



**DESERT HEALTHCARE DISTRICT**  
**Finance, Legal, Administration, & Real Estate Committee**  
**June 14, 2022**

The Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 3:30 PM, Tuesday, June 14, 2022, via Zoom using the following link:  
<https://us02web.zoom.us/j/88277573637?pwd=RUdMaHR6SGllaWRyUUEzT2JSZHhqUT09>  
Password: 359935

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: 882 7757 3637  
Password: 359935

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**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**

1. F&A Meeting Minutes – May 10, 2022 – Pg. 3-7

**ACTION**

**V. CEO REPORT**

Information

**VI. CHIEF ADMINISTRATION OFFICER’S REPORT – Pg. 8**

Information

1. LPMP Leasing Update – Pg.9

**VII. FINANCIAL REPORTS**

**ACTION**

1. District and LPMP Financial Statements – Pg. 10-20
2. Accounts Receivable Aging Summary – Pg. 21
3. District - Deposits – Pg. 22
4. District - Property tax receipts – Pg. 23
5. LPMP – Deposits – Pg. 24-25
6. District – Check Register – Pg. 26
7. Credit Card – Detail of Expenditures – Pg. 27
8. LPMP – Check Register – Pg. 28
9. Retirement Protection Plan Update – Pg. 29
10. Grant Payment Schedule – Pg. 30

**VIII. OTHER MATTERS**

1. Consulting Services Agreement – Spitfire Strategies – Board Development – NTE \$45,000 – Pg. 31-40
2. Amendment #3 to the Kaufman Hall Associates May 20, 2021, Engagement Letter – Effective May-July 2022 - \$75,000 per month, plus expenses – Pg. 41-43

**ACTION**

**ACTION**



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3. Addendum #3 - Magdalena Martinez HR Consultant - \$927/month – Pg. 44-45
4. LPMP – Suite 2W-101 - Dr. Wolfson Lease Renewal – 3 Years – Pg. 46-68
5. LPMP – Suite 3W-103 - Dr. Gundry Lease Renewal – 3 Years – Pg. 69-91
6. Policies -
  - a. Policy #FIN-02 – Authorized Check Signers, Signers, Dollar Limits, and Transfer of Funds – Pg. 92-96
  - b. Policy #FIN-03 – Investment Policy – Pg. 97-100
  - c. Resolution No. 22-13 – FY22-23 Statement of Investment Policy – Pg. 101-102
  - d. Policy #FIN-05 – Credit Card Usage – Pg. 103-106

**ACTION**  
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**IV. 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.*