



**DESERT HEALTHCARE DISTRICT  
BOARD MEETING  
Board of Directors  
January 24, 2023  
5:30 P.M.**

In accordance with new authorization signed by the Governor – Executive Order N-17-21 on September 16, 2021 - (AB 361 - Government Code 54953 effective until January 1, 2024), which extends the provisions of the Governor's Executive Order N-29-20 of March 12, 2020, revised on March 18, 2020, and Board-approved Resolution #21-03 on September 26, 2021, teleconferencing will be used by the Board members and appropriate staff members during this meeting.

In lieu of attending the meeting in person, members of the public can participate by webinar by using the following link:

<https://us02web.zoom.us/j/88671987917?pwd=T29iRktlZlRDM3lTbmJDWkFiMnVMdz09>

**Password: 355860**

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

Dial in: **(669) 900-6833 or Toll Free (833) 548-0282** To Listen and Address the Board when called upon:

**Webinar ID: 886 7198 7917**

**Password: 355860**

You may also email [ahayles@dhcd.org](mailto:ahayles@dhcd.org) with your public comment no later than 4 p.m., Tuesday, 01/24

Page(s)	AGENDA	Item Type
	<i>Any item on the agenda may result in Board Action</i>	
	<b>A. CALL TO ORDER – President PerezGil</b> Roll Call Director Barraza____Director De Lara____ Director Zendle, MD____Director Shorr____ Secretary Rogers, RN____ Vice-President Zavala, PsyD____President PerezGil	
	<b>B. PLEDGE OF ALLEGIANCE</b>	
1-3	<b>C. APPROVAL OF AGENDA</b>	Action
	<b>D. PUBLIC COMMENT</b> 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. <b>The Board has a policy of limiting speakers to no more than three minutes.</b> The Board cannot take action on items not listed on the agenda. Public input may be offered on agenda items when they come up for discussion and/or action.	
	<b>E. CONSENT AGENDA</b> All Consent Agenda item(s) listed below are considered routine by the Board of Directors and will be enacted by one motion. <u>There will be no separate discussion of items unless a Board member so requests, in which event the item(s) will be considered following approval of the Consent Agenda.</u>	Action



	1. BOARD MINUTES	
4-5	a. Special Meeting of the Board of Directors – Development Workshop – December 08, 2022	
6-14	b. Board of Directors Meeting – December 20, 2022	
	2. FINANCIALS	
15-40	a. Approval of the December 2022 Financial Statements – F&A Approved January 11, 2023	
	3. LAS PALMAS MEDICAL PLAZA	
41-64	a. Las Palmas Medical Plaza Lease Renewal – Palm Tree Clinical, Suite 1E 201 – 5-year	
65-66	b. Las Palmas Medical Plaza Increased Security Coverage	
	4. REQUEST FOR PROPOSALS	
67-71	a. Request for Proposals (RFP) – Auditing Firms for 06/30/2023 Annual Audit	
	5. GRANTS	
72-100	a. Grant #1333 Organizacion en California de Lideres Campesinas: Healthcare Equity for ECV Farmworker Women and Families - \$150,000 (24 months) Goal #3 – Community Access to Behavioral Health Services	
101-123	b. Grant #1363 Pegasus Riding Academy – Pegasus Equine Assisted Therapy - \$60,092 – Goal #2 – Expand Community Access to Primary Care and Specialty Services	
	6. RESOLUTIONS	
124-126	a. Subsequent Emergency Resolution #22-32 Re-Ratifying the State of Emergency and Re-Authorizing Remote Teleconference Meetings	
	<b>F. DESERT HEALTHCARE DISTRICT CEO REPORT</b>	
	– Conrado E. Bárzaga, MD, Chief Executive Officer	
127-143	1. 2022 Annual Report Overview	Information
144-152	2. Riverside Local Agency Formation Commission (LAFCO) Special District Member Elections – East and West County	Information
153	3. California Special District Association (CSDA) Annual Conference – Coachella Valley Resource Conservation District Mobile Medical Unit Collaborative Award Submission	Information
	4. Eisenhower Medical Center Report – Update	Information
154-155	5. CEO Community Engagements	Information
	<b>G. DESERT REGIONAL MEDICAL CENTER CEO REPORT</b>	
	– Michele Finney, CEO	Information
	<b>H. DESERT REGIONAL MEDICAL CENTER GOVERNING BOARD MEETING</b> – Evett PerezGil and Les Zendle, MD	Information



## I. COMMITTEE MEETINGS

### 1. FINANCE, LEGAL, ADMINISTRATION & REAL ESTATE COMMITTEE – Chair/Director Arthur Shorr, Secretary Carmina Zavala, PsyD, and Director Leticia De Lara

156-159 1. Draft Meeting Minutes – January 11, 2023 Information

### 2. PROGRAM COMMITTEE – Chair/President Evett PerezGil, Secretary Carmina Zavala, PsyD, and Director Leticia De Lara

160-163 1. Draft Meeting Minutes – December 13, 2022 Information

164 2. Grant Payment Schedule Information

165-166 3. Grant applications and Request for Proposals Submitted and Under Review Information

167-170 4. Progress and Final Reports Update Information

## J. LEGAL

## K. IMMEDIATE ISSUES AND BOARD COMMENTS

## L. 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. If you have a disability which requires an 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) 567-0298 at least 72 hours prior to the meeting.

*Andrea S. Hayles*

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Andrea S. Hayles, Board Relations Officer



**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
SPECIAL MEETING MINUTES  
December 08, 2022**

<b>Directors Present – Video Conference</b>	<b>District Staff Present – Video Conference</b>	<b>Absent</b>
Vice-President Evett PerezGil Secretary Carmina Zavala, PsyD Director Arthur Shorr Director Carole Rogers, RN Director Les Zendle, MD Director Leticia De Lara, MPA Director Kimberly Barraza	Conrado E. Bázquez, MD, CEO Chris Christensen, CAO Donna Craig, Chief Program Officer Alejandro Espinoza, MPH, Chief of Community Engagement Will Dean, Marketing and Communications Director Andrea S. Hayles, Board Relations Officer  <u>Legal Counsel</u> Jeff Scott	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>A. Call to Order</b>  <b>Roll Call</b>	Vice-President PerezGil called the meeting to order at 5:31 p.m.  The Clerk of the Board called the roll with all directors present and Director Rogers and Director De Lara mistakenly exited the meeting at 7:30 p.m. before the adjournment.	
<b>B. Pledge of Allegiance</b>	Vice-President PerezGil asked Director Shorr to lead the pledge of allegiance.	
<b>C. Approval of Agenda</b>	Vice-President PerezGil asked for a motion to approve the agenda.	<b>#22-42 MOTION WAS MADE by Director Barraza and seconded by Director Rogers to approve the agenda.</b> <b>Motion passed unanimously.</b> <b>AYES – 7 Vice-President PerezGil, Secretary Zavala, Director Shorr, Director Rogers, Director Zendle, Director De Lara, and Director Barraza</b> <b>NOES – 0</b> <b>ABSENT – 0</b>



**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
SPECIAL MEETING MINUTES  
December 08, 2022**

<b>D. Public Comment</b>	There were no public comments.	
<b>E. Development Workshop</b>  <b>1. Board of Directors Development and Communications Workshop – Erin Hart, Chief Innovation Officer, Spitfire Strategies</b>	<p>Conrado Barzaga, MD, CEO, provided an overview of the workshop and the facilitator, Erin Hart, Spitfire Strategies, and her work with other notable organizations.</p> <p>Erin Hart commenced the development workshop with the survey the board submitted on communications and messaging and a summary of the quarterly sessions. Highlights of the workshop included the survey insights, further discussions on goals and objectives, decision-makers and audiences, messaging dos and don'ts, value, overcoming barriers, vision, and ask.</p>	
<b>F. Immediate Issues and Board Comments</b>	Director Zendle requested updates on the ad hoc committee and additional closed sessions for discussion, including personnel matters.	
<b>G. Adjournment</b>	Vice-President Perez adjourned the meeting at 7:35 p.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: \_\_\_\_\_  
Carmina Zavala, PsyD, Secretary  
Desert Healthcare District Board of Directors

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



**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
December 20, 2022**

<b>Directors Present – Video Conference</b>	<b>District Staff Present – Video Conference</b>	<b>Absent</b>
President Evett PerezGil Vice-President Carmina Zavala, PsyD Secretary Carole Rogers, RN Treasurer Arthur Shorr Director Les Zendle, MD Director Leticia De Lara, MPA Director Kimberly Barraza	Conrado E. Bárzaga, MD, CEO Chris Christensen, CAO Donna Craig, Chief Program Officer Alejandro Espinoza, MPH, Chief of Community Engagement Meghan Kane, Senior Program Officer, Public Health Jana Trew, Senior Program Officer Will Dean, Marketing and Communications Director Andrea S. Hayles, Board Relations Officer  <u>Legal Counsel</u> Jeff Scott	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>A. Call to Order</b>  <b>Roll Call</b>	Vice-President PerezGil called the meeting to order at 5:32 p.m.  The Clerk of the Board called the roll with all directors present.	
<b>B. Pledge of Allegiance</b>	Vice-President PerezGil led the pledge of allegiance.	
<b>C. Approval of Agenda</b>	Vice-President PerezGil asked for a motion to approve the agenda.	<b>#22-43 MOTION WAS MADE by Director Zendle and seconded by Director Rogers to approve the agenda.</b> <b>Motion passed unanimously.</b> <b>AYES – 7 Vice-President PerezGil, Secretary Zavala, Director Shorr, Director Rogers, Director Zendle, Director De Lara, and Director Barraza</b> <b>NOES – 0</b> <b>ABSENT – 0</b>
<b>D. Public Comment</b>	There were no public comments.	

DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
December 20, 2022

<p><b>E. Consent Agenda</b></p> <ol style="list-style-type: none"> <li><b>1. BOARD MINUTES</b> <ol style="list-style-type: none"> <li>a. Special Meeting of the Board of Directors Study Session – November 21, 2022</li> <li>b. Board of Directors Meeting – November 22, 2022</li> </ol> </li> <li><b>2. FINANCIALS</b> <ol style="list-style-type: none"> <li>a. Approval of the November 2022 Financial Statements – F&amp;A Approved December 13, 2022</li> <li>b. Desert Regional Medical Center Capital Projects</li> </ol> </li> <li><b>3. AGREEMENTS</b> <ol style="list-style-type: none"> <li>a. Huron Consulting Group – Professional Services Updated Statement of Work (SOW)</li> </ol> </li> <li><b>4. POLICIES</b> <ol style="list-style-type: none"> <li>a. Policy #OP-5 Grant and Mini Grant Policy Structure Revisions</li> </ol> </li> <li><b>5. GRANTS</b> <ol style="list-style-type: none"> <li>a. Grant #1330 One Future Coachella Valley – Building A Healthcare Workforce Pipeline \$ 605,000 (24 months)</li> <li>b. Grant #1369 ABC Recovery Center: Cost of Caring Fund Project - \$332,561 (12 months)</li> <li>c. Grant #1326 TODEC Legal Center – TODEC’s Equity Program- \$100,000 (24 months)</li> <li>d. Grant #1318 Riverside County Latino Commission On Alcohol and Drug Abuse Services, Inc.: Healthy Minds, Healthy Lives – Mente Sanas</li> </ol> </li> </ol>	<p>Vice-President PerezGil asked for a motion to approve the consent agenda.</p> <p>Director Zendle pulled consent agenda items 5.c. and 5.d. for discussion in the Program Committee report out.</p>	<p><b>#22-44 MOTION WAS MADE by Director Zendle and seconded by Director De Lara to approve the consent agenda except items 5.c. and 5.d.</b></p> <p><b>Motion passed unanimously.</b></p> <p><b>AYES – 7 Vice-President PerezGil, Secretary Zavala, Director Shorr, Director Rogers, Director Zendle, Director De Lara, and Director Barraza</b></p> <p><b>NOES – 0</b></p> <p><b>ABSENT – 0</b></p>
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DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
December 20, 2022

<p>Vidas Sanas - \$605,507 (18 months)</p> <p>6. RESOLUTIONS</p> <p>a. Subsequent Emergency Resolution #22-30 Re-Ratifying the State of Emergency and Re-Authorizing Remote Teleconference Meetings</p>		
<p>F. Annual Election of Officers</p> <p>1. Jeff Scott, General Counsel</p>	<p>Jeff Scott, General Counsel, provided an overview of the nominations for the annual elections.</p> <p>Counsel Scott asked for a nomination for President. Director De Lara nominated Vice-President PerezGil with no other nominations.</p> <p>Counsel Scott asked for a nomination for Vice-President. Director De Lara nominated Director Zavala, and Director Rogers nominated Director Zendle. Counsel Scott closed the nominations and asked for a roll call for each member to make their determination. Director Barraza voted for Secretary Zavala, Director De Lara voted for Secretary Zavala, Director Zendle abstained, Vice-President PerezGil voted for Secretary Zavala, Director Rogers voted for Director Zendle, Director Shorr voted</p>	<p><b>#22-45 MOTION WAS MADE by Director De Lara and seconded by Director Shorr to approve Vice-President PerezGil as President. Motion passed unanimously. AYES – 7 Vice-President PerezGil, Secretary Zavala, Director Shorr, Director Rogers, Director Zendle, Director De Lara, and Director Barraza NOES – 0 ABSENT – 0</b></p> <p><b>#22-46 MOTION WAS MADE by Director Shorr and seconded by Director Zendle to Secretary Zavala approve as Vice-President. Motion passed unanimously. AYES – 7 Vice-President PerezGil, Secretary Zavala, Director Shorr, Director Rogers, Director Zendle, Director De Lara, and Director Barraza NOES – 0 ABSENT – 0</b></p>

**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
December 20, 2022**

	<p>for Director Zendle, Secretary Zavala voted for herself, and Vice-President PerezGil voted for Secretary Zavala.</p> <p>Counsel Scott asked for a nomination for Secretary. Director Zendle nominated Director Rogers and Secretary Zavala nominated Director De Lara. Director De Lara declined the nomination and nominated Director Rogers.</p> <p>Counsel Scott asked for a nomination for Treasurer. Director Zendle nominated Director Shorr.</p> <p>Director Shorr exited the meeting at 5:46 p.m.</p>	<p><b>#22-47 MOTION WAS MADE by Director Shorr and seconded by Director De Lara to approve Director Rogers as Secretary. Motion passed unanimously. AYES – 7 Vice-President PerezGil, Secretary Zavala, Director Shorr, Director Rogers, Director Zendle, Director De Lara, and Director Barraza NOES – 0 ABSENT – 0</b></p> <p><b>#22-48 MOTION WAS MADE by Director Rogers and seconded by Director Zavala to approve Director Shorr as Treasurer. Motion passed unanimously. AYES – 7 Vice-President PerezGil, Secretary Zavala, Director Shorr, Director Rogers, Director Zendle, Director De Lara, and Director Barraza NOES – 0 ABSENT – 0</b></p>
<p><b>G. Desert Healthcare District CEO Report</b></p> <p><b>1. Consideration to reappoint two (2) directors to the Desert Regional Medical Center Governing Board</b></p>	<p>Conrado E. Bárzaga, MD, CEO, described the provisions of the hospital lease requiring the board to vote for two directors to represent the District on the Desert Regional Medical Center Governing Board.</p> <p>President PerezGil provided background on Director Zendle and Director Rogers' time</p>	<p><b>#22-49 MOTION WAS MADE by Director Rogers and seconded by Director De Lara to appoint Director Zendle and President PerezGil to the Desert Regional Medical Center Governing Board. Motion passed unanimously. AYES – 7 President PerezGil, Vice-President Zavala, Secretary Rogers, Director Shorr, Director</b></p>

**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
December 20, 2022**

	<p>serving on the Governing Board. Director Zendle will continue his role on the Governing Board, and President PerezGil will replace Director Rogers.</p>	<p><b>Zendle, Director De Lara, and Director Barraza</b> <b>NOES – 0</b> <b>ABSENT – 0</b></p>
<p><b>2. Resume to In-Person Board and Committee Meetings – March 2023</b></p>	<p>Dr. Bárzaga, CEO, described the conclusion of Governor Newsom’s state of emergency order on February 28, 2023. Due to the influx in COVID and the flu, out of caution, in-person board and committee meetings will resume in March 2023.</p>	
<p><b>3. 2022 Annual Report</b></p>	<p>Dr. Bárzaga, CEO, described the details of the 2022 Annual Report and the timeline for community and stakeholder distribution for presenting to the Board at the January meeting.</p>	
<p><b>4. Recertifications – Association of California Healthcare Districts (ACHD) Certified Healthcare District &amp; California Special District Association (CSDA) District Transparency Certificate of Excellence</b></p>	<p>Dr. Bárzaga, CEO, described the special district certifications for the Association of California Healthcare Districts (ACHD) and the California Special District Association (CSDA) and the process for recertification due in June 2023.</p>	
<p><b>5. CEO Community Engagements and District Media Visibility</b></p>	<p>Dr. Bárzaga, CEO, described the most recent community engagements and District media visibility highlighting the mobile clinic ribbon-cutting ceremony.</p>	
<p><b>H. Desert Regional Medical Center CEO Report</b></p>	<p>Michele Finney, CEO Desert Care Network (DCN), Desert Regional Medical Center</p>	

**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
December 20, 2022**

	<p>(DRMC), presented the Survey Activity, People/Personnel updates for the CMO candidates, Cath Lab Director, Acute Rehab Director, Group CSO commencing in January, NICU clinical nurse specialist, workforce shortage challenges and partnerships for interviews from JFK Memorial Hospital and DRMC about messaging for a healthcare career.</p> <p>Mrs. Finney's presentation included an update on flu stabilizations, with a 13% increase at DRMC and a 4% increase in admissions at JFK Memorial, including increased emergency room visits. RSV in pediatrics increased in November but declined in December. Other highlights included capital projects, community events, and marketing and PR.</p>	
<b>I. Desert Regional Medical Center Governing Board</b>	<p>Director Rogers, RN, provided an overview of the December Governing Board meeting describing Michele Finney's presentation, which provided the majority of details.</p>	
<b>J. Committee Meetings –</b>  <b>J.1. Finance, Legal, Administration, &amp; Real Estate Committee</b>  <b>1. Draft Meeting Minutes – December 13, 2022</b>	<p>President PerezGil inquired if about any questions concerning the December F&amp;A Committee meeting minutes.</p> <p>There were no questions or comments.</p>	

DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
December 20, 2022

<p><b>J.2. Program Committee</b></p> <ol style="list-style-type: none"> <li><b>Draft Meeting Minutes – December 13, 2022</b></li> <li><b>Grant Payment Schedule</b></li> <li><b>Grant applications and Request for Proposals Submitted and Under Review</b></li> <li><b>Progress and Final Reports Update</b></li> </ol>	<p>Dr. Bárzaga, CEO, recused himself from the Program Committee meeting discussions.</p> <p>President PerezGil inquired if about any questions concerning the December Program Committee meeting minutes.</p> <p>There were no questions or comments.</p> <p>Grants #1326 and #1369 were pulled from the consent agenda for discussion during the Program Committee meeting report out.</p> <p>Director Zendle described the goals in the TODEC Legal Center grant request, and his concern with the low to moderate priority strategic planning goals that include outreach and education to raise awareness for affordable housing and poverty and core operations to support continued efforts with the Coachella Valley Equity Collaborative.</p> <p>President PerezGil described the Program Committee's discussion on the social determinants of health and the effects of housing and poverty on health-related matters.</p> <p>Director Zendle supports the Riverside County Latino Commission on Alcohol and</p>	<p><b>#22-50 MOTION WAS MADE by Director De Lara and seconded by Director Barraza to approve Grant #1326 TODEC Legal Center – TODEC's Equity Program- \$100,000 (24 months). Motion passed 5-1. AYES – 5 President PerezGil, Vice-President Zavala, Secretary Rogers, Director De Lara, and Director Barraza NOES – 1 Director Zendle ABSENT – 1 Director Shorr</b></p> <p><b>#22-51 MOTION WAS MADE by Director Zendle and seconded by Director Rogers to approve Grant</b></p>
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**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
December 20, 2022**

	<p>Drug Abuse Services but inquired on funding from the District budget rather than the Foundation that includes \$2M of the \$3M designated for Behavioral Health.</p> <p>Donna Craig, Chief Program Officer, described the background of the Behavioral Health collective fund and the anticipated roadmap from Kaufman Hall for gaps in facilities and services with funds as a placeholder with the current action plan to leverage additional funding.</p>	<p><b>#1318 Riverside County Latino Commission On Alcohol and Drug Abuse Services, Inc.: Healthy Minds, Healthy Lives – Mente Sanas Vidas Sanas - \$605,507 (18 months) with support originating from the Foundation’s Behavioral Health collective fund.</b></p> <p><b>Motion passed unanimously.</b></p> <p><b>AYES – 5 President PerezGil, Vice-President Zavala, Secretary Rogers, Director Zendle, and Director Barraza</b></p> <p><b>NOES – 0</b></p> <p><b>ABSTAIN – 1 Director De Lara</b></p> <p><b>ABSENT – 1 Director Shorr</b></p>
<b>K. Legal</b>	<p>Since the legislature is not in session, Counsel Jeff Scott did not present a report; however, he reviewed the district bylaws and section 8.1. states that the board president has the discretion to appoint two members to the DRMC Governing Board.</p>	
<b>L. Immediate Issues and Comments</b>	<p>Director Zendle requested the consideration of modifying the bylaws for the swearing-in and the election of officers the week following the certification of the election to ensure the committees have a full majority. Director Zendle also requested scheduling two board meetings a month – possibly special meetings or study sessions that are timely for calendar purpose.</p> <p>The board discussed and directed the CEO to contact Eisenhower to provide a report on the hospital, including issues</p>	

**DESERT HEALTHCARE DISTRICT  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
December 20, 2022**

	<p>they deem important to healthcare in the Coachella Valley, such as their recently published community health needs assessment.</p> <p>Director Rogers described her email to the board concerning an update on the Lift to Rise Housing CAN year-end assessment.</p>	
<b>M. Adjournment</b>	President PerezGil adjourned the meeting at 6:55 p.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: \_\_\_\_\_  
Carole Rogers, RN, Secretary  
Desert Healthcare District Board of Directors

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

<b>DESERT HEALTHCARE DISTRICT</b>
<b>DECEMBER 2022 FINANCIAL STATEMENTS</b>
<b>INDEX</b>
Year to Date Variance Analysis
Cumulative Profit & Loss Budget vs Actual - Summary
Cumulative Profit & Loss Budget vs Actual - District Including LPMP
Cumulative Profit & Loss Budget vs Actual - LPMP
Balance Sheet - Condensed View
Balance Sheet - Expanded View
Accounts Receivable Aging
Deposit Detail - District
Property Tax Receipts - YTD
Deposit Detail - LPMP
Check Register - District
Credit Card Expenditures
Check Register - LPMP
CEO Discretionary Fund Detail
Retirement Protection Plan Update
Grants Schedule

DESERT HEALTHCARE DISTRICT				
YEAR TO DATE VARIANCE ANALYSIS				
ACTUAL VS BUDGET				
SIX MONTHS ENDED DECEMBER 31, 2022				
Scope: \$25,000 Variance per Statement of Operations Summary				
	YTD		Over(Under)	
Account	Actual	Budget	Budget	Explanation
4000 - Income	\$ 1,302,313	\$ 1,258,778	\$ 43,535	Higher property tax revenues \$87k; lower interest income and market fluctuations (net) from FRF investments \$44k
4500 - LPMP	\$ 711,376	\$ 677,994	\$ 33,382	Higher rent revenue \$28k; higher CAM revenue \$5k
5000 - Direct Expenses	\$ 643,306	\$ 911,520	\$ (268,214)	Lower wage related expenses \$137k due to open positions; lower board expenses \$71k; lower education expense \$34k; lower health insurance expense \$29k; higher retirement expense \$2k; higher workers comp expense \$1k
6500 - Professional Fees Expense	\$ 564,892	\$ 534,114	\$ 30,778	Higher Professional Services expense \$39k; lower PR/Communications expense \$18k; higher legal expense \$9k
7000 - Grants Expense	\$ 2,075,731	\$ 2,336,789	\$ (261,058)	Budget of \$4 Million for fiscal year is amortized straight-line over 12-month fiscal year. As of December 31, 2022, there is \$3,669,736 remaining in the fiscal year grant budget.
Las Palmas Medical Plaza - Net	\$ 171,204	\$ 112,938	\$ 58,266	LPMP revenue higher \$33k; LPMP expenses lower \$25k

