director Rogers noted that Desert Regional Medical Center has an average score, as well as other hospitals other than Eisenhower because they are not a trauma center and do not accept Medi-Cal patients.</p>	
<p>J. Communications & Marketing</p> <ol style="list-style-type: none"> 1. COVID-19 Vaccinations, Testing, Outreach, and Education <ol style="list-style-type: none"> a. Website Content and Design Updates 	<p>Will Dean, Marketing and Communications Director, provided an update on the modifications to the website and the April 2020 resource center as the landing page for safety, videos, and COVID news articles. Since that time,</p>	

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	<p>the website is modified back to the original home page further detailing the analytics of first-time visitors and 3,900 visitors to the website.</p> <p>Vice-President Borja explained that the banners using a mobile do not link to the sources, and Mr. Dean will research the matter.</p>	
K. Legal	There was no legal report.	
L. Immediate Issues and Comments	Dr. Bárzaga, CEO, acknowledged the staff for their contributions to the Board packet, which is very extensive this month.	
M. Adjournment	President De Lara adjourned the meeting at 7:48 p.m. in honor of Mr. Ric Supple.	<p>Audio recording available on the website at http://dhcd.org/Agendas-and-Documents</p>

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

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

DESERT HEALTHCARE DISTRICT
MAY 2021 FINANCIAL STATEMENTS
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Check Register - District
Credit Card Expenditures
Check Register - LPMP
Retirement Protection Plan Update
Grants Schedule

DESERT HEALTHCARE DISTRICT				
YEAR TO DATE VARIANCE ANALYSIS				
ACTUAL VS BUDGET				
ELEVEN MONTHS ENDED MAY 31, 2021				
Scope: \$25,000 Variance per Statement of Operations Summary				
	YTD		Over(Under)	
Account	Actual	Budget	Budget	Explanation
4000 - Income	\$ 6,136,178	\$ 6,476,576	\$ (340,398)	Lower interest income and market fluctuations (net) from FRF investments \$1,234k; higher property tax revenues \$929k; lower grant income \$35k
4500 - LPMP	\$ 1,140,431	\$ 1,089,847	\$ 50,584	Higher rent revenue \$51k
5000 - Direct Expenses	\$ 1,096,375	\$ 1,543,355	\$ (446,980)	Lower wage related expenses \$216k due to open positions; lower education expense \$79k; lower board expenses \$76k; lower health insurance expense \$64k; lower workers comp expense \$10k; lower retirement plan expense \$2k
6000-General & Admin Expense	\$ 409,383	\$ 522,445	\$ (113,062)	Lower bank and investment fees expense \$36k; lower computer services expense \$22k; lower travel expense \$18k; higher dues and membership expense \$13k; lower personnel expense \$11k; lower supplies expense \$9k; lower staff mileage expense \$7k; lower meals & entertainment expense \$7k; lower East Valley Office expense \$6k; lower postage expense \$3k; lower cell phone expense \$3k; lower various \$4k
6445 - LPMP Expense	\$ 883,433	\$ 1,077,505	\$ (194,072)	Lower landscaping expense \$149k; lower depreciation expenses \$24k; higher bank charges \$9k; lower marketing expense \$11k; higher bad debt expense \$6k; lower deferred maintenance expense \$6k; lower HVAC maintenance expense \$6k; lower professional fees expense \$3k; lower various \$10k
6500 - Professional Fees Expense	\$ 387,490	\$ 1,153,746	\$ (766,256)	Lower Professional Services expense \$644k; lower PR/Communications expense \$94k; lower legal expense \$28k
7000 - Grants Expense	\$ 2,195,260	\$ 3,743,663	\$ (1,548,403)	Budget of \$4 Million for fiscal year is amortized straight-line over 12-month fiscal year. As of May 31, 2021, there is \$1,846,498 remaining in the fiscal year grant budget.
Las Palmas Medical Plaza - Net	\$ 256,998	\$ 12,342	\$ 244,656	LPMP expenses lower \$194k; LPMP revenue higher \$51k

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

	MONTH			TOTAL		
	May 21	Budget	\$ Over Budget	Jul '20 - May 21	Budget	\$ Over Budget
Income						
4000 • Income	1,406,455	1,362,323	44,132	6,136,178	6,476,576	(340,398)
4500 • LPMP Income	105,436	99,077	6,359	1,140,431	1,089,847	50,584
4501 • Miscellaneous Income	750	950	(200)	8,250	10,450	(2,200)
Total Income	1,512,641	1,462,350	50,291	7,284,859	7,576,873	(292,014)
Expense						
5000 • Direct Expenses	67,002	140,305	(73,303)	1,096,375	1,543,355	(446,980)
6000 • General & Administrative Exp	29,336	47,495	(18,159)	409,383	522,445	(113,062)
6325 • CEO Discretionary Fund	0	2,083	(2,083)	20,000	22,913	(2,913)
6445 • LPMP Expenses	74,606	97,955	(23,349)	883,433	1,077,505	(194,072)
6500 • Professional Fees Expense	36,826	104,886	(68,060)	387,490	1,153,746	(766,256)
6700 • Trust Expenses	7,958	8,792	(834)	92,156	96,712	(4,556)
Total Expense	215,728	401,516	(185,788)	2,888,841	4,416,716	(1,527,875)
7000 • Grants Expense	103,370	340,333	(236,963)	2,195,260	3,743,663	(1,548,403)
Net Income	1,193,543	720,501	473,042	2,200,759	(583,503)	2,784,262

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

				MONTH			TOTAL		
				May 21	Budget	\$ Over Budget	Jul '20 - May 21	Budget	\$ Over Budget
Income									
4000 - Income									
	4010 - Property Tax Revenues			1,411,155	1,233,275	177,880	5,986,119	5,057,048	929,071
	4200 - Interest Income								
	4220 - Interest Income (FRF)			23,698	86,965	(63,267)	903,983	956,615	(52,632)
	9999-1 - Unrealized gain(loss) on invest			(33,517)	33,333	(66,850)	(815,311)	366,663	(1,181,974)
	Total 4200 - Interest Income			(9,819)	120,298	(130,117)	88,672	1,323,278	(1,234,606)
	4300 - DHC Recoveries			1,749	1,750	(1)	19,628	19,250	378
	4400 - Grant Income			3,370	7,000	(3,630)	41,759	77,000	(35,241)
	Total 4000 - Income			1,406,455	1,362,323	44,132	6,136,178	6,476,576	(340,398)
	4500 - LPMP Income			105,436	99,077	6,359	1,140,431	1,089,847	50,584
	4501 - Miscellaneous Income			750	950	(200)	8,250	10,450	(2,200)
Total Income				1,512,641	1,462,350	50,291	7,284,859	7,576,873	(292,014)
Expense									
5000 - Direct Expenses									
	5100 - Administration Expense								
	5110 - Wages Expense			89,822	113,645	(23,823)	911,368	1,250,095	(338,727)
	5111 - Allocation to LPMP - Payroll			(5,161)	(5,166)	5	(56,771)	(56,826)	55
	5112 - Vacation/Sick/Holiday Expense			5,794	10,000	(4,206)	131,267	110,000	21,267
	5114 - Allocation to Foundation			(43,616)	(37,196)	(6,420)	(343,990)	(409,156)	65,166
	5115 - Allocation to NEOPB			(3,370)	(7,571)	4,201	(40,873)	(83,281)	42,408
	5119 - Allocation to RSS/CVHIP-DHCF			0	(1,431)	1,431	(903)	(15,741)	14,838
	5120 - Payroll Tax Expense			7,532	8,694	(1,162)	74,788	95,634	(20,846)
	5130 - Health Insurance Expense								
	5131 - Premiums Expense			13,702	16,795	(3,093)	138,677	184,745	(46,068)
	5135 - Reimb./Co-Payments Expense			595	3,000	(2,405)	15,456	33,000	(17,544)
	Total 5130 - Health Insurance Expense			14,297	19,795	(5,498)	154,133	217,745	(63,612)
	5140 - Workers Comp. Expense			0	1,193	(1,193)	3,391	13,123	(9,732)
	5145 - Retirement Plan Expense			6,901	7,848	(947)	84,155	86,328	(2,173)
	5160 - Education Expense			0	7,250	(7,250)	309	79,750	(79,441)
	Total 5100 - Administration Expense			72,199	117,061	(44,862)	916,874	1,287,671	(370,797)
	5200 - Board Expenses								
	5210 - Healthcare Benefits Expense			1,594	5,834	(4,240)	54,481	64,174	(9,693)
	5230 - Meeting Expense			0	1,667	(1,667)	1,775	18,337	(16,562)
	5235 - Director Stipend Expense			3,885	4,410	(525)	28,245	48,510	(20,265)
	5240 - Catering Expense			0	708	(708)	1,506	7,788	(6,282)
	5250 - Mileage Reimbursement Expense			0	208	(208)	0	2,288	(2,288)
	5270 - Election Fees Expense			(10,676)	10,417	(21,093)	93,494	114,587	(21,093)
	Total 5200 - Board Expenses			(5,197)	23,244	(28,441)	179,501	255,684	(76,183)
Total 5000 - Direct Expenses				67,002	140,305	(73,303)	1,096,375	1,543,355	(446,980)

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

		MONTH			TOTAL		
		May 21	Budget	\$ Over Budget	Jul '20 - May 21	Budget	\$ Over Budget
	6000 • General & Administrative Exp						
	6110 • Payroll fees Expense	181	208	(27)	1,990	2,288	(298)
	6120 • Bank and Investment Fees Exp	5,161	9,833	(4,672)	72,268	108,163	(35,895)
	6125 • Depreciation Expense	1,114	1,167	(53)	12,146	12,837	(691)
	6126 • Depreciation-Solar Parking lot	15,072	15,072	0	165,792	165,792	0
	6130 • Dues and Membership Expense	2,131	3,337	(1,206)	49,312	36,707	12,605
	6200 • Insurance Expense	2,343	2,417	(74)	25,823	26,587	(764)
	6300 • Minor Equipment Expense	0	42	(42)	0	462	(462)
	6305 • Auto Allowance & Mileage Exp	462	600	(138)	5,542	6,600	(1,058)
	6306 • Staff- Auto Mileage reimb	0	625	(625)	48	6,875	(6,827)
	6309 • Personnel Expense	61	1,167	(1,106)	1,901	12,837	(10,936)
	6310 • Miscellaneous Expense	0	42	(42)	0	462	(462)
	6311 • Cell Phone Expense	598	776	(178)	6,032	8,536	(2,504)
	6312 • Wellness Park Expenses	350	83	267	1,310	913	397
	6315 • Security Monitoring Expense	0	42	(42)	557	462	95
	6340 • Postage Expense	125	417	(292)	1,849	4,587	(2,738)
	6350 • Copier Rental/Fees Expense	16	458	(442)	3,956	5,038	(1,082)
	6351 • Travel Expense	0	1,667	(1,667)	0	18,337	(18,337)
	6352 • Meals & Entertainment Exp	0	875	(875)	2,675	9,625	(6,950)
	6355 • Computer Services Expense	1,163	3,775	(2,612)	19,835	41,525	(21,690)
	6360 • Supplies Expense	382	2,167	(1,785)	14,480	23,837	(9,357)
	6380 • LAFCO Assessment Expense	0	208	(208)	1,727	2,288	(561)
	6400 • East Valley Office	177	2,517	(2,340)	22,140	27,687	(5,547)
	Total 6000 • General & Administrative Exp	29,336	47,495	(18,159)	409,383	522,445	(113,062)
	6325 • CEO Discretionary Fund	0	2,083	(2,083)	20,000	22,913	(2,913)
	6445 • LPMP Expenses	74,606	97,955	(23,349)	883,433	1,077,505	(194,072)
	6500 • Professional Fees Expense						
	6516 • Professional Services Expense	26,374	77,198	(50,824)	204,710	849,178	(644,468)
	6520 • Annual Audit Fee Expense	1,313	1,313	0	14,668	14,443	225
	6530 • PR/Communications/Website	454	11,375	(10,921)	31,054	125,125	(94,071)
	6560 • Legal Expense	8,685	15,000	(6,315)	137,058	165,000	(27,942)
	Total 6500 • Professional Fees Expense	36,826	104,886	(68,060)	387,490	1,153,746	(766,256)
	6700 • Trust Expenses						
	6720 • Pension Plans Expense						
	6721 • Legal Expense	0	167	(167)	0	1,837	(1,837)
	6725 • RPP Pension Expense	7,500	7,500	0	82,500	82,500	0
	6728 • Pension Audit Fee Expense	458	1,125	(667)	9,656	12,375	(2,719)
	Total 6700 • Trust Expenses	7,958	8,792	(834)	92,156	96,712	(4,556)
	Total Expense Before Grants	215,728	401,516	(185,788)	2,888,841	4,416,716	(1,527,875)
	7000 • Grants Expense						
	7010 • Major Grant Awards Expense	100,000	333,333	(233,333)	2,153,501	3,666,663	(1,513,162)
	7027 • Grant Exp - NEOPB	3,370	7,000	(3,630)	41,759	77,000	(35,241)
	Total 7000 • Grants Expense	103,370	340,333	(236,963)	2,195,260	3,743,663	(1,548,403)
	Net Income	1,193,543	720,501	473,042	2,200,759	(583,503)	2,784,262

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

		MONTH			TOTAL		
		May 21	Budget	\$ Over Budget	Jul '20 - May 21	Budget	\$ Over Budget
Income							
4500 · LPMP Income							
	4505 · Rental Income	74,311	71,672	2,639	824,422	788,392	36,030
	4510 · CAM Income	31,125	27,372	3,753	316,009	301,092	14,917
	4513 · Misc. Income	0	33	(33)	0	363	(363)
Total 4500 · LPMP Income		105,436	99,077	6,359	1,140,431	1,089,847	50,584
Expense							
6445 · LPMP Expenses							
	6420 · Insurance Expense	2,599	2,750	(151)	28,589	30,250	(1,661)
	6425 · Building - Depreciation Expense	21,487	21,879	(392)	236,146	240,669	(4,523)
	6426 · Tenant Improvements -Dep Exp	15,320	16,833	(1,513)	165,370	185,163	(19,793)
	6427 · HVAC Maintenance Expense	0	1,333	(1,333)	8,453	14,663	(6,210)
	6428 · Roof Repairs Expense	0	208	(208)	0	2,288	(2,288)
	6431 · Building -Interior Expense	0	833	(833)	10,235	9,163	1,072
	6432 · Plumbing -Interior Expense	0	333	(333)	6,228	3,663	2,565
	6433 · Plumbing -Exterior Expense	0	208	(208)	0	2,288	(2,288)
	6434 · Allocation Internal Prop. Mgmt	5,161	5,166	(5)	56,771	56,826	(55)
	6435 · Bank Charges	23	1,125	(1,102)	21,040	12,375	8,665
	6437 · Utilities -Vacant Units Expense	179	83	96	2,062	913	1,149
	6439 · Deferred Maintenance Repairs Ex	1,000	833	167	3,000	9,163	(6,163)
	6440 · Professional Fees Expense	10,825	10,472	353	111,995	115,192	(3,197)
	6441 · Legal Expense	0	83	(83)	0	913	(913)
	6455 · Bad Debt Expense	0	0	0	5,543	0	5,543
	6458 · Elevators - R & M Expense	240	1,000	(760)	9,393	11,000	(1,607)
	6460 · Exterminating Service Expense	175	333	(158)	1,925	3,663	(1,738)
	6463 · Landscaping Expense	500	14,167	(13,667)	6,880	155,837	(148,957)
	6467 · Lighting Expense	0	500	(500)	4,118	5,500	(1,382)
	6468 · General Maintenance Expense	0	83	(83)	0	913	(913)
	6471 · Marketing-Advertising	0	1,250	(1,250)	2,507	13,750	(11,243)
	6475 · Property Taxes Expense	6,000	6,008	(8)	66,000	66,088	(88)
	6476 · Signage Expense	435	125	310	601	1,375	(774)
	6480 · Rubbish Removal Medical Waste E	1,579	1,583	(4)	16,278	17,413	(1,135)
	6481 · Rubbish Removal Expense	2,301	2,250	51	25,090	24,750	340
	6482 · Utilities/Electricity/Exterior	456	625	(169)	5,433	6,875	(1,442)
	6484 · Utilties - Water (Exterior)	971	625	346	6,896	6,875	21
	6485 · Security Expenses	5,355	7,167	(1,812)	81,120	78,837	2,283
	6490 · Miscellaneous Expense	0	100	(100)	1,760	1,100	660
6445 · LPMP Expenses		74,606	97,955	(23,349)	883,433	1,077,505	(194,072)
Net Income		30,830	1,122	29,708	256,998	12,342	244,656

