



**DESERT HEALTHCARE FOUNDATION
PROGRAM COMMITTEE
Program Committee Meeting
March 08, 2022
5:30 P.M.**

Or Immediately Following the Program Committee Desert Healthcare District Meeting

In lieu of attending the meeting in person, members of the public will be able to participate by webinar by using the following Zoom link:

<https://us02web.zoom.us/j/82033304557?pwd=UmUvZHJvUnFRQVkreCtoRTFEMWp5Zz09>

Password: 555578

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 follow dial in information:

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

Webinar ID: 820 3330 4557

<i>Page(s)</i>	AGENDA	<i>Item Type</i>
	I. Call to Order – Vice-President/Secretary Evett PerezGil, Committee Chairperson	
1-2	II. Approval of Agenda	Action
3-5	III. Meeting Minutes 1. February 08, 2022	Action
	IV. Public Comments 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.	
6-7	V. Old Business 1. Grant Payment Schedules 2. Coachella Valley Equity Collaborative a. Vaccination Education and Outreach 3. Advancing the District’s Role in Addressing the Healthcare Needs of Black Communities in the Coachella Valley – Update	Information Information Information
8-10	a. One Future Coachella Valley Scholarship Fund	
11-14	b. Access to Healthcare – Borrego Health Foundation	



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- | | | |
|--------------|---|-------------|
| 15-23 | VI. New Business <ol style="list-style-type: none">1. RFQ/RFP Process and Timeline – South Coast Air Quality Management District (SCAQMD) – Partnerships for Air Quality Community Training in Rural Communities in the Eastern Coachella Valley | Information |
| | VII. Committee Member Comments | |
| | VIII. Adjournment
Next Scheduled Meeting March 08, 2022 | |



**DESERT HEALTHCARE FOUNDATION
PROGRAM COMMITTEE MEETING
MEETING MINUTES
February 08, 2022**

Directors & Community Members Present	District Staff Present via Video Conference	Absent
Chair/Vice-President/Secretary Evett PerezGil President Karen Borja Director Zavala	Conrado E. Bázquez, MD, Chief Executive Officer Chris Christensen, CAO Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement Meghan Kane, Senior Program Officer Jana Trew, Senior Program Officer, Behavioral Health Andrea S. Hayles, Clerk of the Board	

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	The meeting was called to order at 5:15 p.m. by Chair PerezGil.	
II. Approval of Agenda	Chair PerezGil asked for a motion to approve the agenda.	Moved and seconded by President Borja and Director Zavala to approve the agenda. Motion passed unanimously.
III. Meeting Minutes 1. January 11, 2022	Chair PerezGil asked for a motion to approve the January 11, 2022, minutes.	Moved and seconded by President Borja and Director Zavala to approve the January 11, 2022, meeting minutes. Motion passed unanimously.
IV. Public Comment	There was no public comment.	
VI. Old Business 1. Grant Payment Schedules 2. Grant #1034 City of Palm Springs: Consideration to forward to the Board a recommendation to approve a request for a second no-cost grant extension through June 30, 2022	Chair PerezGil inquired with the committee about questions concerning the grant payment schedules. Donna Craig, Chief Program Officer, provided a brief overview of the city of Palm Springs' second no-cost grant extension request through June 30, 2022, to support the Homeless Mental Health Housing Crisis Teams and Wrap Around Services.	Moved and seconded by President Borja and Director Zavala to approve and forward to the Board Grant #1034 City of Palm Springs request for a second no-cost grant extension through June 30, 2022. Motion passed unanimously.

**DESERT HEALTHCARE FOUNDATION
PROGRAM COMMITTEE MEETING
MEETING MINUTES
February 08, 2022**

<p>3. Coachella Valley Equity Collaborative Vaccination Education and Outreach</p>	<p>Alejandro Espinoza, Chief of Community Engagement, described the first vaccination clinic with the Coachella Valley Unified School District (CVSUD), the parents’ signatures on consent forms for students to obtain vaccinations without their approval, and providing approximately forty (40) student vaccinations. The event opened to the public after school hours, and additional vaccination efforts will continue with ten (10) other school districts. Dr. Ann Cheney, University of California Riverside (UCR), Facility Supervisor, Coachella Valley Free Clinic, is working in partnership with the Equity Collaborative to provide free testing in Mecca, as well as testing collaborations in Thermal on the reservation of the Torres Martinez Desert Cahuilla Indians.</p>	
<p>4. Advancing the District’s Role in Addressing the Healthcare Needs of Black Communities in the Coachella Valley – Update</p> <ul style="list-style-type: none"> a. One Future Coachella Valley Scholarship Fund b. Access to Healthcare – Borrego Health Foundation 	<p>Donna Craig, Chief Program Officer, highlighted the communication outreach and the Desert Highland Gateway Estates community residents’ COVID testing. Conrado Bárzaga, MD, CEO, explained that the numbers have increased with more clients in the community, including 30% of uninsured individuals, and Borrego Health exploring opportunities for insurance enrollment. President Borja pointed out that Blacks are lagging in services even though the access is for that particular population while applauding</p>	