**Desert Healthcare District**  
**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 · Income	1,540,116	1,299,723	240,393	1,302,313	1,258,778	43,535
4500 · LPMP Income	119,422	112,999	6,423	711,376	677,994	33,382
4501 · Miscellaneous Income	4,500	750	3,750	4,500	4,500	0
<b>Total Income</b>	<b>1,664,038</b>	<b>1,413,472</b>	<b>250,566</b>	<b>2,018,189</b>	<b>1,941,272</b>	<b>76,917</b>
<b>Expense</b>						
5000 · Direct Expenses	104,441	151,920	(47,479)	643,306	911,520	(268,214)
6000 · General & Administrative Exp	52,220	42,495	9,725	268,527	254,970	13,557
6127 · Depreciation - Autos	3,287	3,750	(463)	3,287	22,500	(19,213)
6325 · CEO Discretionary Fund	0	2,083	(2,083)	18,000	12,498	5,502
6445 · LPMP Expenses	89,093	94,176	(5,083)	540,172	565,056	(24,884)
6500 · Professional Fees Expense	37,526	89,019	(51,493)	564,892	534,114	30,778
6700 · Trust Expenses	5,458	6,021	(563)	37,549	36,126	1,423
<b>Total Expense Before Grants</b>	<b>292,025</b>	<b>389,464</b>	<b>(97,439)</b>	<b>2,075,731</b>	<b>2,336,789</b>	<b>(261,058)</b>
<b>7000 · Grants Expense</b>	<b>310,263</b>	<b>333,333</b>	<b>(23,070)</b>	<b>330,263</b>	<b>1,999,998</b>	<b>(1,669,735)</b>
<b>Net Income</b>	<b>1,061,750</b>	<b>690,675</b>	<b>371,075</b>	<b>(387,805)</b>	<b>(2,395,515)</b>	<b>2,007,710</b>

**Desert Healthcare District**  
**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 - Income								
	4010 - Property Tax Revenues		1,458,481	1,356,056	102,425	1,684,251	1,596,776	87,475
	4200 - Interest Income							
	4220 - Interest Income (FRF)		78,135	75,000	3,135	443,387	450,000	(6,613)
	9999-1 - Unrealized gain(loss) on invest		1,500	(133,333)	134,833	(837,325)	(799,998)	(37,327)
	Total 4200 - Interest Income		79,635	(58,333)	137,968	(393,938)	(349,998)	(43,940)
	4300 - DHC Recoveries		2,000	2,000	0	12,000		0
	Total 4000 - Income		1,540,116	1,299,723	240,393	1,302,313	1,258,778	43,535
	4500 - LPMP Income		119,422	112,999	6,423	711,376	677,994	33,382
	4501 - Miscellaneous Income		4,500	750	3,750	4,500	4,500	0
Total Income			1,664,038	1,413,472	250,566	2,018,189	1,941,272	76,917
<b>Expense</b>								
5000 - Direct Expenses								
	5100 - Administration Expense							
	5110 - Wages Expense		97,037	121,344	(24,307)	588,549	728,064	(139,515)
	5111 - Allocation to LPMP - Payroll		(6,363)	(5,470)	(893)	(38,178)	(32,820)	(5,358)
	5112 - Vacation/Sick/Holiday Expense		15,405	11,667	3,738	103,866	70,002	33,864
	5114 - Allocation to Foundation		(27,936)	(27,936)	0	(167,616)	(167,616)	0
	5119 - Allocation-FED FUNDS/CVHIP-DHCF		(14,756)	(13,823)	(933)	(95,148)	(82,938)	(12,210)
	5120 - Payroll Tax Expense		6,136	9,633	(3,497)	44,423	57,798	(13,375)
	5130 - Health Insurance Expense							
	5131 - Premiums Expense		18,122	21,576	(3,454)	108,605	129,456	(20,851)
	5135 - Reimb./Co-Payments Expense		0	1,950	(1,950)	3,745	11,700	(7,955)
	Total 5130 - Health Insurance Expense		18,122	23,526	(5,404)	112,350	141,156	(28,806)
	5140 - Workers Comp. Expense		427	399	28	3,014	2,394	620
	5145 - Retirement Plan Expense		8,473	8,895	(422)	55,135	53,370	1,765
	5160 - Education Expense		2,250	7,083	(4,833)	8,703	42,498	(33,795)
	Total 5100 - Administration Expense		98,795	135,318	(36,523)	615,098	811,908	(196,810)
	5200 - Board Expenses							
	5210 - Healthcare Benefits Expense		1,611	1,096	515	7,079	6,576	503
	5230 - Meeting Expense		0	2,667	(2,667)	5,390	16,002	(10,612)
	5235 - Director Stipend Expense		3,749	3,465	284	13,420	20,790	(7,370)
	5240 - Catering Expense		286	833	(547)	2,166	4,998	(2,832)
	5250 - Mileage Reimbursement Expense		0	208	(208)	153	1,248	(1,095)
	5270 - Election Fees Expense		0	8,333	(8,333)	0	49,998	(49,998)
	Total 5200 - Board Expenses		5,646	16,602	(10,956)	28,208	99,612	(71,404)
Total 5000 - Direct Expenses			104,441	151,920	(47,479)	643,306	911,520	(268,214)

**Desert Healthcare District**  
**Profit & Loss Budget vs. Actual**  
July through December 2022

		MONTH			TOTAL		
		Dec 22	Budget	\$ Over Budget	Jul - Dec 22	Budget	\$ Over Budget
<b>6000</b>	<b>General &amp; Administrative Exp</b>						
	6110 • Payroll fees Expense	187	208	(21)	1,155	1,248	(93)
	6120 • Bank and Investment Fees Exp	5,517	4,500	1,017	33,594	27,000	6,594
	6125 • Depreciation Expense	1,830	1,167	663	6,773	7,002	(229)
	6126 • Depreciation-Solar Parking lot	15,072	15,072	0	90,432	90,432	0
	6130 • Dues and Membership Expense	3,197	4,159	(962)	20,781	24,954	(4,173)
	6200 • Insurance Expense	3,929	2,667	1,262	23,774	16,002	7,772
	6300 • Minor Equipment Expense	0	42	(42)	0	252	(252)
	6305 • Auto Allowance & Mileage Exp	462	500	(38)	3,002	3,000	2
	6306 • Staff- Auto Mileage reimb	0	625	(625)	242	3,750	(3,508)
	6309 • Personnel Expense	0	375	(375)	0	2,250	(2,250)
	6310 • Miscellaneous Expense	0	42	(42)	0	252	(252)
	6311 • Cell Phone Expense	490	725	(235)	3,238	4,350	(1,112)
	6312 • Wellness Park Expenses	0	83	(83)	0	498	(498)
	6315 • Security Monitoring Expense	0	50	(50)	245	300	(55)
	6340 • Postage Expense	100	333	(233)	1,043	1,998	(955)
	6350 • Copier Rental/Fees Expense	377	500	(123)	2,373	3,000	(627)
	6351 • Travel Expense	3,505	1,667	1,838	21,912	10,002	11,910
	6352 • Meals & Entertainment Exp	11,884	875	11,009	17,222	5,250	11,972
	6355 • Computer Services Expense	2,092	4,263	(2,171)	21,693	25,578	(3,885)
	6360 • Supplies Expense	1,102	1,917	(815)	5,525	11,502	(5,977)
	6380 • LAFCO Assessment Expense	205	208	(3)	1,230	1,248	(18)
	6400 • East Valley Office	2,271	2,517	(246)	14,293	15,102	(809)
	<b>Total 6000 • General &amp; Administrative Exp</b>	<b>52,220</b>	<b>42,495</b>	<b>9,725</b>	<b>268,527</b>	<b>254,970</b>	<b>13,557</b>
	6127 • Depreciation - Autos	3,287	3,750	(463)	3,287	22,500	(19,213)
	6325 • CEO Discretionary Fund	0	2,083	(2,083)	18,000	12,498	5,502
	6445 • LPMP Expenses	89,093	94,176	(5,083)	540,172	565,056	(24,884)
<b>6500</b>	<b>Professional Fees Expense</b>						
	6516 • Professional Services Expense	25,830	72,094	(46,264)	471,873	432,564	39,309
	6520 • Annual Audit Fee Expense	1,458	1,458	0	8,748	8,748	0
	6530 • PR/Communications/Website	0	5,467	(5,467)	15,088	32,802	(17,714)
	6560 • Legal Expense	10,238	10,000	238	69,183	60,000	9,183
	<b>Total 6500 • Professional Fees Expense</b>	<b>37,526</b>	<b>89,019</b>	<b>(51,493)</b>	<b>564,892</b>	<b>534,114</b>	<b>30,778</b>
<b>6700</b>	<b>Trust Expenses</b>						
	6720 • Pension Plans Expense						
	6721 • Legal Expense	0	167	(167)	0	1,002	(1,002)
	6725 • RPP Pension Expense	5,000	5,000	0	30,000	30,000	0
	6728 • Pension Audit Fee Expense	458	854	(396)	7,549	5,124	2,425
	<b>Total 6700 • Trust Expenses</b>	<b>5,458</b>	<b>6,021</b>	<b>(563)</b>	<b>37,549</b>	<b>36,126</b>	<b>1,423</b>
	<b>Total Expense Before Grants</b>	<b>292,025</b>	<b>389,464</b>	<b>(97,439)</b>	<b>2,075,731</b>	<b>2,336,789</b>	<b>(261,058)</b>
<b>7000</b>	<b>Grants Expense</b>						
	7010 • Major Grant Awards Expense	310,263	333,333	(23,070)	330,263	1,999,998	(1,669,735)
	<b>Net Income</b>	<b>1,061,750</b>	<b>690,675</b>	<b>371,075</b>	<b>(387,805)</b>	<b>(2,395,515)</b>	<b>2,007,710</b>

**Las Palmas Medical Plaza**  
**Profit & Loss Budget vs. Actual**  
July through December 2022

			MONTH			TOTAL		
			Dec 22	Budget	\$ Over Budget	Jul - Dec 22	Budget	\$ Over Budget
Income								
	4500 · LPMP Income							
		4505 · Rental Income	85,507	80,018	5,489	508,593	480,108	28,485
		4510 · CAM Income	33,915	32,898	1,017	202,783	197,388	5,395
		4513 · Misc. Income	0	83	(83)	0	498	(498)
Total 4500 · LPMP Income			119,422	112,999	6,423	711,376	677,994	33,382
Expense								
	6445 · LPMP Expenses							
		6420 · Insurance Expense	4,338	3,125	1,213	26,028	18,750	7,278
		6425 · Building - Depreciation Expense	24,455	27,441	(2,986)	146,730	164,646	(17,916)
		6426 · Tenant Improvements -Dep Exp	16,959	16,667	292	101,754	100,002	1,752
		6427 · HVAC Maintenance Expense	0	1,333	(1,333)	4,021	7,998	(3,977)
		6428 · Roof Repairs Expense	0	208	(208)	0	1,248	(1,248)
		6431 · Building -Interior Expense	0	625	(625)	0	3,750	(3,750)
		6432 · Plumbing -Interior Expense	0	667	(667)	1,619	4,002	(2,383)
		6433 · Plumbing -Exterior Expense	0	208	(208)	0	1,248	(1,248)
		6434 · Allocation Internal Prop. Mgmt	6,363	5,470	893	38,178	32,820	5,358
		6435 · Bank Charges	22	42	(20)	177	252	(75)
		6437 · Utilities -Vacant Units Expense	0	183	(183)	(78)	1,098	(1,176)
		6439 · Deferred Maintenance Repairs Ex	4,088	1,250	2,838	13,768	7,500	6,268
		6440 · Professional Fees Expense	11,150	11,150	0	66,900	66,900	0
		6441 · Legal Expense	0	83	(83)	0	498	(498)
		6458 · Elevators - R & M Expense	1,771	1,000	771	6,171	6,000	171
		6460 · Exterminating Service Expense	275	333	(58)	11,145	1,998	9,147
		6463 · Landscaping Expense	0	750	(750)	0	4,500	(4,500)
		6467 · Lighting Expense	0	500	(500)	0	3,000	(3,000)
		6468 · General Maintenance Expense	0	83	(83)	0	498	(498)
		6471 · Marketing-Advertising	0	1,250	(1,250)	1,475	7,500	(6,025)
		6475 · Property Taxes Expense	6,250	6,500	(250)	37,500	39,000	(1,500)
		6476 · Signage Expense	0	125	(125)	379	750	(371)
		6480 · Rubbish Removal Medical Waste E	1,075	1,500	(425)	8,017	9,000	(983)
		6481 · Rubbish Removal Expense	0	3,058	(3,058)	12,559	18,348	(5,789)
		6482 · Utilities/Electricity/Exterior	822	625	197	2,620	3,750	(1,130)
		6484 · Utilities - Water (Exterior)	719	625	94	5,206	3,750	1,456
		6485 · Security Expenses	10,806	9,208	1,598	55,793	55,248	545
		6490 · Miscellaneous Expense	0	167	(167)	210	1,002	(792)
Total 6445 · LPMP Expenses			89,093	94,176	(5,083)	540,172	565,056	(24,884)
Net Income			30,329	18,823	11,506	171,204	112,938	58,266



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

				Dec 31, 22	Dec 31, 21
<b>ASSETS</b>					
	<b>Current Assets</b>				
	<b>Checking/Savings</b>				
		<b>1000 · CHECKING CASH ACCOUNTS</b>		2,267,374	2,060,778
		<b>1100 · INVESTMENT ACCOUNTS</b>		60,654,852	61,439,787
		<b>Total Checking/Savings</b>		62,922,226	63,500,565
		<b>Total Accounts Receivable</b>		(282)	146,622
	<b>Other Current Assets</b>				
		<b>1204.1 · Rent Receivable-Deferred COVID</b>		66,613	126,525
		<b>1270 · Prepaid Insurance -Ongoing</b>		53,235	39,439
		<b>1279 · Pre-Paid Fees</b>		29,622	23,718
		<b>1281 · CalFresh Receivable</b>		0	11,915
		<b>Total Other Current Assets</b>		149,470	201,597
		<b>Total Current Assets</b>		63,071,414	63,848,784
	<b>Fixed Assets</b>				
		<b>1300 · FIXED ASSETS</b>		5,094,488	4,910,941
		<b>1335-00 · ACC DEPR</b>		(2,479,887)	(2,260,945)
		<b>1400 · LPMP Assets</b>		6,981,562	7,152,967
		<b>Total Fixed Assets</b>		9,596,163	9,802,963
	<b>Other Assets</b>				
		<b>1700 · OTHER ASSETS</b>		3,509,745	3,950,220
	<b>TOTAL ASSETS</b>			<b>76,177,322</b>	<b>77,601,967</b>

**Desert Healthcare District**  
**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>					
		2000 · Accounts Payable			31,060	22,263
		2001 · LPMP Accounts Payable			3,200	32,817
		<b>Total Accounts Payable</b>			<b>34,260</b>	<b>55,080</b>
	<b>Other Current Liabilities</b>					
		2002 · LPMP Property Taxes			(530)	116
		2003 · Prepaid Rents			0	9,121
		2131 · Grant Awards Payable			4,397,499	3,736,713
		2133 · Accrued Accounts Payable			179,550	139,550
		2141 · Accrued Vacation Time			94,286	82,444
		2152 · 457B/401A Liability			(1,039)	0
		2188 · Current Portion - LTD			7,402	7,402
		2190 · Investment Fees Payable			14,488	15,000
		<b>Total Other Current Liabilities</b>			<b>4,691,656</b>	<b>3,990,346</b>
		<b>Total Current Liabilities</b>			<b>4,725,916</b>	<b>4,045,426</b>
	<b>Long Term Liabilities</b>					
		2171 · RPP-Deferred Inflows-Resources			492,802	675,732
		2280 · Long-Term Disability			2,981	16,281
		2281 · Grants Payable - Long-term			3,520,000	4,990,000
		2290 · LPMP Security Deposits			64,960	59,101
		<b>Total Long Term Liabilities</b>			<b>4,080,743</b>	<b>5,741,114</b>
	<b>Total Liabilities</b>				<b>8,806,659</b>	<b>9,786,540</b>
	<b>Equity</b>					
		3900 · *Retained Earnings			67,758,461	67,408,928
		Net Income			(387,805)	406,499
	<b>Total Equity</b>				<b>67,370,656</b>	<b>67,815,427</b>
	<b>TOTAL LIABILITIES &amp; EQUITY</b>				<b>76,177,322</b>	<b>77,601,967</b>

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

				Dec 31, 22	Dec 31, 21
<b>ASSETS</b>					
Current Assets					
Checking/Savings					
1000 - CHECKING CASH ACCOUNTS					
		1010 - Union Bank - Checking		0	1,741,749
		1012 - Union Bank Operating - 9356		2,096,479	0
		1046 - Las Palmas Medical Plaza		170,395	318,529
		1047 - Petty Cash		500	500
		Total 1000 - CHECKING CASH ACCOUNTS		2,267,374	2,060,778
1100 - INVESTMENT ACCOUNTS					
		1130 - Facility Replacement Fund		63,277,537	61,313,100
		1135 - Unrealized Gain(Loss) FRF		(2,622,685)	126,687
		Total 1100 - INVESTMENT ACCOUNTS		60,654,852	61,439,787
		Total Checking/Savings		62,922,226	63,500,565
Accounts Receivable					
		1201 - Accounts Receivable			
		1204 - LPMP Accounts Receivable		(4,782)	(17,171)
		1205 - Misc. Accounts Receivable		4,500	1,500
		1211 - A-R Foundation - Exp Allocation		0	162,293
		Total Accounts Receivable		(282)	146,622
Other Current Assets					
		1204.1 - Rent Receivable-Deferred COVID		66,613	126,525
		1270 - Prepaid Insurance -Ongoing		53,235	39,439
		1279 - Pre-Paid Fees		29,622	23,718
		1281 - CalFresh Receivable		0	11,915
		Total Other Current Assets		149,470	201,597
		Total Current Assets		63,071,414	63,848,784
Fixed Assets					
1300 - FIXED ASSETS					
		1310 - Computer Equipment		96,528	80,487
		1320 - Furniture and Fixtures		50,846	33,254
		1321 - Mobile Medical Unit		197,214	59,500
		1322 - Tenant Improvement - RAP #G100		32,794	20,594
		1325 - Offsite Improvements		300,849	300,849
		1331 - DRMC - Parking lot		4,416,257	4,416,257
		Total 1300 - FIXED ASSETS		5,094,488	4,910,941

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

				Dec 31, 22	Dec 31, 21
			<b>1335-00 · ACC DEPR</b>		
			1335 · Accumulated Depreciation	(225,571)	(213,330)
			1337 · Accum Deprec- Solar Parking Lot	(2,049,963)	(1,869,099)
			1338 · Accum Deprec - LPMP Parking Lot	(201,066)	(178,516)
			1339 · Accum Deprec - Autos	(3,287)	0
			<b>Total 1335-00 · ACC DEPR</b>	<b>(2,479,887)</b>	<b>(2,260,945)</b>
			<b>1400 · LPMP Assets</b>		
			1401 · Building	8,705,680	8,705,680
			1402 · Land	2,165,300	2,165,300
			1403 · Tenant Improvements -New	2,271,406	2,210,926
			1404 · Tenant Improvements - CIP	129,550	129,550
			1406 · Building Improvements		
			1406.1 · LPMP-Replace Parking Lot	676,484	676,484
			1406.2 · Building Improvements-CIP	459,999	815,518
			1406 · Building Improvements - Other	2,153,527	1,582,543
			<b>Total 1406 · Building Improvements</b>	<b>3,290,010</b>	<b>3,074,545</b>
			1407 · Building Equipment Improvements	444,268	423,000
			1409 · Accumulated Depreciation		
			1410 · Accum. Depreciation	(8,009,864)	(7,755,832)
			1412 · T I Accumulated Dep.-New	(2,014,788)	(1,800,202)
			<b>Total 1409 · Accumulated Depreciation</b>	<b>(10,024,652)</b>	<b>(9,556,034)</b>
			<b>Total 1400 · LPMP Assets</b>	<b>6,981,562</b>	<b>7,152,967</b>
			<b>Total Fixed Assets</b>	<b>9,596,163</b>	<b>9,802,963</b>
			<b>Other Assets</b>		
			<b>1700 · OTHER ASSETS</b>		
			1731 · Wellness Park	1,693,800	1,693,800
			1740 · RPP-Deferred Outflows-Resources	836,699	494,388
			1742 · RPP - Net Pension Asset	979,246	1,762,032
			<b>Total Other Assets</b>	<b>3,509,745</b>	<b>3,950,220</b>
			<b>TOTAL ASSETS</b>	<b>76,177,322</b>	<b>77,601,967</b>

**Desert Healthcare District**  
**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>					
		2000 · Accounts Payable			31,060	22,263
		2001 · LPMP Accounts Payable			3,200	32,817
		<b>Total Accounts Payable</b>			<b>34,260</b>	<b>55,080</b>
	<b>Other Current Liabilities</b>					
		2002 · LPMP Property Taxes			(530)	116
		2003 · Prepaid Rents			0	9,121
		2131 · Grant Awards Payable			4,397,499	3,736,713
		2133 · Accrued Accounts Payable			179,550	139,550
		2141 · Accrued Vacation Time			94,286	82,444
		2152 · 457B/401A Liability			(1,039)	0
		2188 · Current Portion - LTD			7,402	7,402
		2190 · Investment Fees Payable			14,488	15,000
		<b>Total Other Current Liabilities</b>			<b>4,691,656</b>	<b>3,990,346</b>
		<b>Total Current Liabilities</b>			<b>4,725,916</b>	<b>4,045,426</b>
	<b>Long Term Liabilities</b>					
		2171 · RPP-Deferred Inflows-Resources			492,802	675,732
		2280 · Long-Term Disability			2,981	16,281
		2281 · Grants Payable - Long-term			3,520,000	4,990,000
		2290 · LPMP Security Deposits			64,960	59,101
		<b>Total Long Term Liabilities</b>			<b>4,080,743</b>	<b>5,741,114</b>
		<b>Total Liabilities</b>			<b>8,806,659</b>	<b>9,786,540</b>
	<b>Equity</b>					
		3900 · *Retained Earnings			67,758,461	67,408,928
		Net Income			(387,805)	406,499
		<b>Total Equity</b>			<b>67,370,656</b>	<b>67,815,427</b>
		<b>TOTAL LIABILITIES &amp; EQUITY</b>			<b>76,177,322</b>	<b>77,601,967</b>

**Desert Healthcare District**  
**A/R Aging Summary**  
As of December 31, 2022

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	COMMENT
Coachella Valley Volunteers in Medicine-	0	0	488	0	0	488	Slow pay
Global Premier Fertility	0	4,123	0	0	0	4,123	Slow pay
Laboratory Corporation of America	0	(5,280)	0	0	0	(5,280)	Prepaid
PICA	4,500	0	0	0	0	4,500	
Quest Diagnostics Incorporated	0	(4,154)	0	0	0	(4,154)	Prepaid
Ramy Awad, M.D.	0	40	0	0	0	40	Slow pay
<b>TOTAL</b>	<b>4,500</b>	<b>(5,271)</b>	<b>488</b>	<b>0</b>	<b>0</b>	<b>(283)</b>	

