



**DESERT HEALTHCARE FOUNDATION**  
**Finance, Legal, Administration, & Real Estate Committee**  
**January 11, 2023**

The Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 5:30 PM, or immediately following the F&A Committee District meeting Wednesday, January 11, 2023, via Zoom using the following link:

<https://us02web.zoom.us/j/83743788340?pwd=VXljcEdUMWtLa3NvdHd3SGRXa0Mzd09>  
**Password: 108761**

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 or (888) 788-0099 To Listen and Address the Board when called upon:  
**Webinar ID: 837 4378 8340**  
**Password: 108761**

**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 – December 13, 2022 – Pg. 2-3

**ACTION**

**V. CEO REPORT**

Information

**VI. FINANCIAL REPORT**

- 1. Financial Statements – Pg. 4-8
- 2. Deposits – Pg. 9
- 3. Check Register – Pg. 10
- 4. Credit Card Expenditures – Pg. 11
- 5. General Grants Schedule – Pg. 12-13

**ACTION**

**VII. OTHER MATTERS**

- 1. Consulting Services Agreement – CONCUR, Inc. - Addendum #5 – Cost Increase from \$191,573 to \$215,000 Pg. 14-15
- 2. Promotoras Recognition Event – April 21, 2023 – \$105,357.77 Pg. 16-19

**ACTION**

**ACTION**

**VIII. ADJOURNMENT**

The undersigned certifies that a copy of this agenda was posted in the front entrance to the Desert Healthcare District offices located at 1140 North Indian Canyon Drive, Palm Springs, California, and the front entrance of the Desert Healthcare District office located at the Regional Access Project Foundation, 41550 Eclectic Street, Suite G 100, Palm Desert, California at least 72 hours prior to the meeting.

*Andrea S. Hayles*

Andrea S. Hayles, Board Relations Officer



**DESERT HEALTHCARE FOUNDATION**  
**SPECIAL FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE**  
**December 13, 2022**

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

AGENDA ITEMS	DISCUSSION	ACTION
<b>I. Call to Order</b>	Director Zendle called the meeting to order at 4:08 p.m.	
<b>II. Approval of Agenda</b>	Director Zendle asked for a motion to approve the agenda.	<b>Moved and seconded by Director Shorr and Director Zendle 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. <b>Minutes – Meeting November 16, 2022</b>	Director Zendle asked for a motion to approve the minutes of the November 16, 2022, F&A Committee meeting.	<b>Moved and seconded by Director Shorr and Director Zendle to approve the November 16, 2022, meeting minutes. Motion passed unanimously.</b>
<b>V. CEO Report</b>	There was no CEO Report.	
<b>VI. Financial Report</b>  1. <b>Financial Statements</b> 2. <b>Deposits</b> 3. <b>Check Register</b> 4. <b>Credit Card Expenditures</b> 5. <b>General Grants Schedule</b>	Chris Christensen, CAO, reviewed the October financials with the committee.  The committee reviewed the grant payment schedule requesting an itemization of the Behavioral Health Initiative project funding and additional information on the impact of the Initiative.  Donna Craig, Chief Program Officer, described the Behavioral Health Needs Assessment and the working group's establishing goals from the assessment. The grantees are using the Results-Based Accountability (RBA)	<b>Moved and seconded by Director Zendle and Director Shorr to approve the November 2022 financials and forward to the board for approval. Motion passed unanimously.</b>



**DESERT HEALTHCARE FOUNDATION**  
**SPECIAL FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE**  
**December 13, 2022**

	platform and impending dashboards to collect data. Once complete, the findings will be presented to the Program Committee and Board of Directors.	
<b>VII. Other Matters</b>		
<b>1. Promotoras Recognition Event – April 21, 2023 - \$105,357.77</b>	<p>Chris Christensen, CAO, provided background on last year’s promotoras recognition event, the costs, this year’s budgeted amount, and fundraising to offset the remaining expenditures.</p> <p>After substantial discussion by the committee, Director Zendle motioned to table the matter for further discussion and consideration of all grantees and volunteers at next month’s committee meeting.</p>	<p><b>Moved and seconded by Director Zendle and Director Shorr to table the Promotoras Recognition Event – April 21, 2023 - \$105,357.77 for consideration and recognition of all grantees and volunteers that assist with the District’s mission. Motion passed unanimously.</b></p>
<b>VIII. Adjournment</b>	Director Zendle adjourned the meeting at 4:30p.m.	<b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b>