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of May 31, 2021

				May 31, 21	May 31, 20
ASSETS					
	Current Assets				
	Checking/Savings				
		1000 · CHECKING CASH ACCOUNTS		2,589,883	2,941,159
		1100 · INVESTMENT ACCOUNTS		61,651,373	58,792,009
	Total Checking/Savings			64,241,256	61,733,168
	Total Accounts Receivable			71,022	60,155
	Other Current Assets				
		1204.1 · Rent Receivable-Deferred COVID		161,473	0
		1270 · Prepaid Insurance -Ongoing		8,668	65,692
		1279 · Pre-Paid Fees		5,652	8,686
		1281 · NEOPB Receivable		7,076	13,423
		1295 · Property Tax Receivable		9,138	1,862,874
	Total Other Current Assets			192,007	1,950,675
	Total Current Assets			64,504,285	63,743,998
	Fixed Assets				
		1300 · FIXED ASSETS		4,913,920	4,913,164
		1335-00 · ACC DEPR		(2,220,325)	(2,004,766)
		1400 · LPMP Assets		7,075,069	6,872,014
	Total Fixed Assets			9,768,664	9,780,412
	Other Assets				
		1700 · OTHER ASSETS		2,909,152	2,867,136
TOTAL ASSETS				77,182,086	76,391,546

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of May 31, 2021

					May 31, 21	May 31, 20
LIABILITIES & EQUITY						
	Liabilities					
	Current Liabilities					
	Accounts Payable					
		2000 - Accounts Payable			1,774,431	20,411
		2001 - LPMP Accounts Payable			4,852	7,521
		Total Accounts Payable			1,779,283	27,932
	Other Current Liabilities					
		2002 - LPMP Property Taxes			(5,950)	(4,924)
		2131 - Grant Awards Payable			1,203,389	6,608,655
		2133 - Accrued Accounts Payable			139,550	138,550
		2141 - Accrued Vacation Time			83,867	44,173
		2188 - Current Portion - LTD			1,234	1,234
		2190 - Investment Fees Payable			21,284	11,401
		Total Other Current Liabilities			1,443,374	6,799,089
	Total Current Liabilities				3,222,657	6,827,021
	Long Term Liabilities					
		2170 - RPP - Pension Liability			4,686,754	3,505,623
		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			46,729	71,587
		2290 - LPMP Security Deposits			52,520	61,962
		Total Long Term Liabilities			11,845,512	10,723,541
	Total Liabilities				15,068,169	17,550,562
	Equity					
		3900 - *Retained Earnings			59,913,158	55,207,356
		Net Income			2,200,759	3,633,630
	Total Equity				62,113,917	58,840,986
	TOTAL LIABILITIES & EQUITY				77,182,086	76,391,546

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of May 31, 2021

					May 31, 21	May 31, 20
ASSETS						
Current Assets						
Checking/Savings						
1000 · CHECKING CASH ACCOUNTS						
1010 · Union Bank - Checking					2,505,017	2,668,769
1046 · Las Palmas Medical Plaza					84,366	271,890
1047 · Petty Cash					500	500
Total 1000 · CHECKING CASH ACCOUNTS					2,589,883	2,941,159
1100 · INVESTMENT ACCOUNTS						
1130 · Facility Replacement Fund					60,878,595	57,278,892
1135 · Unrealized Gain(Loss) FRF					772,778	1,513,117
Total 1100 · INVESTMENT ACCOUNTS					61,651,373	58,792,009
Total Checking/Savings					64,241,256	61,733,168
Accounts Receivable						
1201 · Accounts Receivable						
1204 · LPMP Accounts Receivable					(4,909)	(2,194)
1205 · Misc. Accounts Receivable					1,500	7,927
1211 · A-R Foundation - Exp Allocation					74,431	54,422
Total Accounts Receivable					71,022	60,155
Other Current Assets						
1204.1 · Rent Receivable-Deferred COVID					161,473	0
1270 · Prepaid Insurance -Ongoing					8,668	65,692
1279 · Pre-Paid Fees					5,652	8,686
1281 · NEOPB Receivable					7,076	13,423
1295 · Property Tax Receivable					9,138	1,862,874
Total Other Current Assets					192,007	1,950,675
Total Current Assets					64,504,285	63,743,998
Fixed Assets						
1300 · FIXED ASSETS						
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
Total 1300 · FIXED ASSETS					4,913,920	4,913,164
1335-00 · ACC DEPR						
1335 · Accumulated Depreciation					(222,597)	(210,452)
1336 · Acc. Software Depreciation					(68,770)	(68,770)

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of May 31, 2021

				May 31, 21	May 31, 20
			1337 · Accum Deprec- Solar Parking Lot	(1,763,595)	(1,582,731)
			1338 · Accum Deprec - LPMP Parking Lot	(165,363)	(142,813)
			Total 1335-00 · ACC DEPR	(2,220,325)	(2,004,766)
			1400 · LPMP Assets		
			1401 · Building	8,705,680	8,705,680
			1402 · Land	2,165,300	2,165,300
			1403 · Tenant Improvements -New	2,187,796	2,168,677
			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	566,146	0
			1406 · Building Improvements - Other	1,581,558	1,575,296
			Total 1406 · Building Improvements	2,824,188	2,251,780
			1407 · Building Equipment Improvements	375,185	364,891
			1409 · Accumulated Depreciation		
			1410 · Accum. Depreciation	(7,624,664)	(7,389,240)
			1412 · T I Accumulated Dep.-New	(1,687,966)	(1,524,624)
			Total 1409 · Accumulated Depreciation	(9,312,630)	(8,913,864)
			Total 1400 · LPMP Assets	7,075,069	6,872,014
			Total Fixed Assets	9,768,664	9,780,412
			Other Assets		
			1700 · OTHER ASSETS		
			1731 · Wellness Park	1,693,800	1,693,800
			1740 · RPP-Deferred Outflows-Resources	1,204,238	1,159,189
			1741 · OPEB-Deferred Outflows-Resourc	11,114	14,147
			Total Other Assets	2,909,152	2,867,136
			TOTAL ASSETS	77,182,086	76,391,546

Desert Healthcare District
Balance Sheet Previous Year Comparison
As of May 31, 2021

					May 31, 21	May 31, 20
LIABILITIES & EQUITY						
	Liabilities					
	Current Liabilities					
	Accounts Payable					
		2000 - Accounts Payable			1,774,431	20,411
		2001 - LPMP Accounts Payable			4,852	7,521
		Total Accounts Payable			1,779,283	27,932
	Other Current Liabilities					
		2002 - LPMP Property Taxes			(5,950)	(4,924)
		2131 - Grant Awards Payable			1,203,389	6,608,655
		2133 - Accrued Accounts Payable			139,550	138,550
		2141 - Accrued Vacation Time			83,867	44,173
		2188 - Current Portion - LTD			1,234	1,234
		2190 - Investment Fees Payable			21,284	11,401
		Total Other Current Liabilities			1,443,374	6,799,089
	Total Current Liabilities				3,222,657	6,827,021
	Long Term Liabilities					
		2170 - RPP - Pension Liability			4,686,754	3,505,623
		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			46,729	71,587
		2290 - LPMP Security Deposits			52,520	61,962
		Total Long Term Liabilities			11,845,512	10,723,541
	Total Liabilities				15,068,169	17,550,562
	Equity					
		3900 - *Retained Earnings			59,913,158	55,207,356
		Net Income			2,200,759	3,633,630
	Total Equity				62,113,917	58,840,986
	TOTAL LIABILITIES & EQUITY				77,182,086	76,391,546

Desert Healthcare District
A/R Aging Summary
As of May 31, 2021

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	COMMENT
Desert Healthcare Foundation-	43,616	21	30,794	0	0	74,431	Due from Foundation
EyeCare Services Partners Management LLC	0	194	0	0	0	194	Unpaid CAMS
Hassan Bencheqroun, M.D.	0	143	0	0	0	143	Unpaid CAMS
Laboratory Corporation of America	0	(4,409)	0	0	0	(4,409)	Prepaid
Quest Diagnostics Incorporated	0	(3,710)	0	0	0	(3,710)	Prepaid
Ramy Awad, M.D.	0	3,423	0	0	0	3,423	Slow pay
Sleep Treatment Partners, Inc.	0	(550)	0	0	0	(550)	Prepaid
Sovereign	0	750	750	0	0	1,500	Slow pay
TOTAL	43,616	(4,138)	31,544	0	0	71,021	

Desert Healthcare District
Deposit Detail
May 2021

Type	Date	Name	Amount
Deposit	05/04/2021		1,749
		T-Mobile	(1,749)
TOTAL			(1,749)
Deposit	05/05/2021		231
		Miscellaneous	(231)
TOTAL			(231)
Deposit	05/10/2021		14,120
		Riverside County Treasurer - Property Tax	(14,120)
TOTAL			(14,120)
Deposit	05/12/2021		25,845
		Riverside County Treasurer - Property Tax	(25,845)
TOTAL			(25,845)
Deposit	05/17/2021		3,716
		Riverside County Treasurer - Property Tax	(3,716)
TOTAL			(3,716)
Deposit	05/18/2021		74,793
		Riverside County Treasurer - Property Tax	(74,793)
TOTAL			(74,793)
Deposit	05/19/2021		7,056
		Riverside County Treasurer - CalFresh	(2,106)
		Riverside County Treasurer - CalFresh	(4,950)
TOTAL			(7,056)

Desert Healthcare District
Deposit Detail
May 2021

Type	Date	Name	Amount
Deposit	05/26/2021		1,292,682
		Riverside County Treasurer - Property Tax	(1,292,682)
TOTAL			(1,292,682)
		TOTAL	1,420,192

DESERT HEALTHCARE DISTRICT											
PROPERTY TAX RECEIPTS FY 2020 - 2021											
RECEIPTS - ELEVEN MONTHS ENDED MAY 31, 2021											
	FY 2019-2020 Projected/Actual						FY 2020-2021 Projected/Actual				
	Budget %	Budget \$	Act %	Actual Receipts	Variance		Budget %	Budget \$	Act %	Actual Receipts	Variance
July	2.5%	\$ 168,407	0.0%	\$ -	\$ (168,407)		2.5%	\$ 154,934	0.0%	\$ -	\$ (154,934)
Aug	1.6%	\$ 107,780	2.9%	\$ 207,292	\$ 99,512		1.6%	\$ 99,158	2.4%	\$ 149,547	\$ 50,390
Sep	2.6%	\$ 175,143	0.0%	\$ -	\$ (175,143)		2.6%	\$ 161,131	0.0%	\$ -	\$ (161,131)
Oct	0.0%	\$ -	2.2%	\$ 158,895	\$ 158,895		0.0%	\$ -	2.6%	\$ 162,968	\$ 162,968
Nov	0.4%	\$ 26,945	0.0%	\$ -	\$ (26,945)		0.4%	\$ 24,789	0.0%	\$ -	\$ (24,789)
Dec	16.9%	\$ 1,138,429	17.1%	\$ 1,222,723	\$ 84,294		16.9%	\$ 1,047,354	20.6%	\$ 1,279,429	\$ 232,075
Jan	31.9%	\$ 2,148,868	31.1%	\$ 2,228,697	\$ 79,829		31.9%	\$ 1,976,959	41.9%	\$ 2,596,795	\$ 619,836
Feb	0.0%	\$ -	1.0%	\$ 69,468	\$ 69,468		0.0%	\$ -	1.5%	\$ 94,294	\$ 94,294
Mar	0.3%	\$ 20,209	1.0%	\$ 71,486	\$ 51,277		0.3%	\$ 18,592	0.3%	\$ 18,789	\$ 196
Apr	5.5%	\$ 370,495	5.7%	\$ 405,506	\$ 35,012		5.5%	\$ 340,855	6.8%	\$ 422,690	\$ 81,835
May	19.9%	\$ 1,340,517	1.4%	\$ 101,619	\$ (1,238,897)		19.9%	\$ 1,233,275	22.8%	\$ 1,411,155	\$ 177,880
June	18.4%	\$ 1,239,473	37.6%	\$ 2,695,867	\$ 1,456,394		18.4%	\$ 1,140,315	0.0%		
Total	100%	\$ 6,736,264	100.0%	\$ 7,161,553	\$ 425,289		100.00%	\$ 6,197,363	99.0%	\$ 6,135,666	\$ 1,078,618

Las Palmas Medical Plaza
Deposit Detail - LPMP
May 2021

Type	Date	Name	Amount
Deposit	05/05/2021		9,855
Payment	05/05/2021	Hassan Bencheqroun, M.D.	(2,639)
Payment	05/05/2021	EyeCare Services Partners Management LLC	(7,217)
TOTAL			(9,856)
Deposit	05/05/2021		11,354
Payment	05/05/2021	Desert Family Medical Center	(3,753)
Payment	05/05/2021	Sleep Treatment Partners, Inc.	(550)
Payment	05/05/2021	Palmtree Clinical Research	(7,051)
TOTAL			(11,354)
Deposit	05/06/2021		14,342
Payment	05/05/2021	Aijaz Hashmi, M.D., Inc.	(2,975)
Payment	05/05/2021	Brad A. Wolfson, M.D.	(3,620)
Payment	05/05/2021	Cohen Musch Thomas Medical Group	(4,610)
Payment	05/05/2021	Cure Cardiovascular Consultants	(3,138)
TOTAL			(14,343)
Deposit	05/10/2021		3,268
Payment	05/10/2021	Peter Jamieson, M.D.	(3,268)
TOTAL			(3,268)
Deposit	05/10/2021		2,420
Payment	05/10/2021	Pathway Pharmaceuticals, Inc.	(2,420)
TOTAL			(2,420)
Deposit	05/10/2021		6,277
Payment	05/10/2021	Derakhsh Fozouni, M.D.	(6,277)
TOTAL			(6,277)