**DESERT HEALTHCARE FOUNDATION
PROGRAM COMMITTEE MEETING
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February 08, 2022**

<p>5. Behavioral Health Initiative</p> <p>a. Steering Committee Meeting</p> <p>b. Joint School Districts Superintendents Meeting on Mental Health</p>	<p>Borrego Health for reaching out to the youth population. Dr. Bárzaga further described the demographic shift in Desert Highland Gateway Estates to Latino families and the clinic services visited by communities to the north of the area that also receives services.</p> <p>Jana Trew, Senior Program Officer, Behavioral Health, provided an overview of the most recent Behavioral Health Steering Committee meeting describing the areas of focus on the working group and obtaining guidance on the continuation of the meetings, as well as the challenges in the Coachella Valley mental health workforce.</p> <p>Ms. Trew also provided an update on the joint school district's mental health meeting with the Coachella Valley superintendents, including representation from the Riverside County Superintendent of Schools to discuss the needs and experiences in a structured environment for broader access to services.</p>	
<p>VI. Committee Member Comments</p>	<p>There were no committee comments.</p>	
<p>VII. Adjournment</p>	<p>Chair PerezGil adjourned the meeting at 5:49 p.m.</p>	<p>Audio recording available on the website at http://dhcd.org/Agendas-and-Documents</p>

ATTEST: _____

Evelt PerezGil, Chair/Director Program Committee

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

DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
February 28, 2022							
TWELVE MONTHS ENDING JUNE 30, 2022							
A/C 2190 and A/C 2186-Long term			6/30/2021	New Grants		2/28/2022	
Grant ID Nos.	Name		Open	Current Yr	Total Paid	Open	
			BALANCE	2021-2022	July-June	BALANCE	
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		\$ 103,757	\$ 1,648,599	Behavioral Health
BOD - 06/26/18 BOD	Avery Trust Funds-Committed to Pulmonary services		\$ 795,017		\$ 37,500	\$ 757,517	Avery Trust
BOD - 6/25/19 BOD (#1006)	DHCD - Homelessness Initiative Collective Fund		\$ 595,714		\$ 501,657	\$ 94,057	Homelessness
BOD - 02/23/21 BOD (#1148)	OneFuture - Black and African American Healthcare Scholarship - 2 yrs		\$ 155,000		\$ 45,000	\$ 110,000	
BOD - 07/27/21 BOD (#1288)	Borrego Community - Improving Access to Healthcare - 3 yrs			\$ 575,000	\$ 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	\$ 575,000	\$ 747,914	\$ 4,241,505	
Summary: As of 02/28/2022			Uncommitted & Available		A/C 2190	\$ 2,641,505	
Health Portal (CVHIP):	\$ 72,176	\$ 72,176			A/C 2186	\$ 1,600,000	<<\$870,000 BH
Behavioral Health Initiative Collective Fund	\$ 1,648,599	\$ 1,597,311			Total	\$ 4,241,505	\$730,000 Carry Over
Avery Trust - Pulmonary Services	\$ 757,517	\$ 531,426			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	\$ 4,241,505	\$ 3,286,626					
Amts available/remaining for Grant/Programs - FY 2021-22:			FY22 Grant Budget		Social Services Fund #5054		
Amount budgeted 2021-2022		\$ 530,000	\$ 500,000		Budget	\$ 60,000	
Amount granted year to date		\$ (575,000)	\$ 30,000		DRMC Auxiliary	\$ 12,000	Spent YTD
Mini Grants:					Balance Available	\$ 48,000	
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 PAYMENT SCHEDULE						
February 28, 2022						
FISCAL YEAR ENDING JUNE 30, 2022						
A/C 2183			6/30/2021	New Grants		2/28/2022
Grant ID Nos.	Name		Open	Current Yr	Total Paid	Open
			BALANCE	2021-2022	July-June	BALANCE
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)					
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 Collaborative		\$ 125,000		\$ 125,000	\$ -
BOD - 03/23/21 (#1269)	Alianza Coachella Valley - ECV COVID-19 STRATEGIC COMMUNICATIONS PLAN		\$ 125,000		\$ 80,000	\$ 45,000
BOD - 03/23/21 (#1270)	Galilee Center - Emergency Services		\$ 85,000		\$ 85,000	\$ -
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		\$ 90,000	\$ 35,000
BOD - 12/15/20 - Contract	Together Toward Health funding, a Program of the Public Health Institute - \$725,000 (\$635,000 for grants)					
BOD - 12/15/20 (#1172)	El Sol Neighborhood Educational Center - Coachella Valley COVID-19 Collaborative		\$ 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 PLAN		\$ 6,250		\$ 6,250	\$ -
BOD - 12/15/20 (#1181)	Vision Y Compromiso - Promotoras and the Coachella Valley COVID-19 Collaborative		\$ 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	\$ -	\$ 722,500	\$ 380,000
CARES/ELC	Passthrough to Community Based Organizations		\$ 910,000	\$ -	\$ 530,000	\$ 380,000
	CARES/ELC Administrative Costs		\$ 200,000		\$ 200,000	\$ -
Total CARES/ELC			\$ 1,110,000		\$ 730,000	\$ 380,000
Public Health Institute	Passthrough to Community Based Organizations		\$ 192,500	\$ -	\$ 192,500	\$ -
	Public Health Institute Administrative Costs		\$ 37,946		\$ 37,946	\$ (0)
TOTAL Public Health Institute			\$ 3,552,946	\$ -	\$ 230,446	\$ (0)
					Account 2183	\$ 380,000
Amts available/remaining for Grant/Programs - FY 2021-22:						\$ (0)
Amount granted year to date		\$ -				Grant Funds
Mini Grants:						CARES/ELC
Net adj - Grants not used:					Total Grant	\$ 725,000
Foundation Administration Costs		\$ (237,946)			Received to Date	\$ 2,100,000
Contributions / Additional Funding	ELC3 \$200,000 & PHI \$37,946 Carryover from FY21	\$ 237,946			Balance Remaining	\$ 300,000
Balance available for Grants/Programs		\$ -				\$ -