**Desert Healthcare District**  
**Deposit Detail**  
December 2022

Type	Date	Name	Amount
<b>Deposit</b>	<b>12/02/2022</b>		<b>2,000</b>
		T-Mobile	(2,000)
TOTAL			(2,000)
<b>Deposit</b>	<b>12/15/2022</b>		<b>1,445,095</b>
		Riverside County Treasurer - property tax	(1,445,095)
TOTAL			(1,445,095)
<b>Deposit</b>	<b>12/16/2022</b>		<b>5,829</b>
		Riverside County Treasurer - property tax	(5,829)
TOTAL			(5,829)
<b>Deposit</b>	<b>12/22/2022</b>		<b>173,428</b>
Payment	12/22/2022	Desert Healthcare Foundation	(173,428)
TOTAL			(173,428)
<b>Deposit</b>	<b>12/23/2022</b>		<b>7,557</b>
		Riverside County Treasurer - property tax	(7,557)
TOTAL			(7,557)
		<b>TOTAL</b>	<b>1,633,909</b>

DESERT HEALTHCARE DISTRICT											
PROPERTY TAX RECEIPTS FY 2022 - 2023											
RECEIPTS - SIX MONTHS ENDED DECEMBER 31, 2022											
	FY 2021-2022 Projected/Actual						FY 2022-2023 Projected/Actual				
	Budget %	Budget \$	Act %	Actual Receipts	Variance		Receipts %	Receipts \$	Act %	Actual Receipts	Variance
July	2.5%	\$ 182,825	2.2%	\$ 162,345	\$ (20,480)		0.0%	\$ -	0.0%	\$ 3,676	\$ 3,676
Aug	1.6%	\$ 117,008	0.2%	\$ 11,529	\$ (105,479)		0.0%	\$ -	2.2%	\$ 175,271	\$ 175,271
Sep	0.0%	\$ -	0.0%	\$ -	\$ -		0.0%	\$ -	0.0%	\$ 3,382	\$ 3,382
Oct	2.6%	\$ 190,138	0.0%	\$ 130	\$ (190,008)		2.6%	\$ 208,624	0.0%	\$ -	\$ (208,624)
Nov	0.4%	\$ 29,252	2.5%	\$ 181,286	\$ 152,034		0.4%	\$ 32,096	2.5%	\$ 198,217	\$ 166,121
Dec	16.9%	\$ 1,235,897	18.3%	\$ 1,337,681	\$ 101,784		16.9%	\$ 1,356,056	18.2%	\$ 1,458,481	\$ 102,425
Jan	31.9%	\$ 2,332,847	37.8%	\$ 2,763,324	\$ 430,477		31.9%	\$ 2,559,656	0.0%		
Feb	0.0%	\$ -	2.5%	\$ 180,240	\$ 180,240		0.0%	\$ -	0.0%		
Mar	0.3%	\$ 21,939	0.5%	\$ 35,819	\$ 13,880		0.3%	\$ 24,072	0.0%		
Apr	5.5%	\$ 402,215	6.1%	\$ 443,891	\$ 41,676		5.5%	\$ 441,320	0.0%		
May	19.9%	\$ 1,455,287	45.0%	\$ 3,288,706	\$ 1,833,419		19.9%	\$ 1,596,776	0.0%		
June	18.4%	\$ 1,345,592	0.7%	\$ 47,936	\$ (1,297,656)		22.5%	\$ 1,805,400	0.0%		
Total	100%	\$ 7,313,000	115.6%	\$ 8,452,887	\$ 1,139,887		100.00%	\$ 8,024,000	22.9%	\$ 1,839,027	\$ 242,251



**Las Palmas Medical Plaza**  
**Deposit Detail - LPMP**  
December 2022

Type	Date	Name	Amount
<b>Deposit</b>	<b>12/02/2022</b>		<b>1,927</b>
Payment	12/02/2022	Arthritis & Rheumatic Care Clinic, Inc	(1,927)
TOTAL			(1,927)
<b>Deposit</b>	<b>12/06/2022</b>		<b>10,306</b>
Payment	12/06/2022	EyeCare Services Partners Management LLC	(7,552)
Payment	12/06/2022	WestPac Labs, Inc.	(2,755)
TOTAL			(10,307)
<b>Deposit</b>	<b>12/07/2022</b>		<b>14,873</b>
Payment	12/05/2022	Cure Cardiovascular Consultants	(3,212)
Payment	12/05/2022	Aijaz Hashmi, M.D., Inc.	(3,101)
Payment	12/05/2022	Brad A. Wolfson, M.D.	(3,699)
Payment	12/05/2022	Cohen Musch Thomas Medical Group	(4,862)
TOTAL			(14,874)
<b>Deposit</b>	<b>12/08/2022</b>		<b>3,454</b>
Payment	12/08/2022	Ramy Awad, M.D.	(3,454)
TOTAL			(3,454)
<b>Deposit</b>	<b>12/12/2022</b>		<b>3,835</b>
Payment	12/12/2022	Desert Family Medical Center	(3,835)
TOTAL			(3,835)
<b>Deposit</b>	<b>12/13/2022</b>		<b>18,177</b>
Payment	12/13/2022	Peter Jamieson, M.D.	(3,410)
Payment	12/13/2022	Pathway Pharmaceuticals, Inc.	(2,471)
Payment	12/13/2022	Desert Regional Medical Center	(5,803)
Payment	12/13/2022	Tenet HealthSystem Desert, Inc	(6,494)
TOTAL			(18,178)

**Las Palmas Medical Plaza**  
**Deposit Detail - LPMP**  
**December 2022**

Type	Date	Name	Amount
<b>Deposit</b>	<b>12/13/2022</b>		<b>7,397</b>
Payment	12/12/2022	Palmtree Clinical Research	(7,397)
TOTAL			(7,397)
<b>Deposit</b>	<b>12/20/2022</b>		<b>38,962</b>
Payment	12/20/2022	Tenet HealthSystem Desert, Inc.	(33,683)
Payment	12/20/2022	Laboratory Corporation of America	(5,280)
TOTAL			(38,963)
<b>Deposit</b>	<b>12/27/2022</b>		<b>4,154</b>
Payment	12/27/2022	Quest Diagnostics Incorporated	(4,154)
TOTAL			(4,154)
		<b>TOTAL</b>	<b>103,085</b>

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

Type	Date	Num	Name	Amount
<b>1000 - CHECKING CASH ACCOUNTS</b>				
<b>1012 - Union Bank Operating - 9356</b>				
Bill Pmt -Check	12/06/2022	1386	First Bankcard (Union Bank)	(12,492)
Bill Pmt -Check	12/06/2022	1387	Andrea S. Hayles - expense reimbursement	(115)
Bill Pmt -Check	12/06/2022	1388	Coachella Valley Accounting & Auditing	(1,000)
Bill Pmt -Check	12/06/2022	1389	Ernest Sussman - notary services	(55)
Bill Pmt -Check	12/06/2022	1390	Frazier Pest Control, Inc.	(33)
Bill Pmt -Check	12/06/2022	1391	Ready Refresh	(50)
Bill Pmt -Check	12/06/2022	1392	Staples Credit Plan	(32)
Bill Pmt -Check	12/06/2022	1393	State Compensation Insurance Fund	(427)
Bill Pmt -Check	12/06/2022	1394	Strategies 360, Inc.	(9,500)
Bill Pmt -Check	12/06/2022	1395	Underground Service Alert of Southern California	(4)
Bill Pmt -Check	12/06/2022	1396	California Consulting	(4,250)
Bill Pmt -Check	12/06/2022	1397	Carmina Zavala - stipend	(662)
Bill Pmt -Check	12/06/2022	1398	Desert AIDS Project - grant payment	(101,710)
Bill Pmt -Check	12/06/2022	1399	Desert Arc - grant payment	(46,233)
Bill Pmt -Check	12/06/2022	1400	Evelt PerezGil - stipend	(551)
Bill Pmt -Check	12/06/2022	1401	First Bankcard (Union Bank)	(12,152)
Bill Pmt -Check	12/06/2022	1402	NPO Centric	(30,242)
Bill Pmt -Check	12/06/2022	1403	Rogers, Carole - stipend	(662)
Bill Pmt -Check	12/06/2022	1404	The Root Cause Coalition	(1,500)
Bill Pmt -Check	12/07/2022	1405	KaufmanHall	(77,650)
Bill Pmt -Check	12/07/2022	1406	So.Cal Computer Shop	(4,865)
Bill Pmt -Check	12/07/2022	1407	Vision To Learn - grant payment	(22,500)
Bill Pmt -Check	12/07/2022	1408	So.Cal Computer Shop	(810)
Bill Pmt -Check	12/08/2022	1409	Xerox Financial Services	(377)
Bill Pmt -Check	12/08/2022	1410	Larry L. Simon - appraisal services	(3,250)
Bill Pmt -Check	12/08/2022	1411	Magdalena Martinez - HR consulting services	(1,854)
Check	12/08/2022	Auto Pay	Calif. Public Employees' Retirement System	(15,419)
Liability Check	12/09/2022		QuickBooks Payroll Service	(54,624)
Bill Pmt -Check	12/12/2022	ACH 121422	Law Offices of Scott & Jackson	(10,238)
Bill Pmt -Check	12/13/2022	1412	Mangus Accountancy Group, A.P.C.	(500)
Bill Pmt -Check	12/13/2022	1413	Purchase Power	(100)
Bill Pmt -Check	12/13/2022	1414	Andrea S. Hayles - expense reimbursement	(210)
Bill Pmt -Check	12/13/2022	1415	Foundation of PSUSD - grant payment	(49,500)
Bill Pmt -Check	12/20/2022	1416	Coachella Valley Accounting & Auditing	(500)
Bill Pmt -Check	12/20/2022	1417	Principal Life Insurance Co.	(2,045)
Bill Pmt -Check	12/20/2022	1418	Regional Access Project Foundation	(193)
Bill Pmt -Check	12/20/2022	1419	Shred-It	(125)

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

Type	Date	Num	Name	Amount
Bill Pmt -Check	12/20/2022	1420	Spectrum (Time Warner)	(325)
Bill Pmt -Check	12/20/2022	1421	CoPower Employers' Benefits Alliance	(1,750)
Bill Pmt -Check	12/20/2022	1422	Andrea S. Hayles - expense reimbursement	(125)
Bill Pmt -Check	12/20/2022	1423	Chris Christensen - expense reimbursement	(2,400)
Bill Pmt -Check	12/20/2022	1424	Alejandro Espinoza Santacruz - expense reimbursement	(1,028)
Bill Pmt -Check	12/22/2022	ACH 122022	First Bankcard (Union Bank)	(7,040)
Liability Check	12/23/2022		QuickBooks Payroll Service	(49,778)
Liability Check	12/27/2022		QuickBooks Payroll Service	(603)
Check	12/27/2022		Bank Service Charge	(517)
Bill Pmt -Check	12/29/2022	1425	Boyd & Associates	(108)
Bill Pmt -Check	12/29/2022	1426	Frazier Pest Control, Inc.	(33)
Bill Pmt -Check	12/29/2022	1427	Ready Refresh	(50)
Bill Pmt -Check	12/29/2022	1428	Regional Access Project Foundation	(2,000)
Bill Pmt -Check	12/29/2022	1429	Zendle, Les - stipend	(441)
<b>TOTAL</b>				<b>(532,628)</b>

Desert Healthcare District								
Details for Credit Card Expenditures								
Credit card purchases - November 2022 - Paid December 2022								
Number of credit cards held by District personnel -2								
Credit Card Limit - \$25,000 - Conrado, \$20,000 - Chris								
Credit Card Holders:								
Conrado Bárzaga - Chief Executive Officer								
Chris Christensen - Chief Administration Officer								
Routine types of charges:								
Office Supplies, Dues for membership, Computer Supplies, Meals, Travel including airlines and Hotels, Catering, Supplies for BOD meetings, CEO Discretionary for small grant & gift items								
	Statement							
	Month	Total		Expense				
Year	Charged	Charges		Type	Amount	Purpose	Description	Participants
		\$ 31,685.02						
Chris' Statement:								
2022	November	\$ 12,492.26		District				
				GL	Dollar	Description		
				6130	\$ 2,000.00	Peak Grantmaking annual membership		
				6311	\$ 20.49	Spectrum - Wireless phone order for package pricing		
				6311	\$ 143.01	Spectrum - Wireless phone order for package pricing		
				6355	\$ 250.76	Zoom videoconference/webinar expense		
				1320	\$ 10,000.00	Creative Office Interiors - RAP Office conference table/chairs		
				6355	\$ 78.00	Microsoft Office subscription		
					\$ 12,492.26			
Conrado's Statement:								
2022	November	\$ 12,152.34						
				District				
				GL	Dollar	Description		
				6351	\$ (519.02)	Hyatt Regency - Hotel adjustment for ACHD Annual Meeting - Director Rogers		
				5230	\$ 130.00	Desert Hot Springs State of the City- Director Rogers +1		
				6351	\$ 772.53	Hyatt Regency - Hotel adjustment for ACHD Annual Meeting - Director Rogers		
				6360	\$ 30.00	UPS Store - notary services		
				6351	\$ 23.38	Curb Service - Taxi APHA Conference, Boston, MA		
				6352	\$ 59.56	Pappadeaux Seafood - APHA Conference, Boston, MA		
				6351	\$ 17.94	Curb Service - Taxi APHA Conference, Boston, MA		
				6351	\$ 21.25	Creative Mobil - Taxi APHA Conference, Boston, MA		
				5160	\$ 67.73	Springer Publishing Company - Health Equity Textbook		
				6351	\$ 22.60	Boston Taxi - APHA Conference, Boston, MA		
				6352	\$ 42.69	Yankee Lobster - APHA Conference, Boston, MA		
				6352	\$ 549.07	Alma Gaucha - Staff dinner at APHA Conference, Boston, MA		
				6352	\$ 137.17	Oconnors Seaport - APHA Conference, Boston, MA		
				6351	\$ 21.75	Curb Service - APHA Conference, Boston, MA		
				6351	\$ 23.75	Creative Mobil - Taxi APHA Conference, Boston, MA		
				6360	\$ 111.22	Crown Awards - President Borja Service Award		
				6130	\$ 99.00	Desert Sun annual subscription		
				6352	\$ 230.46	Bricco - APHA Conference, Boston, MA		
				6352	\$ 23.72	La Madeline - Phoenix AZ - APHA Conference, Boston, MA		
				6352	\$ 22.94	Starbucks - APHA Conference, Boston, MA		
				6351	\$ 1,864.57	Seaport Hotel - APHA Conference, Boston, MA - Conrado Barzaga		
				6351	\$ 2,163.06	Seaport Hotel - APHA Conference, Boston, MA - Alejandro Espinoza Santacruz		
				6351	\$ 2,237.57	Seaport Hotel - APHA Conference, Boston, MA - Jana Trew		
				6351	\$ 2,221.81	Seaport Hotel - APHA Conference, Boston, MA - Donna Craig		

Desert Healthcare District								
Details for Credit Card Expenditures								
Credit card purchases - November 2022 - Paid December 2022								
Number of credit cards held by District personnel -2								
Credit Card Limit - \$25,000 - Conrado, \$20,000 - Chris								
Credit Card Holders:								
Conrado Bárzaga - Chief Executive Officer								
Chris Christensen - Chief Administration Officer								
Routine types of charges:								
Office Supplies, Dues for membership, Computer Supplies, Meals, Travel including airlines and Hotels, Catering, Supplies for BOD meetings, CEO Discretionary for small grant & gift items								
Statement								
Year	Month	Total	Expense	Type	Amount	Purpose	Description	Participants
				5240	\$ 679.56	Taca Event Catering - President Borja's appreciation event		
				5230	\$ 350.00	Well in the Desert fundraiser - Desert Jammin - Director Rogers +1		
				5230	\$ 156.02	Martha's Village fundraiser- A Night of Giving - Director Rogers +1		
				6360	\$ 167.01	Palm Springs Flower Mart - Flowers for President Borja		
				5240	\$ 25.00	Uber Eats - 11/21/22 Board Meeting Food		
				5240	\$ 25.00	Uber Eats - 11/22/22 Board Meeting Food		
				5240	\$ 175.00	Grubhub - 11/21/22 Board Meeting Food		
				5240	\$ 200.00	Grubhub - 11/22/22 Board Meeting Food		
					\$ 12,152.34			
Conrado's Statement:								
2022	December	\$ 7,040.42						
				District				
				GL	Dollar	Description		
				6351	\$ 87.09	American Airlines - IEHP Foundation Promedica Site Visit - OH (to be reimbursed by IEHP)		
				6351	\$ 1,579.20	American Airlines - IEHP Foundation Promedica Site Visit - OH (to be reimbursed by IEHP)		
				6351	\$ 612.67	Renaissance - Hotel for IEHP Foundation Promedica Site Visit - OH (to be reimbursed by IEHP)		
				6351	\$ 0.53	Mission Inn - Hotel taxes for CHA Behavioral Health Symposium - Riverside, CA - Director De Lara		
				6351	\$ 213.94	Mission Inn - Hotel for CHA Behavioral Health Symposium - Vice-President PerezGil		
				6351	\$ 340.78	Mission Inn - Hotel for CHA Behavioral Health Symposium - Jana Trew		
				6352	\$ 4.89	Mission Inn - CHA Behavioral Health Symposium - Riverside, CA - Jana Trew		
				6351	\$ 15.71	Lyft - IEHP Foundation Promedica Site Visit - OH (to be reimbursed by IEHP)		
				6351	\$ 18.09	Lyft - IEHP Foundation Promedica Site Visit - OH (to be reimbursed by IEHP)		
				6351	\$ 60.00	Palm Springs Airport - Parking for IEHP Foundation Promedica Site Visit - OH (to be reimbursed by IEHP)		
				6351	\$ 16.38	Lyft - IEHP Foundation Promedica Site Visit - OH (to be reimbursed by IEHP)		
				6351	\$ 79.99	Lyft - IEHP Foundation Promedica Site Visit - OH (to be reimbursed by IEHP)		
				6352	\$ 11.29	Starbucks - IEHP Foundation Promedica Site Visit - OH		
				6352	\$ 100.00	DJ2A Entertainment - Deposit for Board & Staff holiday dinner		
				6352	\$ 500.00	Classic Club - Room rental for staff team-building lunch		
				6360	\$ 104.86	Vista Print - holiday cards		
				6352	\$ 2,500.00	Renaissance - Deposit for Board & Staff holiday dinner		
				6352	\$ 795.00	DJ2A Entertainment - DJ & Photo Booth for Board & Staff holiday dinner		
					\$ 7,040.42	Paid in December		

**Las Palmas Medical Plaza  
Check Register - LPMP  
As of December 31, 2022**

Type	Date	Num	Name	Amount
<b>1000 - CHECKING CASH ACCOUNTS</b>				
<b>1046 - Las Palmas Medical Plaza</b>				
Bill Pmt -Check	12/06/2022	10663	Desert Water Agency	(644)
Bill Pmt -Check	12/06/2022	10664	Palm Springs Disposal Services Inc	(2,651)
Bill Pmt -Check	12/06/2022	10665	Stericycle, Inc.	(1,146)
Bill Pmt -Check	12/13/2022	10666	Frazier Pest Control, Inc.	(275)
Bill Pmt -Check	12/13/2022	10667	Imperial Security	(4,431)
Bill Pmt -Check	12/13/2022	10668	Southern California Edison	(822)
Check	12/13/2022		Bank Service Charge	(636)
Bill Pmt -Check	12/20/2022	10669	Frontier Communications	(263)
Bill Pmt -Check	12/20/2022	10670	INPRO Environmental Management Services	(15,238)
Bill Pmt -Check	12/29/2022	10671	Amtech Elevator Services	(1,507)
Bill Pmt -Check	12/29/2022	10672	Desert Water Agency	(719)
Bill Pmt -Check	12/29/2022	10673	Imperial Security	(4,250)
<b>TOTAL</b>				<b>(32,582)</b>

**Desert Healthcare District**  
**6325 CEO Discretionary Fund**  
 July through December 2022

Date	Name	Memo	Amount
<b>6325 - CEO Discretionary Fund</b>			
07/14/2022	Regional Access Project Foundation	Nonprofit Desert Fast Pitch sponsorship	5,000
08/24/2022	Coachella Valley Economic Partnership	2022 CVEP Economic Summit - Silver Sponsorship	5,000
10/20/2022	UC Riverside Foundation	UCR SOM Celebration of Medical Education Gala - Bronze Sponsorship	5,000
11/03/2022	Blood Bank of San Bernardino	11.12.22 Thanks4Giving Gala	3,000
<b>TOTAL</b>			<b>18,000</b>





## MEMORANDUM

DATE: January 11, 2023  
TO: F&A Committee  
RE: Retirement Protection Plan (RPP)

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Current number of participants in Plan:

	<u>November</u>	<u>December</u>
Active – still employed by hospital	79	77
Vested – no longer employed by hospital	54	56
Former employees receiving annuity	<u>7</u>	<u>7</u>
Total	<u>140</u>	<u>140</u>

The outstanding liability for the RPP is approximately **\$3.3M** (Actives - \$1.9M and Vested - \$1.4M). US Bank investment account balance \$4.6M. Per the June 30, 2022, Actuarial Valuation, the RPP has an Overfunded Pension Asset of approximately **\$1.0M**.

The payouts, excluding monthly annuity payments, made from the Plan for the six (6) months ended December 31, 2022, totaled **\$156K**. Monthly annuity payments (7 participants) total **\$1.0K** per month.