Las Palmas Medical Plaza
Deposit Detail - LPMP
May 2021

Type	Date	Name	Amount
Deposit	05/19/2021		44,997
Payment	05/19/2021	Tenet HealthSystem Desert, Inc.	(33,048)
Payment	05/19/2021	Tenet HealthSystem Desert, Inc	(6,369)
Payment	05/19/2021	Desert Regional Medical Center	(5,580)
TOTAL			(44,997)
Deposit	05/24/2021		550
Payment	05/24/2021	Sleep Treatment Partners, Inc.	(550)
TOTAL			(550)
Deposit	05/25/2021		4,859
Payment	05/24/2021	Laboratory Corporation of America	(4,859)
TOTAL			(4,859)
Deposit	05/27/2021		3,948
Payment	05/26/2021	Quest Diagnostics Incorporated	(3,948)
TOTAL			(3,948)
		TOTAL	101,870

Desert Healthcare District
Check Register
As of May 31, 2021

Type	Date	Num	Name	Amount
1000 - CHECKING CASH ACCOUNTS				
1010 - Union Bank - Checking				
Bill Pmt -Check	05/05/2021	16439	First Bankcard (Union Bank)	(251)
Bill Pmt -Check	05/05/2021	16440	First Bankcard (Union Bank)	(661)
Bill Pmt -Check	05/05/2021	16441	Staples Credit Plan	(321)
Bill Pmt -Check	05/05/2021	16442	Chris Christensen - Mileage Reimbursement	(37)
Bill Pmt -Check	05/05/2021	16443	Frazier Pest Control, Inc.	(30)
Bill Pmt -Check	05/05/2021	16444	HARC, INC.	(4,470)
Bill Pmt -Check	05/05/2021	16445	So.Cal Computer Shop	(810)
Bill Pmt -Check	05/05/2021	16446	Underground Service Alert of Southern Cal	(5)
Bill Pmt -Check	05/05/2021	16447	Xerox Financial Services	(394)
Bill Pmt -Check	05/05/2021	16448	Desert Recreation Foundation	(5,000)
Bill Pmt -Check	05/05/2021	16449 - VOID	Soroptimist House of Hope, Inc.	0
Bill Pmt -Check	05/05/2021	16450	Soroptimist House of Hope, Inc.	(5,000)
Check	05/06/2021	Auto Pay	Calif. Public Employees'Retirement System	(11,600)
Bill Pmt -Check	05/06/2021	16451	IntelliCorp Records,Inc.	(61)
Bill Pmt -Check	05/06/2021	16452	Rauch Communication Consultants	(7,665)
Bill Pmt -Check	05/10/2021	16453	Arthur Shorr - Stipend	(315)
Bill Pmt -Check	05/10/2021	16454	Carmina Zavala - Stipend & Health Premium Reimbursement	(1,227)
Bill Pmt -Check	05/10/2021	16455	Leticia De Lara - Stipend	(1,155)
Bill Pmt -Check	05/10/2021	16456	Rogers, Carole - Stipend	(630)
Bill Pmt -Check	05/10/2021	16457	Mangus Accountancy Group, A.P.C.	(500)
Bill Pmt -Check	05/10/2021	16458	Time Warner Cable	(250)
Bill Pmt -Check	05/10/2021	16459	United Cerebral Palsy of Inland Empire	(10,000)
Bill Pmt -Check	05/12/2021	16460	Lani Garfield	(250)
Liability Check	05/14/2021		QuickBooks Payroll Service	(46,906)
Bill Pmt -Check	05/19/2021	16461	CoPower Employers' Benefits Alliance	(2,034)
Bill Pmt -Check	05/19/2021	16462	Galilee Center	(67,500)
Bill Pmt -Check	05/19/2021	16463	Neuro Vitality Center-Stroke Recovery	(10,000)
Bill Pmt -Check	05/19/2021	16464	Principal Life Insurance Co.	(1,973)
Bill Pmt -Check	05/19/2021	16465	Purchase Power	(125)
Bill Pmt -Check	05/19/2021	16467	Chris Christensen - Expense Reimbursement	(250)
Check	05/25/2021		Bank Service Charge	(661)
Bill Pmt -Check	05/27/2021	16468	Evett PerezGil - Stipend	(420)
Bill Pmt -Check	05/27/2021	16469	Image Source	(224)
Bill Pmt -Check	05/27/2021	16470	Ready Refresh	(50)
Bill Pmt -Check	05/27/2021	16471	Regional Access Project Foundation	(177)
Bill Pmt -Check	05/27/2021	16472	Top Shop	(204)
Bill Pmt -Check	05/27/2021	16473	Zendle, Les - Stipend	(420)

Desert Healthcare District
Check Register
As of May 31, 2021

Type	Date	Num	Name	Amount
Bill Pmt -Check	05/27/2021	16474	Frazier Pest Control, Inc.	(30)
Bill Pmt -Check	05/27/2021	16475	Cielo Vista Charter School Parent Teacher	(10,000)
Bill Pmt -Check	05/27/2021	16476	Veralon	(16,250)
Liability Check	05/28/2021		QuickBooks Payroll Service	(46,839)
TOTAL				(254,695)

Desert Healthcare District
Details for Credit Card Expenditures
Credit card purchases - April 2021 - Paid May 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

		Statement		Expense Type	Amount	Purpose	Description	Participants
Year	Month Charged	Total Charges						
		\$ 911.55						
Chris' Statement:								
2021	April	\$ 250.55	District					
			GL	Dollar	Descr			
			6355	\$ 51.71	ASUS replacement harddrive for laptop			
			6355	\$ 26.62	Premiere Global Services			
			6360	\$ 130.59	Zoom Videoconference/Webinar Expense			
			6355	\$32.22	Dropbox			
			6360	\$ 9.41	Additional Zoom Videoconference/Webinar License			
				\$ 250.55				
Conrado's Statement:								
2021	April	\$ 661.00	District					
			GL	Dollar	Descr			
			5240	\$ 6.20	Uber Eats Fee			
			5240	\$ 50.00	Board of Directors' Meeting Food 4/16/21			
			5240	\$ 200.00	Board of Directors' Meeting Food 4/16/21			
			5160	\$ 325.00	SoCal Grantmakers Implicit Bias Training			
			6352	\$ 79.80	Daily Grill Meeting - Conrado, Director De Lara, Heather Vaikona - Lift To Rise			
				\$ 661.00				

**Las Palmas Medical Plaza
Check Register - LPMP
As of May 31, 2021**

Type	Date	Num	Name	Amount
1000 - CHECKING CASH ACCOUNTS				
1046 - Las Palmas Medical Plaza				
Bill Pmt -Check	05/05/2021	10350	Best Signs, Inc.	(166)
Bill Pmt -Check	05/05/2021	10351	Desert Water Agency	(1,256)
Bill Pmt -Check	05/05/2021	10352	INPRO-EMS Construction	(1,850)
Bill Pmt -Check	05/05/2021	10353	Palm Springs Disposal Services Inc	(2,301)
Bill Pmt -Check	05/05/2021	10354	Stericycle, Inc.	(1,710)
Bill Pmt -Check	05/06/2021	10355	Imperial Security	(1,785)
Bill Pmt -Check	05/10/2021	10356	Marina Landscape, Inc.	(138,883)
Bill Pmt -Check	05/12/2021	10357	Frazier Pest Control, Inc.	(175)
Bill Pmt -Check	05/19/2021	10358	Frontier Communications	(240)
Bill Pmt -Check	05/19/2021	10359	Imperial Security	(1,785)
Bill Pmt -Check	05/19/2021	10360-VOID	Southern California Edison	0
Bill Pmt -Check	05/19/2021	10361	Southern California Edison	(635)
Check	05/25/2021		Bank Service Charge	(560)
Bill Pmt -Check	05/27/2021	10362	Best Signs, Inc.	(435)
Bill Pmt -Check	05/27/2021	10363	Imperial Security	(1,785)
Bill Pmt -Check	05/27/2021	10364	INPRO-EMS Construction	(10,825)
TOTAL				(164,391)



MEMORANDUM

DATE: June 8, 2021

TO: F&A Committee

RE: Retirement Protection Plan (RPP)

Current number of participants in Plan:

	<u>Apr</u>	<u>May</u>
Active – still employed by hospital	91	90
Vested – no longer employed by hospital	59	59
Former employees receiving annuity	<u>7</u>	<u>7</u>
Total	<u>157</u>	<u>156</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 Eleven (11) months ended May 31, 2021 totaled **\$522K**. Monthly annuity payments (7 participants) total **\$1.0K** per month.



Chief Administration Officer's Report

June 08, 2021

Preliminary fieldwork is underway for the FY21 annual audit.

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 29th. 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.

Mr. Fredric Supple -

As the Committee and Board are aware, Mr. Fredric Supple passed away recently. Mr. Supple was a long-time Board member for the District. As a result of Mr. Supple's service and subject to the grandfathered lifetime insurance premium benefit of retired directors at that time, he and his wife, Rozene, have been provided ongoing health insurance coverage. Due to Mr. Supple's passing, the insurance coverage for Mr. Supple will terminate. I have confirmed with the District's legal counsel that the insurance coverage for the surviving spouse will also discontinue. Mr. Supple is the final remaining Board member to receive these benefits.

With regard to the District's financial statements, the passing of Mr. Supple results in the District no longer being required to maintain a Retirement BOD Medical Liability (OPEB) on the Balance Sheet. A net \$35,000 reduction in liabilities and an increase in net income. Additionally, future actuarial valuations will cease.

Las Palmas Medical Plaza - Property Management:

Occupancy:

See attached unit rental status report.

92% currently occupied –

Total annual rent including CAM fees is **\$1,266,974**.

Leasing Activity:

Leasing activity has been on the rise recently. It appears medical providers are beginning to resume their normal business plans as the Coronavirus subsidies and vaccinations increase. We have potential leases for the three remaining vacant suites in play.

Suite 3W 101 – We are presenting a lease agreement for Global Premier Fertility at today's Committee meeting.

Suite 1W 204 – Dr. Kim, with DRMC, the residency program and the family medical practice at the medical plaza, is strongly interested in leasing this suite for a start-up psychology group. Since Behavioral Health is one of the District & Foundation's primary initiatives, consideration is being given to offer a modified base lease rate (\$.45 per sf) and providing financial support for the tenant improvements. A lease agreement is anticipated to be brought to the Committee in July.

Suite 2W 107 – Rob Wenthold, broker, has indicated strong interest from another potential tenant. We anticipate bringing a draft lease agreement to the Committee in July, should an LOI materialize.

Should these leases occur, the medical plaza will be 100% occupied.

Las Palmas Medical Plaza													
Unit Rental Status													
As of June 1, 2021													
Unit	Tenant Name	Deposit	Lease Dates		Term	Unit	Percent	Monthly	Annual	Rent Per	Monthly	Total Monthly	Total Annual
			From	To		Sq Feet	of Total	Rent	Rent	Sq Foot	CAM	Rent Inclg CAM	Rent Inclg CAM
											\$ 0.69		
3W, 101	Vacant					1,656	3.36%						
2W, 107	Vacant					1,024	2.07%						
1W, 204	Vacant					1,280	2.59%						
Total - Vacancies						3,960	8.02%						
Total Suites-31 - 28 Suites Occupied		\$ 52,519.50				49,356	92.0%	\$ 74,455.88	\$ 893,470.56	\$ 1.64	\$ 31,125.28	\$ 105,581.16	\$ 1,266,973.92
			Summary - All Units										
			Occupied	45,396	92.0%								
			Vacant	3,960	8.0%								
			Pending	0	0%								
			Total	49,356	100%								

DESERT HEALTHCARE DISTRICT								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
May 31, 2021								
TWELVE MONTHS ENDED JUNE 30, 2021								
			Approved	6/30/2020	Current Yr	Total Paid Prior Yrs	Total Paid Current Yr	Open
Grant ID Nos.		Name	Grants - Prior Yrs	Bal Fwd	2020-2021	July-June	July-June	BALANCE
2014-MOU-BOD-11/21/13		Memo of Understanding CVAG CV Link Support	\$ 10,000,000	\$ 8,330,000		\$ 1,670,000		\$ 6,660,000
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		\$ 90,000	\$ 10,000
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		\$ 67,500	\$ 82,500
2021-1277-BOD-04-27-21	5	Lift To Rise - United Lift Rental Assistance 2021 - 8 Months			\$ 300,000		\$ -	\$ 300,000
2021-1280-BOD-05-25-21	1	Desert AIDS Project - DAP Health Expands Access to Healthcare - 1yr			\$ 100,000		\$ -	\$ 100,000
TOTAL GRANTS			\$ 13,106,979	\$ 9,748,358	\$ 2,162,731	\$ 2,845,242	\$ 1,168,228	\$ 7,863,389
Amts available/remaining for Grant/Programs - FY 2020-21:								
Amount budgeted 2020-2021				\$ 4,000,000			G/L Balance:	5/31/2021
Amount granted through May 31, 2021:				\$ (2,162,731)			2131	\$ 1,203,389
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			Total	\$ 7,863,389
Matching external grant contributions				\$ -				\$ (0)
Balance available for Grants/Programs				\$ 1,846,498				
Strategic Focus Areas FY20-21:								
		Grant Budget	Granted YTD	Available				
	1	Healthcare Infrastructure and Services	\$ 1,500,000	\$ (1,030,672)	\$ 469,328			
	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			
Balance available for Grants/Programs			\$ 4,000,000	\$ (2,153,502)	\$ 1,846,498			



Date: June 22, 2021

To: Board of Directors

Subject: District Office at the RAP offices – Conference Room Buildout – Bid Results & Contract for Construction to INPRO-EMS Construction - \$24,980

Staff Recommendation: Consideration to approve a Contract for Construction with INPRO-EMS Construction for the Conference Room Buildout at the District Office at the RAP offices - \$24,980.

Background:

- The District presently leases a 1,000 square foot office space at the RAP offices.
- The suite includes a large section that can be converted to a conference room suitable for committee meetings and other District/Foundation meetings.
- At the March 2021 F&A Committee meeting, the Committee approved a Professional Services Authorization with Prest Vuksic Greenwood Architects (Chris Mills) to provide architectural and project management fees.
- Under Chris Mills' management, two bids were obtained for the project, which was designed by Chris Mills and approved by the Committee.
 - INPRO-EMS Construction - \$24,980
 - DW Johnston Construction - \$79,964
- Staff performed due diligence to gain confidence in the low bidder's submission.
- Included in the packet is the bid documents for INPRO-EMS.
- At the June 8, 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 Contract for Construction with INPRO-EMS Construction.