OneFuture Coachella Valley
 41550 Eclectic Street, Suite 200 E
 Palm Desert, California 92260
 (760) 625-0422
 Info@OneFutureCV.org

Black & African American (BAA) Healthcare Scholarship Program
Scholar Report
 February 3, 2022

Twelve (12) students have been awarded the Black & African American Healthcare (BAA) Scholarship. Following is a summary of the scholarship recipient demographics:

2021 BLACK & AFRICAN AMERICAN HEALTHCARE SCHOLARSHIP RECIPIENTS STATS (N=12)	
<p>FIRST GENERATION TO ATTEND COLLEGE</p>	<p>GENDER</p>
<p>COLLEGE TYPE</p> <p>COMMUNITY COLLEGE: 1 CSU: 2 UC: 2 PRIVATE: 5 OUT OF STATE: 2</p>	<p>YEAR IN COLLEGE</p> <p>FRESHMAN: 3 SOPHMORE: 2 JUNIOR: 3 SENIOR: 4</p>
<p>REGIONAL APPLICANTS</p> <p>WEST VALLEY: 7 MID VALLEY: 2 EAST VALLEY: 3 OUT OF VALLEY:</p>	<p>MAJORS</p> <p>NURSING: 6 BIOLOGY/PRE-MED: 1 KINESIOLOGY/HEALTH: 4 CHEMISTRY/SCIENCE: 0 OTHER: 1</p>

EXPECTED FAMILY CONTRIBUTION (EFC)



\$0 - \$5,000: **10**

\$5,000 - \$10,000: **2**

\$10,000+:

SCHOOL DISTRICT



COACHELLA VALLEY UNIFIED SCHOOL DISTRICT:

DESERT SANDS UNIFIED SCHOOL DISTRICT: **2**

PALM SPRINGS UNIFIED SCHOOL DISTRICT: **6**

PRIVATE: **1**

OUT OF VALLEY SCHOOL DISTRICT: **3**

HIGH SCHOOL GRADUATION YEAR



CLASS OF 2021: **3**

CLASS OF 2020: **1**

OTHER: **8**

First Name	Last Name	College/University	Academic Major
Tricia	Nelson	College of the Desert	Nursing
Dominic	Deanda	Loma Linda University	Dental Hygiene
Sacha	Hudson	John Hopkins University	Nursing
Jahriyah	Shelton	Grand Canyon University	Nursing
Jacob	Sullivan	Brown University	Economics
Camrin	Hampton	UC Riverside	Sociology
Aatifah	Jarrett	UC Merced	Management & Business Economics / Minor Cognitive Science
Za Nia	Moore	CSU Northridge	Kinesiology
Karizayeye	Ruwange	CSU San Bernardino-Palm Desert	Nursing
Tearra	Samuels	Arizona State University	Applied Behavior Analysis
Lilyanna	Scialdone	West Coast University - Ontario	Nursing