ATTEST: \_\_\_\_\_  
 Les Zendle, MD, Director, Board of Directors  
 Finance & Administration Committee  
 Desert Healthcare Foundation Board of Directors

*Minutes respectfully submitted by Andrea S. Hayles, Board Relations Officer*

<b>DESERT HEALTHCARE FOUNDATION</b>					
<b>DECEMBER 2022 FINANCIAL STATEMENTS</b>					
<b>INDEX</b>					
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 through December 2022

	MONTH			TOTAL		
	Dec 22	Budget	\$ Over Budget	Jul - Dec 22	Budget	\$ Over Budget
<b>Income</b>						
4000 · Gifts and Contributions	2,519	4,167	(1,648)	63,408	25,002	38,406
4003 · Grants	46,007	179,167	(133,160)	367,796	1,075,002	(707,206)
4116 · Bequests - Frederick Lowe	380	5,000	(4,620)	25,034	30,000	(4,966)
4130 · Misc. Income	0	83	(83)	0	498	(498)
8015 · Investment Interest Income	10,644	12,500	(1,856)	55,818	75,000	(19,182)
8040 · Restr. Unrealized Gain/(Loss)	(99,947)	(8,333)	(91,614)	125,549	(49,998)	175,547
<b>Total Income</b>	<b>(40,397)</b>	<b>192,584</b>	<b>(232,981)</b>	<b>637,605</b>	<b>1,155,504</b>	<b>(517,899)</b>
<b>Expense</b>						
5001 · Accounting Services Expense	958	1,375	(417)	5,748	8,250	(2,502)
5035 · Dues & Memberships Expense	0	42	(42)	26	252	(226)
5057 · Investment Fees Expense	3,844	4,167	(323)	21,659	25,002	(3,343)
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	498	(498)
5101 · DHCD-Exp Alloc Wages& benefits	15,200	15,376	(176)	91,200	92,256	(1,056)
5102 · DHCD-Expenses - CVEC	4,169	25,613	(21,444)	71,735	153,678	(81,943)
5106 · Marketing & Communications	26	2,917	(2,891)	224	17,502	(17,278)
5110 · Other Expenses	206	417	(211)	1,605	2,502	(897)
5115 · Postage & Shipping Expense	0	8	(8)	0	48	(48)
5120 · Professional Fees Expense	0	83	(83)	0	498	(498)
8051 · Major grant expense	1,968,656	145,833	1,822,823	2,285,445	874,998	1,410,447
8052 · Grant Expense - Collective/Mini	0	2,500	(2,500)	0	15,000	(15,000)
<b>Total Expense Before Social Services</b>	<b>1,993,059</b>	<b>198,414</b>	<b>1,794,645</b>	<b>2,477,642</b>	<b>1,190,484</b>	<b>1,287,158</b>
5054 · Social Services Fund	0	5,000	(5,000)	14,000	30,000	(16,000)
<b>Net Income</b>	<b>(2,033,456)</b>	<b>(10,830)</b>	<b>(2,022,626)</b>	<b>(1,854,037)</b>	<b>(64,980)</b>	<b>(1,789,057)</b>