Fiscal Impact:

\$24,980, which will be capitalized and depreciated over 10 years (the anticipated lease period). The annual depreciation expense will be \$2,498.

AGREEMENT

DESERT HEALTHCARE DISTRICT RAP CONFERENCE ROOM TENANT IMPROVEMENTS 4155 ECLECTERIC STREET, STE. G100 PALM DESERT, CALIFORNIA

This Agreement is made and entered into by and between DESERT HEALTHCARE DISTRICT, a public agency organized and operating pursuant to California Health and Safety Code section 32000 et seq. (hereinafter referred to as “District” or “Owner”), and INPRO–EMS CONSTRUCTION, a corporation organized and existing under the laws of the State of California (hereinafter referred to as “Contractor”).

WITNESSETH: That District and Contractor, for the consideration hereinafter named, agree as follows:

- (1) **CONTRACT:** Contractor will furnish all materials and will perform all of the work in accordance with the Plans and Specifications for this project, the General Conditions attached hereto as Exhibit “A,” the Scope of Work provisions attached hereto as Exhibit “B,” and the other Contract Documents.
- (2) **TIME FOR COMPLETION:** The work shall be completed within the times set forth in the General Provisions. District and Contractor have discussed the provisions of Civil Code Section 1671 and the damages that may be incurred by District if the work is not completed within the time specified in this Agreement. District and Contractor hereby represent that, at the time of signing of this Agreement, it is impractical and extremely difficult to fix the actual damage that will be incurred by District if the work is not completed within the number of calendar days allowed. Accordingly, District and Contractor agree that the amount of Two Hundred Fifty Dollars (\$250) per day is a reasonable amount to assess as damages to District by reason of the failure of Contractor to complete the work within the time specified. For each day completion is delayed beyond the specified time, Contractor shall forfeit and pay to District Two Hundred Fifty Dollars (\$250) per day, which may be deducted from any payments due or to become due to Contractor.
- (3) **PRICE:** Contractor agrees to perform all of the work described in the Contract Documents and comply with the terms therein for Twenty-Four Thousand Nine Hundred Eighty Dollars (\$24,980).
- (4) **PAYMENTS:** Progress payments and the final payment will be made in accordance with Section 7 (Estimates and Payments) of the General Provisions. Contractor agrees to provide documentation satisfactory to District as provided for in the General Provisions. The filing of the Notice of Completion by District shall be preceded by acceptance of the work made only by an action of the Board of Directors of District in session. Contractor agrees that final payment will occur only after acceptance of the work.
- (5) **COMPLIANCE WITH PUBLIC CONTRACT LAW:** District is a public agency in the State of California and is subject to the provisions of law relating to contracts where public funds are used. It is agreed that all provisions of law applicable to contracts where public funds are used are a part of this Agreement to the same extent as though set forth fully herein and will be complied with by Contractor.
- (7) **LICENSE:** In accordance with California Public Contracts Code, Section 3300, and the California Business and Professions Code, Section 7059, Contractor certifies that Contractor was, at the time of submission of the bid, and is now licensed as a General Contractor (B) License No. 667637.

IN WITNESS WHEREOF, this Agreement is executed by the President and Secretary of District pursuant to action of its Board of Directors authorizing same, and Contractor has caused this Agreement to be executed by its authorized representative.

DISTRICT:

DESERT HEALTHCARE DISTRICT
1140 Indian Canyon Drive
Palm Springs, CA 92262

Dated: _____, 2021

By: _____
(President)

Attest: _____
(Secretary)

CONTRACTOR:

INPRO-EMS CONSTRUCTION
362 Hamilton Street
Costa Mesa, CA 92627

Dated: _____, 2021

By: _____

(Name and Title)

EXHIBIT "A"

GENERAL CONDITIONS

SECTION 1 CONTRACT REQUIREMENTS AND CONDITIONS

1-1 CONTRACTOR'S LICENSE

Contractor must be, and Contractor shall require that its subcontractors are, licensed to conduct business in the State of California and possess the State Contractor's license for the class of work to be performed.

1-2 CONTRACTOR REPRESENTATIONS

Contractor represents to Owner:

- (a) The Contract Sum is reasonable compensation, and the Contract Time is adequate time, for performance of the work.
- (b) Contractor is financially capable to perform the work and capable of furnishing the labor, tools, equipment, machinery, materials, and supplies required to complete the work and has the experience and competence to do so.

1-3 INSURANCE REQUIREMENTS

Contractor will be required to furnish Owner with proof of full compliance with all insurance requirements as specified in Section 6 (Contractor's Insurance). The forms of certificate of insurance and endorsement that Contractor will be required to furnish must be acceptable to Owner.

1-4 FAILURE TO EXECUTE CONTRACT

Failure of Contractor to execute the contract or to furnish the required bonds or insurance certificates and endorsements shall be just cause for cancelation of the contract.

SECTION 2 SCOPE OF WORK

2-1 WORK TO BE DONE

The work to be done consists of furnishing all labor, materials, plants, equipment, services, permits, and all other items necessary to complete the work set forth on the Exhibit "B" Scope of Work attached to the Agreement.

2-2 CHANGES IN THE WORK

Owner may require changes in, additions to, or deductions from the Scope of Work, including complete termination thereof. Adjustments in the amounts to be paid to Contractor by reason of any such change, addition, or deduction shall be mutually agreed upon by Owner and Contractor. Owner's Representative may order minor changes in the work not involving an increase or decrease in the contract amount, not involving a change in the time for completion, and not inconsistent with the purposes for which the work is being constructed. If Contractor believes that any order for minor changes in the work involves changes in the contract amount or time for completion, Contractor shall within five (5) days of the receipt of such order notify Owner's Representative in writing of Contractor's estimate of the changes in the contract amount and time for completion.

No payment for changes in the work will be made, and no changes in the time for completion by reason of changes in the work will be made, unless the changes are covered by a written change order approved by Owner in advance of Contractor's proceeding with the changed work.

2-3 FINAL CLEANUP

Upon completion and before making application for acceptance of the work, Contractor shall clean all grounds occupied in connection with the work of all rubbish, excess materials, and equipment, and all parts of the work and grounds occupied by Contractor shall be left in a neat and presentable condition.

2-4 ACCEPTANCE OF WORK

Upon completion of the work, the project shall be presented to the District Board of Directors for the filing of a Notice of Completion. District shall have no obligation to accept the project or file a Notice of Completion until all work has been completed to the satisfaction of District.

SECTION 3 SUPERVISION AND QUALITY OF THE WORK

3-1 SUPERVISION

Contractor shall supervise and direct the work competently and efficiently, devoting such attention thereto and applying such skills and expertise as may be necessary to perform the Scope of Work. Contractor shall be solely responsible for the means, methods, techniques, sequences, and procedures of the work.

3-2 QUALITY OF MATERIALS AND EQUIPMENT

All materials and equipment that are supplied and incorporated in the work shall be of good quality and workmanship

3-3 OBSERVATION OF WORK BY OWNER'S REPRESENTATIVE

Owner may appoint a representative (referred to herein as "Owner's Representative"), who shall at all times have access to the work during construction and shall be furnished with every reasonable facility for ascertaining full knowledge respecting the progress, workmanship, and character of materials and equipment used and employed in the work.

SECTION 4 PROGRESS AND COMPLETION

4-1 TIME FOR COMPLETION AND FORFEITURE DUE TO DELAY

Contractor shall complete all or any designated portion of the work called for under the contract within thirty (30) calendar days after receiving the Notice to Proceed. Time is of the essence in this contract. Failure of Contractor to perform any covenant or condition contained in the contract documents within the time period specified shall constitute a material breach of this contract entitling the Owner to terminate the contract unless Contractor applies for, and receives, an extension of time in accordance with the procedures set forth in Section 4-2 Extension of Time.

In accordance with Government Code section 53069.85, Contractor agrees to forfeit and pay Owner the amount of Two Hundred Fifty (\$250) per day which may be deducted from any payments due or to become due to Contractor. Contractor shall not be deemed in breach of this contract and no forfeiture due to delay shall be made because of any delays in the completion of the work due to unforeseeable causes beyond the control and without the fault or negligence of Contractor provided Contractor requests an extension of time in accordance with the procedures set forth herein. Unforeseeable causes

of delay beyond the control of Contractor shall include acts of God, acts of a public enemy, acts of the government, acts of Owner, or acts of another contractor in the performance of a contract with Owner, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and weather, or delays of subcontractors due to such causes, or delays caused by failure of Owner or the owner of a utility to provide for removal or relocation of existing utility facilities. Delays caused by actions or neglect of Contractor or its agents, servants, employees, officers, subcontractors, directors, or of any party contracting to perform part or all of the work or to supply any equipment or materials shall not be excusable delays. Excusable delays (those beyond Contractor's control) shall not entitle Contractor to any additional compensation. The sole remedy of Contractor shall be to seek an extension of time.

4-2 EXTENSION OF TIME

Contractor shall not be entitled to any increase in the contract price as a result of Owner's approval of any extension of time except to the extent that Owner approves an increase in the contract price on a properly executed change order. The time specified for completion of all of the work, or any part of the work, may be extended only by a written change order executed by Owner or other written form executed by Owner.

SECTION 5 LEGAL RELATIONS AND RESPONSIBILITIES

5-1 OBSERVING LAWS AND ORDINANCES

Contractor shall keep fully informed of all existing and future laws, ordinances, and regulations that in any manner affect those engaged or employed in the work or the materials used in the work, or which in any way affect the conduct of the work, and of all such orders and decrees of bodies or tribunals having any jurisdiction or authority over same. Contractor shall at all times observe and comply with, and shall cause all his agents, employees, subcontractors, and suppliers to observe and comply with, all such existing and future laws, ordinances, regulations, orders, and decrees, and shall hold harmless, indemnify, and defend Owner, Owner's Representative, and their consultants, and each of their directors, officers, employees, and agents against any claim or liability arising from or based on the violation of any such law, ordinance, regulation, order, or decree by Contractor or Contractor's employees, agents, subcontractors, or suppliers.

5-2 PERMITS AND LICENSES

Owner shall provide building permits. Contractor shall procure all licenses, pay all charges and fees, and give all notices necessary and incidental to the due and lawful prosecution of the work.

5-3 PUBLIC CONVENIENCE AND SAFETY

Contractor shall so conduct its operations as to offer the least possible obstruction and inconvenience to the public, and Contractor shall have under construction no greater length or amount of work than can be properly prosecuted with due regard to the rights of the public.

5-4 RESPONSIBILITY FOR LOSS, DAMAGE, OR INJURIES

Contractor shall be responsible for all claims, demands, or liability from any cause arising out of or resulting from or in connection with the performance of the work, excepting only those as may be caused solely and exclusively by the fault or negligence of Owner, Owner's Representative, or their consultants, or their directors, officers, employees, and agents. Such responsibility shall extend to claims, demands, or liability for loss, damage, or injuries occurring after completion of the work as well as during the progress of the work.

In the event any hazardous materials, including but not limited to asbestos, are utilized in the work or hazardous materials are otherwise encountered during the work, Contractor shall take all appropriate precautions to protect persons and property

and shall comply with all applicable regulations for the installation and handling of such hazardous materials. Contractor is solely responsible for protection of persons and property that could be affected by the work and Contractor's handling of such hazardous materials.

5-5 CONTRACTOR'S RESPONSIBILITY FOR THE WORK

Until the acceptance of the work, Contractor shall have the responsible charge and care of the work and of the materials to be used therein (including materials for which he has received partial payment or materials which have been furnished by Owner) and shall bear the risk of injury, loss, or damage to any part thereof by the action of the elements or from any other cause, whether arising from the execution or from the non-execution of the work. In an emergency affecting the safety of life or property, including adjoining property, Contractor, without special instructions or authorizations, is authorized to act at its discretion to prevent such threatened loss or injury.

Notwithstanding the foregoing provisions of this article, Contractor shall not be responsible for the cost of repairing or restoring damage to the work, which damage is determined to have been proximately caused by an act of God, in excess of five percent (5%) of the contracted amount, provided that the work damaged is built in accordance with accepted and applicable building standards and the plans and specifications.

5-6 PRESERVATION OF PROPERTY

Contractor shall exercise due care to avoid injury to existing improvements or facilities.

5-7 SAFETY

In accordance with generally accepted construction practices, Contractor shall be solely and completely responsible for conditions of the job site, including safety of all persons and property during performance of the work, and Contractor shall fully comply with all state, federal, and other laws, rules, regulations, and orders relating to safety of the public and workers. The right of Owner's Representative to conduct construction review or observation of Contractor's performance will not include review or observation of the adequacy of Contractor's safety measures in, on, or near the construction site.

5-8 PERSONAL LIABILITY

No director, officer, employee, or agent of Owner shall be personally responsible for any liability arising under or by virtue of the contract.

5-9 INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless Owner, Owner's Representative, and each of their directors, officers, agents, and employees from and against all claims, damages, losses, expenses, and other costs, including costs of defense and attorneys' fees, arising out of or resulting from or in connection with the performance of the work, both on and off the job site, provided that any of the foregoing (1) is attributable to personal injury, bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself), including the loss of use resulting therefrom, and (2) is caused in whole or in part by any act or omission of Contractor, any subcontractor, any supplier, anyone directly or indirectly employed by any of them or anyone for whose acts or omissions any of them may be liable.

In any and all claims against the indemnified parties by any employee of Contractor, any subcontractor, any supplier, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for Contractor, or any subcontractor, or any supplier or other persons under workers' compensation acts, disability benefit acts, or other employee acts.

Contractor shall also indemnify and hold harmless Owner and each of their directors, officers, employees, and agents from and against all losses, expenses, damages (including damages to the work itself), attorneys' fees, and other costs, including all costs of defense, which any of them may incur with respect to the failure, neglect, or refusal of Contractor to faithfully perform the work and all of Contractor's obligations under the contract. This indemnity shall include claims by Owner for damage arising from improper design or workmanship by Contractor. Such costs, expenses, and damages shall include all cost, including attorney fees, incurred by the indemnified parties in any lawsuit to which they are a party.

5-10 HOURS OF LABOR

Contractor shall forfeit as a penalty to Owner the amount of Twenty-Five Dollars (\$25) for each worker employed in the execution of the contract by the Contractor or any subcontractor for each calendar day during which such worker is required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of the provisions of the Labor Code and, in particular, sections 1810 to 1815 thereof, inclusive, except that work performed by employees of Contractor in excess of eight (8) hours per day and forty (40) hours during any one week shall be permitted upon compensation for all hours worked in excess of eight (8) hours per day at not less than one and one-half (12) times the basic rate of pay as provided in said section 1815.