February 25, 2022

HEALTHY DESERT HIGHLAND GATEWAY ESTATES

IMPROVING ACCESS TO HEALTHCARE IN DESERT HIGHLAND GATEWAY ESTATES



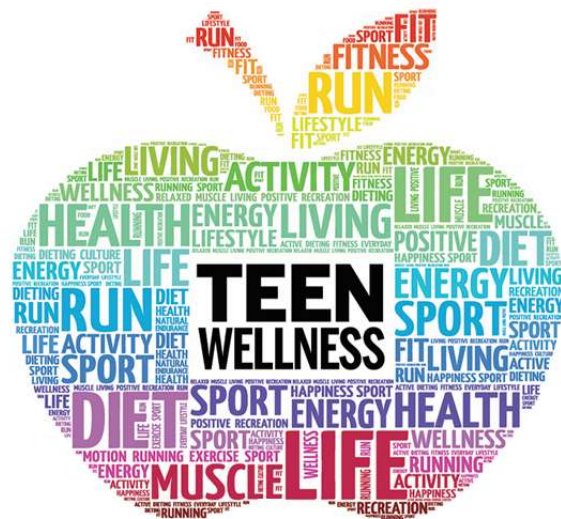
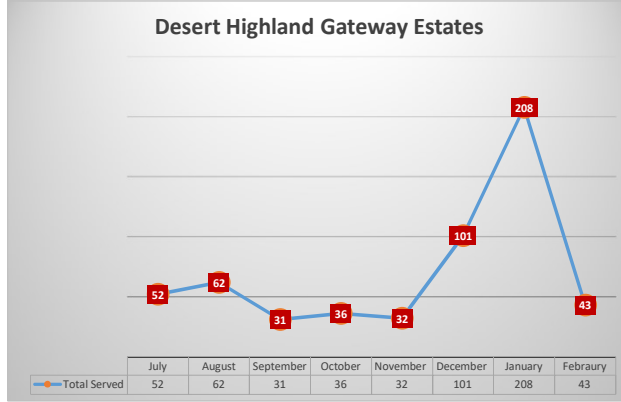
Desert Highland Gateway Community | Agenda
(Health Care Access Project)
02/25/2022

- 1 | Check in
- 2 | Welcome any new attendees
- 3 | Updates
 - > Mobile Clinic
 - Update for February 2022
 - Update on request for additional data (referrals)
 - Update on Satisfaction Survey (Social Determinants of Health Committee/Assessment)
- 4 | Teen Health Teamwork Session
 - Overview of Teen Health Strategic Plan for 2022
 - April Community Event
- 5 | Next Meeting: *Friday March 11th, 2022*



Patient visits July 2021 – FEBRUARY 2022

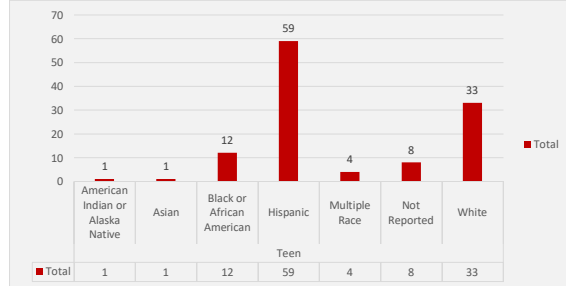
Month	Total Served
July	52
August	62
September	31
October	36
November	32
December	101
January	208
February	43



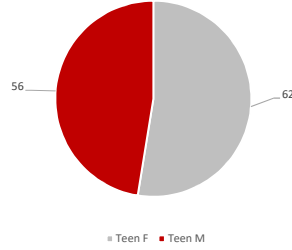
July – December – Teen Health

COVID Test	8
COVID Vaccine	9
Follow up Visit	1
Immz	36
Sport Physical	2
Well Child Exam	62
Total	118

309 VISITS	
Pediatric 1-11yrs	59
Teens 12yrs- 17yrs	118
Adults A 18yrs-25yrs	21
Adults B 25yrs -55yrs	80
Adults C 55yrs - 89yrs	31