**Desert Healthcare Foundation**  
**Balance Sheet Previous Year Comparison**  
As of December 31, 2022

				Dec 31, 22	Dec 31, 21
<b>ASSETS</b>					
Current Assets					
Checking/Savings					
100 - CASH					
150 - Petty Cash				200	200
151 - Checking - Union Bank 7611				1,597,227	597,349
152 - Checking - Union Bank 8570				99,855	420,807
<b>Total Checking/Savings</b>				<b>1,697,282</b>	<b>1,018,356</b>
<b>Total Accounts Receivable</b>				<b>149,314</b>	<b>0</b>
Other Current Assets					
316 - Accrued Revenue				0	300,000
476-486 - INVESTMENTS					
477 - Morgan Stanley-Investments					
477.2 - Unrealized Gain/(Loss)				(251,913)	65,743
477 - Morgan Stanley-Investments - Other				2,062,973	3,136,162
<b>Total 477 - Morgan Stanley-Investments</b>				<b>1,811,060</b>	<b>3,201,905</b>
486 - Merrill Lynch					
486.1 - Merrill Lynch Unrealized Gain				622,509	892,023
486 - Merrill Lynch - Other				2,027,363	1,883,982
<b>Total 486 - Merrill Lynch</b>				<b>2,649,872</b>	<b>2,776,005</b>
<b>Total 476-486 - INVESTMENTS</b>				<b>4,460,932</b>	<b>5,977,910</b>
500 - CONTRIBUTIONS -RCVB -CRTS					
515 - Contrib RCVB-Pressler CRT				62,367	74,787
530 - Contrib RCVB-Guerts CRT				126,022	126,022
<b>Total 500 - CONTRIBUTIONS -RCVB -CRTS</b>				<b>188,389</b>	<b>200,809</b>
601 - Prepaid Payables				7,199	5,250
<b>Total Other Current Assets</b>				<b>4,656,520</b>	<b>6,483,969</b>
<b>TOTAL ASSETS</b>				<b>6,503,116</b>	<b>7,502,325</b>

**Desert Healthcare Foundation**  
**Balance Sheet Previous Year Comparison**  
As of December 31, 2022

				Dec 31, 22	Dec 31, 21
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
<b>Current Liabilities</b>					
<b>Accounts Payable</b>					
			<b>1000 - Accounts Payable</b>	4,278	556
			<b>1052 - Account payable-DHCD Exp Alloc</b>	0	162,293
			<b>Total Accounts Payable</b>	4,278	162,849
<b>Other Current Liabilities</b>					
			<b>2183 - Grants Payable-COVID-CARES PHI</b>	119,450	675,246
			<b>2190 - Current - Grants payable</b>	1,935,034	3,197,149
			<b>Total Other Current Liabilities</b>	2,054,484	3,872,395
			<b>Total Current Liabilities</b>	2,058,762	4,035,244
<b>Long Term Liabilities</b>					
			<b>2186 - Grants payable</b>	200,000	1,600,000
			<b>Total Liabilities</b>	2,258,762	5,635,244
<b>Equity</b>					
			<b>3900 - Retained Earnings</b>	6,098,389	1,834,713
			<b>Net Income</b>	(1,854,037)	32,367
			<b>Total Equity</b>	4,244,352	1,867,080
<b>TOTAL LIABILITIES &amp; EQUITY</b>				<b>6,503,116</b>	<b>7,502,325</b>