5-11 PREVAILING WAGE

Contractor shall comply with Labor Code section 1775. In accordance with said section 1775, Contractor shall forfeit as a penalty to the Owner the amount of Fifty Dollars (\$50) for each calendar day or portion thereof for each worker paid less than the stipulated prevailing rates for such work or craft in which such worker is employed for any work done under the contract by him or her or by any subcontractor under him or her in violation of the provisions of the Labor Code and in particular, Labor Code sections 1770 to 1780, inclusive. In addition to said penalty and pursuant to said section 1775, the difference between such stipulated prevailing wage rates and the amount paid to each worker for each calendar day or portion thereof for which each worker was paid less than the stipulated prevailing wage rate shall be paid to each worker by Contractor. Pursuant to Labor Code section 1775, to the extent there is insufficient money due Contractor to cover all penalties forfeited and amounts due, the Division of Labor Standards Enforcement shall be notified of the violation and the Division of Labor Standards Enforcement shall be entitled to maintain an action in any court of competent jurisdiction to recover the penalties and the amounts due pursuant to Labor Code section 1775.

Section 1776 of the Labor Code requires each contractor and its subcontractors to keep accurate payroll records showing the name, address, social security number, work classification, straight time, and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the work required by these Contract Documents. These payroll records shall be made available for inspection or furnished to all employees, any representative of Owner, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations. Contractor shall provide a certified copy of these payroll records to any of the aforementioned parties within ten (10) calendar days after receipt of a written request for these records. In the event that Contractor fails to comply, Contractor shall as a penalty forfeit the amount of Twenty-Five Dollars (\$25) for each calendar day or portion thereof and for each worker until Contractor comes into strict compliance with the code. Contractor understands that it is the responsibility of Contractor to ensure that these payroll records are maintained by Contractor and all subcontractors performing the work in accordance with Labor Code section 1776(h). The payroll records shall be on forms provided by the Division of Labor Standards Enforcement or provide the same information as the information required by this form.

Pursuant to Labor Code section 1777.1, whenever any contractor or subcontractor performing a public works project is found by the Labor Commissioner or the Owner to be in violation of Labor Code section 1770 et seq., except section 1775, Contractor, or subcontractor or any firm, corporation, partnership, or association of which Contractor or any subcontractor has a substantial interest, shall be ineligible to bid on or to receive any public works contract for a period of not less than

one (1) year or more than three (3) years. The period of debarment shall run from the date the determination of the violation is made by the Labor Commissioner.

Owner shall be entitled to withhold wages and penalties due as a result of any violation of the Labor Code from payments due the contractor in accordance with Labor Code section 1726. These withheld amounts shall be paid to the Labor Commissioner for disbursement in accordance with Labor Code section 1730. Contractor's right to recover these wages and penalties shall be limited as provided in the Labor Code. A copy of the current state prevailing rate of per diem wages is available at Owner's office.

5-12 TERMINATION FOR BREACH

If Contractor refuses or fails to prosecute the work or any separable part thereof with such diligence as will ensure its completion within the time specified herein, or any extension thereof, or fails to complete such work within such time, or if Contractor should be adjudged a bankrupt, or if Contractor should make a general assignment for the benefit of its creditors, or if a receiver should be appointed on account of its insolvency, or if Contractor files a petition to take advantage of any debtor's act, or if Contractor or any of its subcontractors should violate any of the provisions of the contract, or if Contractor should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to supply enough properly skilled workmen or proper materials to complete the work in the time specified, or if Contractor should fail to make prompt payment to subcontractors or for material or labor, or if Contractor should persistently disregard laws, ordinances, or instructions given by Owner or Owner's Representative, Owner may, without prejudice to any other right or remedy, serve written notice upon Contractor and its surety of Contractor's intention to terminate the contract, said notice to contain the reasons for such intention to terminate the contract, and unless within ten (10) days after the service of such notice such violations shall cease and satisfactory arrangements for the corrections thereof be made, the contract shall upon the expiration of said ten days cease and terminate. In such case, Contractor shall not be entitled to receive any further payment until the work is finished. In the event of any such termination, Owner shall immediately serve written notice thereof upon the surety and Contractor, and the surety shall have the right to take over and perform the contract; provided, however, that if the surety within ten (10) calendar days after the serving upon it of a notice of termination does not give Owner written notice of its intention to take over and perform the contract or does not commence performance thereof within thirty (30) calendar days from the date of serving said notice, Owner may take over the work and prosecute the same to completion by contract or by any other method it may deem advisable for the account and at the expense of Contractor, and Contractor's surety shall be liable to Owner for any excess cost or other damage occasioned Owner thereby, and in such event Owner may, without liability for so doing, take possession of and utilize in completing the work such materials, appliances, plants, and other property belonging to Contractor that may be on the site of the work and be necessary therefor. For any portion of such work that Owner elects to complete by furnishing its own employees, materials, tools, and equipment, Owner shall be compensated for such in accordance with the schedule of compensation for force account work in Section 7-1 (Payment for Changes in the Work).

If the unpaid balance of the contract price exceeds the direct and indirect costs of completing the work, including, but not limited to, all costs to Owner arising from professional services and attorneys' fees and all costs generated to insure or bond the work of substituted contractors or subcontractors utilized to complete the work, such excess shall be paid to Contractor. If such costs exceed the unpaid balance, Contractor shall pay the difference to Owner promptly upon demand; on failure of Contractor to pay, the Surety shall pay on demand by Owner. Any portion of such difference not paid by Contractor or surety within thirty (30) calendar days following the mailing of a demand for such costs by Owner shall earn interest at the rate of ten percent (10%) per annum or the maximum rate authorized by California law, whichever is lower. The foregoing provisions are in addition to and not in limitation of any other rights or remedies available to Owner.

5-13 TERMINATION BY OWNER FOR CONVENIENCE

In addition to termination for breach, Owner may at any time terminate the contract for Owner's convenience and without cause. Upon receipt of written notice from Owner of such termination for the Owner's convenience, Contractor shall:

- (1) Cease operations as directed by Owner in the notice;
- (2) Take actions necessary, or which Owner may direct, for protection and preservation of the work; and
- (3) Except for work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts, and purchase orders and enter into no further subcontracts or purchase orders.

In case of such termination for Owner's convenience, Contractor shall be entitled to receive payment from Owner for work completed to the date of termination stated in the notice.

5-14 NOTICE AND SERVICE THEREOF

Any notice required or given under the contract shall be in writing, be dated, and signed by the party giving such notice or his duly authorized representative, and be served as follows:

- (1) If to Owner, by personal delivery or by deposit in the United States mail.
- (2) If to Contractor, by personal delivery to Contractor or to its authorized representative at the site of the project or by deposit in the United States mail.
- (3) If to the surety or any other person, by personal delivery to said surety or other person or by deposit in the United States mail.
- (4) All mailed notices shall be in sealed envelopes, shall be sent by certified mail with postage prepaid, and shall be addressed to the addresses in the contract documents or such substitute addresses which a party designates in writing and serves as set forth herein.

5-15 PARTIAL INVALIDITY

If any provision of this contract is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

5-16 WAIVER OF RIGHTS

Except as otherwise specifically provided in the contract documents, no action or failure to act by Owner, Owner's Representative, or Contractor shall constitute a waiver of any right or duty afforded any of them under the contract documents, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder.

5-17 TAXES

Contractor shall pay all sales, consumer, use, and other taxes.

5-18 PAYROLL RECORDS

It shall be the responsibility of Contractor to maintain an accurate payroll record showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each employee in accordance with Labor Code section 1776, and to ensure that each subcontractor also complies with all provisions of Labor Code section 1776 and this contract provision. All payroll records shall be certified as accurate

by the applicable contractor or subcontractor or its agent having authority over such matters. Contractor shall ensure that all payroll records are available for inspection at Contractor's principal office during normal business hours and shall notify Owner, in writing, of the place where all payroll records are located from time to time.

Contractor shall furnish a copy of all payroll records, upon request, to employees or their authorized agents, to Owner, to the Division of Labor Standards Enforcement, and to the Division of Apprenticeship Standards of the Department of Industrial Relations. Contractor shall also furnish a copy of payroll records to the general public upon request provided the public request is made through Owner, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement of the Department of Industrial Relations. In no event shall members of the general public be given access to payroll records at Contractor's principal office.

Records made available to the general public in accordance with the prior paragraph shall be marked or obliterated in such a manner that the name and address of Contractor and/or subcontractor and the name, address, and telephone number of all employees does not appear on the modified record. Contractor shall file a certified copy of any requested payroll records with the entity that requested such records within ten days of the date a written request for payroll records has been received.

Failure of Contractor to comply with any provisions of this section or Labor Code section 1776 within ten (10) days of the date a written request for compliance is received shall result in a forfeiture of up to Fifty Dollars (\$50) per calendar day or portion thereof, for each worker, until strict compliance is obtained. Upon notification by the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement of the Department of Industrial Relations, Owner shall withhold penalties under this article or Labor Code section 1776 from the Contractor's payments then due.

5-19 VENUE

In the event of any legal or equitable proceeding to enforce the terms or conditions of this contract, the parties agree that venue shall lie only in the federal or state courts in or nearest to the City of Palm Springs, County of Riverside, State of California.

5-20 HAZARDOUS WASTE

It shall be the responsibility of Contractor to pay all fees and costs associated with removal and cleanup of any hazardous waste used at or brought to the job site by Contractor, any subcontractor, or any agent, representative, or employee of Contractor or any subcontractor. Contractor shall identify and remove all such hazardous waste in accordance with all federal, state, and local rules and regulations and shall promptly notify Owner's Representative of any such hazardous waste. If hazardous waste is discovered during performance of the work which has not been brought to, or used at, the job site by Contractor, any subcontractor, or any agent, representative, or employee of the Contractor or any subcontractor, Contractor shall identify and remove this hazardous waste in accordance with all federal, state, and local rules and regulations and in accordance with directions of Owner, and Contractor shall be entitled to request an increase in compensation due for these removal and cleanup costs.

SECTION 6 CONTRACTOR'S INSURANCE

6-1 GENERAL

Contractor shall not commence or continue to perform any work unless all required insurance is in full force and effect. Contractor shall not permit any subcontractor to perform work on this project unless the Workers' Compensation Insurance requirements have been complied with by such subcontractor. The types of insurance Contractor shall obtain and maintain are Workers' Compensation Insurance and Employers' Liability Insurance and Liability Insurance. Workers' Compensation Insurance and Employers' Liability Insurance and Liability Insurance shall be maintained in effect for the

full guarantee period. Insurers must be authorized to do business and have an agent for service of process in California, have an "A-" or better policyholder's rating and a financial rating of at least Class VI in accordance with the most current rating by A.M. Best Company. As evidence of specified insurance coverage, Contractor shall provide certificates of insurance to Owner.

6-2 WORKERS' COMPENSATION INSURANCE AND EMPLOYERS' LIABILITY INSURANCE

Upon execution of the Agreement, Contractor shall provide a certificate(s) of insurance certifying that he has obtained for the period of the contract full Workers' Compensation Insurance coverage for no less than the statutory limits and Employers' Liability Insurance coverage in limits not less than the amounts set forth in the Special Provisions, for all persons whom Contractor employs or may employ in carrying out the work under the contract. At the same time, Contractor shall provide the insurance endorsement(s) to Owner. This insurance shall be in strict accordance with the requirements of the most current and applicable state Workers' Compensation Insurance laws.

6-3 LIABILITY INSURANCE

Upon execution of the Agreement, Contractor shall provide a certificate(s) of insurance for Liability Insurance coverage in limits not less than \$1,000,000 per occurrence. Included in such insurance shall be contractual coverage sufficiently broad to insure the matters set forth in Section 5-10 (Indemnity) except those matters set forth in the third paragraph thereof. All liability insurance shall include occurrence coverage with a deductible amount not exceeding the amount specified on the liability certificate form.

The Liability Insurance shall include as additional insureds: Owner, Owner's Representative, and their consultants, and each of their directors, officers, agents, and employees. The insurance afforded to these additional insureds shall be primary insurance. If the additional insureds have other insurance which might be applicable to any loss, the amount of the insurance provided under this article on shall not be reduced or prorated by the existence of such other insurance

6-4 CONTRACTOR'S LIABILITY NOT LIMITED BY INSURANCE

Nothing contained in these insurance requirements is to be construed as limiting the liability of Contractor or Contractor's sureties.

SECTION 7. ESTIMATES AND PAYMENT

7-1 PAYMENT FOR CHANGES IN THE WORK

Contractor shall not be entitled to any increase in the Contract price due to any change in the work unless Contractor submits a written request within ten (10) calendar days from the date of the event which causes Contractor to request a change in the price. Changes in, additions to, or deductions from the work, including increases or decreases in the quantity of any item or portion of the work, shall be set forth in a written change order executed by Owner and by Contractor which shall specify:

- (1) The changes, additions, and deductions to be made.
- (2) The increase or decrease in compensation due Contractor, if any.
- (3) Adjustment in the time of completion, if any.

Adjustment in the compensation due Contractor shall be determined by one or more of the following methods in the order of precedence listed below:

- (1) Mutually agreeable lump sum or unit prices. If requested by Owner's Representative, Contractor shall furnish an itemized breakdown of the quantities and prices used in computing proposed lump sum and unit prices.

Force account whereby Contractor is compensated for furnishing labor, materials, tools, and equipment as follows:

- (1) Cost of labor plus fifteen percent (15%) for workers directly engaged in the performance of the work. Cost of labor shall include actual wages paid including employer payments to or on behalf of the workers for health and welfare, pension, vacation, and similar purposes plus payments imposed on payroll amounts by state and federal laws plus subsistence and travel allowance payments to workers.
- (2) Cost of material plus fifteen percent (15%). Cost of material shall include sales tax, freight, and delivery charges. Owner reserves the right to furnish such materials as he deems advisable, and Contractor shall not be paid the fifteen percent (15%) markup on such materials.
- (3) For tools and equipment actually engaged in the performance of the work, rental rates fifteen percent (15%). The rental rates shall be those prevailing in the area where the work is performed. No rental charge shall be made for the use of tools or equipment having a replacement value of Five Hundred Dollars (\$500) or less.
- (4) Subcontractor invoices to Contractor plus five percent (5%). Subcontractor invoices shall be based on the above-described cost of labor plus fifteen percent (15%), cost of material plus fifteen percent (15%), and tool and equipment rental rates plus fifteen percent (15%).
- (5) No payment shall be made for any item not set forth above, including without limitation, Contractor's overhead, general administrative expense, supervision, or damages claimed for delay in prosecuting the remainder of the work.

For force account work, Contractor shall submit to Owner's Representative for his verification, daily work sheets showing an itemized breakdown of labor, materials, tools, and equipment used in performing the work. No payment will be made for work not verified by Owner's Representative.

7-2 PROGRESS PAYMENTS

Contractor shall not be entitled to any progress payment until Contractor has completed and signed the progress payment form and submitted the form to Owner for processing. No progress payment will be processed unless all information required by the progress payment form has been completed, the progress payment form has been signed by Contractor, and the progress payment form has been submitted to Owner for review. Each progress payment request will be reviewed by Owner as soon as practicable after receipt to determine whether the payment request is a proper payment request. Any progress payment request determined not to be a proper payment request by Owner, in Owner's sole discretion, shall be returned to Contractor as soon as practicable but not later than seven (7) days after receipt. Progress payment requests which are returned by Owner will include a letter explaining the reasons why the payment request is not proper or fails to include information for payment determined necessary by Owner.