DESERT HEALTHCARE DISTRICT								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
December 31, 2022								
TWELVE MONTHS ENDING JUNE 30, 2023								
			Approved	6/30/2022	Current Yr	Total Paid Prior Yrs	Total Paid Current Yr	Open
Grant ID Nos.	Name	Grants - Prior Yrs	Bal Fwd	2021-2022	July-June	July-June	BALANCE	
2014-MOU-BOD-11/21/13	Memo of Understanding CVAG CV Link Support	\$ 10,000,000	\$ 4,990,000		\$ -		\$ 4,990,000	
2021-1136-BOD-01-26-21	Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr.	\$ 119,432	\$ 11,944		\$ 11,944		\$ -	
2021-1171-BOD-03-23-21	Blood Bank of San Bernardino/Riverside Counties - Bloodmobiles for Coachella Valley - 18 Months	\$ 150,000	\$ 15,000		\$ 15,000		\$ -	
2021-1266-BOD-04-27-21	Galilee Center - Our Lady of Guadalupe Shelter - 1 Yr.	\$ 150,000	\$ 15,000		\$ 15,000		\$ -	
2021-1277-BOD-04-27-21	Lift To Rise - United Lift Rental Assistance 2021 - 8 Months	\$ 300,000	\$ 30,000		\$ 30,000		\$ -	
2021-1280-BOD-05-25-21	Desert AIDS Project - DAP Health Expands Access to Healthcare - 1Yr.	\$ 100,000	\$ 10,000		\$ 10,000		\$ -	
2021-1296-BOD-11-23-21	Coachella Valley Volunteers In Medicine - Improving Access to Healthcare Services - 1 Yr.	\$ 154,094	\$ 84,752		\$ 69,342		\$ 15,410	
2021-1289-BOD-12-21-21	Desert Cancer Foundation - Patient Assistance Program - 1 Yr.	\$ 150,000	\$ 82,500		\$ 67,500		\$ 15,000	
2022-1301-BOD-01-25-22	UCR Regents - Community Based Interventions to Mitigate Psychological Trauma - 1 Yr.	\$ 113,514	\$ 62,433		\$ 51,081		\$ 11,352	
2022-1302-BOD-01-25-22	Vision To Learn - Palm Springs, Desert Sands, and Coachella Valley School Districts 1 Yr.	\$ 50,000	\$ 27,500		\$ 22,500		\$ 5,000	
2022-1303-BOD-01-25-22	CSU San Bernardino Palm Desert Campus Street Medicine Program - 1 Yr.	\$ 54,056	\$ 29,731		\$ 24,325		\$ 5,406	
2022-1306-BOD-02-22-22	Olive Crest Treatment Center - General Support for Mental Health Services - 1 Yr.	\$ 123,451	\$ 67,898		\$ 55,553		\$ 12,345	
2022-1311-BOD-04-26-22	Desert Arc - Healthcare for Adults with Disabilities Project Employment of Nurses - 1 Yr.	\$ 102,741	\$ 56,508		\$ 46,233		\$ 10,275	
2022-1313-BOD-04-26-22	Angel View - Improving Access to Primary and Specialty Care Services for Children With Disabilities 1 Yr.	\$ 76,790	\$ 42,235		\$ -		\$ 42,235	
2022-1314-BOD-05-24-22	Voices for Children - Court Appointed Special Advocate Program - 1 Yr.	\$ 60,000	\$ 60,000		\$ 27,000		\$ 33,000	
2022-1325-BOD-06-28-22	Vision Y Compromiso - CVEC Unrestricted Grant Funds - 2 Yrs.	\$ 150,000	\$ 150,000		\$ 33,750		\$ 116,250	
2022-1327-BOD-06-28-22	Youth Leadership Institute - Youth Voice in Mental Health - 2 Yrs.	\$ 50,000	\$ 50,000		\$ 11,250		\$ 38,750	
2022-1328-BOD-06-28-22	El Sol - Expanding Access to Educational Resources for Promotoras - 2 Yrs.	\$ 150,000	\$ 150,000		\$ 33,750		\$ 116,250	
2022-1331-BOD-06-28-22	Pueblo Unido - Improving Access to Behavioral Health Education and Prevention Services - 2 Yrs.	\$ 50,000	\$ 50,000		\$ 11,250		\$ 38,750	
2022-0965-BOD-06-28-22	Desert Healthcare Foundation - Behavioral Health Initiative Expansion - 3 Yrs.	\$ 2,000,000	\$ 2,000,000		\$ 2,000,000		\$ -	
2022-22-15-BOD-06-28-22	Carry over of remaining Fiscal Year 2021/2022 Funds*	\$ 2,566,566	\$ 2,566,566		\$ 2,566,566		\$ -	
2022-1324-BOD-07-26-22	Galilee Center - Our Lady of Guadalupe Shelter - 2 Yr.			\$ 100,000		\$ 22,500	\$ 77,500	
2022-1332-BOD-07-26-22	Alianza CV - Expanding and Advancing Outreach Through Increasing Capacity Development - 2 Yrs.			\$ 100,000		\$ 22,500	\$ 77,500	
2022-1329-BOD-09-27-22	DPMG - Mobile Medical Unit - 3 Yrs.			\$ 500,000		\$ 50,000	\$ 450,000	
2022-1350-BOD-09-27-22	JFK Memorial Foundation - Behavioral Health Awareness and Education Program - 1 Yr.			\$ 57,541		\$ 25,893	\$ 31,648	
2022-1355-BOD-09-27-22	Joslyn Center - The Joslyn Wellness Center - 1 Yr.			\$ 85,000		\$ 38,250	\$ 46,750	
2022-1361-BOD-09-27-22	DAP Health - DAP Health Monkeypox Virus Response - 1 Yr.			\$ 586,727		\$ 101,710	\$ 485,017	
2022-1356-BOD-10-25-22	Blood Bank of San Bernardino/Riverside Counties - Coachella Valley Therapeutic Apheresis Program - 1 Yr.			\$ 140,000		\$ 63,000	\$ 77,000	
2022-1358-BOD-10-25-22	Foundation for Palm Springs Unified School District - School-Based Wellness Center Project - 1 Yr.			\$ 110,000		\$ 49,500	\$ 60,500	
2022-1362-BOD-10-25-22	Jewish Family Service of the Desert - Mental Health Counseling Services for Underserved - 2 Yrs.			\$ 160,000		\$ 36,000	\$ 124,000	
2022-1326-BOD-12-20-22	TODEC - TODEC's Equity Program - 2 Yrs.			\$ 100,000		\$ -	\$ 100,000	
2022-1330-BOD-12-20-22	OneFuture Coachella Valley - Building a Healthcare Workforce Pipeline - 2 Yrs.			\$ 605,000		\$ -	\$ 605,000	
2022-1369-BOD-12-20-22	ABC Recovery Center - Cost of Caring Fund Project - 1 Yr.			\$ 332,561		\$ -	\$ 332,561	
TOTAL GRANTS		\$ 16,670,644	\$ 10,552,067	\$ 2,876,830	\$ 5,102,044	\$ 409,353	\$ 7,917,499	
Amts available/remaining for Grant/Programs - FY 2022-23:								
Amount budgeted 2022-2023			\$ 4,000,000			G/L Balance:	12/31/2022	
Amount granted through December 31, 2022:			\$ (2,876,830)			2131	\$ 4,397,499	
Mini Grants:			\$ (20,000)			2281	\$ 3,520,000	
Financial Audits of Non-Profits; Organizational Assessments			\$ -					
Net adj - Grants not used:			\$ 2,566,566			Total	\$ 7,917,499	
Matching external grant contributions			\$				\$ 0	
Balance available for Grants/Programs			\$ 3,669,736					
* Value listed in Total Paid column reflects funds granted from carryover funds. Actual grant payments will be reflected under the respective grant.								



## **Chief Administration Officer's Report**

**January 11, 2023**

Staff desires to complete a Request for Proposal for a new audit firm for the FY2023 audit, tax return, and financial transaction reports. Request is presented to the Committee at today's meeting.

Security issues have increased at the Las Palmas Medical Plaza, which staff is considering increasing the security coverage to be discussed at today's meeting.

The District/Foundation has been renting a pickup truck (approximately \$2,000/month) for use with the work of the CV Equity Collaborative. The pickup is intended to be a long-term need. Staff will be reviewing options to either purchase or lease a pickup, which will be considered at a future Committee meeting.

The appraisal of the Park Imperial Condo property to determine a fair market value of the sale of the property, is under way. Staff was recently contacted by the condo association to express an alternative consideration to possibly extend the lease. Staff is reviewing both options and will bring to the Committee for future consideration.

### **Las Palmas Medical Plaza - Property Management:**

#### **Occupancy:**

See attached unit rental status report.

**100%** currently occupied –

Total annual rent including CAM fees is **\$1,447,723**.

#### **Leasing Activity:**

Lease Renewal Suite 1E-201 – Palm Tree Clinical – 5-year renewal

Renewals on existing leases will be brought to future meetings as they approach the end of the lease term.

Las Palmas Medical Plaza													
Unit Rental Status													
As of January 1, 2023													
Unit	Tenant Name	Deposit	Lease Dates		Term	Unit Sq Feet	Percent of Total	Monthly Rent	Annual Rent	Rent Per Sq Foot	Monthly CAM	Total Monthly Rent Inclg CAM	Total Annual Rent Inclg CAM
			From	To							\$ 0.69		
Total - Vacancies						0	0.00%						
Total Suites - 31 - 31 Suites Occupied		\$64,959.90				49,356	100.4%	\$ 86,590.71	\$ 1,039,088.52	\$ 1.75	\$ 34,052.88	\$ 120,643.59	\$ 1,447,723.08
		Summary - All Units											
		Occupied	49,356	100.0%									
		Vacant	0	0.0%									
		Pending	0	0.0%									
		Total	49,356	100%									



Date: January 24, 2023  
To: Board of Directors  
Subject: Lease Agreement – Palmtree Clinical Research, 1E-201

---

**Staff Recommendation:** Consideration to approve the draft lease agreement for Palmtree Clinical Research at the Las Palmas Medical Plaza.

**Background:**

- Palmtree Clinical Research (Palmtree) is a tenant in good standing and is completing their first 5-year lease at the Las Palmas Medical Plaza.
- Palmtree’s current lease expires January 31, 2023.
- Palmtree would like to renew for a five (5) year lease at \$1.65 sq/ft.
- Annual increases for the term are the greater of 3% or CPI.
- Tenant Improvement allowance is \$10/sf - \$30,000.
- At the January 11, 2023, Finance & Administrative Committee meeting, the Committee recommended forwarding the lease for consideration of approval by the full Board.
- Staff recommends approval of the lease agreement.
- Draft lease agreement is attached for review.

**Fiscal Impact:**

Estimated Revenue from Rent and CAMs for life of the base lease - \$439,563.

Estimated Cost of Tenant Improvement Allowance (\$10/sf) – \$30,000.

Net Lease Income (base lease) - \$409,563.

**OFFICE BUILDING LEASE**

**Between**

**DESERT HEALTHCARE DISTRICT,  
DOING BUSINESS AS LAS PALMAS MEDICAL PLAZA  
AS LANDLORD**

**And**

**PALMTREE CLINICAL RESEARCH, INC.**

**AS TENANT**

**DATED**

**JANUARY 24, 2023**

## Table of Contents

	Page
1. LEASE OF PREMISES.....	1
2. DEFINITIONS.....	1
3. EXHIBITS AND ADDENDA.....	2
4. DELIVERY OF POSSESSION.....	3
5. RENT.....	3
6. INTEREST AND LATE CHARGES.....	5
7. SECURITY DEPOSIT.....	5
8. TENANT’S USE OF THE PREMISES .....	5
9. SERVICES AND UTILITIES.....	6
10. CONDITION OF THE PREMISES.....	6
11. CONSTRUCTION, REPAIRS AND MAINTENANCE.....	7
12. ALTERATIONS AND ADDITIONS.....	7
13. LEASEHOLD IMPROVEMENTS; TENANT’S PROPERTY.....	8
14. RULES AND REGULATIONS.....	8
15. CERTAIN RIGHTS RESERVED BY LANDLORD.....	8
16. ASSIGNMENT AND SUBLETTING.....	9
17. HOLDING OVER.....	10
18. SURRENDER OF PREMISES.....	10
19. DESTRUCTION OR DAMAGE.....	10
20. EMINENT DOMAIN.....	10
21. INDEMNIFICATION.....	11
22. TENANT’S INSURANCE.....	11
23. WAIVER OF SUBROGATION.....	12
24. SUBORDINATION AND ATTORNMENT.....	12
25. TENANT ESTOPPEL CERTIFICATE.....	12

26.	TRANSFER OF LANDLORD’S INTEREST.....	12
27.	DEFAULT. ....	12
28.	BROKERAGE FEES.....	14
29.	NOTICES.....	14
30.	GOVERNMENT ENERGY OR UTILITY CONTROLS.....	14
31.	RELOCATION OF PREMISES.....	14
32.	QUIET ENJOYMENT.....	14
33.	OBSERVANCE OF LAW.....	15
34.	FORCE MAJEURE. ....	15
35.	CURING TENANT’S DEFAULTS. ....	15
36.	SIGN CONTROL. ....	15
37.	MISCELLANEOUS. ....	15



## OFFICE BUILDING LEASE

This Lease between Desert Healthcare District, doing business as Las Palmas Medical Plaza hereinafter referred to as "Landlord", and Palmtree Clinical Research, Inc., hereinafter referred to as "Tenant", and is dated January 24, 2023.

### 1. LEASE OF PREMISES.

In consideration of the Rent (as defined at Section 5.4) and the provisions of this Lease, Landlord leases to Tenant and Tenant leases from Landlord the Premises described in Section 2L. The Premises are located within the Building and Project described in Section 2m. Tenant shall have the non-exclusive right (unless otherwise provided herein) in common with Landlord, other tenants, subtenants, and invitees, to use of the Common Areas (as defined at Section 2e).

### 2. DEFINITIONS.

As used in this Lease, the following terms shall have the following meanings:

a. *Base Rent (Initial)*: \$ Fifty-Nine Thousand, Four Hundred and 00/100 Dollars (\$59,400.00) per year.

b. *Base Year*: The calendar year of February 1 to January 31.

c. *Broker(s)*:

Landlord's: N/A.

Tenant's: N/A.

In the event that N/A represents both Landlord and Tenant, Landlord and Tenant hereby confirm that they were timely advised of the dual representation and that they consent to the same, and that they do not expect said broker to disclose to either of them the confidential information of the other party.

d. *Commencement Date*: February 1, 2023.

e. *Common Areas*: The building lobbies, common corridors and hallways, restrooms, parking areas, stairways, elevators and other generally understood public or common areas. Landlord shall have the right to regulate or restrict the use of the Common Areas.

f. *Expiration Date*: January 31, 2028, unless otherwise sooner terminated in accordance with the provisions of this Lease.

g. *Landlord's Mailing Address*: 1140 N. Indian Canyon, Dr., Palm Springs, CA 92262.

*Tenant's Mailing Address*: 555 E. Tachevah Dr. 1E-201, Palm Springs, CA 92262.

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- h. *Monthly Installments of Base Rent (initial)*: \$ Four Thousand, Nine Hundred Fifty and 00/100 Dollars (\$4,950.00) per month.
- i. *Project Operating Costs (CAMs)*: Currently Sixty-Nine Cents (\$.69) per square foot per month.
- j. *Tenant Improvement Allowance (TI)*: Ten Dollars (\$10.00) per square foot or Thirty Thousand and 00/100 Dollars (\$30,000.00).
- k. *Parking*: Tenant shall be permitted, to park 15 cars on a non-exclusive basis in the area(s) designated by Landlord for parking (for Staff - generally in the back of the parking area, perimeter streets, and Wellness Park parking lot). Tenant shall abide by any and all parking regulations and rules established from time to time by Landlord or Landlord's parking operator.
- l. *Premises*: That portion of the Building containing approximately 3,000 square feet of Rentable Area, located in Building 1E and known as Suite 201-203.
- m. *Project*: The building of which the Premises are a part (the "Building") and any other buildings or improvements on the real property (the "Property") located at 555 E. Tachevah Drive, Palm Springs, California 92262. The Project is known as The Las Palmas Medical Plaza.
- n. *Rentable Area*: As to both the Premises and the Project, the respective measurements of floor area as may from time to time be subject to lease by Tenant and all tenants of the Project, respectively, as determined by Landlord and applied on a consistent basis throughout the Project.
- o. *Security Deposit (Section 7)*: \$ Four Thousand, Three Hundred Fifty and 00/100 Dollars (\$4,350.00) carried over from prior lease.
- p. *State*: the State of California.
- q. *Tenant's First Adjustment Date (Section 5)*: The first day of the calendar month following the Commencement Date plus 12 months.
- r. *Tenant's Proportionate Share*: 6.08%. Such share is a fraction, the numerator of which is the Rentable Area of the Premises and the denominator of which is the Rentable Area of the Project, as determined by Landlord from time to time. The Project consists of six building(s) containing a total Rentable Area of 49,356 square feet.
- s. *Tenant's Use Clause (Article 8)*: Medically related office use consistent with and use the City may allow under the City of Palm Springs zoning, subject to Landlord's reasonable approval.
- t. *Term*: The period commencing on the Commencement Date and expiring at midnight on the Expiration Date.

### 3. EXHIBITS AND ADDENDA.

The exhibits and addenda listed below (unless lined out) are incorporated by reference in this Lease:

- a. Exhibit "A" Rules and Regulations.
- b. Addenda\*

\*See Addendum attached hereto and by this reference made a part hereof.

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#### 4. DELIVERY OF POSSESSION.

If for any reason Landlord does not deliver possession of the Premises to Tenant on the Commencement Date, Landlord shall not be subject to any liability for such failure, the Expiration Date shall not change and the validity of this Lease shall not be impaired, but Rent shall be abated until delivery of possession, "Delivery of possession" shall be deemed to occur on the date Landlord completes Landlord's Work as defined in Addendum. If Landlord permits Tenant to enter into possession of the Premises before the Commencement Date, such possession shall be subject to the provisions of this Lease, including, without limitation, the payment of Rent.

#### 5. RENT.

5.1 *Payment of Base Rent:* Tenant agrees to pay the base rent for the premises. Monthly installments of Base Rent shall be payable in advance on the first day of each calendar month of the term. If the term begins (or ends) on other than the first (or last) day of a calendar month, the Base Rent for the partial month shall be prorated on a per diem basis. Tenant shall pay Landlord the first Monthly Installment of Base Rent when Tenant executes the Lease.

5.2 *Adjusted Base Rent:*

- a. The Base Rent (and the corresponding monthly installments of Base Rent) set forth at Section 2a shall be adjusted annually (the "Adjustment Date"), commencing on Tenant's First Adjustment Date.
- b. Such adjustment shall be the greater of 3% over the preceding year or Consumer Price Index.

5.3 *Project Operating Costs (CAMs):*

- a. In order that the Rent payable during the Term reflect Project Operating Costs, Tenant agrees to pay to Landlord as Rent, Tenant's Proportionate Share of all costs, expenses and obligations attributable to the Project and its operation as set forth in 2i, all as provided below.
- b. If, during any calendar year during the Term, Project Operating Costs exceed the Project Operating Costs for the Base Year, Tenant shall pay to Landlord, in addition to the Base Rent and all other payments due under this lease, an amount equal to Tenant's Proportionate Share of such excess Project Operating Costs in accordance with the provisions of this Section 5.3b.

(1.) The term "Project Operating Costs" shall include all those items described in the following subparagraphs (a) and (b).

(a.) All taxes, assessments, water and sewer charges and other similar governmental charges levied on or attributable to the Building or Project or their operation, including without limitation, (i) real property taxes or assessments levied or assessed against the Building or Project, (ii) assessments or charges levied or assessed against the Building or Project by any redevelopment agency, (iii) any tax measured by gross rentals received from the leasing of the Premises, Building or Project, excluding any net income, franchise, capital stock, estate or inheritance taxes imposed by the State or federal government or their agencies, branches or departments; provided that if at any time during the Term any governmental entity levies, assesses or imposes on Landlord any (1) general or special, ad valorem or specific, excise, capital levy or other tax, assessment, levy or charge directly on the Rent received under this lease or on the rent received under any other leases of space in the Building or Project, or (2) and license fee, excise or franchise tax, assessment, levy or charge measured by or based, in whole or in part, upon such rent, or (3) any transfer, transactions, or similar tax, assessment, levy or charge based directly or indirectly upon the transaction represented by this Lease or such other leases, or (4) any occupancy, use, per capita or other tax, assessment, levy or charge based directly or indirectly upon the use or occupancy of the Premises or other premises within the Building or Project, then any such taxes, assessments, levies and charges shall be deemed to be included in the term Project Operation Costs. If at any time during the Term the assessed valuation of, or taxes on, the Project are not based on a completed Project having at least eighty-five percent (85%) of the Rentable Area occupied, then the "taxes" component of Project Operating Costs shall be adjusted by Landlord to reasonably Approximate the taxes, which would have been payable if the Project were completed and at least eighty-five percent (85%) occupied.

(b.) Operating costs incurred by Landlord in maintaining and operating the Building and Project, including without limitation the following: costs of (1) utilities; (2) supplies; (3) insurance (including public liability, property damage, earthquake, and fire and extended coverage insurance for the full replacement cost of the Building and Project as required by Landlord or its lenders for the Project; (4) services of independent contractors; (5) compensation (including employment taxes and fringe benefits) of all persons who perform duties connected with the operation, maintenance, repair or overhaul of the Building or Project, and equipment, improvements and facilities located within the Project, including without limitation engineers, janitors, painters, floor waxers, window washers, security and parking personnel and gardeners (but excluding persons performing services not uniformly available to or performed for substantially all Building or Project tenant); (6) operation and maintenance of a room for delivery and distribution of mail to tenants of the Building or Project as required by the U.S. Postal Service (including, without limitation, an amount equal to the fair market rental value of the mail room premises); (7) management of the Building or Project, whether managed by Landlord or an independent contractor (including, without limitation, an amount equal to the fair market value of any on-site

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manager's office); (8) rental expenses for (or a reasonable depreciation allowance on) personal property used in the maintenance, operation or repair of the Building or Project; (9) costs, expenditures or charges (whether capitalized or not) required by any governmental or quasi-governmental authority; (10) amortization of capital expenses (including financing costs) (i) required by a governmental entity for energy conservation or life safety purposes, or (ii) made by landlord to reduce Project Operating Costs; and (11) any other costs or expenses incurred by Landlord under this Lease and not otherwise reimbursed by tenants of the Project. If at any time during the Term, less than eighty-five percent (85%) of the Rentable Area of the Project is occupied, the "operating costs" component of Project Operating Costs shall be adjusted by Landlord to reasonably approximate the operating costs which would have been incurred if the Project had been at least eighty-five percent (85%) occupied.

(2.) Tenant's Proportionate Share of Project Operating Costs shall be payable by Tenant to Landlord as follows:

- (a.) Beginning with the calendar year following the Base Year and for each calendar year thereafter ("comparison Year"), Tenant shall pay Landlord an amount equal to Tenant's Proportionate Share of the Project Operating Costs incurred by Landlord in the Comparison Year which exceeds the total amount of Project Operating Costs payable by Landlord for the Base Year. This excess is referred to as the "Excess Expenses."
- (b.) To provide for current payments of Excess Expenses, Tenant shall, at Landlord's request, pay as additional rent during each Comparison Year, an amount equal to Tenant's Proportionate Share of the Excess Expenses payable during such Comparison Year, as estimated by Landlord from time to time. Such payments shall be made in monthly installments, commencing on the first day of the month following the month in which Landlord notifies Tenant of the amount it is to pay hereunder and continuing until the first day of the month following the month in which Landlord gives Tenant a new notice of estimated Excess Expenses. It is the intention hereunder to estimate from time to time the amount of the Excess Expense for each Comparison Year and Tenant's Proportionate Share thereof, and then to make an adjustment in the following year based on the actual Excess Expenses incurred for that Comparison Year.
- (c.) On or before April 1 of each Comparison Year after the first Comparison Year (or as soon thereafter as is practical), Landlord shall deliver to Tenant a statement setting forth Tenant's Proportionate Share of the Excess Expenses for the preceding Comparison Year. If Tenant's Proportionate Share of the actual Excess Expenses for the previous Comparison Year exceeds the total of the estimated monthly payments made by Tenant for such year, Tenant shall pay Landlord the amount of the deficiency within ten (10) days of the receipt of the statement. If such total exceeds Tenant's Proportionate Share of the actual Excess Expenses for such Comparison Year, then Landlord shall credit against Tenant's next ensuing monthly installment(s) of additional rent an amount equal to the difference until the credit is exhausted. If the credit is due from Landlord on the Expiration Date, Landlord shall pay Tenant the amount of the credit. The obligations of Tenant and Landlord to make payments required under this Section 5.3 shall survive the Expiration Date.
- (d.) Tenant's Proportionate Share of Excess Expenses in any Comparison Year having less than 365 days shall be appropriately prorated.
- (e.) If any dispute arises as to the amount of any additional rent due hereunder, Tenant shall have the right after reasonable notice and at reasonable times to inspect Landlord's accounting records at Landlord's accounting office and, if after such inspection Tenant still disputes the amount of additional rent owed, a certification as to the proper amount shall be made by Landlord's certified public accountant, which certification shall be final and conclusive. Tenant agrees to pay the cost of such certification unless it is determined that Landlord's original statement overstated Project Operating Costs by more than five percent (5%).
- (f.) If this Lease sets forth an Expense Stop at Section 2f, then during the Term, Tenant shall be liable for Tenant's Proportionate Share of any actual Project Operating Costs which exceed the amount of the Expense Stop. Tenant shall make current payments of such excess costs during the Term in the same manner as is provided for payment of Excess Expenses under the applicable provisions of Section 5.3(2)(b) and (c) above.

**5.4 Definition of Rent:** The Rent shall be paid to the Building manager (or other person) and at such place, as Landlord may from time to time designate in writing, without any prior demand therefore and without deduction or offset, in lawful money of the United States of America.