Insurance Status	
Insured	90
Non Insured	28



YOUTH RISK BEHAVIOR SURVEY PALM SPRINGS 2017

RECOMMENDATIONS

- Increase exposure to the world outside of Palm Springs¹**
 - Description: Trips to museums, universities, job shadowing, internships, sporting events, etc.
 - Explanation: Hope levels & life experiences lead to future aspirations. Exposure to environments outside of their everyday lives will encourage them to set high goals for themselves to become what they see in regards to careers, relationships, and inspiration.
- Big Brothers/Sister Program**
 - Description: a program where high school students become big brothers/sisters for younger youth in their community.
 - Explanation: This will teach responsibility through mentorship and deter risky behaviors.
- Social and Emotional Learning**
 - Description: **Create an environment that will have: 1) a safe space, 2) a qualified counselor who is able to educate youth on how to verbalize their feelings, 3) resources on how to have open discussion with parents regarding their feelings (stress, depression, bulling) and 4) resources on how to not perform "the bystander effect"**
 - Explanation: Emotional health is an integral part of a youth's health.³ Depression-related feelings are higher compared to Riverside County, California, and national statistics. Social and emotional learning reduces problem behaviors and emotional distress that interfere with the learning and development of students.
- Reinforce and encourage the importance of parent's roles in their children's development**
 - Description: **Institute school and community based outreach programs educating and encouraging parents on the importance of proactive factors**
 - Explanation: Parental involvement in the youth development will allow the youth to prosper in future ambitions
- Sexual Education and Family Planning**
 - Description: **Educating parents on importance of communication with youth about sexual behavior**
 - Explanation: Teens that reported talking to their parents about sex-related topics were more likely to delay engaging in sex and use condoms when they did have sex.² When parents openly communicate with youth about sex, relationships, and prevention of pregnancy, HIV, and STIs, they help lower their chances of engaging in behaviors that places them at risk.
- Obesity Prevention and Healthy Weight Programs**
 - Description: **Hold monthly meetings discussing the importance of physical activity and what foods to include in your diet. Have a "health committee" that puts together a monthly "Health Newsletter" to be passed out to the community and school. Possibly have a weigh less contest for the student and the parents. If possible, have a culinary option where a chef comes to teach proper cook handling**
 - Explanation: The survey shows obesity levels are higher than the national and California averages for both the P.A.L.M. and DHGC youth.
- Suggestion Box** (in the school office and at the JOJ)





Open Forum



THANK YOU!

NEXT MEETING: MARCH 11, 2022





DESERT HEALTHCARE
DISTRICT & FOUNDATION

Date: March 8, 2022
To: Program Committee
Subject: SCAQMD: Partnerships for Air Quality Community Training in Rural Communities in the Eastern Coachella Valley- RFQ

Staff Recommendation:
Informational item only

Background: In response to the US Environmental Protection Agency State Environmental Justice Cooperative Agreement Programs: Request For Applications, a collaborative project between the South Coast Air Quality Management District, Twenty-Nine Palms Band of Mission Indians, Health Assessment and Research for Communities, and the Desert Healthcare District & Foundation were submitted, approved, and funded in the amount of \$200,000. This project establishes an Air Quality Academy to provide resources and training that will improve environmental literacy and air quality data. The Academy will include community health workers and other community members and provide training on how to use the data to help make informed decisions. The three objectives for this project are:

1. *Air Quality Training:* Provide training on the Air Quality Index, and actions to reduce exposures to indoor and outdoor air pollution.
2. *Air Pollution Sensors Training:* Provide training about air pollution measurement, and how to get local air quality information from a blended AQI map, which uses both regulatory monitoring and sensor data.
3. *Community Environmental Health Report:* Publish a report on environmental health metrics in the Eastern Coachella Valley, including statistics on environmental hazards, social vulnerabilities, and public health metrics.

Our role in the partnership: DHCD/F staff will provide information on the health effects of air pollution and ways to reduce exposures to indoor and outdoor air pollutants. The Desert Healthcare District and Foundation will receive \$27,000 and match \$27,000 totaling \$54,000 of which \$40,000 will be awarded to a local community-based organization with a proven track record of environmental health. The selection process will be through a Request for Qualifications (RFQ).

Fiscal Impact:
\$27,000 matching funds to be allocated from the Avery Trust Fund



DESERT HEALTHCARE
DISTRICT & FOUNDATION

Request for Qualifications

Request for Qualifications #: 2022-001

Release Date: March 1, 2022

Project: Partnerships for Air Quality Community Training in Rural Communities of the Eastern Coachella Valley (ECV)

Award amount: \$40,000

Projected Start Date: April 1, 2022

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SECTION I – SUMMARY

The Desert Healthcare District (“District”) seeks to establish a partnership with a community-based organization focused on environmental health to engage and train community members on the importance and impact of air quality. The District seeks a qualified 501(c)(3) community-based organization(s) to provide the following services:

- Participate in the development and translation (Spanish/Purepecha) of training modules and educational materials.
- Support the recruitment of community members to participate in the Air Quality Academy.
- Conduct community-based outreach, presentations, and education
- Participate in the development of a Community Environmental Health Report

The District may select one or more qualified organizations to provide the services sought in this Request for Qualifications (“RFQ”) to support ongoing efforts to improve air quality in the Eastern Coachella Valley.

