

### DESERT HEALTHCARE FOUNDATION Finance, Legal, Administration, & Real Estate Committee February 08, 2022

The Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 3:30 PM, Tuesday, February 08, 2022, via Zoom using the following link: <u>https://us02web.zoom.us/j/81391063962?pwd=bGFIL3hOYStFcIFvTUltODFVd3dMUT09</u> Password: 085081

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: 813 9106 3962 Password: 085081

AGENDA

I. CALL TO ORDER

### **II. APPROVAL OF AGENDA**

### **III. 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 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**

1. F&A Meeting Minutes – January 11, 2021 – Pg. 2

### V. CEO REPORT

#### **VI. FINANCIAL REPORT**

- 1. Financial Statements Pg. 3-7
- 2. Deposits Pg. 8
- 3. Check Register Pg. 9
- 4. Credit Card Expenditures Pg. 10
- 5. General Grants Schedule Pg. 11-12

### VII. OTHER MATTERS

1. None

#### **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 <u>ahayles@dhcd.org</u> or call (760) 323-6110 at least 24 hours prior to the meeting.

ACTION

Information

ACTION



### DESERT HEALTHCARE FOUNDATION FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE January 11, 2022

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

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Chair Shorr called the meeting to order at 4:23 p.m.	
II. Approval of Agenda	Chair Shorr asked for a motion to approve the agenda.	Moved and seconded by Director Zendle and Director De Lara to approve the agenda. Motion passed unanimously.
III. Public Comment	There was no public comment.	
IV. Approval of Minutes	Chair Shorr asked for a motion to approve the minutes of the	Moved and seconded by President De Lara and Director Zendle to approve
1. Minutes – Meeting December 07, 2021	December 07, 2021, F&A Committee meeting.	the December 07, 2021, meeting minutes. Motion passed unanimously.
V. Financial Report		
<ol> <li>Financial Statements</li> <li>Deposits</li> <li>Check Register</li> <li>Credit Card Expenditures</li> <li>General Grants Schedule</li> </ol>	Chair Shorr reviewed the financials with the committee requesting an amendment to the credit card expenditures line item to include the last name of the Senior Program Officer, Behavioral Health, Jana Trew.	Moved and seconded by President De Lara and Director Zendle to approve the December and January financials and forward to the board for approval. Motion passed unanimously.
VII. Other Matters	There were no Other Matters	
VIII. Adjournment	Chair Shorr adjourned the meeting at 4:27 p.m.	Audio recording available on the website at <u>http://dhcd.org/Agendas-and-Documents</u>

### 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

DESERT HEALTHCARE FOUNDATION JANUARY 2022 FINANCIAL STATEMENTS								
				1				
Statement of Operations								
Balance sheet								
Allocation of Restricted Funds								
Deposit Detail								
Check Register								
Credit Card Expenditures								
Schedule of Grants								