Owner shall not be required to pay any portion of a progress payment which is disputed by Owner. Properly submitted progress payment requests which are not disputed by Owner shall be paid within thirty (30) days after receipt. Undisputed and properly submitted progress payment requests not paid within this thirty (30) day period shall earn interest at the legal rate set forth in subdivision (a) of section 685.010 of the Code of Civil Procedure. The number of days available to Owner to make a payment without incurring interest shall be reduced by the number of days by which Owner exceeds the seven (7) day return requirement set forth above. The parties agree that the thirty (30) day period for payment of undisputed and

properly submitted progress payments shall not commence running until Contractor has submitted a progress payment form containing all information determined necessary by Owner to properly process the progress payment request.

7-3 FINAL ESTIMATE AND PAYMENT

Contractor shall not make any request for the final payment until all work required by the plans and specifications and Contract Documents has been completed to the satisfaction of Owner's Representative. Upon receipt of a request from Contractor for final payment, Owner's Representative will make a final inspection of the work done and advise the Contractor of additional work required before final payment will be processed. All prior progress estimates and payments shall be subject to correction in the final estimate and payment.

7.4 OWNER'S RIGHT TO WITHHOLD CERTAIN AMOUNTS

Owner may withhold a sufficient amount or amounts from any payment otherwise due to Contractor as in his judgment may be necessary to cover:

- (1) Payments which may be past due and payable for properly filed claims against Contractor or any subcontractors for labor or materials furnished in or about the performance of the work on the project under this contract.
- (2) Estimated or actual costs for correcting defective work not remedied.
- (3) Amounts claimed by Owner as forfeiture due to delay or other offsets.

Owner may apply such withheld amount or amounts to the payment of such claims in his discretion. In so doing, Owner shall be deemed the agent of Contractor and any payments so made by Owner shall be considered as a payment made under the contract by Owner to Contractor, and Owner shall not be liable to Contractor for such payment made in good faith.

7-5 REQUIRED RELEASES

Contractor shall not be entitled to any payment specified in this Contract which is undisputed until such time as the Contractor has executed the release form provided by Owner and releasing Owner from all claims relating to work for which Contractor is being paid. The release form shall provide space for the Contractor to claim any disputed amount and to designate the retention amount for each period associated with the release. Contractor hereby expressly agrees that failure on his part to designate any disputed amount or to designate the correct retention amount for each release period on the release form shall constitute an express waiver of the right of the Contractor to claim any disputed amount or any retention amount at any later date.

EXHIBIT “B”
SCOPE OF WORK

The following is the scope of work to complete the tenant improvements per plans provided for Suite 100. Pricing includes all labor and materials to complete the described scope of work to create a conference room and ADA accessibility at the entry/exit of Suite 100.

SCOPE OF WORK:

Install glass wall to create an enclosed conference room. Clear glass with clear anodized store front frame to include two 3-0' x 6'-8" doors. Connect from floor to T- bar main runner with lateral bracing as per plans. Provide TV power and DATA port for new 60-inch TV.

Install 2x2 return air with damper in new conference area and connect to existing HVAC systems as detailed on reflected ceiling plane.

Reconfigure front entry area to create ADA egress as shown on plans provided. Restore all finishes and flooring to match existing.

Paint all areas to match existing color and sheen.

Price to complete the tenant improvements period associated with the release.

INPRO-EMS Construction
362 Hamilton
Costa Mesa, CA 92627

5/5/2021

RE:

Tenant Improvement
41550 Eclectic, Suite 100
Palm Desert, CA 92260

To:
Desert Healthcare District
1140 North Palm Canyon Drive
Palm Springs, CA

The following is our proposal to complete the tenant improvements per plans provided for Suite 100:

Our pricing includes all labor and materials to complete the described scope of work to create a conference room and ADA accessibility at the entry/exit of Suite 100.

SCOPE OF WORK:

Install glass wall to create an enclosed conference room. Clear glass with clear anodized store front frame to include two 3-0' x 6'-8" doors. Connect from floor to T-bar main runner with lateral bracing as per plans. Provide TV power and DATA port for new 60-inch TV.

Install 2x2 return air with damper in new conference area and connect to existing HVAC systems as detailed on reflected ceiling plan.


Reconfigure front entry area to create ADA egress as shown on plans provided. Restore all finishes and flooring to match existing.

Paint all areas to match existing color and sheen.

* * *

Our price to complete the tenant improvements for Suite 100 is \$24,980.00 *Twenty Four Thousand Nine Hundred Ninety.....00/100*

Respectfully,



Dan George
949-280-9964

BIDDER: INPAD - EMS CONSTRUCTION

The undersigned Bidder hereby declares that it has carefully examined the location of the proposed Work, and has read and examined the Contract Documents, including all plans, specifications, and all addenda, if any, for the following Work:

**DESERT HEALTHCARE DISTRICT RAP CONFERENCE ROOM T.I.
41550 ECLECTIC ST. STE G100, PALM DESERT**

The Contract Time shall commence on the date stated in the District's Notice to Proceed or as provided above. In no case shall the Contractor commence construction prior to the date stated in the District's Notice to Proceed, or before providing evidence of insurance.

Bidder certifies that it is licensed in accordance with the California law providing for the registration of Contractors License No. 667637, Expiration Date 03/31/2023, class of license required: "B".

The undersigned acknowledges receipt, understanding and full consideration of the following addenda to the Contract Documents.

Addenda No. _____

Addenda No. _____

Addenda No. _____

PREVAILING WAGES

The District has obtained from the Director of the Department of Industrial Relations the general prevailing rate of per diem wages in the locality in which this work is to be performed for each craft or type of worker needed to execute the Contract. These rates are on file and available at the District or may be obtained online at <http://www.dir.ca.gov/dlsr>. Bidders are advised that a copy of these rates must be posted by the successful Bidder at the job site(s).

BID FORM

1

DHCD RAP CONFERENCE ROOM T.I.

DESERT HEALTH DISTRICT RAP CONFERENCE ROOM T.I.

In Palm Desert,
California

TOTAL BID PRICE :
For the lump sum of

\$ 24,980.00

(price in figures)

Twenty four thousand nine hundred eighty and no $\frac{00}{100}$

(price in words)

INPRO - EMS CONSTRUCTION

362 HAMILTON COSTA MESA, CA 92627

(Name of Bidder)

TIME OF COMPLETION

The contractor agrees to complete the construction within 30 successive calendar days after receiving the Notice to Proceed.

I declare under the penalty of perjury under the laws of the State of California that all of the information submitted in connection with this Bid and all of the representations made herein are true and correct.

Name of Bidder DANIEL D. GEORGE -

Signature 

Name and Title DANIEL GEORGE - OWNER

Dated 6/2/2021

BID FORM

2

DHCD RAP CONFERENCE ROOM T.I.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

Name of Bidder INPRO-EMS CONSTRUCTION

Signature Dan George

Name DANIEL GEORGE

Title OWNER

Dated 6/2/2021

BID FORM
3

DHCD RAP CONFERENCE ROOM T.1.



Date: June 22, 2021
To: Board of Directors
Subject: Addendum #2 to the Consulting Services Agreement for Magdalena Martinez dba Personnel 411 HR Consulting – increasing to \$900/month plus special projects fees and extending the period to June 30, 2022

Staff Recommendation: Consideration to approve Addendum #2 to the Consulting Services Agreement for Magdalena Martinez dba Personnel 411 HR Consulting – increasing to \$900/month plus special projects fees and extending the period to June 30, 2022.

Background:

- In September 2019, the Board approved a Consulting Services Agreement with Magdalena Martinez to review personnel records, review employee handbook, conduct employment investigations, review compliance with regulatory trainings.
- Ms. Martinez continues to assist the district with human resource administrative guidance.
- Addendum #2 both, increases the monthly fee from \$833.33 to \$900, plus fees for special projects and extends the service agreement period to June 30, 2022.
- At the June 8, 2021, Finance & Administration Committee meeting, the Committee approved the request and recommended forwarding to the Board for consideration of approval.
- Staff recommends approval of Addendum #2 of the Consulting Services Agreement for Magdalena Martinez dba Personnel 411 HR Consulting.

Fiscal Impact:

\$900 per month (\$10,800 annually), plus fees for special projects.

The HR Consultant is included in the District's FY21-22 annual budget.

**CONSULTING SERVICES AGREEMENT
ADDENDUM #2**

A Professional Services Agreement (“Agreement”) was 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 Magdalena Martinez dba Personnel 411 Consulting (“Consultant”) on September 30, 2019.

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

1. District would like to continue the professional services of Consultant to Human Resources Consulting Services.
2. Compensation for Services. The District shall compensate Consultant a flat monthly retainer of \$900.00.
3. Term. The term of this Addendum shall run from July 1, 2021 to June 30, 2022.
4. All other terms remain unchanged.

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

“District”:

Desert Healthcare District

By: _____
Leticia DeLara, President

Date: _____

“Consultant”:

Personnel 411 HR Consulting

By: _____
Magdalena Martinez

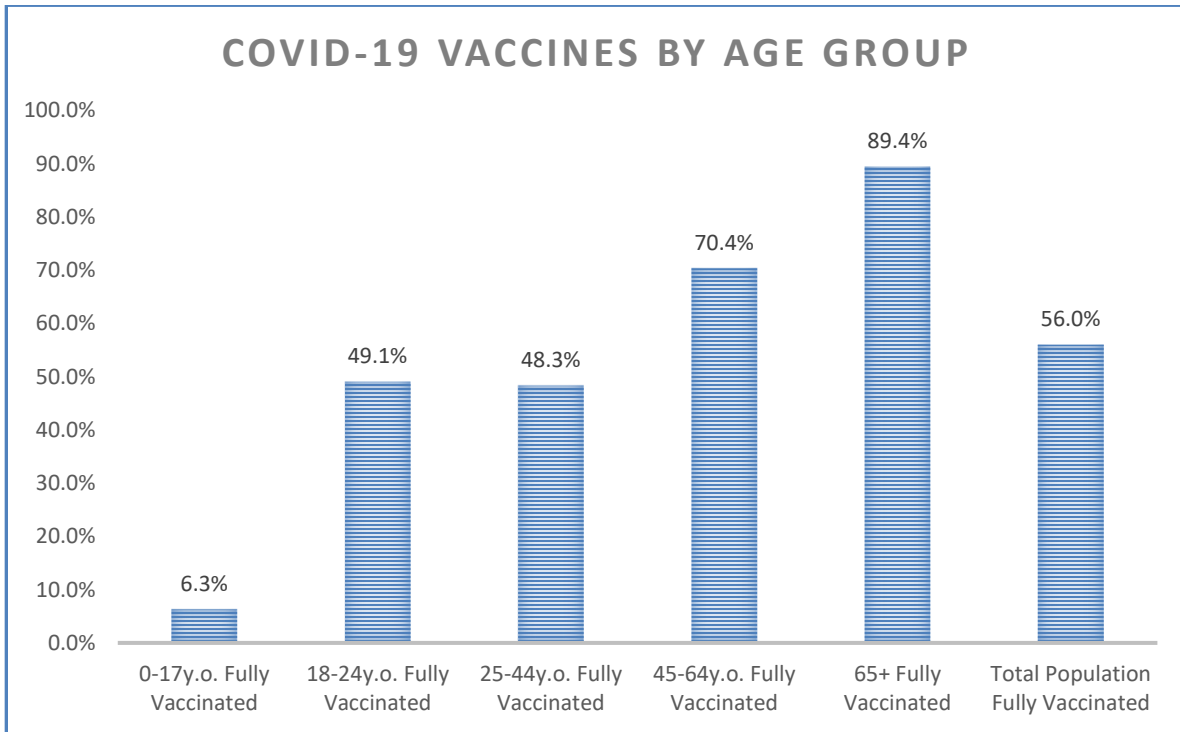
Date: _____



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

Information:

- On June 15, 2021, most restrictions related to COVID-19 were lifted in the state of California.
- Riverside County would have officially moved to the least restrictive Tier 4 (Yellow) or **"MINIMAL"** in the state tier system.
- Current case rate in Riverside County is less than 1.5 new cases per day per 100,000 residents; this new case rate is lower than state average of 1.9 new cases per day per 100,000.
- The county positivity rate is 1.1%, which is a reduction of 0.4 percentage points compared to our previous report, but still slightly higher than the state average of 0.9%.
- In the Coachella Valley 241,270 (56%) residents are now fully vaccinated.
- Although COVID-19 case rate remains low, there have been 98 new cases and two new deaths (both located in Palm Springs) since last Tuesday, June 8th.
- 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.
- In the month of June a total of 5,244 children under 17 that have been fully vaccinated.
- 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 21,000 vaccines have been administered at sites supported by the collaborative.
- See vaccination by age group data below:





Date: June 22, 2021

To: Board of Directors

Subject: Desert Healthcare District and Foundation plans participation in national COVID-19 vaccination campaign

Staff Recommendation: On June 25, the Desert Healthcare District and Foundation will host a virtual phone banking event as part of Vaccine National Month of Action, with the goal of raising awareness about the COVID-19 vaccines among Coachella Valley residents and others who remain hesitant about getting a vaccine.

Background:

- Made to Save, a monthlong, national mobilization effort, was launched on June 4, 2021, to address COVID-19 vaccine hesitancy and encourage shots in arms. This effort supports the Biden Administration's goal of getting 70 percent of American adults at least partially vaccinated by July 4.
- Made to Save invited organizations and individuals across the U.S. to host virtual or in-person events, such as phone banks, text banks, canvassing and others. With "We Can Do It" as the theme, the campaign provides virtual training for participating organizations and some promotion of their events. The National Month of Action's goal is to sponsor 1,000 events during the month.
- The Desert Healthcare District and Foundation will host a virtual "friends and family" phone bank event at 10 a.m. Friday, June 25. We are inviting members of the Coachella Valley Equity Collaborative and the valley community to participate. Our emphasis is on engaging volunteers in communities where vaccination rates are low.
- The phone bank consists of volunteers gathering virtually for training on the day of the event, then calling their personal contacts to answer a few questions pertaining to their vaccine status. The results (general, not personal information) will be collected on a one-page tally form and shared with organizers of the national campaign.