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 12/31/22					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		T/B	GENERAL Fund	Restricted Funds	Trusts
<b>ASSETS</b>					
	150 · Petty Cash	200	200	-	-
	151 · Checking - Union Bank 7611*	1,597,227	1,573,354	23,873	-
	152 · Checking - Union Bank 8570*	99,855	-	99,855	-
<b>Total 100 · CASH - UNRESTRICTED</b>		<b>1,697,282</b>	<b>1,573,554</b>	<b>123,728</b>	<b>-</b>
Accounts Receivable					
	321 - Accounts Receivable - Other	149,314	-	149,314	-
<b>Total Accounts Receivable</b>		<b>149,314</b>	<b>-</b>	<b>149,314</b>	<b>-</b>
477 · Invt-Morgan Stanley					
	477.2 · Unrealized Gain	(251,913)	-	(251,913)	-
	477 · Invt-Morgan Stanley	2,062,973	683,808	1,379,165	-
<b>Total 477 · Invt-Morgan Stanley</b>		<b>1,811,060</b>	<b>683,808</b>	<b>1,127,252</b>	<b>-</b>
6441	486.1 · Merrill Lynch Unrealized Gain	622,509	-	622,509	-
	486 · Merrill Lynch	2,027,363	-	2,027,363	-
<b>Total 486 · Merrill Lynch</b>		<b>2,649,872</b>	<b>-</b>	<b>2,649,872</b>	<b>-</b>
	515 · Contrib RCVB-Pressler CRT	62,367	-	-	62,367
	530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
	601 - Prepaid payables	7,199	7,199	-	-
<b>Total Current Assets</b>		<b>6,503,116</b>	<b>2,264,561</b>	<b>4,050,166</b>	<b>188,389</b>
<b>TOTAL ASSETS</b>		<b>6,503,116</b>	<b>2,264,561</b>	<b>4,050,166</b>	<b>188,389</b>
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	4,278	-	4,278	-
	1052 - Account Payable - DHCD - Alloc Expenses	-	-	-	-
	2183 · Grants Payable-COVID-CARES PHI	119,450	-	119,450	-
	2190 - Grants Payable - Current Portion	1,935,034	-	1,935,034	-
<b>Total Current Liabilities</b>		<b>2,058,762</b>	<b>-</b>	<b>2,058,762</b>	<b>-</b>
	2186 - Grant Payable - Long Term	200,000	-	200,000	-
<b>Total Liabilities</b>		<b>2,258,762</b>	<b>-</b>	<b>2,258,762</b>	<b>-</b>
<b>Equity</b>					
	3900 · Retained Earnings	6,098,389	4,118,598	1,791,402	188,389
	Net Income	(1,854,037)	(1,854,037)	-	-
<b>Total Equity</b>		<b>4,244,352</b>	<b>2,264,561</b>	<b>1,791,402</b>	<b>188,389</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b>6,503,116</b>	<b>2,264,561</b>	<b>4,050,166</b>	<b>188,389</b>
* Restricted funds include Pass-Through Funds and Accounts Payable					



**Desert Healthcare Foundation**  
**Deposit Detail**  
December 2022

Type	Date	Name	Account	Amount
<b>Deposit</b>	<b>12/13/2022</b>		<b>151 - Checking - Union Bank 7611</b>	<b>380</b>
		Warner Music Group Services	4116 - Bequests - Frederick Lowe	(380)
<b>TOTAL</b>				<b>(380)</b>
<b>Deposit</b>	<b>12/23/2022</b>		<b>151 - Checking - Union Bank 7611</b>	<b>444</b>
		Misc.	4000 - Gifts and Contributions	(444)
<b>TOTAL</b>				<b>(444)</b>
<b>Deposit</b>	<b>12/29/2022</b>		<b>151 - Checking - Union Bank 7611</b>	<b>8,300</b>
Payment	12/29/2022	Inland Empire Health Plan	1499 - Undeposited Funds	(8,300)
<b>TOTAL</b>				<b>(8,300)</b>
			<b>TOTAL</b>	<b>9,124</b>

**Desert Healthcare Foundation**  
**Check Register**  
As of December 31, 2022

Type	Date	Num	Name	Amount
<b>100 - CASH</b>				
<b>151 - Checking - Union Bank 7611</b>				
Bill Pmt -Check	12/06/2022	5377	Coachella Valley Accounting & Auditing	(1,000)
Bill Pmt -Check	12/06/2022	5378	KESQ Newschannel 3	(1,000)
Bill Pmt -Check	12/06/2022	5379	KUNA-FM	(1,000)
Bill Pmt -Check	12/06/2022	5380	KUNA-TV Telemundo 15	(2,100)
Bill Pmt -Check	12/06/2022	5381	Union Bank	(8,590)
Bill Pmt -Check	12/06/2022	5382	Sergio Rodriguez - expense reimbursement	(373)
Bill Pmt -Check	12/08/2022	5383	Borrego Community Health Foundation	(22,579)
Bill Pmt -Check	12/08/2022	5384	KESQ Newschannel 3	(925)
Bill Pmt -Check	12/08/2022	5385	KUNA-FM	(980)
Bill Pmt -Check	12/08/2022	5386	KUNA-TV Telemundo 15	(1,500)
Bill Pmt -Check	12/20/2022	5387	Alejandro Espinoza - expense reimbursement	(577)
Bill Pmt -Check	12/20/2022	5388	Coachella Valley Accounting & Auditing	(2,500)
Bill Pmt -Check	12/20/2022	5389	Miguel Delgado - Pico De Gallo advertising	(400)
Bill Pmt -Check	12/22/2022	IB 122222	Desert Healthcare District	(173,428)
Bill Pmt -Check	12/27/2022	ACH 122722	CONCUR, INC.	(21,078)
Check	12/27/2022		Bank Service Charge	(206)
Total 151 - Checking - Union Bank 7611				(238,236)
<b>152 - Checking - Union Bank 8570</b>				
Bill Pmt -Check	12/06/2022	1083	Alianza Coachella Valley - grant payment	(5,202)
Bill Pmt -Check	12/06/2022	1084	Galilee Center - grant payment	(5,597)
Bill Pmt -Check	12/06/2022	1085	Todec Legal Center Perris - grant payment	(9,568)
Bill Pmt -Check	12/06/2022	1086	Youth Leadership Institute - grant payment	(6,470)
Total 152 - Checking - Union Bank 8570				(26,837)
<b>TOTAL</b>				<b>(265,073)</b>



DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
December 31, 2022							
TWELVE MONTHS ENDING JUNE 30, 2023							
A/C 2190 and A/C 2186-Long term			6/30/2022	New Grants		12/31/2022	
Grant ID Nos.		Name	Open	Current Yr	Total Paid	Open	
			BALANCE	2022-2023	July-June	BALANCE	
Health Portal		Remaining Collective Funds-Mayor's Race & DHCF	\$ 67,117		\$ 23,395	\$ 43,722	HP-cvHIP
BOD - 04/24/18 & 06/28/22		Behavioral Health Initiative Collective Fund + Expansion	\$ 3,297,169		\$ 348,759	\$ 2,948,410	Behavioral Health
BOD - 06/26/18 BOD		Avery Trust Funds-Committed to Pulmonary services	\$ 720,282		\$ 154,996	\$ 565,286	Avery Trust
BOD - 6/25/19 BOD (#1006)		DHCD - Homelessness Initiative Collective Fund	\$ 94,057		\$ -	\$ 94,057	Homelessness
BOD - 02/23/21 BOD (#1148)		OneFuture - Black and African American Healthcare Scholarship - 2 yrs	\$ 65,000		\$ 45,000	\$ 20,000	
BOD - 07/27/21 BOD (#1288)		Borrego Community - Improving Access to Healthcare - 3 yrs	\$ 545,000		\$ 37,302	\$ 507,698	
F&A - 6/11/19, 6/09/20, 6/22/21 Res. NO. 21-02, 22-17		Prior Year Commitments & Carry-Over Funds	\$ 1,544,156		\$ -	\$ 1,544,156	
<b>TOTAL GRANTS</b>			<b>\$ 6,332,781</b>	<b>\$ -</b>	<b>\$ 609,452</b>	<b>\$ 5,723,329</b>	
<b>Summary: As of 11/30/2022</b>			<b>Uncommitted &amp; Available</b>				
Health Portal (CVHIP):	\$	43,722	\$	43,722			
Behavioral Health Initiative Collective Fund	\$	2,948,410	\$	1,355,226			
Avery Trust - Pulmonary Services	\$	565,286	\$	509,286			
West Valley Homelessness Initiative	\$	94,057	\$	71,557			
Healthcare Needs of Black Communities	\$	527,698	\$	-			
Prior Year Commitments & Carry-Over Funds	\$	1,544,156	\$	1,544,156			
<b>Total</b>	<b>\$</b>	<b>5,723,329</b>	<b>\$</b>	<b>3,523,947</b>			
<b>Amts available/remaining for Grant/Programs - FY 2022-23:</b>			<b>FY23 Grant Budget</b>		<b>Social Services Fund #5054</b>		
<b>Amount budgeted 2022-2023</b>			\$ 530,000	\$ 500,000	Budget	\$ 60,000	
<b>Amount granted year to date</b>			\$ -	\$ 30,000	DRMC Auxiliary	\$ 8,000	Spent YTD
Mini Grants:					Eisenhower	\$ 6,000	
Net adj - Grants not used:					<b>Balance Available</b>	\$ 46,000	
Contributions / Additional Funding							
Prior Year Commitments & Carry-Over Funds		FY19-20 \$284,156; FY20-21 \$730,000; FY21-22 \$530,000	\$ 1,544,156				
<b>Balance available for Grants/Programs</b>			<b>\$ 2,074,156</b>				