**5.5 Rent Control:** If the amount of Rent or any other payment due under this Lease violates the terms of any governmental restrictions on such Rent or payment, then the Rent or payment due during the period of such restrictions shall be the maximum amount allowable under those restrictions. Upon termination of the restrictions, Landlord shall, to the extent it is legally permitted, recover from Tenant the difference between the amounts received during the period of the restrictions and the amounts Landlord would have received had there been no restrictions.

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5.6 *Taxes Payable by Tenant*: In addition to the Rent and any other charges to be paid by Tenant hereunder, Tenant shall reimburse Landlord upon demand for any and all taxes payable by Landlord (other than net income taxes) which are not otherwise reimbursable under this Lease, whether or not now customary or within the contemplation of the parties, where such taxes are upon, measured by or reasonably attributable to (a) the cost or value of Tenant's equipment, furniture, fixtures and other personal property located in the Premises, or the cost or value of any leasehold improvements made in or to the Premises by or for Tenant, other than Building Standard Work made by Landlord, regardless of whether title to such improvements is held by Tenant or Landlord; (b) the gross or net Rent payable under this Lease, including, without limitation, any rental or gross receipts tax levied by any taxing authority with respect to the receipt of the Rent hereunder; (c) the possession, leasing , operation, management, maintenance, alteration, repair, use or occupancy by Tenant of the Premises or any portion thereof; or (d) this transaction or any document to which Tenant is a party creating or transferring an interest or an estate in the Premises. If it becomes unlawful for Tenant to reimburse Landlord for any costs as required under this Lease, the Base Rent shall be revised to net Landlord the same net Rent after imposition of any tax or other charge upon Landlord as would have been payable to Landlord but for the reimbursement being unlawful.

5.7 *Tenant Improvement Allowance*: In recognition for Tenant completing all improvements to the premises as mutually agreed by Landlord and Tenant, Landlord shall provide Tenant with a total Tenant improvement allowance not to exceed that set forth in Section 2j upon completion of agreed Tenant improvements. This allowance will be reimbursed to tenant upon satisfactory receipt of paid invoices and inspection by Property Management that work has been satisfactorily completed. Any additional tenant improvements will be at the sole expense of the Tenant. Improvements shall conform to a high quality of design approved by Landlord prior to commencement of work and shall be performed by a licensed General Contractor approved by Landlord in advance. Tenant shall submit plans and specifications for any and all improvements to Landlord, and where necessary, the City of Palm Springs and other applicable government agencies for their required approval (if any) prior to commencement of work. Tenant and the General Contractor shall indemnify and hold Landlord and its officers, agents and employees harmless from any liability resulting from the tenant improvement work and shall be named as an additional insured on the insurance policy of both the Tenant and the General Contractor. All costs shall be subject to prevailing wages and if construction costs exceed \$25,000, then the tenant improvements shall also be subject to California competitive bid statutes.

6. INTEREST AND LATE CHARGES.

If Tenant fails to pay when due any Rent or other amounts or charges which Tenant is obligated to pay under the terms of this Lease, the unpaid amounts shall bear interest at the maximum rate then allowed by law. Tenant acknowledges that the late payment of any Monthly Installment of Base Rent will cause Landlord to lose the use of that money and incur costs and expenses not contemplated under this Lease, including without limitation, administrative and collection costs and processing and accounting expenses, the exact amount of which is extremely difficult to ascertain. Therefore, in addition to interest, if any such installment is not received by Landlord within five (5) days from the date it is due, Tenant shall pay Landlord a late charge equal to ten percent (10%) of such installment. Landlord and Tenant agree that this late charge represents a reasonable estimate of such costs and expenses and is fair compensation to Landlord for the loss suffered from such nonpayment by Tenant. Acceptance of any interest or late charge shall not constitute a waiver of Tenant's default with respect to such nonpayment by Tenant nor prevent Landlord from exercising any other rights or remedies available to Landlord under this Lease.

7. SECURITY DEPOSIT.

Tenant agrees to deposit with Landlord the Security Deposit set forth at Section 2.0 upon execution of this Lease, as security for Tenant's faithful performance of its obligations under this Lease. Landlord and Tenant agree that the Security Deposit may be commingled with funds of Landlord and Landlord shall have no obligation or liability for payment of interest on such deposit. Tenant shall not mortgage, assign, transfer, or encumber the Security Deposit without the prior written consent of Landlord and any attempt by Tenant to do so shall be void, without force or effect and shall not be binding upon Landlord.

If Tenant fails to pay Rent or other amount when due and payable under this Lease, or fails to perform any of the terms hereof, Landlord may appropriate and apply or use all or any portion of the Security Deposit for Rent payments or any other amount then due and unpaid, for payment of any amount for which Landlord has become obligated as a result of Tenant's default or breach, and for any loss or damage sustained by Landlord as a result of Tenant's default or breach, and Landlord may so apply or use this deposit without prejudice to any other remedy Landlord may have by reason of Tenant's default or breach. If Landlord so uses any of the Security Deposit, Tenant shall, within ten (10) days after written demand, therefore, restore the Security Deposit to the full amount originally deposited; Tenant's failure to do so shall constitute an act of default hereunder and Landlord shall have the right to exercise any remedy provided for at Article 27 hereof. Within fifteen (15) days after the Term (or any extension thereof) has expired or Tenant has vacated the Premises, whichever shall last occur, and provided Tenant is not then in default on any of its obligations hereunder, Landlord shall return the Security Deposit to Tenant, or, if Tenant has assigned its interest under this Lease, to the last assignee of Tenant. If Landlord sells its interest in the Premises, Landlord may deliver this deposit to the purchaser of Landlord's interest and thereupon be relieved of any further liability or obligation with respect to the Security Deposit.

8. TENANT'S USE OF THE PREMISES

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Tenant shall use the Premises solely for the purposes set forth in Tenant's Use Clause. Tenant shall not use or occupy the Premises in violation of law or any covenant, condition or restriction affecting the Building or Project, or the certificate of occupancy issued for the Building or Project, and shall, upon notice from Landlord, immediately discontinue any use of the Premises which is declared by any governmental authority having jurisdiction to be a violation of law or the certificate of occupancy. Tenant, at Tenant's own cost and expense, shall comply with all laws, ordinances, regulations, rules and/or any directions of any governmental agencies or authorities having jurisdiction which shall, by reason of the nature of Tenant's use or occupancy of the Premises, impose any duty upon Tenant or Landlord with respect to the Premises or its use or occupation. A judgment of any court of competent jurisdiction or the admission by Tenant in any action or proceeding against Tenant that Tenant has violated any such laws, ordinances, regulations, rules and/or directions in the use of the Premises shall be deemed to be a conclusive determination of that fact as between Landlord and Tenant. Tenant shall not do or permit to be done anything, which will invalidate or increase the cost of any fire, extended coverage or other insurance policy covering the Building or Project and/or property located therein, and shall comply with all rules, orders, regulations, requirements and recommendations of the Insurance Services Office or any other organization performing a similar function. Tenant shall promptly upon demand reimburse Landlord for any additional premium charged for such policy by reason of Tenant's failure to comply with the provisions of this Article. Tenant shall not do or permit anything to be done in or about the Premises which will in any way obstruct or interfere with the rights of other tenants or occupants of the Building or Project, or injure or annoy them, or use or allow the Premises to be used for any improper, immoral, unlawful, or objectionable purpose, nor shall Tenant cause, maintain or permit any nuisance in, on or about the Premises. Tenant shall not commit or suffer to be committed any waste in or upon the Premises.

9. SERVICES AND UTILITIES.

Provided that Tenant is not in default hereunder, Landlord agrees to furnish to the Premises during generally recognized business days, and during hours determined by Landlord in its sole discretion, and subject to the Rules and Regulations of the Building or Project, electricity for normal desk top office equipment and normal copying equipment, and heating, ventilation and air conditioning ("HVAC") as required in Landlord's judgment for the comfortable use and occupancy of the Premises. If Tenant desires HVAC at any other time, Landlord shall use reasonable efforts to furnish such service upon reasonable notice from Tenant and Tenant shall pay Landlord's charges therefore on demand. Landlord shall also maintain and keep lighted the common stairs, common entries and restrooms in the Building. Landlord shall not be in default hereunder or be liable for any damages directly or indirectly resulting from, nor shall the Rent be abated by reason of (i) the installation, use or interruption of use of any equipment in connection with the furnishing of any of the foregoing services, (ii) failure to furnish or delay in furnishing any such services where such failure or delay is caused by accident or any condition or event beyond the reasonable control of Landlord, or by the making of necessary repairs or improvements to the Premises, Building or Project, or (iii) the limitation, curtailment or rationing of, or restrictions on, use of water, electricity, gas or any other form of energy serving the Premises, Building or Project. Landlord shall not be liable under any circumstances for a loss of or injury to property or business, however occurring, through or in connection with or incidental to failure to furnish any such services. If Tenant uses heat generating machines or equipment in the Premises which affect the temperature otherwise maintained by the HVAC system, Landlord reserves the right to install supplementary air conditioning units in the Premises and the cost thereof, including the cost of installation, operation and maintenance thereof, shall be paid by Tenant to Landlord upon demand by Landlord.

Tenant shall not, without the written consent of Landlord, use any apparatus or devise in the Premises, including without limitation, electronic data processing machines, punch card machines or machines using in excess of 120 volts, which consumes more electricity than is usually furnished or supplied for the use of premises as general office space, as determined by Landlord. Tenant shall not connect any apparatus with electric current except through existing electrical outlets in the Premises. Tenant shall not consume water or electric current in excess of that usually furnished or supplied for the use of premises as general office space (as determined by Landlord), without first procuring the written consent of Landlord, which Landlord may refuse, and in the event of consent, Landlord may have installed a water meter or electrical current meter in the Premises to measure the amount of water or electric current consumed. The cost of any such meter and of its installation, maintenance and repair shall be paid for by the Tenant and Tenant agrees to pay to Landlord Promptly upon demand for all such water and electric current consumed as shown by said meters, at the rates charged for such services by the local public utility plus any additional expense incurred in keeping account of the water and electric current so consumed. If a separate meter is not installed, the excess cost for such water and electric current shall be established by an estimate made by a utility company or electrical engineer hired by Landlord at Tenant's expense.

Nothing contained in this Article shall restrict Landlord's right to require at any time separate metering of utilities furnished to the Premises. In the event utilities are separately metered, Tenant shall pay promptly upon demand for all utilities consumed at utility rates charged by the local public utility plus any additional expense incurred by Landlord in keeping account of the utilities so consumed. Tenant shall be responsible for the maintenance and repair of any such meters at its sole cost.

Landlord shall furnish elevator service, lighting replacement for building standard lights, restroom supplies, window washing and janitor services of common area in a manner that such services are customarily furnished to comparable office buildings in the area.

10. CONDITION OF THE PREMISES.

Tenant's taking possession of the Premises shall be deemed conclusive evidence that as of the date of taking possession of the Premises are in good order and satisfactory condition, except for such matters as to which Tenant gave Landlord notice on or before the Commencement Date. No promise of Landlord to alter, remodel, repair or improve the Premises, the Building or the Project and no representation, express or implied, respecting any matter or thing relating to the Premises, Building, Project or this Lease (including, without limitation, the condition of the Premises, the Building or the Project) have been made to Tenant by Landlord or its Broker or Sales Agent, other than as may be contained herein or in a separate exhibit or addendum signed by Landlord and Tenant.

II. CONSTRUCTION, REPAIRS AND MAINTENANCE.

- a. *Landlord's Obligations:* Landlord shall maintain in good order, condition and repair the Building and all other portions of the Premises not the obligation of Tenant or of any other tenant in the Building.
- b. *Tenant's Obligations:*
  - (1.) Tenant shall perform Tenant's Work to the Premises as described in an exhibit specific to Tenant Improvements, if applicable."
  - (2.) Tenant at Tenant's sole expense shall, except for services furnished by Landlord pursuant to Article 9 hereof, maintain the Premises in good order, condition and repair, including the interior surfaces of the ceilings, walls and floors, all doors, all interior windows, all plumbing, pipes and fixtures, electrical wiring, switches and fixtures, Building Standard furnishings and special items and equipment installed by or at the expense of Tenant.
  - (3.) Tenant shall be responsible for all repairs and alterations in and to the Premises, Building and Project and the facilities and systems thereof, the need for which arises out of (i) Tenant's use or occupancy of the Premises, (ii) the installation, removal, use or operation of Tenant's Property (as defined in Article 13) in the Premises, (iii) the moving of Tenant's Property into or out of the Building, or (iv) the act, omission, misuse or negligence of Tenant, its agents, contractors, employees or invitees.
  - (4.) If Tenant fails to maintain the Premises in good order, condition and repair, Landlord shall give Tenant notice to do such acts as are reasonably required to so maintain the Premises. If Tenant fails to promptly commence such work and diligently prosecute it to completion, then Landlord shall have the right to do such acts and expend such funds at the expense of Tenant as are reasonably required to perform such work. Any amount so expended by Landlord shall be paid by Tenant promptly after demand with interest at the prime commercial rate then being charged by Bank of America NT & SA plus two percent (2%) per annum, from the date of such work, but not to exceed the maximum rate then allowed by law. Landlord shall have no liability to Tenant for any damage, inconvenience, or interference with the use of the Premises by Tenant as a result of performing any such work.
- c. *Compliance with Law:* Landlord and Tenant shall each do all acts required to comply with all applicable laws, ordinances, and rules of any public authority relating to their respective maintenance obligations as set forth herein.
- d. *Waiver by Tenant:* Tenant expressly waives the benefits of any statute now or hereafter in effect which would otherwise afford the Tenant the right to make repairs at Landlord's expense or to terminate this Lease because of Landlord's failure to keep the Premises in good order, condition and repair.
- e. *Load and Equipment Limits:* Tenant shall not place a load upon any floor of the Premises which exceeds the load per square foot which such floor was designed to carry, as determined by Landlord or Landlord's structural engineer. The cost of any such determination made by Landlord's structural engineer shall be paid for by Tenant upon demand. Tenant shall not install business machines or mechanical equipment which cause noise or vibration to such a degree as to be objectionable to Landlord or other Building tenants.
- f. Except as otherwise expressly provided in this Lease, Landlord shall have no liability to Tenant nor shall Tenant's obligations under this Lease be reduced or abated in any manner whatsoever by reason of any inconvenience, annoyance, interruption or injury to business arising from Landlord's making any repairs or changes which Landlord is required or permitted by this Lease or by any other tenant's lease or required by law to make in or to any portion of the Project, Building or the Premises. Landlord shall nevertheless use reasonable efforts to minimize any interference with Tenant's business in the Premises.
- g. Tenant shall give Landlord prompt notice of any damage to or defective condition in any part or appurtenance of the Building's mechanical, electrical, plumbing, HVAC or other systems serving, located in, or passing through the Premises.
- h. Upon the expiration or earlier termination of this Lease, Tenant shall return the Premises to Landlord clean and in the same condition as on the date Tenant took possession, except for normal wear and tear. Any damage to the Premises, including any structural damage, resulting from Tenant's use or from the removal of Tenant's fixtures, furnishings and equipment pursuant to Section 13b shall be repaired by Tenant at Tenant's expense.

12. ALTERATIONS AND ADDITIONS.

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- a. Tenant shall not make any additions, alterations or improvements to the Premises without obtaining the prior written consent of Landlord. Landlord's consent may be conditioned on Tenant's removing any such additions, alterations or improvements upon the expiration of the term and restoring the Premises to the same condition as on the date Tenant took possession. All work with respect to any addition, alteration or improvement shall be done in a good and workmanlike manner by properly qualified and licensed personnel approved by Landlord, and such work shall be diligently prosecuted to completion. Landlord may, at Landlord's option, require that any such work be performed by Landlord's contractor in which case the cost of such work shall be paid for before commencement of the work. Tenant shall pay to Landlord upon completion of any such work by Landlord's contractor, an administrative fee of fifteen percent (15%) of the cost of the work.
  - b. Tenant shall pay the costs of any work done on the Premises pursuant to Section 12a, and shall keep the Premises, Building and Project free and clear of liens of any kind. Tenant shall indemnify, defend against and keep Landlord free and harmless from all liability, loss, damage, costs, attorneys' fees and any other expense incurred on account of claims by any person performing work or furnishing materials or supplies for Tenant or any person claiming under Tenant.
- Tenant shall keep Tenant's leasehold interest, and any additions or improvements which are or become the property of Landlord under this Lease, free and clear of all attachment or judgment liens. Before the actual commencement of any work for which a claim or lien may be filed, Tenant shall give Landlord notice of the intended commencement date a sufficient time before that date to enable Landlord to post notices of non-responsibility or any other notices which Landlord deems necessary for the proper protection of Landlord's interest in the Premises, Building or the Project, and Landlord shall have the right to enter the Premises and post such notice at any reasonable time.
- c. Landlord may require, at Landlord's sole option, that Tenant provide to Landlord, at Tenant's expense, a lien and completion bond in an amount equal to at least one and one-half (1.5) times the total estimated cost of any additions, alterations or improvements to be made in or to the Premises, to protect Landlord against any liability for mechanic's and material men's liens and to insure timely completion of the work. Nothing contained in this Section 12c shall relieve Tenant of its obligations under Section 12b to keep the Premises, Building and Project free of all liens.
  - d. Unless their removal is required by Landlord as provided in Section 12a, all additions, alterations and improvements made to the Premises shall become the property of Landlord and be surrendered with the Premises upon the expiration of the Term; provided, however, Tenant's equipment, machinery and trade fixtures which can be removed without damage to the Premises shall remain the property of Tenant and may be removed, subject to the provisions of Section 13b.

### 13. LEASEHOLD IMPROVEMENTS; TENANT'S PROPERTY.

- a. All fixtures, equipment, improvements and appurtenances attached to or built into the Premises at the commencement of or during the Term, whether or not by or at the expense of Tenant ("Leasehold Improvements"), shall be and remain a part of the Premises, shall be the property of Landlord and shall not be removed by Tenant, except as expressly provided in Section 13b.
- b. All movable partitions, business and trade fixtures, machinery and equipment, communications equipment and office equipment located in the Premises and acquired by or for the account of Tenant, without expense to Landlord, which can be removed without structural damage to the Building, and all furniture, furnishings and other articles of movable personal property owned by Tenant and located in the Premises (collectively "Tenant's Property") shall be and shall remain the property of Tenant and may be removed by Tenant at any time during the Term; provided that if any of Tenant's Property is removed, Tenant shall promptly repair any damage to the Premises or to the Building resulting from such removal.

### 14. RULES AND REGULATIONS.

Tenant agrees to comply with (and cause its agents, contractors, employees and invitees to comply with) the rules and regulations attached hereto as Exhibit "D" and with such reasonable modifications thereof and additions thereto as Landlord may from time to time make. Landlord shall not be responsible for any violation of said rules and regulations by other tenants or occupants of the Building or Project.

### 15. CERTAIN RIGHTS RESERVED BY LANDLORD.

Landlord reserves the following rights, exercisable without liability to Tenant for (a) damage or injury to property, person or business, (b) causing an actual or constructive eviction from the Premises, or (c) disturbing Tenant's use or possession of the Premises:

- a. To name the Building and Project and to change the name or street address of the Building or Project;
- b. To install and maintain all signs on the exterior and interior of the Building and Project;

\_\_\_\_\_ District      \_\_\_\_\_ Recipient



- c. To have pass keys to the Premises and all doors within the Premises, eluding Tenant's vaults and safes;
- d. At any time during the Term, and on reasonable prior notice to Tenant, to inspect the Premises, and to show the Premises to any prospective purchaser or mortgagee of the Project, or to any assignee of any mortgage on the Project, or to others having an interest in the Project or Landlord, and during the last six months of the Term, to show the Premises to prospective tenants thereof; and
- e. To enter the Premises for the purpose of making inspections, repairs, alterations, additions or improvements to the Premises or the Building (including, without limitation, checking, calibrating, adjusting or balancing controls and other parts of the HVAC system), and to take all steps as may be necessary or desirable for the safety, protection, maintenance or preservation of the Premises or the Building or Landlord's interest therein, or as may be necessary or desirable for the operation or improvement of the Building or in order to comply with laws, orders or requirements of governmental or other authority. Landlord agrees to use its best efforts (except in an emergency) to minimize interference with Tenant's business in the Premises in the course of any such entry.

## 16. ASSIGNMENT AND SUBLETTING.

No assignment of this Lease or sublease of all or any part of the Premises shall be permitted, except as provided in this Article 16.

- a. Tenant shall not, without the prior written consent of Landlord, assign or hypothecate this Lease or any interest herein or sublet the Premises or any part thereof, or permit the use of the Premises by any party other than Tenant. Any of the foregoing acts without such consent shall be void and shall, at the option of Landlord, terminate this Lease. This Lease shall not, nor shall any interest of Tenant herein, be assignable by operation of law without the written consent of Landlord.
- b. If at any time or from time to time during the Term Tenant desires to assign this Lease or sublet all or any part of the Premises, Tenant shall give notice to Landlord setting forth the terms and provisions of the proposed assignment or sublease, and the identity of the proposed assignee or subtenant. Tenant shall promptly supply Landlord with such information concerning the business background and financial condition of such proposed assignee or subtenant as Landlord may reasonably request. Landlord shall have the option, exercisable by notice given to Tenant within twenty (20) days after Tenant's notice is given, either to sublet such space from Tenant at the rental and on the other terms set forth in this Lease for the term set forth in Tenant's notice, or, in the case of an assignment, to terminate this Lease. If Landlord does not exercise such option, Tenant may assign the Lease or sublet such space to such proposed assignee or subtenant on the following further conditions:
  - (1.) Landlord shall have the right to approve such proposed assignee or subtenant, which approval shall not be unreasonably withheld;
  - (2.) The assignment or sublease shall be on the same terms set forth in the notice given to Landlord;
  - (3.) No assignment or sublease shall be valid and no assignee or sub lessee shall take possession of the Premises until an executed counterpart of such assignment or sublease has been delivered to Landlord;
  - (4.) No assignee or sub lessee shall have a further right to assign or sublet except on the terms herein contained; and
  - (5.) Any sums or other economic consideration received by Tenant as a result of such assignment or subletting, however denominated under the assignment or sublease, which exceed, in the aggregate, (i) the total sums which Tenant is obligated to pay Landlord under this Lease (prorated to reflect obligations allocable to any portion of the Premises subleased), plus (ii) any real estate brokerage commissions or fees payable in connection with such assignment or subletting, shall be paid to Landlord as additional rent under this Lease without affecting or reducing any other obligations of Tenant hereunder.
- c. Notwithstanding the provisions of paragraphs a and b above, Tenant may assign this Lease or sublet the Premises or any portion thereof, without Landlord's consent and without extending any recapture or termination option to Landlord, to any corporation which controls, is controlled by or is under common control with Tenant, or to any corporation resulting from a merger or consolidation with Tenant, or to any person or entity which acquires all the assets of Tenant's business as a going concern, provided that (i) the assignee or sub lessee assumes, in full, the obligations of Tenant under this Lease, (ii) Tenant remains fully liable under this Lease, and (iii) the use of the Premises under Article 8 remains unchanged.
- d. No subletting or assignment shall release Tenant of Tenant's obligations under this Lease or alter the primary liability of Tenant to pay the Rent and to perform all other obligations to be performed by Tenant hereunder. The acceptance of Rent by landlord from any other person shall not be deemed to be a waiver by Landlord of any provision hereof. Consent to one assignment or subletting shall not be deemed consent to any subsequent assignment or subletting. In the event of default by an assignee or subtenant or any successor of Tenant in the performance of any of the terms hereof, Landlord may proceed directly against Tenant without the necessity of exhausting remedies against such assignee, subtenant or successor. Landlord may consent to subsequent assignments of the Lease or sub lettings or amendments or modifications to the Lease with assignees of tenant,

\_\_\_\_\_ District \_\_\_\_\_ Recipient

without notifying Tenant, or any successor of Tenant, and without obtaining its or their consent thereof and any such actions shall not relieve Tenant of liability under this Lease.