To respond to this RFQ, an interested organization should submit one (1) electronic copy (in Adobe Acrobat PDF file format) of its statement of qualifications to:

Alejandro Espinoza, Chief of Community Engagement
Desert Healthcare District and Foundation
41-550 Eclectic Way., Palm Desert, CA 92260
aespinoza@dhcd.org

**Statements of qualifications must be submitted and received by
4:00 p.m. on Friday, March 18, 2022 (“deadline”).
Late submissions will not be considered.**

Statements of qualifications must address all information requested in this RFQ. A statement may add information not requested in this RFQ, but the information should be in addition to, not instead of, the requested information and format. **Any questions regarding this RFQ should be submitted through email to Alejandro Espinoza, Chief of Community Engagement aespinoza@dhcd.org**

SECTION II – BACKGROUND

A. Overview

In response to the US Environmental Protection Agency State Environmental Justice Cooperative Agreement Programs: Request For Applications, a collaborative project between the South Coast Air Quality Management District, Twenty-Nine Palms Band of Mission Indians, Health Assessment and Research for Communities, and the Desert Healthcare District & Foundation were submitted, approved, and funded. This project establishes an Air Quality Academy to provide resources and training that will improve environmental literacy and air quality data. The Academy will include community health workers and other community members and provide training on how to use the data to help make informed decisions. The three objectives for this project are:

1. **Air Quality Training:** Develop training materials and provide training on the Air Quality Index, and actions to reduce exposures to indoor and outdoor air pollution.
2. **Air Pollution Sensors Training:** Develop training materials and provide training about air pollution measurement, and how to get local air quality information from a blended AQI map, which uses both regulatory monitoring and sensor data.
3. **Community Environmental Health Report:** Publish a report on environmental health metrics in the Eastern Coachella Valley, including statistics on environmental hazards, social vulnerabilities, and public health metrics.

Communities in the rural Eastern Coachella Valley experience impacts from many sources of indoor and outdoor air pollution, including substandard housing, agricultural burning, illegal fires, and the exposed Salton Sea playa. This collaborative project establishes an Air Quality Academy to provide resources and training that will improve environmental literacy and air quality data in this community. The Academy will include community health workers and other community members and provide training on how to use the data to help make informed decisions.

Through the ongoing community engagement efforts, residents have expressed concern about the impacts of air pollution on asthma and other health conditions. Regional monitoring networks do not provide the granularity of data that would be useful for residents to understand PM impacts that could be relatively localized, such as smoke from smaller illegal burns.

SECTION III – GENERAL DESCRIPTION OF SERVICES

A. Services Needed

The selected organization(s) will have the experience and the capacity and resources to provide the following services to support the District’s ongoing efforts to monitor and improve air quality in the Eastern Coachella Valley.

Timeframe	Task
Months 0-6	<ul style="list-style-type: none"> • Community Health Workers/Staff will participate in the development and translation (Spanish/Purepecha) of the training modules and educational materials. • Support the recruitment of community members to participate in the Air Quality Academy. • Community Health Workers/Staff will attend the Air Quality Academy and receive training on: <ul style="list-style-type: none"> ○ Outdoor air quality basics ○ Outdoor air quality policy ○ Indoor air quality basics ○ Health effects of air pollution ○ Exposure reduction ○ Air pollution sensors (installation and data collection) • Provide monthly outreach logs • Participate in monthly update meetings with Desert Healthcare District staff
Months 7-16	<ul style="list-style-type: none"> • Community Health Workers/Staff will conduct community-based outreach, presentations, and education on: <ul style="list-style-type: none"> ○ Health effects of indoor and outdoor air pollution ○ Ways to mitigate exposures ○ How to check outdoor air quality ○ Data interpretation ○ Air pollution sensors • Provide monthly outreach logs • Participate in monthly update meetings with Desert Healthcare District staff
Months 17-18	<ul style="list-style-type: none"> • Community Health Workers/Staff will participate in the development of the Community Environmental Health Report by sharing their experiences and perspectives as community members, and their experiences in the training program. • Provide monthly outreach logs • Participate in monthly update meetings with Desert Healthcare District staff

B. Desired Qualifications:

1. Proven experience utilizing the Community Health Worker (Promotora) model in community engagement activities and/or projects.
2. Track record of working with organizations and community members that strongly support diversity and equitable practices, policies, and procedures.

