



**DESERT HEALTHCARE FOUNDATION**  
**Finance, Legal, Administration, & Real Estate Committee**  
**December 07, 2021**

The Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 3:30 PM, Tuesday, December 07, 2021, via Zoom using the following link:

<https://us02web.zoom.us/j/87037884591?pwd=bVpRQIVRNW1yNTYrZkN3J1ZlVSQT09>

**Password: 513180**

Participants will need to download the Zoom app on their mobile devices. Members of the public may also be able to participate by telephone, using the following dial in information:

Dial in #:(669) 900-6833 To Listen and Address the Board when called upon:

**Webinar ID: 870 3788 4591**

**Password: 513180**

---

**AGENDA**

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

**III. PUBLIC COMMENT**

At this time, comments from the audience may be made on items not listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. The Committee has a policy of limiting speakers to not more than three minutes. The Committee cannot take action on items not listed on the agenda. Public input may be offered on an agenda item when it comes up for discussion and/or action.

**IV. APPROVAL OF MINUTES**

**ACTION**

1. F&A Meeting Minutes – November 09, 2021 – Pg. 2-3

**V. CEO REPORT**

**VII. OTHER MATTERS**

**VIII. ADJOURNMENT**

*If you have any disability which would require accommodation to enable you to participate in this meeting, please email Andrea S. Hayles, Special Assistant to the CEO and Board Relations Officer, at [ahayles@dhcd.org](mailto:ahayles@dhcd.org) or call (760) 323-6110 at least 24 hours prior to the meeting.*



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE**  
**November 09, 2021**

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Chair/Treasurer Arthur Shorr President Leticia De Lara Director Les Zendle, MD	Conrado E. Bázquez, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Eric Taylor, Accounting Manager Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement Andrea S. Hayles, Clerk to the Board	

AGENDA ITEMS	DISCUSSION	ACTION
<b>I. Call to Order</b>	Chair Shorr called the meeting to order at 4:21 p.m.	
<b>II. Approval of Agenda</b>	Chair Shorr asked for a motion to approve the agenda.	<b>Moved and seconded by Director Zendle and President De Lara to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	There was no public comment.	
<b>IV. Approval of Minutes</b>  1. Minutes – Meeting October 14, 2021	Chair Shorr asked for a motion to approve the minutes of the October 14, 2021, F&A Committee meeting.	<b>Moved and seconded by Director Zendle and President De Lara to approve the October 14, 2021, meeting minutes. Motion passed unanimously.</b>
<b>V. CEO Report</b>		
<b>VI. Financial Reports</b> 1. Financial Statements 2. Deposits 3. Check Register 4. Credit Card Expenditures 5. General Grants Schedule	Chris Christensen, CAO, reviewed the financials with the committee highlighting the net loss of \$28k YTD, the general funds of \$1.6M available to the Foundation for general spending, and \$5.7M committed to grants.  The grant payment schedule illustrates \$1.5M available for awards in the fiscal year and the pass-through income from the federal funding.	<b>Moved and seconded by President De Lara and Chair Shorr to approve the October 2021 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.</b>
<b>VII. Other Matters</b>  1. Service Agreement Addendum #3 - Concur Inc. – Time Extension through March 31, 2022	Conrado Bázquez, MD, CEO, described the CONCUR, Inc. service agreement addendum #3-time extension through March 2022 to assist with the prevention, mitigation, and	<b>Moved and seconded by Director Zendle and President De Lara to approve the CONCUR, Inc. service agreement addendum #3 and forward to the Board for approval. Motion passed unanimously.</b>



**DESERT HEALTHCARE FOUNDATION  
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE  
November 09, 2021**

<p><b>2. Program Assistant – Coachella Valley Equity Collaborative – New Hire</b></p>	<p>emergency preparedness for fires in the Eastern Coachella Valley and the health impact.</p> <p>Dr. Bázquez, CEO, explained the approval of the Program Assistant new hire contingent on funding from the county. The county has challenges due to the pandemic with the California Department of Public Health (CDPH) contracts initially expedited. However, CDPH no longer has a declaration of emergency, requiring them to go through a lengthy process with the board of supervisors to include an agenda item, but the district has additional work due to the eligibility expansion of the vaccine for pediatrics, staff is proposing to hire a temporary program assistant for approximately one year until county funding is received.</p>	<p><b>Moved and seconded by Director Zendle and President De Lara to approve the Program Assistant – Coachella Valley Equity Collaborative – New Hire and forward to the Board for approval. Motion passed unanimously.</b></p>
<p><b>VIII. Adjournment</b></p>	<p>Chair Shorr adjourned the meeting at 4:33 p.m.</p>	<p><b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b></p>

ATTEST: \_\_\_\_\_  
 Arthur Shorr, Treasurer/Chair, Board of Directors  
 Finance & Administration Committee  
 Desert Healthcare Foundation Board of Directors

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