- e. If Tenant assigns the Lease or sublets the Premises or requests the consent of Landlord to any assignment or subletting or if Tenant requests the consent of Landlord for any act that Tenant proposes to do, then Tenant shall, upon demand, pay Landlord an administrative fee of One Hundred Fifty and No/100 Dollars (\$150.00) plus any attorney's fees reasonably incurred by Landlord in connection with such act or request.

#### 17. HOLDING OVER.

If after expiration of the Term, Tenant remains in possession of the Premises with Landlord's permission (express or implied), Tenant shall become a tenant from month to month only, upon all the provisions of this Lease (except as to term and Base Rent), but the "Monthly Installments of Base Rent" payable by Tenant shall be increased to one hundred fifty percent (150%) of the Monthly Installments of Base Rent payable by Tenant at the expiration of the Term. Such monthly rent shall be payable in advance on or before the first day of each month. If either party desires to terminate such month-to-month tenancy, it shall give the other party not less than thirty (30) days advance written notice of the date of termination.

#### 18. SURRENDER OF PREMISES.

- a. Tenant shall peaceably surrender the Premises to Landlord on the Expiration Date, in broom-clean condition and in as good condition as when Tenant took possession, except for (i) reasonable wear and tear, (ii) loss by fire or other casualty, and (iii) loss by condemnation. Tenant shall, on Landlord's request, remove Tenant's Property on or before the Expiration Date and promptly repair all damage to the Premises or Building caused by such removal.
- b. If Tenant abandons or surrenders the Premises, or is dispossessed by process of law or otherwise, any of Tenant's Property left on the Premises shall be deemed to be abandoned, and, at Landlord's option, title shall pass to Landlord under this Lease as by a bill of sale. If Landlord elects to remove all or any part of such Tenant's Property, the cost of removal, including repairing any damage to the Premises or Building caused by such removal, shall be paid by Tenant. On the Expiration Date Tenant shall surrender all keys to the Premises.

#### 19. DESTRUCTION OR DAMAGE.

- a. If the Premises or the portion of the Building necessary for Tenant's occupancy is damaged by fire, earthquake, act of God, the elements, or other casualty, Landlord shall, subject to the provisions of this Article, promptly repair the damage, if such repairs can, in Landlord's opinion, be completed within ninety (90) days. If Landlord determines that repairs can be completed within ninety (90) days, this Lease shall remain in full force and effect, except that if such damage is not the result of the negligence or willful misconduct of Tenant or Tenant's agents, employees, contractors, licensees, or invitees, the Base Rent shall be abated to the extent Tenant's use of the Premises is impaired, commencing with the date of damage and continuing until completion of the repairs required of Landlord under Section 19d.
- b. If in Landlord's opinion, such repairs to the Premises or portion of the Building necessary for Tenant's occupancy cannot be completed within ninety (90) days, Landlord may elect, upon notice to Tenant given within thirty (30) days after the date of such fire or other casualty, to repair such damage, in which event this Lease shall continue in full force and effect, but the Base Rent shall be partially abated as provided in Section 19a. If Landlord does not so elect to make such repairs, this Lease shall terminate as of the date of such fire or other casualty.
- c. If any other portion of the Building or Project is totally destroyed or damaged to the extent that in Landlord's opinion repair thereof cannot be completed within ninety (90) days, Landlord may elect upon notice to Tenant given within thirty (30) days after the date of such fire or other casualty, to repair such damage, in which event this Lease shall continue in full force and effect, but the Base Rent shall be partially abated as provided in Section 19a. If Landlord does not so elect to make such repairs, this Lease shall terminate as of the date of such fire or other casualty.
- d. If the Premises are to be repaired under this Article, Landlord shall repair at its cost any injury or damage to the Building and Building Standard Work in the Premises. Tenant shall be responsible at its sole cost and expense for the repair, restoration, and replacement of any other Leasehold Improvements and Tenant's Property. Landlord shall not be liable for any loss of business, inconvenience or annoyance arising from any repair or restoration of any portion of the Premises, Building, or Project as a result of any damage from fire or other casualty.
- e. This Lease shall be considered an express agreement governing any case of damage to or destruction of the Premises, Building, or Project by fire or other casualty, and any present or future law which purports to govern the rights of Landlord and Tenant in such circumstances in the absent of express agreement, shall have no application.

#### 20. EMINENT DOMAIN.

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- a. If the whole of the Building or Premises is lawfully taken by condemnation or in any other manner for any public or quasi-public purpose, this Lease shall terminate as of the date of such taking, and Rent shall be prorated to such date. If less than the whole of the Building or Premises is so taken, this Lease shall be unaffected by such taking, provided that (i) Tenant shall have the right to terminate this Lease by notice to Landlord given within ninety (90) days after the date of such taking if twenty percent (20%) or more of the Premises is taken and the remaining area of the Premises is not reasonably sufficient for Tenant to continue operation of its business, and (ii) Landlord shall have the right to terminate this Lease by notice to Tenant given within ninety (90) days after the date of such taking. If either Landlord or Tenant so elects to terminate this Lease, the Lease shall terminate on the thirtieth (30th) day after either such notice. The Rent shall be prorated to the date of termination. If this Lease continues in force upon such partial taking, the Base Rent and Tenant's Proportionate Share shall be equitably adjusted according to the remaining Rentable Area of the Premises and Project.
- b. In the event of any taking, partial or whole, all of the proceeds of any award, judgment, or settlement payable by the condemning authority shall be the exclusive property of Landlord, and Tenant hereby assigns to Landlord all of its right, title, and interest in any award, judgment, or settlement from the condemning authority. Tenant, however, shall have the right, to the extent that Landlord's award is not reduced or prejudiced, to claim from the condemning authority (but not from Landlord) such compensation as may be recoverable by Tenant in its own right for relocation expenses and damage to Tenant's personal property.
- c. In the event of a partial taking of the Premises which does not result in a termination of this Lease, Landlord shall restore the remaining portion of the Premises as nearly as practicable to its condition prior to the condemnation or taking, but only to the extent of Building Standard Work. Tenant shall be responsible at its sole cost and expenses for the repair, restoration, and replacement of any other Leasehold improvements and Tenant's Property.

## 21. INDEMNIFICATION.

- a. Tenant shall indemnify and hold Landlord harmless against and from liability and claims of any kind for loss or damage to property of Tenant or any other person, or for any injury to or death of any person, arising out of: (1) Tenant's use and occupancy of the Premises, or any work, activity, or other things allowed or suffered by Tenant to be done in, on, or about the Premises; (2) any breach or default by Tenant of any of the Tenant's obligations under this Lease; or (3) any negligent or otherwise tortuous act or omission of Tenant, its agents, employees, invitees, or contractors. Tenant shall at Tenant's expense and by counsel satisfactory to Landlord, defend Landlord in any action or proceeding arising from any such claim and shall indemnify Landlord against all costs, attorneys' fees, expert witness fees, and any other expenses incurred in such action or proceeding. As a material part of the consideration for Landlord's execution of this Lease, Tenant hereby assumes all risk of damage or injury to any person or property in, on, or about the Premises from any cause.
- b. Landlord shall not be liable for injury or damage which may be sustained by the person or property of Tenant, its employees, invitees, or customers or any other person in or about the Premises, caused by or resulting from fire, steam, electricity, gas, water, or rain which may leak or flow from or into any part of the Premises, or from the breakage, leakage, obstruction, or other defects of pipes, sprinklers, wires, appliances, plumbing, air conditioning, or lighting fixtures, whether such damage or injury results from conditions arising upon the Premises or upon other portions of the Building or Project or from other sources. Landlord shall not be liable for any damages arising from any act or omission of any other tenant of the Building or Project.

## 22. TENANT'S INSURANCE.

- a. All insurance required to be carried by Tenant hereunder shall be issued by responsible insurance companies acceptable to Landlord and Landlord's lender and qualified to do business in the State. Each policy shall name Landlord, and at Landlord's request any mortgagee of Landlord, as an additional insured, as their respective interests may appear. Each policy shall contain (i) a cross-liability endorsement, (ii) a provision that such policy and the coverage evidenced thereby shall be primary and non-contributing with respect to any policies carried by Landlord and that any coverage carried by Landlord shall be excess insurance, and (iii) a waiver by the insurer of any right of subrogation against Landlord, its agents, employees, and representatives, which arises or might arise by reason of any payment under such policy or by reason of any act or omission of Landlord, its agents, employees, or representatives. A copy of each paid up policy (authenticated by the insurer) or certificate of the insurer evidencing the existence and amount of each insurance policy required hereunder shall be delivered to Landlord before the date Tenant is first given the right of possession of the Premises, and thereafter within thirty (30) days after any demand by Landlord therefore. Landlord may, at any time and from time to time, inspect and/or copy any insurance policies required to be maintained by Tenant hereunder. No such policy shall be cancelable except after twenty (20) days written notice to Landlord and Landlord's lender. Tenant shall furnish Landlord with renewals or "binders" of any such policy at least ten (10) days prior to the expiration thereof. Tenant agrees that if Tenant does not take out and maintain such insurance, Landlord may (but shall not be required to) procure said insurance on Tenant's behalf and charge the Tenant the premiums together with a twenty-five percent (25%) handling charge, payable upon demand. Tenant shall have the right to provide such insurance coverage pursuant to blanket policies obtained by the Tenant, provided such blanket policies expressly afford coverage to the Premises, Landlord, Landlord's mortgagee, and Tenant as required by this Lease.

\_\_\_\_\_ District \_\_\_\_\_ Recipient

- b. Beginning on the date Tenant is given access to the Premises for any purpose and continuing until expiration of the Term, Tenant shall procure, pay for and maintain in effect policies of casualty insurance covering (i) all Leasehold Improvements (including any alterations, additions, or improvements as may be made by Tenant pursuant to the provisions of Article 12 hereof), and (ii) trade fixtures, merchandise, and other personal property from time to time in, on, or about the Premises, in an amount not less than one hundred percent (100%) of their actual replacement cost from time to time, providing protection against any peril included within the classification "Fire and Extended Coverage" together with insurance against sprinkler damage, vandalism, and malicious mischief. The proceeds of such insurance shall be used for the repair or replacement of the property so insured. Upon termination of this Lease following a casualty as set forth herein, the proceeds under (i) above be paid to Landlord, and the proceeds under (ii) above be paid to Tenant.
- c. Beginning on the date Tenant is given access to the Premises for any purpose and continuing until expiration of the Term, Tenant shall procure, pay for, and maintain in effect worker's compensation insurance as required by law and comprehensive public liability and property damage insurance with respect to the construction of improvements on the Premises, the use, operation, or condition of the Premises, and the operations of Tenant in, on, or about the Premises, providing broad form property damage coverage for not less than Five Hundred Thousand Dollars (\$500,000) per person and One Million Dollars (\$1,000,000) each occurrence, and property damage liability insurance with a limit of not less than Two Hundred Fifty Thousand Dollars (\$250,000) each accident.
- d. Not less than every three (3) years during the Term, Landlord and Tenant shall mutually agree to increases in all of Tenant's insurance policy limits for all insurance to be carried by Tenant as set forth in this Article. In the event Landlord and Tenant cannot mutually agree upon the amounts of said increases, then Tenant agrees that all insurance policy limits as set forth in this Article shall be adjusted for increases in the cost of living in the same manner as is set forth in Section 5.2 hereof for the adjustment of the Base Rent.

### 23. WAIVER OF SUBROGATION.

Landlord and Tenant each hereby waive all rights or recovery against the other and against the officers, employees, agents, and representatives of the other, on account of loss by or damage to the waiving party of its property or the property of others under its control, to the extent that such loss or damage is insured against under any fire and extended overage insurance policy which either may have in force at the time of the loss or damage. Tenant shall, upon obtaining the policies of insurance required under this Lease, give notice to its insurance carrier or carriers that the foregoing mutual waiver of subrogation is contained in this Lease.

### 24. SUBORDINATION AND ATTORNMENT.

Upon written request of Landlord, or any first mortgagee or first deed of trust beneficiary of Landlord, or ground lessor of Landlord, Tenant shall, in writing, subordinate its rights under this Lease to the lien of any first mortgage or first deed of trust, or to the interest of any lease in which Landlord is lessee, and to all advances made or thereafter to be made thereunder. However, before signing any subordination agreement, Tenant shall have the right to obtain from any lender or lessor or Landlord requesting such subordination, an agreement in writing providing that, as long as Tenant is not in default hereunder, this Lease shall remain in effect for the full Term. The holder of any security interest may, upon written notice to Tenant, elect to have this Lease prior to its security interest regardless of the time of the granting or recording of such security interest.

In the event of any foreclosure sale, transfer in lieu of foreclosure, or termination of the lease in which Landlord is lessee, Tenant shall attorn to the purchaser, transferee, or lessor, as the case may be, and recognize that party as Landlord under this Lease provided such party acquires and accepts the Premises subject to this Lease.

### 25. TENANT ESTOPPEL CERTIFICATE.

Within ten (10) days after written request from Landlord, Tenant shall execute and deliver to Landlord or Landlord's designee, a written statement certifying (a) that this lease is unmodified and in full force and effect, or is in full force and effect as modified and stating the modifications; (b) the amount of Base Rent and the date to which Base Rent and additional rent have been paid in advance; (c) the amount of any security deposited with Landlord; and (d) that Landlord is not in default hereunder or, if Landlord is claimed to be in default, stating the nature of any claimed default. Any such statement may be relied upon by a purchaser, assignee, or lender. Tenant's failure to execute and deliver such statement within the time required shall at Landlord's election be a default under this Lease and shall also be conclusive upon Tenant that: (1) this Lease is in full force and effect and has not been modified except as represented by Landlord; (2) there are no uncured defaults in Landlord's performance and that Tenant has not right of offset, counter-claim, or deduction against Rent; and (3) not more than one month's Rent has been paid in advance.

## 26. TRANSFER OF LANDLORD'S INTEREST.

In the event of any sale or transfer by Landlord of the Premises, Building, or Project, and assignment of this Lease by Landlord, Landlord shall be and is hereby entirely freed and relieved of any and all liability and obligations contained in or derived from this Lease arising out of any act, occurrence, or omission relating to the Premises, Building, Project, or Lease occurring after the consummation of such sale or transfer, providing the purchaser shall expressly assume all of the covenants and obligations of Landlord under this Lease. If any security deposit or prepaid Rent has been paid by Tenant, Landlord may transfer the security deposit or prepaid Rent to Landlord's successor and upon such transfer, Landlord shall be relieved of any and all further liability with respect thereto.

## 27. DEFAULT.

27.1. *Tenant's Default.* The occurrence of any one or more of the following events shall constitute a default and breach of this Lease by Tenant:

- a. If Tenant abandons or vacates the Premises; or
- b. If Tenant fails to pay any Rent or any other charges required to be paid by Tenant under this Lease and such failure continues for five (5) days after such payment is due and payable; or
- c. If Tenant fails to promptly and fully perform any other covenant, condition, or agreement contained in this lease and such failure continues for thirty (30) days after written notice thereof from Landlord to Tenant; or
- d. If a writ of attachment or execution is levied on this Lease or on any of Tenant's Property; or
- e. If Tenant makes a general assignment for the benefit of creditors, or provides for an arrangement, composition, extension or adjustment with its creditors; or
- f. If Tenant files a voluntary petition for relief or if a petition against Tenant in a proceeding under the federal bankruptcy laws or other insolvency laws is filed and not withdrawn or dismissed within forty-five (45) days thereafter, or if under the provisions of any law providing for reorganization or winding up of corporations, any court of competent jurisdiction assumes jurisdiction, custody, or control of Tenant or any substantial part of its property and such jurisdiction, custody, or control remains in force unrelinquished, unstayed, or unterminated for a period of forty-five (45) days; or
- g. If in any proceeding or action in which Tenant is not a party, a trustee, receiver, agent, or custodian is appointed to take charge of the Premises or Tenant's Property (or has the authority to do so) for the purpose of enforcing a lien against the Premises or Tenant's Property; or
- h. If Tenant is a partnership or consists of more than one (1) person or entity, if any partner of the partnership or other person or entity is involved in any of the acts or events described in subparagraphs d through g above.

27.2. *Remedies.* In the event of Tenant's default hereunder, then, in addition to any other rights or remedies Landlord may have under any law, Landlord shall have the right, at Landlord's option, without further notice or demand of any kind to do the following:

- a. Terminate this Lease and Tenant's right to possession of the Premises and re-enter the Premises and take possession thereof, and Tenant shall have no further claim to the Premises or under this Lease; or
- b. Continue this Lease in effect, re-enter and occupy the Premises for the account of Tenant, and collect any unpaid Rent or other charges which have or thereafter become due and payable; or
- c. Re-enter the Premises under the provisions of subparagraph b and thereafter elect to terminate this Lease and Tenant's right to possession of the Premises.

If Landlord re-enters the Premises under the provisions of subparagraph b or c above, Landlord shall not be deemed to have terminated this Lease or the obligation of Tenant to pay any Rent or other charges thereafter accruing, unless Landlord notifies Tenant in writing of Landlord's election to terminate this Lease. In the event of any re-entry or retaking of possession by Landlord, Landlord shall have the right, but not the obligation, to remove all or any part of Tenant's Property in the Premises and to place such property in storage at a public warehouse at the expense and risk of Tenant. If Landlord elects to relet the Premises for the account of Tenant, the rent received by Landlord from such reletting shall be applied as follows: first, to the payment of any indebtedness other than Rent due hereunder from Tenant to Landlord; second, to the payment of any costs of such reletting; third, to the payment of the cost of any alterations or repairs to the Premises; fourth, to the payment of Rent due and unpaid hereunder; and the balance, if any, shall be held by Landlord and applied in payment of future Rent as it becomes due. If that portion of rent received from the reletting, which is applied against, the Rent due hereunder is less than the amount of the Rent due, Tenant shall pay the deficiency to Landlord promptly upon demand by Landlord. Such deficiency shall be calculated and paid monthly. Tenant shall also pay to Landlord, as soon as determined, any costs and expenses incurred by Landlord in connection

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with such reletting or in making alterations and repairs to the Premises, which are not covered by the rent received from the reletting.

Should Landlord elect to terminate this Lease under the provisions of subparagraph a or c above, Landlord may recover as damages from Tenant the following:

- (1.) *Past Rent*. The worth at the time of the award of any unpaid Rent which had been earned at the time of termination; plus
- (2.) *Rent Prior to Award*. The worth at the time of the award of the amount by which the unpaid Rent which would have been earned after termination until the time of award exceeds the amount of such rental loss that Tenant proves could have been reasonably avoided; plus
- (3.) *Rent After Award*. The worth at the time of the award of the amount by which the unpaid Rent for the balance of the Term after the time of award exceeds the amount of the rental loss that Tenant provides could be reasonably avoided; plus
- (4.) *Proximately Caused Damages*. Any other amount necessary to compensate Landlord for all detriment proximately caused by Tenant's failure to perform its obligations under this Lease or which in the ordinary course of things would be likely to result therefrom including, but not limited to, any costs or expenses (including attorneys' fees) incurred by Landlord in (a) retaking possession of the Premises, (b) maintaining the Premises after Tenant's default, (c) preparing the Premises for reletting to a new tenant, including any repairs or alterations, and (d) reletting the Premises, including broker's commissions.

"The worth at the time of the award@ as used in subparagraphs 1 and 2 above is to be computed by allowing interest at the rate of ten percent (10%) per annum." The worth at the time of the award@ as used in subparagraph 3 above is to be computed by discounting the amount at the discount rate of the Federal Reserve Bank situated nearest to the Premises at the time of the award plus one percent (1%).

The waiver by Landlord of any breach of any term, covenant, or condition of this Lease shall not be deemed a waiver of such term, covenant, or condition or of any subsequent breach of the same or any other term, covenant, or condition. Acceptance of Rent by Landlord subsequent to any breach hereof shall not be deemed a waiver of any preceding breach other than the failure to pay the particular Rent so accepted, regardless of Landlord's knowledge of any breach at the time of such acceptance of Rent. Landlord shall not be deemed to have waived any term, covenant, or condition unless Landlord gives Tenant written notice of such waiver.

- 27.3 *Landlord's Default*. If Landlord fails to perform any covenant, condition, or agreement contained in this Lease within thirty (30) days after receipt of written notice from Tenant specifying such default, or if such default cannot reasonably be cured within thirty (30) days, if Landlord fails to commence to cure within that thirty (30) day period, then Landlord shall be liable to Tenant for any damages sustained by Tenant as a result of Landlord's breach; provided, however, it is expressly understood and agreed that if Tenant obtains a money judgment against Landlord resulting from any default or other claim arising under this Lease, that judgment shall be satisfied only out of the rents, issues, profits, and other income actually received on account of Landlord's right, title, and interest in the Premises, Building, or Project, and no other real, personal, or mixed property of Landlord (or of any of the partners which comprise Landlord, if any) wherever situated, shall be subject to levy to satisfy such judgment. If, after notice to Landlord of default, Landlord (or any first mortgagee or first deed of trust beneficiary of Landlord) fails to cure the default as provided herein, then Tenant shall have the right to cure that default at Landlord's expense. Tenant shall not have the right to terminate this Lease or to withhold, reduce, or offset any amount against any payments of Rent or any other charges due and payable under this Lease, except as otherwise specifically provided herein.

## 28. BROKERAGE FEES.

Tenant warrants and represents that it has not dealt with any real estate broker or agent in connection with this Lease or its negotiation except those noted in Section 2.c. Tenant shall indemnify and hold Landlord harmless from any cost, expenses, or liability (including costs of suit and reasonable attorneys' fees) for any compensation, commission, or fees claimed by any other real estate broker or agent in connection with this Lease or its negotiation by reason of any act of Tenant.

## 29. NOTICES.

All notices, approvals, and demands permitted or required to be given under this Lease shall be in writing and deemed duly served or given if personally delivered or sent by certified or registered U.S. mail, postage prepaid, and addressed as follows: (a) if to Landlord, to Landlord's Mailing Address and to the Building manager, and (b) if to Tenant, to Tenant's Mailing Address; provided, however, notices to Tenant shall be deemed duly served or given if delivered or mailed to Tenant at the Premises. Landlord and Tenant may from time to time by notice to the other designate another place for receipt of future notices.

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30. GOVERNMENT ENERGY OR UTILITY CONTROLS.

In the event of imposition of federal, state, or local government controls, rules, regulations, or restrictions on the use or consumption of energy or other utilities during the Term, both Landlord and Tenant shall be bound thereby. In the event of a difference in interpretation by Landlord and Tenant of any such controls, the interpretation of Landlord shall prevail, and Landlord shall have the right to enforce compliance therewith, including the right of entry into the Premises to effect compliance.

31. RELOCATION OF PREMISES.

Landlord shall have the right to relocate the Premises to another part of the Building in accordance with the following:

- a. The new premises shall be substantially the same in size, dimension, configuration, decor and nature as the Premises described in this Lease, and if the relocation occurs after the Commencement Date, shall be placed in that condition by Landlord at its cost.
- b. Landlord shall give Tenant at least thirty (30) days written notice of Landlord's intention to relocate the Premises.
- c. As nearly as practicable, the physical relocation of the Premises shall take place on a weekend and shall be completed before the following Monday. If the physical relocation has not been completed in that time, Base Rent shall abate in full from the time the physical relocation commences to the time it is completed. Upon completion of such relocation, the new premises shall become the "Premises" under this Lease.
- d. All reasonable costs incurred by Tenant as a result of the relocation shall be paid by Landlord.
- e. If the new premises are smaller than the Premises as it existed before the relocation, Base Rent shall be reduced proportionately.
- f. The parties hereto shall immediately execute an amendment to this Lease setting forth the relocation of the Premises and the reduction of Base Rent, if any.