## Desert Healthcare Foundation Profit & Loss Budget vs. Actual

July 2021 through January 2022

		MONT	Н		TOTAL	
	Jan 22	Budget	\$ Over Budget	Jul '21 - Jan 22	Budget	\$ Over Budget
Income						
4000 · Gifts and Contributions	20	4,167	(4,147)	55,070	29,169	25,901
4003 · Grants	0	137,500	(137,500)	0	962,500	(962,500)
4116 - Bequests - Frederick Lowe	6,426	5,000	1,426	35,571	35,000	571
4130 · Misc. Income	0	83	(83)	0	581	(581)
8015 · Investment Interest Income	8,633	12,500	(3,867)	89,554	87,500	2,054
8040 · Restr. Unrealized Gain/(Loss)	(139,736)	10,417	(150,153)	(15,655)	72,919	(88,574)
Total Income	(124,657)	169,667	(294,324)	164,540	1,187,669	(1,023,129)
Expense						
5001 · Accounting Services Expense	958	958	0	6,706	6,706	0
5035 · Dues & Memberships Expense	0	42	(42)	25	294	(269)
5057 · Investment Fees Expense	4,397	4,167	230	32,195	29,169	3,026
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	581	(581)
5101 · DHCD-Exp Alloc Wages& benefits	13,755	15,073	(1,318)	96,285	105,511	(9,226)
5102 · DHCD-Expenses - COVID CARES	12,918	33,634	(20,716)	76,879	235,438	(158,559)
5106 · Marketing & Communications	52	3,958	(3,906)	250	27,706	(27,456)
5110 · Other Expenses	375	417	(42)	2,600	2,919	(319)
5115 · Postage & Shipping Expense	0	8	(8)	0	56	(56)
5120 · Professional Fees Expense	0	83	(83)	0	581	(581)
8051 · Major grant expense	0	116,667	(116,667)	68,343	816,669	(748,326)
8052 · Grant Expense - Collective/Mini	0	2,500	(2,500)	0	17,500	(17,500)
Total Expense Before Social Services	32,455	177,590	(145,135)	283,283	1,243,130	(959,847)
5054 · Social Services Fund	0	5,000	(5,000)	6,000	35,000	(29,000)
let Income	(157,112)	(12,923)	(144,189)	(124,743)	(90,461)	(34,282)

# Desert Healthcare Foundation Balance Sheet Previous Year Comparison

As of January 31, 2022

			Jan 31, 22	Jan 31, 21
ASSETS				
	nt Assets			
CI	hecking/S			
	100 - C/			
		Petty Cash	200	200
		<ul> <li>Checking - Union Bank 7611</li> </ul>	1,197,434	1,512,443
		<ul> <li>Checking - Union Bank 8570</li> </ul>	294,189	C
Тс	otal Check	king/Savings	1,491,823	1,512,643
Тс	otal Accou	unts Receivable	100,000	350,000
Ot	ther Curre	ent Assets		
	316 · Ao	ccrued Revenue	200,000	C
		• INVESTMENTS		
	477	Morgan Stanley-Investments		
		477.2 · Unrealized Gain/(Loss)	7,880	172,145
		477 · Morgan Stanley-Investments - Other	2,039,595	3,074,763
		al 477 · Morgan Stanley-Investments	2,047,475	3,246,908
	486	Merrill Lynch		
		486.1 · Merrill Lynch Unrealized Gain	809,153	526,612
		486 · Merrill Lynch - Other	1,896,839	1,708,819
	Tot	al 486 · Merrill Lynch	2,705,992	2,235,431
	Total 47	76-486 · INVESTMENTS	4,753,467	5,482,339
	500 · C	ONTRIBUTIONS -RCVB -CRTS		
	515	Contrib RCVB-Pressler CRT	74,787	61,277
	530	Contrib RCVB-Guerts CRT	126,022	126,022
	Total 50	00 - CONTRIBUTIONS -RCVB -CRTS	200,809	187,299
	601 · Pr	epaid Payables	4,292	4,792
To	otal Other	Current Assets	5,158,568	5,674,430
TOTAL AS	SSETS		6,750,391	7,537,073

# Desert Healthcare Foundation Balance Sheet Previous Year Comparison

As of January 31, 2022

					Jan 31, 22	Jan 31, 21
LIA	BILITI	ES & I	EQU	ΙΤΥ		
	Liabil	ities				
	C	urrent	Lia	bilities		
		Acc	our	its Payable		
			100	0 · Accounts Payable	56,050	20,998
			105	2 · Account payable-DHCD Exp Alloc	206,224	209
		Tot	al A	ccounts Payable	262,274	21,207
		Oth	er C	Current Liabilities		
			218	3 · Grants Payable-COVID-CARES PHI	523,821	935,000
			218	5 · Deferred Revenue	0	50,000
			219	0 - Current - Grants payable	2,654,327	2,833,641
		Tot	al O	ther Current Liabilities	3,178,148	3,818,641
	T	otal C	urre	nt Liabilities	3,440,422	3,839,848
	L	ong T	erm	Liabilities		
		218	6 • 0	Grants payable	1,600,000	1,600,000
	Total	Liabil	ities		5,040,422	5,439,848
	Equity	y				
	39	900 · F	Reta	ined Earnings	1,834,713	1,980,510
	N	et Inc	ome		(124,743)	116,713
	Total	Equity	y		1,709,970	2,097,223
TO.	TAL LI	ABILI	TIES	& EQUITY	6,750,391	7,537,073