DESERT HEALTHCARE FOUNDATION								
OUTSTANDING PASS-THROUGH GRANTS AND GRANT PAYMENT SCHEDULE								
December 31, 2022								
FISCAL YEAR ENDING JUNE 30, 2023								
				TOTAL	6/30/2022		12/31/2022	
A/C 2183				Grant	Open	Current Yr	Total Paid/Accrued	ELC3 Funds
Grant ID Nos.	Name			BALANCE	2022-2023	July-June	BALANCE	ELC3 Funds
								Remaining
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 - 03/23/21 (#1275)	Lideres Campesinas, Inc. - Take It to the Fields Initiative			\$ 125,000	\$ 35,000		\$ 35,000	\$ -
BOD - 04/26/22 - Contract Amendment*	Center for Disease Control and Prevention Epidemiology and Laboratory Capacity (ELC) Enhancing Detection funding from Riverside County - \$750,000 (\$625,000 for grants) (Reimbursement Grant)							
BOD - 03/23/21 (#1268)	El Sol Neighborhood Educational Center - Coachella Valley COVID-19 Collaborative			\$ 170,000	\$ 40,305		\$ 74,815	\$ 60,105 \$ 35,080
BOD - 03/23/21 (#1269)	Alianza Coachella Valley - ECV COVID-19 STRATEGIC COMMUNICATIONS PLAN			\$ 50,000	\$ 6,901		\$ 22,454	\$ 5,057 \$ 22,489
BOD - 03/23/21 (#1270)	Galilee Center - Emergency Services			\$ 70,000	\$ 37,144		\$ 56,057	\$ 11,092 \$ 2,851
BOD - 03/23/21 (#1272)	Youth Leadership Institute - COVID-19 ECV Collaborative			\$ 35,000	\$ 5,153		\$ 16,579	\$ 13,316 \$ 5,104
BOD - 03/23/21 (#1274)	Todec Legal Center Perris - Sembrando Prevencion			\$ 300,000	\$ 48,688		\$ 130,025	\$ 29,880 \$ 140,094
<b>TOTAL GRANTS</b>				<b>\$ 625,000</b>	<b>\$ 173,191</b>	<b>\$ -</b>	<b>\$ 334,931</b>	<b>\$ 119,450</b>
<b>ELC Amendment</b>	Passthrough to Community Based Organizations			<b>\$ 625,000</b>	<b>\$ 138,191</b>	<b>\$ -</b>	<b>\$ 299,931</b>	<b>\$ 119,450 \$ 205,619</b>
	CARES/ELC Administrative Costs			<b>\$ 125,000</b>	<b>\$ 30,414</b>	<b>\$ -</b>	<b>\$ 84,232</b>	<b>\$ 27,789 \$ 12,979</b>
<b>Total ELC Amendment</b>				<b>\$ 750,000</b>	<b>\$ 168,605</b>	<b>\$ -</b>	<b>\$ 384,164</b>	<b>\$ 147,239 \$ 218,598</b>
							Account 2183	\$ 119,450
<b>Amts available/remaining for Grant/Programs - FY 2022-23:</b>								\$ -
<b>Amount granted year to date</b>				\$ 281,191				<b>Grant Funds</b>
Foundation Administration Costs				\$ 81,607				<b>CARES/ELC</b>
Contributions / Additional Funding	ELC3 Amendment \$750,000			\$ (362,798)		Total Grant	\$ 2,400,000	<b>ELC Amend</b>
<b>Balance available for Grants/Programs</b>				<b>\$ -</b>		Received to Date	\$ 2,400,000	\$ 384,163
						<b>Balance Remaining</b>	\$ -	<b>\$ 365,837</b>

\*Contract #21-024 Amendment is on a reimbursement basis and will reflect expenses as they are invoiced and receivable from County of Riverside.