32. QUIET ENJOYMENT.

Tenant, upon paying the Rent and performing all of its obligations under this Lease, shall peaceably and quietly enjoy the Premises, subject to the terms of this Lease and to any mortgage, lease, or other agreement to which this Lease may be subordinate.

33. OBSERVANCE OF LAW.

Tenant shall not use the Premises or permit anything to be done in or about the Premises which will in any way conflict with any law, statute, ordinance or governmental rule or regulation now in force or which may hereafter be enacted or promulgated. Tenant shall, at its sole cost and expense, promptly comply with all laws, statutes, ordinances and governmental rules, regulations or requirements now in force or which may hereafter be in force, and with the requirements of any board of fire insurance underwriters or other similar bodies now or hereafter constituted, relating to, or affecting the condition, use or occupancy of the Premises, excluding structural changes not related to or affected by Tenant's improvements or acts. The judgment of any court of competent jurisdiction or the admission of Tenant in any action against Tenant, whether Landlord is a party thereto or not, that Tenant has violated any law, ordinance or governmental rule, regulation or requirement, shall be conclusive of that fact as between Landlord and Tenant.

34. FORCE MAJEURE.

Any prevention, delay or stoppage of work to be performed by Landlord or Tenant which is due to strikes, labor disputes, inability to obtain labor, materials, equipment or reasonable substitutes therefore, acts of God, governmental restrictions or regulations or controls, judicial orders, enemy or hostile government actions, civil commotion, fire or other casualty, or other causes beyond the reasonable control of the party obligated to perform hereunder, shall excuse performance of the work by that party for a period equal to the duration of that prevention, delay or stoppage. Nothing in this Article 34 shall excuse or delay Tenant's obligation to pay Rent or other charges under this Lease.

35. CURING TENANT'S DEFAULTS.

If Tenant defaults in the performance of any of its obligations under this Lease, Landlord may (but shall not be obligated to) without waiving such default, perform the same for the account at the expense of Tenant. Tenant shall pay Landlord all costs of such performance promptly upon receipt of a bill therefore.

### 36. SIGN CONTROL.

Tenant shall not affix, paint, erect or inscribe any sign, projection, awning, signal or advertisement of any kind to any part of the Premises, Building or Project, including without limitation, the inside or outside of windows or doors, without the written consent of Landlord. Landlord shall have the right to remove any signs or other matter, installed without Landlord's permission, without being liable to Tenant by reason of such removal, and to charge the cost of removal to Tenant as additional rent hereunder, payable within ten (10) days of written demand by Landlord.

### 37. MISCELLANEOUS.

- a. *Accord and Satisfaction; Allocation of Payments:* No payment by Tenant or receipt by Landlord of a lesser amount than the Rent provided for in this Lease shall be deemed to be other than on account of the earliest due Rent, nor shall any endorsement or statement on any check or letter accompanying any check or payment as Rent be deemed an accord and satisfaction, and Landlord may accept such check or payment without prejudice to Landlord's right to recover the balance of the Rent or pursue any other remedy provided for in this Lease. In connection with the foregoing, Landlord shall have the absolute right in its sole discretion to apply any payment received from Tenant to any account or other payment of Tenant then not current and due or delinquent.
- b. *Addenda:* If any provision contained in an addendum to this Lease is inconsistent with any other provision herein, the provision contained in the addendum shall control, unless otherwise provided in the addendum.
- c. *Attorneys' Fees:* If any action or proceeding is brought by either party against the other pertaining to or arising out of this Lease, the finally prevailing party shall be entitled to recover all costs and expenses, including reasonable attorneys' fees, incurred on account of such action or proceeding.
- d. *Captions, Articles and Section Numbers:* The captions appearing within the body of this Lease have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Lease. All references to Article and Section numbers refer to Articles and Sections in this Lease.
- e. *Changes Requested by Lender:* Neither Landlord or Tenant shall unreasonably withhold its consent to changes or amendments to this Lease requested by the lender on Landlord's interest, so long as these changes do not alter the basic business terms of this Lease or otherwise materially diminish any rights or materially increase any obligations of the party from whom consent to such charge or amendment is requested.
- f. *Choice of Law:* This Lease shall be construed and enforced in accordance with the laws of the State of California.
- g. *Consent:* Notwithstanding anything contained in this Lease to the contrary, Tenant shall have no claim, and hereby waives the right to any claim against Landlord for money damages by reason of any refusal, withholding or delaying by Landlord of any consent, approval or statement of satisfaction, and in such event, Tenant's only remedies therefore shall be an action for specific performance, injunction or declaratory judgment to enforce any right to such consent, etc.
- h. *Corporate Authority:* If Tenant is a corporation, each individual signing this Lease on behalf of Tenant represents and warrants that he is duly authorized to execute and deliver this lease on behalf of the corporation, and that this Lease is binding on Tenant in accordance with its terms. Tenant shall, at Landlord's request, deliver a certified copy of a resolution of its board of directors authorizing such execution.
- i. *Counterparts:* This Lease may be executed in multiple counterparts, all of which shall constitute one and the same Lease.
- j. *Execution of Lease; No Option:* The submission of this Lease to Tenant shall be for examination purposes only, and does not and shall not constitute a reservation of or option for Tenant to lease, or otherwise create any interest of Tenant in the Premises or any other premises within the Building or Project. Execution of this Lease by Tenant and its return to Landlord shall not be binding on Landlord notwithstanding any time interval, until Landlord has in fact signed and delivered this Lease to Tenant.
- k. *Furnishing of Financial Statements; Tenant's Representations:* In order to induce Landlord to enter into this Lease, Tenant agrees that it shall promptly furnish Landlord, from time to time, upon Landlord's written request, with financial statements reflecting Tenant's current financial condition. Tenant represents and warrants that all financial statements, records and information furnished by Tenant to Landlord in connection with this Lease are true, correct and complete in all respects.
- l. *Further Assurances:* The parties agree to promptly sign all documents reasonably requested to give effect to the provisions of this Lease.
- m. *Mortgagee Protection:* Tenant agrees to send by certified or registered mail to any first mortgagee or first deed of trust beneficiary of Landlord whose address has been furnished to Tenant, a copy of any notice of default served by Tenant on Landlord. If Landlord fails to cure such default within the time provided for in this Lease, such mortgagee or beneficiary shall have an additional thirty (30) days to cure such default; provided that if such

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default cannot reasonably be cured within that thirty (30) day period, then such mortgagee or beneficiary shall have such additional time to cure the default as is reasonably necessary under the circumstances.

- n. *Prior Agreements; Amendments:* This Lease contains all of the agreements of the parties with respect to any matter covered or mentioned in this Lease, and no prior agreement or understanding pertaining to any such matter shall be effective for any purpose. No provisions of this Lease may be amended or added to except by an agreement in writing signed by the parties or their respective successors in interest.
- o. *Recording:* Tenant shall not record this Lease without the prior written consent of Landlord. Tenant, upon the request of Landlord, shall execute and acknowledge a “short form” memorandum of this Lease for recording purposes.
- p. *Severability:* A final determination by a court of competent jurisdiction that any provision of this Lease is invalid shall not affect the validity of any other provision, and any provision so determined to be invalid shall, to the extent possible, be construed to accomplish its intended effect.
- q. *Successors and Assigns:* This Lease shall apply to and bind the heirs, personal representatives, and permitted successors and assigns of the parties.
- r. *Time of the Essence:* Time is of the essence of this Lease.
- s. *Waiver:* No delay or omission in the exercise of any right or remedy of Landlord upon any default by Tenant shall impair such right or remedy or be construed as a waiver of such default.
- t. *Compliance:* The parties hereto agree to comply with all applicable federal, state and local laws, regulations, codes, ordinances and administrative orders having jurisdiction over the parties, property or the subject matter of this Agreement, including, but not limited to, the 1964 Civil Rights Act and all amendments thereto, the Foreign Investment In Real Property Tax Act, the Comprehensive Environmental Response Compensation and Liability Act, and The Americans With Disabilities Act.

The receipt and acceptance by Landlord of delinquent Rent shall not constitute a waiver of any other default; it shall constitute only a waiver of timely payment for the particular Rent payment involved.

No act or conduct of Landlord, including, without limitation, the acceptance of keys to the Premises, shall constitute an acceptance of the surrender of the Premises by Tenant before the expiration of the Term. Only a written notice from Landlord to Tenant shall constitute acceptance of the surrender of the Premises and accomplish a termination of the Lease.

Landlord’s consent to or approval of any act by Tenant requiring Landlord’s consent or approval shall not be deemed to waive or render unnecessary Landlord’s consent to or approval of any subsequent act by Tenant.

Any waiver by Landlord of any default must be in writing and shall not be a waiver of any other default concerning the same or other provision of the Lease.

The parties hereto have executed this Lease as of the dates set forth below.

Date:	_____	Date:	_____
Landlord:	<u>Desert Healthcare District</u>	Tenant:	<u>Palmtree Clinical Research, Inc.</u>
	<u>dba: Las Palmas Medical Plaza</u>		
By:	<u>Conrado Bárzaga</u>	By:	_____
Signature:	_____	Signature:	_____
Title:	<u>CEO</u>	Title:	_____

CONSULT YOUR ADVISORS This document has been prepared for approval by your attorney. No representation or recommendation is made as to the legal sufficiency or tax consequences of this document or the transaction to which it relates. These are questions for your attorney.

In any real estate transaction, it is recommended that you consult with a professional, such as a civil engineer, industrial hygienist or other person, with experience in evaluating the condition of the property, including the possible presence of asbestos, hazardous materials and underground storage tanks.

## EXHIBIT "A"

### RULES AND REGULATIONS

1. No sign, placard, pictures, advertisement, name or notice shall be inscribed, displayed or printed or affixed on or to any part of the outside or inside of the Building without the written consent of Landlord first had and obtained and Landlord shall have the right to remove any such sign, placard, picture, advertisement, name or notice without notice to and at the expense of Tenant.

All approved signs or lettering on entry door and directory shall be printed, painted, affixed, or inscribed at the expense of Landlord by a person approved by Landlord outside the Premises; provided, however, that Landlord may furnish and install a Building standard interior window covering at all exterior windows. Tenant shall not, without prior written consent of Landlord, cause or otherwise sunscreen any window.

2. The sidewalks, halls, passages, exits, entrances, elevators and stairways shall not be obstructed by any of the tenants or used by them for any purpose other than for ingress and egress from their respective Premises.
3. Tenant shall not alter any lock or install any new or additional locks or any bolts on any doors or windows of the Premises.
4. The toilet rooms, urinals, wash bowls and other apparatus shall not be used for any purpose other than that for which they were constructed and no foreign substance of any kind whatsoever shall be thrown therein and the expense of any breakage, stoppage or damage resulting from the violation of the rule shall be borne by the Tenant who, or whose employees or invitees, shall have caused it.
5. Tenant shall not overload the floor of the Premises or in any way deface the Premises or any part thereof.
6. No furniture, freight or equipment of any kind shall be brought into the Building without the prior notice to Landlord and all moving of the same into or out of the Building shall be done at such time and in such manner as Landlord shall designate. Landlord shall have the right to prescribe the weight, size and position of all safes and other heavy equipment brought into the Building and also the times and manner of moving the same in and out of the Building. Safes or other heavy objects shall, if considered necessary by Landlord, stand on supports of such thickness as is necessary to properly distribute the weight. Landlord will not be responsible for loss of or damage to any such safe or property from any cause and all damage done to the Building by moving or maintaining any such safe or other property shall be repaired at the expense of Tenant.
7. Tenant shall not use, keep or permit to be used or kept any foul or noxious gas or substances in the Premises, or permit or suffer the Premises to be occupied or used in a manner offensive or objectionable to the Landlord or other occupants of the Building by reason of noise, odors and/or vibrations, or interfere in any way with other tenants or those having business therein, nor shall any animals or birds be brought in or kept in or about the Premises of the Building.
8. No cooking shall be done or permitted by any Tenant on the Premises, nor shall the Premises be used for storage of merchandise, for washing clothes, for lodging or for any improper, objectionable or immoral purposes.
9. Tenant shall not use or keep in the Premises or the Building any kerosene, gasoline or inflammable or combustible fluid or material, or use any method of heating or air conditioning other than that supplied by Landlord.
10. Landlord will direct electricians as to where and how telephone and telegraph wires are to be introduced. No boring or cutting for wires will be allowed without the consent of the Landlord. The location of telephones, call boxes and other office equipment affixed to the Premises shall be subject to the approval of Landlord.
11. On Saturdays, Sundays and legal holidays, and on other days between the hours of 6:00 p.m. and 8:00 a.m. the following day, access to the Building or to the halls, corridors, elevators or stairways in the Building, or to the Premises may be refused unless the person seeking access is known to the person or employee of the Building in charge and has a pass or is properly identified. The Landlord shall in no case be liable for damages for any error with regard to the admission to or exclusion from the Building of any person. In case of invasion, mob, riot, public excitement, or other commotion, the Landlord reserves the right to prevent access to the Building during the continuance of the same by closing of the doors or otherwise, for the safety of the tenants and protection of property in the Building and the Building.
12. Landlord reserves the right to exclude or expel from the Building any person who, in the judgment of Landlord, is intoxicated or under the influence of liquor or drugs, or who shall in any manner do any act in violation of any of the rules and regulations of the Building.
13. No vending machine or machines of any description shall be installed, maintained or operated upon the Premises without the written consent of the Landlord.

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- 14. Landlord shall have the right, exercisable without notice and without liability to Tenant, to change the name and street address of the Building of which the Premises are a part.
- 15. Tenant shall not disturb, solicit, or canvass any occupant of the Building and shall cooperate to prevent same.
- 16. Without the written consent of Landlord, Tenant shall not use the name of the Building in connection with or in promoting or advertising the business of Tenant except as Tenant's address.
- 17. Landlord shall have the right to control and operate the public portions of the Building, and the public facilities, and heating and air conditioning, as well as facilities furnished for the common use of the tenants, in such manner as it deems best for the benefit of the tenants generally.
- 18. All entrance doors in the Premises shall be left locked when the Premises are not in use, and all doors opening to public corridors shall be kept closed except for normal ingress and egress from the Premises.

\_\_\_\_\_  
Landlord's Initials

\_\_\_\_\_  
Tenant's Initials

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ADDENDUM

Addendum to that certain Office Building Lease dated January 24, 2023 by and between Desert Healthcare District doing business as the Las Palmas Medical Plaza, as Landlord and Palmtree Clinical Research, Inc., as Tenant for the property commonly known as Las Palmas Medical Plaza located 555 E. Tachevah Drive, Palm Springs, California 92262.

In the event of any inconsistency between the Addendum language and the body of the Lease, the Addendum language shall prevail.

1. Commencement Date:

February 1, 2023
2. Expiration Date:

January 31, 2028
3. Rent Schedule:

2/1/2023 – 1/31/2024	\$4,950.00	
2/1/2024 – 1/31/2025	\$5,098.50	Greater of 3% or CPI
2/1/2025 – 1/31/2026	\$5,251.46	Greater of 3% or CPI
2/1/2026 – 1/31/2027	\$5,409.00	Greater of 3% or CPI
2/1/2027 – 1/31/2028	\$5,571.27	Greater of 3% or CPI
4. CAMs:

Currently \$.69 per square foot
- Security Deposit:

Carryover of previous deposit of Four Thousand, Three Hundred Fifty and 00/100 Dollars (\$4,350.00).

The foregoing is hereby agreed to and accepted:

Date:	_____	Date:	_____
Landlord:	<u>Desert Healthcare District</u>	Tenant:	<u>Palmtree Clinical Research, Inc.</u>
	<u>dba: Las Palmas Medical Plaza</u>		
By:	<u>Conrado Bárzaga</u>	By:	_____
Signature:	_____	Signature:	_____
Title:	<u>CEO</u>	Title:	_____



Date: January 24, 2023  
To: Board of Directors  
Subject: Las Palmas Medical Plaza Security Coverage

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**Staff Recommendation:** Consideration to approve an increase to the security coverage at Las Palmas Medical Plaza.

**Background:**

- For many years, the security coverage on the campus has included a security guard from 5:30am-6:00am and 10:00pm-2:30am Monday – Friday, with no weekend coverage.
- Over the past few months, we have experienced increased vandalism and burglaries.
- The most recent was a break-in early Christmas Day. The perpetrators broke into Quest Diagnostic's suite and punched a hole through the adjoining wall to the pharmacy. The pharmacy is protected by bars on the windows and doors and maintains a security alarm system.
- The pharmacy's security system detected the break-in and law enforcement was dispatched. However, damage and loss of merchandise was incurred.
- With this increased illegal activity, tenants have requested increased security coverage.
- Staff is working with our property maintenance contractor to devise a more modern system to include cameras and monitoring services.
- Additionally, staff will obtain other bids for security patrol.
- These options will be evaluated, and a proposal will be brought to the Committee at a later date.
- However, in the interim, staff proposes adding 24-hour weekend coverage with our current security company.
- The increase is approximately \$62,000 per year and would increase the current CAM charges to the tenants by \$.11/sf.
- At the January 11, 2023, Finance & Administrative Committee meeting, the Committee recommended forwarding the increase for consideration of approval by the full Board.

- Staff recommends approval of adding the weekend security coverage, while staff works on possible other options to be considered at a later date.

**Fiscal Impact:**

\$62,000 per year increase to security services. Cost will be collected via increased CAM charges to the tenants.



Date: January 24, 2023  
To: Board of Directors  
Subject: Auditor Firm– Request for Proposal (RFP)

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**Staff Recommendation:** Consideration to issue a Request for Proposal for new audit firm.

**Background:**

- Lund & Guttry LLP performed the audits for FY20 & FY21.
- Coachella Valley Accounting & Auditing (CVAA) performed the audits for FY22.
- Due to relationship issues with CVAA, staff desires to hire a new audit firm to complete the June 30, 2023, annual audits, tax return, and financial transaction reports – for the District, Foundation and RPP.
- Staff has compiled a list of seven firms based on expertise to contact with the RFP.
- The audit firms possess experience with special districts and not-for-profit entities.
- At the January 11, 2023, Finance & Administrative Committee meeting, the Committee approved the draft RFP and recommended forwarding to the full Board for review and approval.
- Staff recommends approval of the draft RFP
- The RFP and List of Audit Firms are included in the packet for your review.

**Fiscal Impact:**

N/A



## **SAMPLE OF RFP LETTER**

January 10, 2023

**Managing partner**

**Firm Name**

Dear:

The Desert Healthcare District (“DHCD”), a California Special Healthcare District is accepting proposals from CPA firms to provide June 30, 2023 year-end audit services for three separate entities as follows:

- 1) DHCD, a California Special Healthcare District
- 2) Desert Healthcare Foundation (DHCF), a 501(c)(3) Foundation
  - a) includes Single Audit of federal awards
- 3) Desert Hospital Retirement Protection Plan (RPP), a frozen retirement plan excluded from coverage under section 4021(b)(2) of ERISA.

Tax return services for 990 filing is needed for DHCF only. State Controller Reports are required for Both DHCD and the RPP.

**We invite your firm to submit a proposal to us by February 20, 2023 for consideration. Please submit to:**

**By mail:**

**Chris Christensen, CPA  
Desert Healthcare District  
1140 N. Indian Canyon Drive  
Palm Springs, California 92262**

**By email:**

**cchristensen@dhcd.org**



The June 30, 2022 audit reports for each of the three entities and the June 30, 2022 990 for DHCF are located on DHCD's website [www.dhcd.org](http://www.dhcd.org). The audit reports provide a brief description of each of the three entities. You may also learn more about the organizations on the website.

Your proposal is expected to cover the following services:

1. Annual audit fee for each entity to be completed in compliance with the previously mentioned filing requirements and meetings with audit committee and/or board of directors, as necessary
2. Tax filing for DHF and State Controller reports for DHCD and RPP.

### **Key Personnel**

Following are key contacts for information you may seek in preparing your proposal:

Mr. Chris Christensen CFO (760) 323-6365 Email: [cchristensen@dhcd.org](mailto:cchristensen@dhcd.org)  
Mr. Conrado Bárzaga CEO (760) 323-6273 Email: [cbarzaga@dhcd.org](mailto:cbarzaga@dhcd.org)

### **Schedule**

1. Interim Audit/Fieldwork – normally performed the 3<sup>rd</sup> week of May. Transaction testing, etc. for July-April.
2. Yearend Audit/Fieldwork – June 30 year end – normally performed the 1<sup>st</sup> week in August.
3. The deadline for completion of the Audit Reports is September 30, 2023. The audit firm is expected to present the audit reports at the October meetings of the District's Finance & Administration Committee (2<sup>nd</sup> Tuesday) and Board of Directors (4<sup>th</sup> Tuesday).
4. November 15 – DHCF - Form 990 Tax Return
5. December 31 – RPP - Financial Transaction Report – State Controller's Office
6. January 31 – DHCD - Financial Transaction Report – State Controller's Office

### **Your Response to This Request for Proposal**

In responding to this request, we request the following information:

1. Detail your firm's experience in providing auditing and tax services to organizations in the government and not-for-profit industry, as well as associations of a comparable size to DHCD and DHCF. Please provide a list of clients of your firm including contacts for reference purposes.
2. Discuss commitments you will make to staff continuity, including your staff turnover experience in the last three years.
3. Identify the partner, manager, and in-charge accountant who will be assigned to our audits if you are successful in your bid, and provide biographies. Indicate any complaints against them that have been

leveled by the state board of accountancy or other regulatory authority, if any. Indicate any corrective actions that have been taken by the firm with respect to these personnel.

4. Describe how your firm will approach the audit of the organization. Also discuss the firm's use of technology in the audit and the communication process used by the firm to discuss issues with the management and audit committees of the board. Please provide the firms' latest peer review report.
5. Set forth your fee proposal for each entity for the June 30, 2023 audits, with whatever guarantees can be given regarding increases in future years. Your fee proposal should also delineate hours by level of staff.
6. Describe how you will bill for questions on technical matters that may arise throughout the year.
7. Furnish current standard and discounted billing rates for classes of professional personnel.
8. Provide the names and contact information for other similarly sized clients of the partner and manager that will be assigned to our organization for reference purposes.
9. Describe why our selection of your firm as our external accountants is the best decision we could make.

### **Evaluation of Proposals**

DHCD will evaluate proposals on a qualitative basis. This includes our review of the firm's peer review report and related materials, interviews with senior engagement personnel to be assigned to our organization, results of discussions with other clients, and the firm's completeness and timeliness in its response to us.

We would also appreciate a response if you decline to submit a proposal.

Sincerely,

Chris Christensen, CPA  
Chief Administration Officer

**DESERT HEALTHCARE DISTRICT  
RFP FOR FINANCIAL AUDIT SERVICES FOR FYE 6/30/23  
FEE PROPOSALS**

Moss, Levy & Hartzheim, LLP – Managing Partner – Craig Hartzheim, CPA, Managing Partner

Website: [www.mlhcpas.com](http://www.mlhcpas.com)

Address: 5800 Hannum Avenue, Suite E, Culver City, CA 90230 - **Desert Healthcare District**

Telephone: 310-670-2745 chartzheim@mlhcpas.com

Clifton Larson Allen LLP

Website: [www.claconnect.com](http://www.claconnect.com)

Address: 3401 Centrelake Drive, Suite 500, Ontario, CA 91761 – **Grossmont/Fallbrook Auditors**

Telephone: 909-985-7286

Fax: 909-982-0847

Davis Farr LLP

Website: [www.davisfarr.com](http://www.davisfarr.com)

Address: 18201 Von Karman Avenue, Suite 1100, Irvine, CA 92612 – **Beach Cities Auditors**

Telephone: 949-474-2020

Fax: 949-263-5520

Moss Adams LLP

Website: [www.mossadams.com](http://www.mossadams.com)

Address: 2040 Main Street, Suite 900, Irvine, CA 92614 - **Marin Healthcare District**

Telephone: 909-221-4000

Fax: 909-221-4001

JWT & Associates LLP

Website: ??