	DESERT HEALTHCARE FO BALANCE SHEET 01			
ALLOCA	ATION OF MAJOR CATEGO			
	T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS				
150 · Petty Cash	200	200	-	-
151 Checking - Union Bank 7611*	1,197,434	935,160	262,274	-
152 · Checking - Union Bank 8570*	294,189		294,189	
Total 100 CASH - UNRESTRICTED	1,491,823	935,360	556,463	-
Accounts Receivable				
321 - Accounts Receivable - Other	100,000	-	100,000	
Total Accounts Receivable	100,000	-	100,000	-
316 - Accrued Revenue	200,000		200,000	
477 Invt-Morgan Stanley				
477.2 Unrealized Gain	7,880	-	7,880	-
477 ·Invt-Morgan Stanley	2,039,595	-	2,039,595	-
Total 477 · Invt-Morgan Stanley	2,047,475	-	2,047,475	-
6441 486.1 · Merrill Lynch Unrealized Gain	809,153	569,509	239,644	-
486 · Merrill Lynch	1,896,839	-	1,896,839	-
Total 486 · Merrill Lynch	2,705,992	569,509	2,136,483	-
515 · Contrib RCVB-Pressler CRT	74,787	-	-	74,787
530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
601 - Prepaid payables	4,292	4,292	-	-
Total Current Assets	6,750,391	1,509,161	5,040,421	200,809
TOTAL ASSETS	6,750,391	1,509,161	5,040,421	200,809
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
1000 · Accounts Payable	56,050	-	56,050	-
1052 - Account Payable - DHCD - Alloc Expenses	206,224	-	206,224	-
2183 · Grants Payable-COVID-CARES PHI	523,821		523,821	
2190 - Grants Payable - Current Portion	2,654,327	-	2,654,327	-
Total Current Liabilities	3,440,422	-	3,440,422	-
2186 - Grant Payable - Long Term	1,600,000	-	1,600,000	-
Total Liabilities	5,040,422	-	5,040,422	-
Equity				
3900 · Retained Earnings	1,834,713	1,633,904		200,809
Net Income	(124,743)	(124,743)	-	-
Total Equity	1,709,970	1,509,161	-	200,809
TOTAL LIABILITIES & EQUITY	6,750,391	1,509,161	5,040,421	200,809
* Restricted funds include Pass-Through Funds and Acc	ounte Pavablo			
Restricted future include rass fillough runus and Acc	ounts rayable			

### Desert Healthcare Foundation Deposit Detail January 2022

Туре	Date	Name	Account	Amount
Deposit	01/18/2022		151 · Checking - Union Bank 7611	6,436
		Misc.	4000 · Gifts and Contributions	(10)
		American Society of Composers	4116 · Bequests - Frederick Lowe	(4,660)
		Music Theater International	4116 · Bequests - Frederick Lowe	(1,766)
TOTAL				(6,436)
Deposit	01/25/2022		151 · Checking - Union Bank 7611	10
		Misc.	4000 · Gifts and Contributions	(10)
TOTAL				(10)
			TOTAL 151 · Checking - Union Bank 7611	6,446
Deposit	01/25/2022		152 · Checking - Union Bank 8570	100
		City of Coachella	2183 · Grants Payable-COVID-CARES PHI	(100)
TOTAL				(100)
			TOTAL 152 · Checking - Union Bank 8570	100