**DESERT HEALTHCARE**  
**DISTRICT & FOUNDATION**

Date: January 11, 2023  
To: Finance & Administration Committee  
Subject: Recommendation to approve Addendum #5, a cost increase from \$191,573 to \$215,000 with CONCUR, Inc. to complete an Emergency Communication Plan related to Prevention, Mitigation and Emergency Preparedness related to Airborne Environmental Hazards in Eastern Coachella Valley.

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**Recommendation:**

Consideration to approve Addendum #5, a cost increase from \$191,573 to \$215,000 with CONCUR, Inc. to complete an Emergency Communication Plan related to Prevention, Mitigation, and Emergency Preparedness for Airborne Environmental Hazards in the Eastern Coachella Valley (ECV).

**Background:**

- At November 2019 Foundation meeting, the Board approved a \$500,000 allocation from the Robert Avery Family Trust to address Airborne Environmental Hazards that impact pulmonary functions of Eastern Coachella Valley residents, to advance research and rehabilitation solutions for the ECV population.
- The Board directed staff to identify a Consultant to facilitate a stakeholder's engagement process to identify strategies to mitigate and prevent the high levels of airborne environmental hazards.
- CONCUR, Inc, is a California-based private consultancy company with significant experience and expertise addressing similar situations across the United States.
- The board approved a 12-month service agreement, NTE \$191,573, with CONCUR, Inc. executed on January 31, 2020.
- Work continues on the project with anticipated completion by March 2023.
- Staff recommends approval of Addendum #5 to the service agreement increasing the cost from \$191,573 to \$215,000.

**Fiscal Impact:**

- Original service agreement NTE \$191,573 – Board approved allocation from the \$1M Avery Trust Funds.
- Increase cost from \$191,573 to \$215,000.

**CONSULTING SERVICES AGREEMENT  
ADDENDUM #5**

This Professional Services Agreement (“Agreement”) was entered into on January 31, 2020 by and between Desert Healthcare District(Foundation) (“District”), a public agency organized and operating pursuant to California Health and Safety Code section 32000 et seq., and CONCUR, Inc. a California Corporation, (“Consultant”) as follows:

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

1. This Addendum increases the Compensation in Section 2.1 from \$191,573 to \$215,000.

2. All other terms and conditions of the original service agreement and Addendum #4 remain unchanged.

“District”:

Desert Healthcare District

“Consultant”:

CONCUR, Inc.

By: \_\_\_\_\_  
Conrado Barzaga, CEO

By: \_\_\_\_\_  
Scott McCreary, PhD. Principal

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**DESERT HEALTHCARE**  
**DISTRICT & FOUNDATION**

Date: January 11, 2023  
To: Finance & Administration Committee  
Subject: Coachella Valley Equity Collaborative  
Community Health Workers (Promotoras) Recognition Event – NTE \$105,358

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**Staff Recommendation:** Approval of a proposal NTE \$105,358 for the Coachella Valley Equity Collaborative Community Health Workers (Promotoras) Recognition and Community Engagement Event.

**Background:**

- DHCD’s 3-year Strategic Plan calls for Proactively increase the financial resources DHCD/F can apply to support community in its Goal #1. Its Strategy 1.6 directs staff to evaluate the potential to conduct community-based fund raising. This requires a number of steps, which this proposed activity points in this direction.
- The Desert Healthcare District and Foundation has established and leads The Coachella Valley Equity Collaborative (CVEC), which has brought together community-and faith-based organizations, government agencies (county and state), and local farm owners to address the COVID-19 epidemic and ensure there is a coordinated effort to maximize resources and prevent overlap is services and/or outreach.
- The CVEC has coordinated multiple COVID-19 testing events that have been hosted throughout the Coachella Valle. To date, a total of **279** COVID-19 testing clinics resulting in roughly **22,306** COVID-19 tests have been provided at events organized by the CVEC and its partners. In addition, more than **7,000** COVID-19 at-home tests have been provided at COVID-19 testing and community events.
- Since the launch of the first COVID-19 vaccine event, CVEC has hosted a total of **364** COVID-19 vaccination clinics resulting in **46,915** COVID-19 vaccines provided to District residents. In addition, a total of **465** doses of the flu vaccine have been provided since September 18 at CVEC sponsored vaccination clinics.