3. Demonstrated current experience working with organizations and community members to implement initiatives and/or policies intended to improve environmental health, specifically, air quality.
4. Work experience in, or extensive knowledge of the Eastern Coachella Valley and environmental health and/or environmental justice.

SECTION IV – SUBMISSION REQUIREMENTS

A. General

1. All statements of qualifications must be made in accordance with the conditions of this RFQ. Failure to address any of the requirements is grounds for rejection of this submission
2. All information should be complete, specific, and as concise as possible.
3. Statements of qualifications should include any additional information that the respondent deems pertinent to the understanding and evaluation of the bid.
4. The District may modify the RFQ or issue supplementary information or guidelines during the submission preparation period before the deadline. If changes are made, you will be notified via email.
5. The District reserves the right to reject any and all submissions.
6. All questions must be in written form and submitted via email no later than **4:00 p.m. on Wednesday, March 16, 2022**. Organizations will not be able to submit questions after this time. All questions will be answered in writing via email by **5:00 p.m. on Thursday, March 17, 2022**.
7. The cost for developing the statement of qualifications is the responsibility of the responding firm and shall not be chargeable to the District.

B. Submittal of Statements of Qualifications

All statements of qualifications must be submitted according to the specifications set forth in Section V (A) – Contents of Statement of Qualifications, and this section. Failure to adhere to these specifications may be cause for the rejection of the submission.

1. **Deadline** – All statements of qualifications are due no later than **4:00 p.m. on Friday, March 18, 2022**, and should be submitted via email to:

Alejandro Espinoza, Chief of Community Engagement
Desert Healthcare District and Foundation
41-550 Eclectic Way., Palm Desert, CA 92260
aespinoza@dhcd.org

2. Uploading large documents may take significant time, depending on the size of the file(s) and Internet connection speed. Bidders should plan sufficient time before the deadline to finalize their submissions and to complete the uploading process. Bidders

will not be able to submit documents after the deadline. Statements of qualifications received after the deadline will not be considered.

3. Signature – All statements of qualifications should be signed by an authorized representative of the responding organization.
4. Submittal – Submit one (1) electronic copy (in Adobe Acrobat PDF file format). Electronic submissions submitted will be acknowledged with a confirmation email receipt. Late proposals will not be accepted. Any correction or re-submission of proposals will not extend the submittal deadline.
5. Grounds for Rejection – A statement of qualifications may be immediately rejected at any time if it arrives after the deadline, is not in the prescribed format, or is not signed by an individual authorized to represent the organization.
6. Disposition of the Submissions – All responses to this RFQ become the property of the District and will be kept confidential until a recommendation for the award of a contract has been announced. Thereafter, submittals are subject to public inspection and disclosure under the California Public Records Act. If a respondent believes that any portion of its submittal is exempt from public disclosure, it may mark that portion “confidential.” The District will use reasonable means to ensure that such confidential information is safeguarded, but will not be held liable for inadvertent disclosure of the information.

By submitting a statement of qualifications with portions marked “confidential,” a respondent represents it has a good faith belief that such portions are exempt from disclosure under the California Public Records Act and agrees to reimburse the District for, and to indemnify, defend, and hold harmless the District, its officers, employees, and agents, from and against any and all claims, damages, losses, liabilities, suits, judgments, fines, penalties, costs, and expenses, including without limitation, attorneys’ fees, expenses, and court costs of any nature whatsoever, arising from or relating to the District’s non-disclosure of any such designated portions of a statement of qualifications.

7. Modification – Once submitted, statements of qualifications may be altered up until the deadline. Statements of qualifications may not be modified after the deadline.

SECTION V – SUBMISSION CONTENTS

A. Contents of Statement of Qualifications

Submitted statements of qualifications should follow the format outlined below and include all requested information. Please number your responses exactly as the items are presented here, except work samples, which should be included in a separate appendix.

1. Experience, Structure, Personnel

- a. Contact Information – Provide the following information about the organization:
 - Address and telephone number of the organization
 - Name of organization’s representative designated as the contact and email address
 - Name of project manager, if different from the individual designated as the contact
- b. Organization History – Provide a history of your organization’s experience in working on environmental health, specifically on air quality similar to those sought through this RFQ. Include any experience working with organizations that strongly support diversity and equitable practices, policies, and procedures. Provide references for any similar projects listed, including contact name, title, and telephone number. Describe the technical capabilities of the organization in all areas relevant to the services sought through this RFQ.
- c. Assigned Personnel – List all key personnel who would be assigned to the District projects by name and role. Provide descriptions of education and training, along with a summary of experience in providing services similar to those sought through this RFQ.
- d. Work Samples – Provide at least two (2), but no more than five (5) samples of projects that the organization has completed in the areas of environmental health, environmental justice, air quality, and community engagement using the Community Health Worker (Promotora) model.
- e. Subcontractors – List any subcontractors that will be used and the work to be performed by them.
- f. Conflict of Interest – Address possible conflicts of interest or appearance of impropriety regarding other clients of the firm that could be created by providing services to the District. Describe procedures to be followed to detect and resolve any conflict of interest or appearance of impropriety. The District reserves the right to consider the nature and extent of such work in evaluating the statement of qualifications.
- g. Additional Information – Provide any other information that the organization wishes the District to consider in evaluating the submission.