## Desert Healthcare Foundation Check Register

### As of January 31, 2022

Туре		Date		Num		Name	Amount
100 · CASH							
151 · Checking -	Un	ion Bank 761	1				
Bill Pmt -Check		01/11/2022		5285		Union Bank	(4,269)
Bill Pmt -Check		01/13/2022		5286		Alejandro Espinoza - Expense Reimbursement	(4,402)
Bill Pmt -Check		01/13/2022		5287		Borrego Community Health Foundation - Grant Payment	(30,000)
Bill Pmt -Check		01/13/2022		5288		Coachella Valley Assoc of Governments - Grant Payment	(500,000)
Bill Pmt -Check		01/25/2022		5289		Alejandro Espinoza - Expense Reimbursement	(1,288)
Check		01/25/2022				Bank Service Charge	(350)
Total 151 · Check	ing	- Union Bank	76	11			(540,309)
152 · Checking -	Un	ion Bank 857	0				
Bill Pmt -Check		01/05/2022		1023		Miguel Delgado	(400)
Bill Pmt -Check		01/05/2022		1024		Verizon Wireless	(156)
Bill Pmt -Check		01/13/2022		1026		Alejandro Espinoza - Expense Reimbursement	(1,157)
Bill Pmt -Check		01/25/2022		1027		El Sol Neighborhood Educational Center - Grant Payment	(40,000)
Bill Pmt -Check		01/25/2022		1028		Galilee Center - Grant Payment	(40,000)
TOTAL					_		(622,022)

					Desert Heal	the	are Founda	tion
					Details for Cre			
				Cred	lit card purchases - De			
				0100				
Number of cre	edit cards held by Foundation	pers	sonnel - 3					
Credit Card Li								
Credit Card H	olders:							
Conrado E	Bárzaga - Chief Executive Offic	er						
Chris Chri	stensen - Chief Administratior	n Of	ficer					
Alejandro	Espinoza - Chief of Communit	y Ei	ngagement					
Routine types								
Office Supplie	es, Dues for membership, Sup	plie	s for Project	ts, Pi	rograms, etc.			
	Statement	ł						
	Month		Total		Expense			
Year	Charged		Charges		Туре		Amount	Purpose
		\$	4,268.87					
Monthly State	ment:							
2021	December	\$	4,268.87		Foundation			
					5106			cvHIP.com hosting
					5106			Desert Sun subscription - marketing
					5102	1 .		Rental car for CV Collaborative events
					2183			Facebook advertising for CV Collaborative
					5102	1 .		Food for CV Collaborative
					5102			Fuel for rental truck
					5102			Food for CV Collaborative
					5102	1 .		Food for CV Collaborative
					5102			Fuel for rental truck
		-			5102			Food for CV Collaborative
					5102	1 .		Fuel for rental truck
		-			5102			Refreshments for CV Collaborative
		-			5102			Food for CV Collaborative
		-			2183 5102			Supplies for CV Collaborative Fuel for rental truck
					5102			
						\$	4,268.87	