**Information**

- The success of the COVID-19 educational, testing and vaccination campaigns through the CV Equity Collaborative can be directly attributed to the Community Health Workers (Promotoras) from partner organizations, who have worked countless hours on weekends and evenings in the intense summer heat to ensure our District residents are connected to vital COVID-19 programs and services.
- Since the start of the COVID-19 pandemic, these Community Health Workers have put themselves in harm's way to ensure our District residents had access to educational, testing and vaccination resources putting aside their health. These unsung heroes rarely receive recognition or are celebrated for their unwavering commitment to improving the health and wellness of our District residents.
- It is with this in mind; we would like to organize a Community Health Worker Recognition Event to express our gratitude and celebrate them for their hard work during this COVID-19



pandemic and beyond.

- The event will take place April 21, 2023.
- Staff recommends approval of the proposal NTE \$105,358.

**Fiscal Impact:**

*\$65,358 The Board has approved \$40,000 (Budget line item 5102).*

*Staff will work with contractor to raise these funds in sponsorships and help underwrite the event.*



**MOMENTOUS**

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Palm Springs, CA 92262  
+1 7602735050  
Frank@GoMomentous.com  
<https://www.GoMomentous.com>

## Estimate

**ADDRESS**

Desert Healthcare District  
Foundation  
1140 N Indian Canyon Drive  
Palm Springs, CA 92262

**ESTIMATE #** 042123 V1

**DATE** 11/13/2022

**EXPIRATION DATE** 04/28/2023

ACTIVITY	QTY	RATE	AMOUNT
Desert Healthcare District Foundation Friday, April 21, 2023 Agua Caliente Casino Resort Rancho Mirage Based on (250) Guests Agua Caliente Grand Ballroom Rental - Fee Waived, Food and Beverage Charges Only Valet Parking - Provided By Casino at No Additional Cost			
Food and Beverage - All Catering To Include: Passed Apps, Hosted Bar Package for Cocktail Reception, Hosted Dinner Wine Service, (3) Course Elevated Dinner with Short Rib Entree, Decadent Dessert, Coffee and Tea Service, Cash Bar After Dinner @ \$150pp INCLUSIVE of Tax and Service Charges			37,500.00
1/2 Day Set-Up on Thursday, 4/20 Production Sound, Lighting, Video and Labor, Decorative Lighting. Set-Up Begins on Thursday, 4/20, Rehearsals and Run of Show and Late Night Strike and Load Out on Friday, 4/21 (Estimate)			18,500.00
Presidential Teleprompter with Electronic Raise/Lower Paddles and Operator - Rehearsals and Run of Show			2,000.00
DJ for Cocktail Reception Music			650.00
Custom Step and Repeat and Red Carpet for Cocktail Reception			750.00
Professional Photographer			1,250.00

ACTIVITY	QTY	RATE	AMOUNT
New Video Asset for DHCDF (Estimate) (If Selected, Please Add Approximately \$3,750)			
Graphic Design Fees - To Design All Event Collateral To Include: Electronic Save The Date, Electronic and Printed Sponsor Kit, Electronic Invitation, Social Media Assets, On Screen Collateral Shown at Event			4,500.00
Printing of Event Collateral (Table Numbers, Table Cards) (Estimate)			750.00
Printing of (250) Sponsor Kits (Estimate)			657.77
Event Decor Package To Include Dining Table Linen, Centerpieces for (25) Tables Entryway Decor, Room Perimeter Lamps/Columns, Custom Entry Signage with Logo, Chase Marquee with Custom Signage/Logo, All Labor for Set and Strike (Estimate)			7,500.00
Black Chair Covers for Ballroom Chairs - At No Charge and Provided By Casino			
Dinner Music - Via Tracks at No Additional Charge			
Latin Band for Dancing Post Dinner and Awards			7,500.00
Catering and Banquet Director Gratuities			300.00
On Site Event Production Personnel Including Production Managers, Stage Manager, Show Director and Announcer			3,500.00
MOMENTOUS - Event Strategy, Marketing, Design and Production Fee (Fee Reduced as Investment in DHCD Foundation and Partnership)			20,000.00
TOTAL			<b>\$105,357.77</b>

Accepted By

Accepted Date