Fiscal Impact:

None



Date: June 22, 2021
To: Board of Directors
Subject: Desert Healthcare District and Foundation Media Coverage

Staff Recommendation: Coachella Valley media outlets continue to play a significant role in relaying to the public the Desert Healthcare District and Foundation's various efforts and collaborations. Below are highlights from May and early June 2021 media reports. (Informational)

Background:

- *KESQ (May 1)* – Hundreds of east valley residents get vaccinated at North Shore mobile unit
<https://kesq.com/news/2021/05/01/hundreds-of-east-valley-residents-get-vaccinated-at-north-shore-mobile-clinic/>
- *KESQ (May 4)* – Riding Forward: An update on CV Link construction in Palm Desert. Hint, It's almost complete
<https://kesq.com/news/2021/05/04/riding-forward-an-update-on-cv-link-construction-in-palm-desert-hint-its-almost-complete/>
- *The Desert Sun (May 6)* – Memorial for Timothy Brown, first person cured of HIV, planned in Palm Springs
<https://www.desertsun.com/story/news/2021/05/06/memorial-timothy-brown-first-person-cured-hiv-planned-palm-springs/4976405001/>
- *KESQ (May 7)* – First person cured of HIV honored with new bench at Palm Springs park
<https://kesq.com/news/2021/05/07/first-person-cured-of-hiv-honored-with-new-bench-at-palm-springs-park/>
- *NBC Palm Springs (May 8)* – First Person Cured of HIV Memorialized in Palm Springs
<https://nbcpalmsprings.com/2021/05/08/first-person-cured-of-hiv-memorialized-in-palm-springs/>
- *The Desert Sun (May 10)* – 'Vaccinate by example': Health care leaders encourage inoculations in Coachella
<https://www.desertsun.com/story/news/health/2021/05/10/vaccinate-example-health-care-leaders-encourage-vaccinations-coachella/4981398001/>
- *The Desert Sun (May 11)* – COVID-19 vaccination event happening Saturday at Fantasy Springs
<https://www.desertsun.com/story/news/health/2021/05/11/covid-19-vaccination-event-happening-saturday-fantasy-springs/5041822001/>

(continued)

- *Telemundo Palm Springs (May 20)* – Desert Healthcare District & DSUSD team up with Rite Aid to make COVID vaccines available to students.
<https://kesq.com/news/coronavirus/2021/05/20/desert-healthcare-district-dsusd-team-up-with-rite-aid-to-make-covid-vaccines-available-to-students/>
- *The Desert Sun (May 21)* – Students invited to get COVID-19 vaccines at Desert Sands clinics starting next week
<https://www.desertsun.com/story/news/health/2021/05/21/desert-healthcare-district-desert-sands-unified-school-district-partner-provide-covid-19-vaccines-15/5192748001/>
- *The Desert Sun (May 25)* – Palm Springs Unified students can get Pfizer vaccine at Cathedral City clinics this week
<https://www.desertsun.com/story/news/health/2021/05/25/palm-springs-unified-students-can-get-pfizer-vaccine-cathedral-city-clinics/7435113002/>
- *NBC Palm Springs (May 24)* – Desert Sands Unified Offering Vaccines for Students
<https://nbcpalmsprings.com/2021/05/24/desert-sands-unified-offering-vaccines-for-students/>
- *The Desert Sun (May 26)* – Desert Healthcare District board approves purchase of \$340K mobile medical unit
<https://www.desertsun.com/story/news/health/2021/05/26/desert-healthcare-district-board-approves-purchase-mobile-unit-address-health-needs-underserved-area/7448528002/>
- *The Desert Sun (June 4)* – West valley schools: COVID-19 vaccine clinics continue at local school sites
<https://www.desertsun.com/story/news/2021/06/04/west-valley-schools-covid-19-vaccine-clinics-continue-local-school-sites/5245376001/>

Fiscal Impact:

None



Date: June 22, 2021

To: Board of Directors

Subject: Association of California Healthcare Districts (ACHD) Diversity, Inclusion & Equity (DEI) Pilot Program

Background:

- The Association of California Healthcare Districts (ACHD) has launched a new pilot program – Diversity, Inclusion & Equity (DEI) for up to six Districts thanks to a grant from The California Wellness Foundation.
- The pilot program is an opportunity for the Desert Healthcare District to embrace and promote its values and practice of DEI in its workforce, culture, and grantmaking by developing and implementing DEI strategies such as -
 - Incorporating diverse voices and perspectives in the District’s outcomes-driven philanthropy
 - Supporting efforts to increase DEI through programs and policies
 - Data collection on the diversity of the District’s grantee pool
 - Organizational effectiveness to assist grantees with their own efforts to enhance the DEI of their organizations
 - Continuing to hire and recruit qualified candidates with different backgrounds and experiences
 - Internal learning on how systemic racism functions and affects society
 - Recognizing and celebrating the cultural diversity of the District
 - A commitment to continue working on DEI after the conclusion of this opportunity
- Districts will be judged and selected by various criteria, including the need and desire to further their DEI work.
- The chosen districts will receive a private consultation with a trained DEI expert to identify areas of improvement and recommend robust focused education and training.
- The districts would then participate in exclusive tailored educational sessions and roundtables to progress the districts in DEI.
- Applications are due June 25 and selected districts will participate in the trainings and roundtables throughout the summer months.

Fiscal Impact:

None



Date: June 22, 2021

To: Board of Directors

Subject: \$20,000 Sponsorship to the Association of California Healthcare Districts (ACHD) to fund a keynote speaker, Dr. Camara Jones, at the ACHD 2021 Annual Meeting

Staff Recommendation: Consideration to approve a \$20,000 Sponsorship to the Association of California Healthcare Districts (ACHD) to fund a keynote speaker, Dr. Camara Jones, at the ACHD 2021 Annual Meeting.

Background:

- ACHD supports the diverse needs of the California Healthcare Districts through advocacy, education and member services.
- ACHD delivers expert training and educational opportunities for its members and advocating for legislation and regulatory policies that allow Healthcare Districts to deliver the best possible health services to Californians.
- ACHD convenes an annual meeting of the healthcare districts to offer such training and education.
- At the September 2021 Annual Meeting, a keynote session is planned to provide valuable education around diversity, equity and inclusion.
- ACHD has requested the Desert Healthcare District provide a \$20,000 sponsorship to support the expense of the keynote session.
- The District's CEO has a discretionary fund budget of \$25,000 each fiscal year.
- Presently, \$20,000 of the FY21 budget has been expended leaving a remaining balance of \$5,000.
- The \$20,000 sponsorship will exceed the current budget by \$15,000 with no anticipated additional expenditures in FY21 for this budget line item.
- The District anticipates a net profit for the fiscal year of approximately \$1,750,000.
- Staff recommends approval of authorizing the \$20,000 Sponsorship to ACHD, which will exceed the FY21 CEO Discretionary Fund budget by \$15,000.

Fiscal Impact:

\$20,000 expense

CEO Discretionary Fund – the expenditure will exceed the FY21 budget by \$15,000

The District anticipates a net profit for the fiscal year of approximately \$1,750,000



Date: June 22, 2021
To: Board of Directors
Subject: Community Engagement and Presentations

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:

- UCR Center for Health Disparities Research External Advisory Board Meeting – May 24, 2021.
- Tri-County Community Partnership – May 27, 2021.
- Presentation to the Desert Round Table – May 26, 2021.
- ACHD's Board of Directors' meeting – May 26, 2021.
- California State University San Bernardino announcement to establish a Master of Science-Physician Assistant (MSPA) program, the first MSPA program offered by a public university in Southern California – May 28, 2021.
- Borrego Community Health Foundation's tour of new clinic in Coachella, where I joined Michele Finney and Gary Honts, CEO at JFK Memorial Hospital. June 4, 2021.
- UCR School of Medicine Commencement and Hippocratic Oath Ceremony. June 4, 2021.
- AB 617 – Eastern Coachella Valley (ECV) Community Steering Committee Meeting – June 10, 2021
- RUHS Vaccine Equity Taskforce. June 11, 2021.
- ECV illegal fire response, mitigation, and prevention workgroup – June 16, 2021.

Fiscal Impact

- N/A

**DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
June 08, 2021**

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Chair Evett PerezGil Vice-President Karen Borja Director Carmina Zavala	Conrado E. Bárzaga, 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	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	The meeting was called to order at 5:01 p.m. by Chair PerezGil.	
II. Approval of Agenda	Chair PerezGil asked for a motion to approve the agenda.	Moved and seconded by Vice-President Borja and Director Zavala to approve the agenda. Motion passed unanimously.
III. Meeting Minutes 1. May 11, 2021	Chair PerezGil asked for a motion to approve the May 11, 2021, meeting minutes.	Moved and seconded by Vice-President Borja and Director Zavala to approve the May 11, 2021 meeting minutes. Motion passed unanimously.
IV. Public Comment	There were no public comments.	
V. Old Business 1. Funding Requests Schedule	Donna Craig, Chief Program Officer, explained the most recent letters of intent from Alianza for \$149k related to the Salton Sea and fostering an equitable economy with an upcoming proposal conference to discuss the preliminary details. The additional grant request from the University of California Riverside (UCR) – \$2.9 million over three years for land acquired on the Palm Desert campus for a clinic buildout and a future FQHC look-alike.	

**DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
June 08, 2021**

<p>2. Grant Payment Schedule</p>	<p>Vice-President Borja inquired on the grant balance and since the monies are not spent. Dr. Bárzaga, CEO, Ms. Craig, Chief Program Officer, and Mr. Christensen, CAO explained that any unspent grant funding will carry over to the next fiscal year. The grant payment schedule would include a line item as a general description, and in the following year, if the Committee or Board chooses to distribute funding, the allocation would be reduced and listed as a specific grant.</p>	
<p>3. COVID-19 Grant Funding a. March 2020-May 2021</p>	<p>Conrado Barzaga, MD, CEO, provided an update on the funding allocations related to the COVID-19 response describing that \$2.6M has been allocated from the District funds, \$3M has been received from the County and the Public Health Institute, with supplemental funding to organizations partnering with the District totaling \$21.7M.</p> <p>Vice-President Borja requested a staff report for the Board meeting or the next Program Committee meeting illustrated the details, while also and complimenting the staff on their work.</p>	
<p>VI. Program Updates</p> <p>1. Community Health Needs Assessment and Health Improvement Plan</p>	<p>Dr. Bárzaga, CEO, explained that the Community Health Needs Assessment (CHNA) is still in the final stages with Health Assessment Research for</p>	

**DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
June 08, 2021**

<p>a. Strategic Planning Retreat – 09/09 & 09/11</p>	<p>Communities (HARC) due to the lack of elevation on the Coachella Valley inequities, and the response to those inequities as the strategic plan will use the report for grant funding that should be updated and complete in the coming weeks in time for the September 9 and September 11 Strategic Planning Retreat.</p>	
<p>VIII. Grant Funding Requests</p> <p>1. Consideration to forward to the Board, IN CONCEPT, for approval: Grant #1188 Coachella Valley Housing Catalyst Fund: A Bold Housing Investment Solution, Lift to Rise & Riverside County Housing Authority; reserve \$1 million from the District's FY 20/21 grant budget to the Coachella Valley Housing Catalyst Fund for allocation over two years. The CEO and Legal Counsel will negotiate and execute a service/grant agreement.</p>	<p>Donna Craig, Chief Program Officer, provide the background and details on the request for the committee to approve, in concept, a \$1M reserve for Lift to Rise's Coachella Valley Housing Catalyst Fund with a two-year allocation that includes contingencies, such as implementing a health action plan in the predevelopment process for shovel ready project sites as illustrated in the staff report, and authorization for Legal Counsel and the CEO to negotiate and execute a service/grant agreement.</p> <p>Chair PerezGil inquired on a Memorandum of Understanding as opposed to a grant request with Ms. Craig explaining that legal counsel reviewed the various types of funding and investments recommending the usual grant process for transparency and suitable use of taxpayer's resources.</p> <p>Vice-President Borja described the various amounts in the grant</p>	

**DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
June 08, 2021**

	<p>request and the difficulty in comprehending the use of the \$2.5M, which Ms. Craig explained will be revised to \$1M for strengthening the goals and evaluations. Additionally, Mrs. Borja inquired about the details of the fund investment in the budget.</p> <p>Heather Vaikona, President and CEO, Lift to Rise, described the way funding will be distributed from the Housing Catalyst Fund and a community pipeline of projects from contributions across the Coachella Valley, including a lens of equity. The Housing Catalyst Fund has partnered with the Low Income Investment Fund that has managed other pools of funding, and working with their underwriting department will track the five projects moving forward with entire 522 units, with the start of the fund opening at the beginning of July with \$50M in leveraged resources by next year.</p> <p>Ms. Vaikona provided details of additional funders, such as Wells Fargo, REAP funding allocated through the Coachella Valley Association of Governments, the Southern California Association of Governments, Inland Empire Health Plan, First 5, and private contributions totaling \$1.2M, a request to the State of California for \$2M, and five additional</p>	
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**DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
June 08, 2021**

	<p>fundere with applications pending.</p> <p>Director Zavala requested a list of the current fundere to include with the grant application.</p> <p>Greg Rodriguez, Government Relations and Public Policy Advisor, Office of Supervisor Perez, described the Housing Authority's role, Supervisor Perez's support to move the fund forward, a great opportunity for the District to fund a bold housing solution from a national and state model approach, a pipeline of projects that are ready to launch, and where the access of capital is available. Mr. Rodriguez explained the direct impact of housing as a social determinant of health, and the need for permanent housing a outlined in Barbara Poppe's homelessness report – The Path Forward.</p> <p>Vice-President Borja recommended moving forward with the \$1M request after the strategic planning retreat in September to determine the remaining Board members' input and after additional funding from other entities for the project is available.</p> <p>After much debate, examination, and consideration by the committee, Director Zavala motioned to reserve the \$1M,</p>	<p>Moved and seconded by Director Zavala and Director PerezGil to table the matter, forward to the July Program Committee meeting, and for staff to provide the additional details</p>
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**DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
June 08, 2021**

	<p>but to continue conversations with Lift to Rise.</p> <p>Director Zavala motioned to move forward with the grant request to reserve the \$1M, continue conversations with Lift to Rise.</p> <p>Director Zavala amended her motion to table the matter, forward to the July Program Committee meeting, for staff to provide the additional details as outlined by Ms. Craig, such as the health action plan, revising the funding request in the application, and carrying over the \$1M from the grant budget to the next fiscal year.</p> <p>Dr. Bárzaga, CEO, explained that at the June Board meeting, staff will recommend an allocation to carry over the remaining grant funding in the budget from this fiscal year to the next fiscal year.</p>	<p>as outlined by Ms. Craig, such as the health action plan, revising the funding request in the application, and carrying over the \$1M from the grant budget to the next fiscal year for the Coachella Valley Housing Catalyst Fund: A Bold Housing Investment Solution, Lift to Rise & Riverside County Housing Authority Motion passed 2-1.</p>
IX. Committee Members Comments		
X. Adjournment	<p>Chair PerezGil adjourned the meeting at 6:28 p.m.</p>	<p>Audio recording available on the website at http://dhcd.org/Agendas-and-Documents</p>

ATTEST: _____
 Evett PerezGil, Chair/Director
 Program Committee

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



Date: June 22, 2021

To: Board of Directors

Subject: New Grant Requests/Updates and Next Steps

The following LOIs (Letter of Interest and/or applications have been received and under review by the Grants Team:

- a. Transgender Health and Wellness Center #1267 – \$397,702 to support their Primary Care Clinic Launch – *staff did a site visit and mutually determined with the Executive Director and Board President that more information, such as updated audited financials and the approval of receiving their California Primary Medical Care Clinic License was necessary as well as a continuation of an agency/organizational assessment conducted by Center for Nonprofit Advancement.*
- b. Alianza Coachella Valley #1282 - \$149,707.05 to support Phase 1 of a Salton Sea Initiative – *Proposal meeting resulted in the organization agreeing to send more documentation prior to an application.*
- c. UCR #1238 - \$2,958,012 over 3 years to support the Palm Desert Multi-specialty community practice. *Staff notes: Clinic has not even been built with no date given; UCR intends to apply for FQHC look-alike status after being fully operational for 12 months in preparation for submitting an application for full FQHC status **when** HRSA announces a new RFP for the area. The funding requested would cover staff salaries/benefits and general operating expenses. Staff is recommending a declination at this time and to come back to the District when the clinic has been built and operational and fully staffed.*
- d. Vision Y Compromiso #1285 - \$4,950 Mini grant to support 9 promotoras from the Coachella Valley to attend a 3-day conference in LA – *Under review*
- e. FIND Food Bank #1286 - \$415,000 specific to fund 3.5 million pounds of produce out of 6 million pounds anticipated to be distributed *Grants Team reviewed – pre-proposal conference date to be determined*

- f. City of Coachella #1193 - \$100,000 for Bagdouma Pool rehabilitation specific to ADA Compliance and Adaptive Swim programs for Disabled Adults - *Pending receipt of revised documentation*
- g. Pegasus Riding Academy - \$90,150 - Equine Assisted Therapy for Disabled Individuals - *To be reviewed at the next grants team meeting on 6/24*

DESERT HEALTHCARE DISTRICT								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
May 31, 2021								
TWELVE MONTHS ENDED JUNE 30, 2021								
			Approved	6/30/2020	Current Yr	Total Paid Prior Yrs	Total Paid Current Yr	Open
Grant ID Nos.		Name	Grants - Prior Yrs	Bal Fwd	2020-2021	July-June	July-June	BALANCE
2014-MOU-BOD-11/21/13		Memo of Understanding CVAG CV Link Support	\$ 10,000,000	\$ 8,330,000		\$ 1,670,000		\$ 6,660,000
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		\$ 90,000	\$ 10,000
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		\$ 67,500	\$ 82,500
2021-1277-BOD-04-27-21	5	Lift To Rise - United Lift Rental Assistance 2021 - 8 Months			\$ 300,000		\$ -	\$ 300,000
2021-1280-BOD-05-25-21	1	Desert AIDS Project - DAP Health Expands Access to Healthcare - 1yr			\$ 100,000		\$ -	\$ 100,000
TOTAL GRANTS			\$ 13,106,979	\$ 9,748,358	\$ 2,162,731	\$ 2,845,242	\$ 1,168,228	\$ 7,863,389
Amts available/remaining for Grant/Programs - FY 2020-21:								
Amount budgeted 2020-2021				\$ 4,000,000			G/L Balance:	5/31/2021
Amount granted through May 31, 2021:				\$ (2,162,731)			2131	\$ 1,203,389
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			Total	\$ 7,863,389
Matching external grant contributions				\$ -				\$ (0)
Balance available for Grants/Programs				\$ 1,846,498				
Strategic Focus Areas FY20-21:			Grant Budget	Granted YTD	Available			
1	Healthcare Infrastructure and Services		\$ 1,500,000	\$ (1,030,672)	\$ 469,328			
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			
Balance available for Grants/Programs			\$ 4,000,000	\$ (2,153,502)	\$ 1,846,498			



DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: June 22, 2021
To: Board of Directors
Subject: Resolution 21-01 – Carrying Over Uncommitted Grant Funds From Fiscal Year 2020/2021 For Use In Fiscal Year 2021/2022 - \$1,841,498

Staff Recommendation: Consideration to approve Resolution 21-01 – Carrying Over Uncommitted Grant Funds From Fiscal Year 2020/2021 For Use In Fiscal Year 2021/2022 - \$1,841,498.

Background:

- During the fiscal year 2021, the COVID-19 pandemic and its restrictions have caused many of the local non-profit organizations to scale back their normal operations. As a result, the normal grant funding by the Desert Healthcare District and Foundation was also impacted.
- Alternatively, District and Foundation were able to take significant actions directed at COVID-19 education, testing and vaccinations predominantly funded through CARES/Epidemiology and Laboratory Capacity (ELC) Enhancing Detection funding through the California Department of Public Health totaling \$2,400,000. Additional funding has been provided by the Public Health Institute in the amount of \$725,000 for the same purpose.
- DHCD has granted over \$2M of the FY21 \$4M grant budget through its normal grant funding processes. However, an uncommitted grant funding balance remains in the amount of \$1,841,498.
- The District's Board of Directors has discussed the uncommitted funds at recent Board of Director's meetings. At the June 8, 2021 Program Committee, the Committee recommended developing a resolution for the Board to consider at the June 22, 2021 Board of Director's meeting.
- The resolution would direct staff to create a reserve (Reserve) for the uncommitted funds on the District's books in the amount of \$1,841,498. The resolution allows the Reserve to be utilized, in addition to the FY22 grant funding budget in FY22. The Reserve would be committed to specific purposes identified and approved by the Directors through the normal grant funding process. The District's audit firm has validated this is an acceptable practice.
- Staff recommends approval of Resolution 21-01.

Fiscal Impact:

\$1,841,498 will be accrued (Reserve) as an expense and a grant liability on the District's Grants Payments Schedule as of June 30, 2021.

The Reserve will be utilized first in allocating grant funding in FY22 before using the FY22 grant budget.

RESOLUTION NO. 21-01

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE DESERT HEALTHCARE DISTRICT
CARRYING OVER UNCOMMITTED GRANT FUNDS FROM FISCAL
YEAR 2020/2021 FOR USE IN FISCAL YEAR 2021/2022**

WHEREAS, during fiscal year 2020/2021, the COVID-19 pandemic affected the normal grant funding processes of the Desert Healthcare District (“District”) and Desert Healthcare Foundation (“Foundation”); and

WHEREAS, the District and Foundation were able to take significant actions directed at COVID-19 education, testing, and vaccinations predominantly funded through CARES/Epidemiology and Laboratory Capacity Enhancing Detection totaling \$2,400,000 and funding provided by the Public Health Institute in the amount of \$725,000; and

WHEREAS, the District was still able to grant over \$2,000,000 of the \$4,000,000 in the fiscal year 2020/2021 grants budget through its normal funding processes; and

WHEREAS, there remains an uncommitted balance in the amount of \$1,841,498 for fiscal year 2020/2021; and

WHEREAS, at the Program Committee meeting on June 8, 2021, the Program Committee recommended that District staff prepare a resolution for consideration by the Board of Directors of the District to carry over the uncommitted funds for use in fiscal year 2021/2022; and

WHEREAS, the Board of Directors of the District desires by this resolution to authorize District staff to create a reserve (hereinafter the “Reserve”) for the uncommitted funds in the amount of \$1,841,498 which shall be in addition to the funds designated in the fiscal year 2021/2022 grants budget. The Reserve would be committed to specific purposes identified and approved by the Directors through the normal grant funding process.

THEREFORE, BE IT RESOLVED by the Desert Healthcare District Board of Directors as follows:

Section 1: A Reserve of the uncommitted funds in the amount of \$1,841,498 for fiscal year 2020/2021 is hereby created for use in fiscal year 2021/2022. The Reserve shall be in addition to the funds designated in the fiscal year 2021/2022 grants budget.

Section 2: The Chief Executive Officer of the District is hereby directed to take all necessary actions to effectuate the intent and purpose of this resolution.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Desert Healthcare District held on June 22, 2021, by the following roll call vote:

AYES: _____
NOES: _____
ABSENT: _____
ABSTAIN: _____

Leticia De Lara, MPA
President, Board of Directors

ATTEST:

Karen Borja
Vice President/Secretary



DESERT HEALTHCARE DISTRICT
FINANCE, ADMINISTRATION, REAL ESTATE, LEGAL, AND COMMITTEE
MEETING MINUTES
June 08, 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 Eric Taylor, Accounting Manager Andrea S. Hayles, Clerk to the Board	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Shorr called the meeting to order at 3:32 p.m.	
II. Approval of Agenda	Chair Shorr asked for a motion to approve the agenda.	Moved and seconded by Director Zendle and President De Lara to approve the agenda. Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes 1. F&A Minutes – Meeting May 11, 2021	Chair Shorr motioned to approve the May 11, 2021, minutes.	Moved and seconded by President De Lara and Director Zendle to approve the May 11, 2021, meeting minutes. Motion passed unanimously.
V. CEO Report	There was no CEO Report.	
VI. Chief Administration Officer's Report	Chris Christensen, CAO, explained that the annual preliminary audit is complete, and staff is preparing for the year-end work after June 30, the end of the fiscal year. Completion of the automatic fire system is in progress with a bidder's conference scheduled for June 17 and public bid opening June 29. There are two publications in the Desert Sun and a listing on the District website. Mr. Ric Supple, a long-term Board member, and his wife were grandfathered into the insurance premium benefits for	



DESERT HEALTHCARE DISTRICT
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	<p>retired directors. As a result of Mr. Supple's passing, the insurance coverage for him and his wife has been terminated. As the remaining retired Board member receiving the benefits, the District will no longer be required to maintain an OPEB liability on the books. As a result, there will be a net \$35k reduction in liabilities and an increase in net income for FY21. Additionally, all future actuarial valuations will cease.</p> <p>Lease activity is moving forward with a lease agreement for approval and interest from parties in all three of the vacant suites, which would bring the building to full occupancy with a discounted rate for Dr. Kim, Desert Regional Medical Center (DRMC) behavioral health services at \$1.45 per square foot.</p> <p>Director Zendle explained that Tenet and Eisenhower receive ample funding for their behavioral health programs, such as for GME, including a stipend, and supplemental income by having a graduate program based on the number of residences in the program.</p> <p>Mr. Christensen described the tenant improvement estimates underway by Dr. Kim that is currently \$20 per square foot and offering to cover the tenant improvement work that requires upgrading, which</p>	
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	<p>would be presented to the committee once the lease negotiations commence.</p> <p>President De Lara prefers increasing the costs of the tenant improvements than reducing the square footage rate if DRMC receives reimbursements.</p>	
<p>VII. Financial Reports</p> <p>1. District and LPMP Financial Statements</p> <p>2. Accounts Receivable Aging Summary</p> <p>3. District – Deposits</p> <p>4. District – Property Tax Receipts</p> <p>5. LPMP Deposits</p> <p>6. District – Check Register</p> <p>7. Credit Card – Detail of Expenditures</p> <p>8. LPMP – Check Register</p> <p>9. Retirement Protection Plan Update</p> <p>10. Grant Payment Schedule</p>	<p>Chair Shorr and Chris Christensen, CAO, thoroughly reviewed the financials, answering questions of the committee related to the interest income, the Retirement Protection Plan, which has not changed significantly, and explaining that the remaining unallocated funds for grants will be recommended to the Board for carry-forward into FY 2022.</p> <p>Donna Craig, Chief Program Officer, described the \$1M discussion at the upcoming Program Committee meeting to reserve for the Lift to Rise Housing Catalyst grant request over 2 years that if not approved by the Board would roll over to FY 2022.</p>	<p>Moved and seconded by President De Lara and Director Zendle to approve the May 2021 District Financial Reports - Items 1-10 and to forward to the Board for approval. Motion passed unanimously.</p>
<p>VIII. Other Matters</p> <p>1. District Office at RAP – Conference Room Buildout – Bid Results & Contract for Construction – \$24,980</p>	<p>President De Lara recused herself from the discussion as the CEO of the Regional Access Project Foundation (RAP); however, since the funding does not affect RAP, Mrs. De Lara requested that staff inquire with legal to determine</p>	<p>Moved and seconded by Director Zendle and Director Shorr to approve the District Office at RAP – Conference Room Buildout – Bid Results & Contract for Construction – \$24,980 and forward to the Board for approval. Motion passed unanimously.</p>



DESERT HEALTHCARE DISTRICT
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	<p>if recusal is necessary when the matter is presented to the Board.</p> <p>Director Zendle inquired about the considerable differences in the costs of the two bids.</p> <p>Mr. Christensen, CAO, detailed last month's approval of the 11-year lease consisting of 1-year at a time with the option to renew each year at the same rate. The bidding process that did not require a public bid and managed by the architect Chris Mills pursued estimates for work soliciting several contractors to obtain at least 2 to 3 bids. However, challenges followed given that the buildout is a small project, many contractors are busy with larger projects. DW Johnston, well known throughout the Valley, and having a good rapport with Chris Mills estimated the costs at a much higher completion rate without concern whether they would be awarded the job. INPRO-EMS, the maintenance service at Las Palmas Medical Plaza also provided an estimate detailing the largest component, the storefront for the glass and metal wall creating the divider for the room. All costs have been confirmed to prevent submitting change orders. The initial \$80k quote from DW Johnston included \$15-\$20k for the wall. The cost of the wall is</p>	
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<p>2. Consulting Services Agreement Addendum #2 - Magdalena Martinez dba Personnel 411 Consulting – Compensation Increase \$900/month</p>	<p>included in INPRO-EMS' estimated budget.</p> <p>Chris Christensen, CAO, explained that Maggie Martinez has been the HR consultant for 2 years by assisting and guiding the District. The Addendum increases the monthly fee from \$833.33 to \$900 per month, including fees for special projects and extends the agreement to June 30, 2022. It was also noted that Ms. Martinez will be performing an upcoming audit of the employee files.</p>	<p>Moved and seconded by Director Zendle and President De Lara to approve the Consulting Services Agreement Addendum #2 - Magdalena Martinez dba Personnel 411 Consulting – Compensation Increase \$900/month and forward to the Board for approval. Motion passed unanimously.</p>
<p>3. LPMP Lease Agreement – Suite 3W 101 – Global Premier Fertility – 5-Year Lease</p>	<p>Chris Christensen, CAO described the Letter of Intent (LOI) to rent the suite directly across the street from the hospital with easy access to providers for a fertility clinic with practice rights at Desert Regional Medical Center. Staff submitted a counteroffer to the LOI that has not been officially accepted. The lease terms would be \$1.80/sq. ft. base rent, \$.69/sq. ft. in CAM fees, and \$20/sq. ft. in tenant improvements totaling \$32k.</p> <p>The 5-year lease would commence July 1, 2021, with the first 6 months' rent waived to allow for completion of tenant improvements and an additional 5-year option to include the first-year increase of the greater of market rate or</p>	<p>Moved and seconded by Director Zendle and President De Lara to table the LPMP Lease Agreement – Suite 3W 101 – Global Premier Fertility – 5-Year Lease. Motion passed unanimously.</p>

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	<p>3% increase of rate at the end of the first term.</p> <p>The potential tenant has counteroffered with a 5-year lease to commence on January 1, 2022, with a 6-month waiver of the rent payments. The District could accept the tenant improvements, but shorten the period from July 1, 2021, to December 1, 2021.</p> <p>The committee requested that staff continue to negotiate the terms of the lease and table the matter until the July committee meeting.</p>	
IV. Adjournment	Director Shorr adjourned the meeting at 4:26 p.m.	<p>Audio recording available on the website at http://dhcd.org/Agendas-and-Documents</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