	DESERT HEALTHCARE FOUNDATION												
	OUTSTANDING GRANTS AND GRANT PAYMENT SCHED	ULE											
	January 31, 2022												
	TWELVE MONTHS ENDING JUNE 30, 2022												
					6/30/2021	New G	Frants			1	1/31/2022		
A/C 2190 and A/C 2186-Long term					Open	Curre	ent Yr	Tota	I Paid		Open		
Grant ID Nos.	Name	1		E	BALANCE	2021-	2022	July	-June	E	BALANCE	1	
Health Portal	Remaining Collective Funds-Mayor's Race & DHCF			\$	72,176			\$	-	\$	72,176	HP-cvHIP	
BOD - 04/24/18	Behavioral Health Initiative Collective Fund			\$	1,752,356			\$	90,935	\$	1,661,421	Behaviora	Health
BOD - 06/26/18 BOD	Avery Trust Funds-Committed to Pulmonary services			\$	795,017			\$	37,500	\$	757,517	Avery Trus	st
BOD - 6/25/19 BOD (#1006)	DHCD - Homelessness Initiative Collective Fund			\$	595,714			\$ !	501,657	\$	94,057	Homeless	ness
BOD - 02/23/21 BOD (#1148)	OneFuture - Black and African American Healthcare Scholarship - 2 yrs	1		\$	155,000			\$	45,000	\$	110,000		
BOD - 07/27/21 BOD (#1288)	Borrego Community - Improving Access to Healthcare - 3 yrs					\$ 57	75,000	\$	30,000	\$	545,000		
F&A - 06/11/19, 6/09/20, 06/22/21 Res. NO. 21-02	Prior Year Commitments & Carry-Over Funds			\$	1,044,156			\$	30,000	\$	1,014,156		
TOTAL GRANTS				\$	4,414,419	\$ 57	75,000	\$	735,092	\$	4,254,327		
Summary: As of 01/31/2022		l	Jncommittee	81	Available			A/C 21	90	\$	2,654,327		
Health Portal (CVHIP):	\$ 72,176	\$ 72,176			72,176			A/C 2186 \$		\$	1,600,000	<<\$870,000 BH	
Behavioral Health Initiative Collective Fund	\$ 1,661,421	\$			1,597,311			Total		\$	4,254,327	\$730,000 Carry Over	
Avery Trust - Pulmonary Services	\$ 757,517	\$			558,426			Diff		\$	(0)		
West Valley Homelessness Initiative	\$ 94,057	\$			71,557								
Healthcare Needs of Black Communities	\$ 655,000	\$			-								
Prior Year Commitments & Carry-Over Funds	\$ 1,014,156	\$			1,014,156								
Total	\$ 4,254,327	\$			3,313,626								
Amts available/remaining for Grant/Programs - FY 202	1-22:			FY2	22 Grant Buc	dget		Socia	Service	s Fu	und #5054		
Amount budgeted 2021-2022		\$	530,000	\$	500,000				Budget	\$	60,000		
Amount granted year to date		\$	(575,000)	\$	30,000		D	ORMC A	Auxiliary	\$	6,000	Spent YTD	
Mini Grants:							Bala	nce Av	/ailable	\$	54,000		
Net adj - Grants not used:													
Contributions / Additional Funding	DHCD Grant #1134 \$400,000, IEHP \$100,000 & Lift To Rise \$75,000	\$	575,000										
Prior Year Commitments & Carry-Over Funds	FY18-19 Funds \$14,156; FY19-20 Funds \$300,000; FY20-21 Funds \$730,000	\$	1,014,156										
Balance available for Grants/Programs		\$	1,544,156										