2. Budget

Budget must be submitted using the [budget template](#) from the Desert Healthcare District and Foundation. Program/project budgets must include each line item for which support is being requested. Be sure to complete all three worksheets of the budget template.

A detailed narrative of project expenses must be included; a section of the spreadsheet was created for the budget narrative. For each line item in the budget, please provide a detailed description of how the requested funds will be used.

Please note: Line items may not be added or changed without a grant amendment and prior authorization is required for transferring funds (<10%) between existing line items.

a. Operational Costs

- *Total Staffing Costs:* All employees' salaries and professional services/consultants allocated to the program/project.
- *Equipment:* Include all equipment purchases. Itemize each item purchased and its cost. (Capital expenses are on hold.)
- *Supplies:* Include the cost of all supplies, including office supplies, related to the program/project.
- *Printing/Duplication:* Include such items as printing, copying, and publication services.
- *Mailing/Postage:* Any mailing and postage expenses, related to the program/project.
- *Travel/Mileage:* Include any travel expenses associated with the grant. The mileage rate is based on the current IRS mileage rate.
- *Education/Training:* Specific to the program/project and workforce development to increase the capacity of the organization.
- *Office/Rent/Mortgage:* Include line items for facility costs incurred by the program/project.
- *Telephone/Facsimile/Internet:* Include phone, fax, and electronic communications, incurred by the program.
- *Utilities:* Include line items for the cost of utilities incurred by the facility(ies) used by the program/project.
- *Insurance:* List any insurance needs for the implementation of the program/project.
- *Other facility costs:* Account for any other facility costs not already listed.
- *Other program costs:* Account for any other program costs not already listed.

b. Labor Costs

- *Employee Position/Title:* Identify each employee position/title, annual salary, percentage of time allocated to the program/project (i.e., 1.0 FTE, 0.5 FTE), and actual salary. **(Please describe in detail the scope of work and duties for each employee in the budget narrative)**
- *Employee Benefits:* Include a total percentage and amount of all related benefits for ALL previously listed employees. **(Please describe in detail the employee benefits including the percentage and salary used for calculation in the budget narrative)**
- *Professional Services/ Consultants:* Provide the company and staff title, along with the hourly, hours/week worked, and/or monthly fees for any professional service or consultants. **(Please describe in detail the scope of work for each professional service/consultant in the budget narrative.)**

SECTION VI – QUALIFICATIONS EVALUATION

District staff will evaluate all statements of qualifications. The staff will recommend the selection of one or more organizations to the Chief Executive Officer, who will, in turn, make a recommendation to the Board of Directors. The District Board of Directors may be required to approve the contract(s) to carry out the work described in this RFQ.

In evaluating statements of qualifications submitted pursuant to this RFQ, the District places high value on the following factors, not necessarily in order of importance:

- Approaches in methodology with respect to the anticipated scope of services that demonstrate maximum comprehension of environmental health, environmental justice, and the Community Health Worker (Promotora) model.
- Experience of the organization and employees to be assigned to District project in general.
- Experience of the organization working with organizations and community members that strongly support diversity and equitable practices, policies, and procedures.
- Quality and diversity of work product as demonstrated through submitted work samples.
- Demonstrated knowledge and expertise in improving community engagement.
- Innovative or outstanding work by the organization that demonstrates the organization's unique, creative qualifications to raise awareness of environmental health, specifically, air quality.
- Selected organization's staff ability, availability and facility for working with District directors, officers, and staff.
- Conformity with applicable District policies as noted in the RFQ.
- Proposed fee structure relating to services the organization would provide.

The District reserves the right to reject any and all statements of qualifications submitted and/or request additional information.

SECTION VII – TIMELINE

Date	Activity
March 7, 2022	Request for Proposals Released
March 18, 2022	Proposal packages due to the Desert Healthcare District via electronic submission to aespinoza@dhcd.org by 5:00pm.
March 22, 2022	Board of Directors approves applicant at the March Board Meeting.
April 1, 2022	Contract period begins.