	DESERT HEALTHCARE FOUNDATION								
	OUTSTANDING PASS-THROUGH GRANTS AND GRANT PA	AYMENT SCH	EDULE						
	January 31, 2022 FISCAL YEAR ENDING JUNE 30, 2022	)							
				6/30/2021	New Grants			1/	31/2022
A/C 2183				Open	Current Yr	Тс	tal Paid	-	Open
Grant ID Nos.	Name			BALANCE	2021-2022		Ily-June		LANCE
BOD - 10/20/20 - Contract #21-024	Coronavirus Aid, Relief, and Economic Security (CARES) Act and Center for Disease Control and Prevention Epidemiology and Laboratory Capacity (ELC) Enhancing Detection funding from Riverside County - \$2.4 Million (\$1,960,000 for grants)	r				•			
BOD - 10/20/20 (#1159)	Lideres Campesinas, Inc Take It to the Fields Initiative		\$	30,000		\$	30,000	\$	-
BOD - 03/23/21 (#1268)	El Sol Neighborhood Educational Center - Coachella Valley COVID-19 Collab		\$	125,000		\$	80,000	\$	45,000
BOD - 03/23/21 (#1269)	Alianza Coachella Valley - ECV COVID-19 STRATEGIC COMMUNICATIONS	S PLAN	\$	125,000		\$	80,000	\$	45,000
BOD - 03/23/21 (#1270)	Galilee Center - Emergency Services		\$	85,000		\$	40,000	\$	45,000
BOD - 03/23/21 (#1271)	Vision Y Compromiso - Stop the Spread of COVID-19		\$	85,000		\$	-	\$	85,000
BOD - 03/23/21 (#1272)	Youth Leadership Institute - COVID-19 ECV Collaborative		\$	85,000		\$	-	\$	85,000
BOD - 03/23/21 (#1273)	Pueblo Unido CDC - Coachella Valley COVID-19 Collaborative		\$	125,000		\$	40,000	\$	85,000
BOD - 03/23/21 (#1274)	Todec Legal Center Perris - Sembrando Prevencion		\$	125,000		\$	80,000	\$	45,000
BOD - 03/23/21 (#1275)	Lideres Campesinas, Inc Take It to the Fields Initiative		\$	125,000		\$	45,000	\$	80,000
BOD - 12/15/20 - Contract	Together Toward Health funding, a Program of the Public Health Institut - \$725,000 (\$635,000 for grants)	e							
BOD - 12/15/20 (#1172)	El Sol Neighborhood Educational Center - Coachella Valley COVID-19 Collab	orative	\$	45,000		\$	45,000	\$	-
BOD - 12/15/20 (#1175)	Pueblo Unido, CDC		\$	-		\$	-	\$	-
BOD - 12/15/20 (#1176)	Galilee Center - Emergency Services		\$	-		\$	-	\$	-
BOD - 12/15/20 (#1179)	Youth Leadership Institute		\$	6,250		\$	6,250	\$	-
BOD - 12/15/20 (#1180)	Alianza Coachella Valley - ECV COVID-19 STRATEGIC COMMUNICATIONS	S PLAN	\$	6,250		\$	6,250	\$	-
BOD - 12/15/20 (#1181)	Vision Y Compromiso - Promotoras and the Coachella Valley COVID-19 Colla	aborative	\$	45,000		\$	45,000	\$	-
BOD - 12/15/20 (#1185)	Lideres Campesinas, Inc Take It to the Fields Initiative		\$	45,000		\$	45,000	\$	-
BOD - 12/15/20 (#1189)	Todec Legal Center Perris - Sembrando Prevencion		\$	45,000		\$	45,000	\$	-
TOTAL GRANTS			\$	1,102,500	\$-	\$	587,500	\$	515,000
CARES/ELC	Passthrough to Community Based Organizations		\$	,	\$-	\$	395,000		515,000
	CARES/ELC Administrative Costs		\$	,		\$	191,179	\$	8,821
Total CARES/	ELC		\$	1,110,000		\$	586,179	\$	523,821
Public Health Institute	Passthrough to Community Based Organizations		\$	192,500	\$-	\$	192,500	¢	
	Public Health Institue Administrative Costs		<del>ب</del> \$		<b>∀</b> -	\$	37,946		(0
TOTAL Public Health Insti			\$	- 1	\$-	\$	230,446		(0
						Acco	unt 2183	\$	523,821
Amts available/remaining for Grant/Progran	ns - FY 2021-22:	<u>^</u>						\$	(0
Amount granted year to date		\$					Grant	unds	
Mini Grants:							RES/ELC		PHI
Net adj - Grants not used:					Total Grant	\$	2,400,000		725,000
Foundation Administration Costs		\$ (237,9	'		eceived to Date		2,100,000		725,000
Contributions / Additional Funding	ELC3 \$200,000 & PHI \$37,946 Carryover from FY21	\$ 237,9	46	Balar	nce Remaining	\$	300,000	\$	-
Balance available for Grants/Programs		\$	-		J. J		•		