Address: 1111 E. Herndon Avenue, Suite 211, Fresno, CA 93720 - **Eden & Petaluma Healthcare District**

Telephone: 559-431-7708

Fax: 559-431-7685

Email: rjctcpa@aol.com

Maryanov Madsen Gordon & Campbell – Managing Partner – Steven T. Erickson, CPA

Website: [www.mmgccpa.com](http://www.mmgccpa.com)

Address: 801 E. Tahquitz Canyon Way, Suite 200, Palm Springs, CA 92262

Telephone: 760-320-6642

Fax: 760-327-6854

Osborne Rincon, CPAs – Managing Partner (President) – Lee M. Osborne, CPA

Website: [www.osbornerincon.com](http://www.osbornerincon.com)

Address: 79-245 Corporate Centre Drive, Suite 101, La Quinta, CA 92253

Telephone: 760-777-9805

Fax: ??



## Grant Application Scoring Rubric



Category	Meets expectations (10-6 points)	Does not meet expectations (0-5 points)
<b>Programmatic Review</b>		
<b>Executive Summary of the Project</b> (10 points)	The applicant <b>includes and describes</b> the project's mission and vision, the target population the project will serve, the expected benefits to the community, the need for the project in the community with proposed evidence-based methods, interventions, and strategies that are realistic, attainable, effective, and outcome-oriented.	The applicant is unclear or <b>does not include or describe</b> the project's mission and vision, the target population the project will serve, the expected benefits to the community, the need for the project in the community with proposed evidence-based methods, interventions, and strategies that are realistic, attainable, effective, and outcome-oriented.
<b>Community Need for the Project &amp; Strategic Plan Alignment</b> (10 points)	The applicant <b>identifies and defines a specific need(s)</b> for the project within the identified community and effectively describes the alignment of that need to the Desert Healthcare District and Foundation 2021-2026 Strategic Plan goals and strategies by using one of more of the following: data, case studies, interviews, focus group results, media coverage, etc.	The applicant <b>does not sufficiently identify or describe a need</b> for the project and/or its alignment to one of the Desert Healthcare District and Foundation 2021-2026 Strategic Plan goals and strategies by using one or more of the following: data, case studies, interviews, focus group results, media coverage, etc.
<b>Project Goals, Performance Measures, and Evaluation</b> (10 points)	The applicant has provided SMART goals with an evaluation plan that is comprehensively developed. The <b>SMART</b> goals are <b>specific, measurable, attainable, realistic, and time-bound</b> , and the evaluation plan will accurately measure the project's effectiveness and impact. Within each goal, the applicant identifies a related performance measure as outlined in the Desert Healthcare District and Foundation 2021-2026 Strategic Plan.	The applicant has provided very limited goals and evaluation plans. The goals <b>are not specific, measurable, attainable, realistic, time-bound goals</b> and will not measure the project's effectiveness or impact. Applicant did not identify related performance measures as outlined in the Desert Healthcare District and Foundation 2021-2026 Strategic Plan.

<p><b>Project Evaluation Plan</b> (10 points)</p>	<p>The applicant <b>provides a detailed plan of action for evaluation</b> that includes both qualitative and/or quantitative assessment(s). The plan includes well-defined data reporting mechanisms and/or a clear and transparent narrative.</p> <ul style="list-style-type: none"> <li>• Evaluation measures and methods are clear; the applicant defines how they envision success.</li> <li>• Evaluation is in alignment with the SMART goals of the project.</li> <li>• Evaluation is in alignment with identified performance measure(s).</li> <li>• An explanation is provided on how the data collected from the project will be utilized for future programming, partnerships, and/or funding.</li> </ul>	<p>The applicant <b>does not provide, or vaguely describes, a plan of action</b> with limited qualitative and/or quantitative assessment(s). The plan includes poorly defined data reporting mechanisms and/or a narrative.</p> <ul style="list-style-type: none"> <li>• Evaluation measures and methods are not clear; the applicant vaguely defines how they envision success.</li> <li>• Evaluation is not in alignment with the SMART goals of the project.</li> <li>• Evaluation is not in alignment with identified performance measure(s).</li> <li>• An explanation is not provided on how the data collected from the project will be utilized.</li> </ul>
<p><b>Applicant Capacity and Infrastructure to Execute Proposal</b> (10 points)</p>	<p>The applicant <b>includes examples that demonstrate</b> that the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.).</p> <p>The <b>applicant demonstrates</b> reliability for this kind of work (strength, a history or track record of achievements, related mission, and letters of support)</p>	<p>The applicant <b>does not include examples that demonstrate</b> the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.).</p> <p>The <b>applicant is limited in its ability to demonstrate</b> reliability for this kind of work (strength, a history or track record of achievements, related mission, and letters of support)</p>
<p><b>Organization Sustainability</b> (10 Points)</p>	<p>The applicant <b>demonstrates</b> that it has a current Strategic Plan. The applicant demonstrates strong Board engagement, governance, and fundraising support.</p>	<p>The applicant <b>does not sufficiently demonstrate</b> that it has a current Strategic Plan. The proposed program is not identified in the current Strategic Plan and the applicant organization has limited Board engagement, governance, and fundraising support.</p>

<p><b>Budget</b> (10 points)</p>	<p>The budget is <b>specific</b> and <b>reasonable</b>, and all items <b>align</b> with the described project. The proposed budget is accurate, cost-effective, and linked to activities and outcomes.</p> <ul style="list-style-type: none"> <li>• There are no unexplained amounts.</li> <li>• The overall significance of the project, including the relationship between benefits and/or participants to the programmatic costs are reasonable.</li> <li>• All line items are identified clearly in the budget narrative.</li> <li>• The budget shows committed, in-kind, or other funds that have been identified, secured, and in place to support the project.</li> </ul>	<p>The budget is <b>not specific</b> and/or <b>reasonable</b>, and the items are <b>poorly aligned</b> with the described project. The budget is included in the application but seems incomplete or not reflective of actual costs.</p> <ul style="list-style-type: none"> <li>• There are unexplained amounts.</li> <li>• The overall significance of the project, including the relationship between benefits and/or participants to the programmatic costs are not reasonable.</li> <li>• Line items are not clearly defined in the budget narrative.</li> <li>• The budget does not show committed, in-kind, or other funds that have been identified, secured, and in place to support the project.</li> </ul>
<p><b>Key Partners / Collaboration</b> (10 points)</p>	<p>The proposal <b>demonstrates a collaborative process</b> that includes multiple community partners involved in planning and implementation, with contributions from collaborators articulated in detail via letters of support and/or memorandums of understanding.</p>	<p>The proposal <b>does not demonstrate a collaborative process</b> and it does not involve multiple community partners in planning and implementation. Potential for collaboration exists but is not articulated.</p>
<p><b>Fiscal Review</b></p>		
<p><b>Fiduciary Compliance</b> (10 Points)</p>	<p><b>The applicant demonstrates</b> a financial history that shows a continuous cycle of fiduciary responsibility of the Board through unmodified audited financial statements produced in a timely fashion, positive cash flow at the end of each fiscal year, asset ratio meets required debt load, and the Board reviews financial statements regularly.</p>	<p><b>The applicant does not demonstrate</b> a financial history that shows a continuous cycle of fiduciary responsibility of the Board through audited financial statements. Positive cash flow at the end of each fiscal year is not consistent. and the Board does not review financials regularly.</p>

<b>Financial Stability</b> (10 Points)	Funding sources for operations and programs are from multiple sources and <b>are driven by a strategic plan</b> for stability for both short- and long-term growth. Fund development and/or business plan is in place to identify future sources of funding. The requested grant amount is <b>reasonable</b> in comparison to the overall organizational budget.	Source of funds for operations and programs are from limited sources and <b>are not driven by a strategic plan</b> . There is <b>no plan</b> for stability in place currently, including a fund development plan and/or business plan. The requested grant amount is <b>unreasonable</b> in comparison to the overall organizational operating budget.
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Total Score: \_\_\_\_/ 100

**Recommendation:**

- ☐ Fully Fund
- ☐ Partially Fund – Possible restrictions/conditions
- ☐ No Funding



**Date:** January 24, 2023

**To:** Board of Directors

**Subject:** Grant # 1333 Organizacion en California de Lideres Campesinas

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**Grant Request:** Healthcare Equity for ECV Farmworker Women and Families

**Amount Requested:** \$150,000.00

**Project Period:** 2/1/2023 to 1/31/2025

Lideres Campesinas (Farmworker Women Leaders) is the only statewide network of farmworker women and girls in California. It is a community driven and led organization with 14 local chapters or committees throughout rural California. Lideres Campesinas was incorporated in 1997 and its roots date back to 1988 from a group known as Mujeres Mexicanas from the Coachella Valley. All of Lideres Campesinas' chapters were modeled after its Eastern Coachella Valley chapter, the first organized female farmworker group in the State.

The Coachella Valley chapter works within the Eastern Coachella Valley farmworker community to inform, educate, and empower individuals and families. This application focuses on building the capacity of Lideres to work with other local organizations including Alianza Nacional de Campesinas, Futures Without Violence, Riverside University Health System, and Innercare to reach more farmworker families. Specifically, the project will focus on the education, implementation, and response of Adverse Childhood Experiences tailored care in the community and within the local healthcare and community-based organizations. Additionally, efforts will focus on the hosting of community events where families can be connected to local healthcare services and receive assistance navigating insurance enrollment.

The funds provided by the Desert Healthcare District will be utilized for office expenses, expenses related to trainings and community meetings, and the partial salaries five staff members and two consultants. The project seeks to reach over 1,500 farmworker women and their families directly and 14,000 indirectly.

**Strategic Plan Alignment:**

**Goal 2:** Proactively expand community access to primary and specialty care services

**Strategy 2.7:** Utilize an equity lens to expand services and resources to underserved communities (Priority: High)





**Goal 3:** Proactively expand community access to behavioral/mental health services

**Strategy 3.6** Educate community residents on available behavioral/mental health resources (Priority: Moderate)

**Strategy 3.7** Collaborate/Partner with community providers to enhance access to culturally sensitive behavioral/mental health services (Priority: Moderate)

**Geographic Area(s) Served:**

Coachella; Mecca; North Shore; Oasis; Thermal

**Action by Program Committee: (Please select one)**

- ✓ Full recommendation and forward to the Board for consideration with the Committee's recommendation that a grant amount of \$150,000.00 be approved.

Recommendation with modifications

Request for more information

Deny



## **Grant Application Summary**

### **Organizacion en California de Lideres Campesinas, Grant #1333**

#### **About the Organization**

Organizacion en California de Lideres Campesinas  
 319 Lambert St Unit D  
 Oxnard, CA 93036  
<http://www.liderescampesinas.org>

**Tax ID #:** 954611282

#### **Primary Contact:**

Suguet Lopez  
 Tel: (805) 486-7776  
[slopez@liderescampesinas.org](mailto:slopez@liderescampesinas.org)

#### **Organization History and Mission**

Lideres Campesinas (Farmworker Women Leaders) is the only statewide network of farmworker women and girls in California. It is a genuine community driven and led organization with most of its Board, staff and members coming directly from farm working families. The Organization's only central office is based in Oxnard and its mission is to strengthen the leadership of campesinas to be agents of social, economic and political change to ensure their human rights. Lideres' Vision is that all campesinas in California are informed, educated, empowered, and enjoying all of our human rights. Lideres Campesinas was incorporated in 1997 and its roots date back to 1988 from a group known as Mujeres Mexicanas from the Coachella Valley. All of Lideres Campesinas' chapters were modeled after its Eastern Coachella Valley chapter the first organized female farmworker group in the State.

**Organization Annual Budget:** \$3,671,062.00

#### **Historical (approved Requests)**

Grant Year	Project Title	Grant Amount	Type	Disposition Date	Fund
2020	Lideres Campesinas: Take It to the Fields Initiative	\$120,000	Grant	11/10/2020	
2020	Lideres Campesinas: Take It to the Fields Initiative	\$70,000	Grant	2/11/2021	

2021	Lideres Campesinas: Take It to the Fields Initiative	\$125,000	Grant	10/14/2021	
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### **Project Information**

**Project Title:** Healthcare Equity for ECV Farmworker Women and Families

**Start Date:** 2/1/2023 **End Date:** 1/31/2025

**Term:** 24 months

**Total Project Budget:** \$316,938

**Requested Amount:** \$150,000

### **Executive Summary:**

Farmworker women and their families lack healthcare coverage due to their immigrant status in this country, their employer not offering health insurance to seasonal workers, or due to being laid off from work and thus losing their health benefits. On the other hand, women and girls who do have health coverage experience limited or no access to medical services due to high out of pocket expenses such as co-pays and deductibles, distant service locations, long waiting lists, or their partners controlling or prohibiting their doctor visits and their overall health decisions. Through this project, Lideres Campesinas expects that farmworkers are informed, connected, and have the support to navigate the systems to access healthcare services. Lideres' partners hear directly from the mobilized campesina community about ideas to enhance their operating policies that will better serve the needs of campesinas, their families, and the community at large. In general, Lideres Campesinas expects to see an increase number of farmworker women and girls in the Eastern Coachella Valley who have access to healthcare prevention and intervention medical services.

### **Community Need for the Project:**

Often times, farmworker women and girls lack healthcare coverage due to their immigrant status in this country, their employer not offering health insurance to seasonal workers, or due to being laid off from work and thus losing their health benefits. On the other hand, women and girls who do have health coverage experience limited or no access to medical services due to high out of pocket expenses such as co-pays and deductibles, service locations, long waiting lists, or their partners controlling or prohibiting their doctor visits and their overall health decisions. The latter has been very evident in the Covid19 testing and vaccination mass events.

### **Strategic Plan Alignment:**

**Goal 2:** Proactively expand community access to primary and specialty care services

**Strategy 2.7:** Utilize an equity lens to expand services and resources to underserved communities (Priority: High)

**Goal 3:** Proactively expand community access to behavioral/mental health services

**Strategy 3.6** Educate community residents on available behavioral/mental health resources (Priority: Moderate)

**Strategy 3.7** Collaborate/Partner with community providers to enhance access to culturally sensitive behavioral/mental health services (Priority: Moderate)

**Project Description and Use of District funds:**

Líderes Campesinas' campaigns and programs have been tailored and led by and for farmworker women and girls. Chapter meetings are typically held at members' homes, so that participating members and guests (potential members and agency representatives) have a space to have courageous conversations about the issues at stake through in house meetings, community forums, art development and exhibits, marches and vigils, public theatrical presentations held at members' homes, churches, health fairs, and other public venues to inform and engage the community on issue campaign planning, implementation and evaluation. Through our work in partnership with Alianza Nacional de Campesinas, Futures Without Violence, Riverside University Health System, Innercare, and several other partners, we seek to:

- a. Increase relevant information on ACES (Adverse Childhood Experiences), the health impact of toxic stress, and resilience-building responses to ACES in farmworker communities.
- b. Increase opportunities for farmworkers to inform healthcare response to ACES and share information about ACES with their own community.
- c. Increase partnerships between community health centers and community-based organizations that support farmworkers in order to
- d. Improve access to care and clinical responses to ACES in farmworker communities.

**Description of the Target Population (s):**

Líderes Campesinas serves low-income women, ages 14-70+, and their families employed in the farmworker industry. Most have very low-educational attainment, Latina or Mexican Indigenous, and are often times undocumented immigrants. Women employed in the agricultural industry face significant hardships, including poverty, sexual harassment, economic and racial discrimination, and unsafe living and working conditions. Some are single parents with multiple children. Women farmworkers live at or below poverty levels, and have lower personal incomes than men. In the fields, women face harsh working environments, including exposure to toxic pesticides that affect their reproductive health, extreme temperatures, and lack of sanitary facilities. Oftentimes farmworker women and their families live in substandard, overcrowded housing and are often victims of domestic violence and with limited access to services. Far worse is the sexual harassment and abuse that farmworker women face in the fields from male supervisors. Because a majority of farmworker women are non-English-speaking, undocumented immigrants, they seldom report abuses, out of fear of losing their jobs, of being deported, or of retaliation within their own community.

**Geographic Area(s) Served:**

Coachella; Mecca; North Shore; Oasis; Thermal

**Age Group:**

(06-17) Children

(18-24) Youth

(25-64) Adults

(65+) Seniors

**Total Number of District Residents Served:**  
**Direct:** 1500  
**Indirect:** 14000

**Project Goals and Evaluation**

<p><b>Goal #1:</b> Lideres Campesinas reaches out to at least 10,000 farmworker families in the Eastern Coachella Valley through at least 100 pre-planned peer to peer community events over the course of two years and to help link at least 1500 farmworker women and their families to Mecca’s Resource Center and medical providers in the area including Desert Healthcare Foundation's Mobile Clinic for assistance with completing healthcare coverage applications, such as Medical, Covered California, and/or to receive medical services such as pap smears, mammograms, mental health services, etc.</p> <p>This project goal coincides with the District and Foundation’s Strategic Plan performance measure 2.7 Utilize an equity lens to expand services and resources to underserved communities. Increase the number of Promotoras/CHWs; 3.6 Educate community residents on available behavioral/mental health resources; 3.7 Collaborate/partner with community providers to enhance access to culturally-sensitive behavioral/mental health services</p>	<p><b>Evaluation #1:</b> Lideres Campesinas will document outreach efforts to at least 2,000 farmworker families in the Eastern Coachella Valley through at least 100 pre-planned peer to peer community events (health fairs, visits to the fields, vigils, art exhibits, civic and cultural events, house meetings, economic relief assistance, domestic violence advocacy, theatrical presentations, etc.) over the course of two years, and to help link at least 1500 farmworker women and their families to Mecca’s Resource Center and medical providers in the area including Desert Healthcare Foundation's Mobile Clinic for assistance with completing healthcare coverage applications, such as Medical, Covered California, and/or to receive medical services such as pap smears, mammograms, mental health services, etc.</p> <p>In addition, Lideres Campesinas plans to document 200 social media publications on its local chapters' facebook and instagram pages and record outreach to at least 8,000 ECV residents over 24 months.</p> <p>Furthermore, Lideres Campesinas has experience documenting personal testimonies of its program impact through recorded storytelling, including co-facilitating community theatre skits, to assess changes in attitudes and behavior and any other program impact.</p> <p>We also keep track of peer-to-peer outreach and farmworkers’ attendance at public and online events and conduct monthly assessments that include pre and post surveys and focus groups with participants to identify the strategies that work and those that need adjustments to ensure we meet or exceed our project goals.</p>
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<p><b>Goal #2:</b> In partnership with Alianza Nacional de Campesinas and Futures Without Violence, support the ongoing training of up to 7 farmworker leaders, located in the Eastern Coachella Valley (ECV), using the newly developed curriculum guide, on ACES, the health-impacts of toxic stress, and strategies to build resilience by June 2023.</p> <p>This project goal coincides with the District and Foundation's Strategic Plan performance measure 7.1 Play a role in raising awareness of the impact of general health education on the health of community residents and be a catalyst for community organizations to act in implementing solutions - Education including the ConnectIE platform and other resources.</p>	<p><b>Evaluation #2:</b> In addition to surveys, interviews and focus groups conducted by Migrant Clinicians Network (MCN), Lideres Campesinas also keeps track of members participation through monthly assessments that include pre and post surveys and focus groups with participants to identify the strategies that work and those that need adjustments to ensure we meet or exceed our project goals.</p>
<p><b>Goal #3:</b> Trained Lideres Campesinas' members host follow up listening sessions with previously trained farmworkers on ACES and the health-impacts of toxic stress, and strategies to improve healthcare responses to both by September 2023.</p> <p>This project goal coincides with the District and Foundation's Strategic Plan performance measure # 7.1 Play a role in raising awareness of the impact of general health education on the health of community residents and be a catalyst for community organizations to act in implementing solutions - Education including the ConnectIE platform and other resources and 2.7 Utilize an equity lens to expand services and resources to underserved communities.</p>	<p><b>Evaluation #3:</b> In addition to surveys, interviews and focus groups conducted by Migrant Clinicians Network (MCN), Lideres Campesinas also keeps track of peer-to-peer outreach and farmworkers' attendance at public and online events and conduct monthly assessments that include pre and post surveys and focus groups with participants to identify the strategies that work and those that need adjustments to ensure we meet or exceed our project goals.</p>
<p><b>Goal #4:</b> In partnership with Alianza Nacional de Campesinas and Futures Without</p>	<p><b>Evaluation #4:</b> In addition to surveys, interviews and focus groups conducted by MCN, Lideres</p>

<p>Violence, Lideres Campesinas develops and delivers recommendations for ECV community health centers and other local health providers on how to improve partnerships, access and quality care related to ACEs for farmworkers by December 2024.</p> <p>This project goal coincides with the District and Foundation's Strategic Plan performance measure # 7.1 Play a role in raising awareness of the impact of general health education on the health of community residents and be a catalyst for community organizations to act in implementing solutions - Education including the ConnectIE platform and other resources.</p>	<p>Campesinas works closely with the direct service partner to both coordinate outreach and referral efforts and to assess and document any increases in their numbers of clients served.</p>
<p><b>Goal #5:</b> Trained Lideres Campesinas members work with Riverside University Health System – Public Health and local community groups to inform 4,000 farmworkers on the healing benefits of beautification and placemaking for sustained growth and development. This will be done through at least 24 activities such as obras, community tabling events, social media content, or community presentations by June 2024.</p> <p>This project goal coincides with the District and Foundation's Strategic Plan performance measure # 2.6 Collaborate/partner with the Riverside University Health System on increasing the number of public health initiatives; 2.7 Utilize an equity lens to expand services and resources to underserved communities. Increase the number of Promotoras/CHWs and 7.1 Play a role in raising awareness of the impact of general health education on the health of community residents and be a catalyst for community organizations to act in implementing solutions.</p>	<p><b>Evaluation #5:</b> Lideres Campesinas has experience documenting personal testimonies of its program impact through recorded storytelling, including co-facilitating community theatre skits, to assess changes in attitudes and behavior and any other program impact.</p> <p>We also keep track of peer-to-peer outreach and farmworkers' attendance through sign in sheets at public and online events and conduct monthly assessments that include pre and post surveys and focus groups with participants to identify the strategies that work and those that need adjustments to ensure we meet or exceed our project goals.</p>

### **Proposed Project Evaluation Plan**

Alianza Nacional de Campesinas, Futures Without Violence and Lideres Campesinas will collaborate with Migrant Clinicians Network (MCN) as the primary project evaluator. The partners will also engage RAND Corporation as a secondary evaluation partner. The RAND Corporation will help ensure the evaluation plan is consistent with the overall UCAAN Initiative evaluation goals and evaluate the clinical training provided by FUTURES on CUES and universal education. FUTURES has had preliminary conversations with both Migrant Clinicians Network and RAND Corporation about evaluating the different project activities.

### **Organizational Capacity and Sustainability**

#### **Organizational Capacity**

For more than 34 years, Lideres Campesinas has been doing innovative work to mobilize highly marginalized and isolated farmworker women and girls throughout California; A constant challenge has been to overcome multiple barriers associated with stereotypes, lack of trust, stigmas, racism, classism, immigrant status, economic inequity, discrimination, etc. and to inform farmworker women and girls about their rights while advocating with providers to ensure they have adequate access to cultural, linguistically and trauma informed services. This experience has given Lideres Campesinas the expertise highly sought after by other agencies, academia and media interested in learning, documenting, and bringing to public light the issues and creative ideas proposed by farmworker women and girls which have resulted in new regulations and programs in our State and Country.

The implementation of this two- year long project is estimated to be of \$316,938 (Personnel, copies, travel, incentives and food for participants at educational events, stipends, and telecommunications, and overhead expenses). We have \$166,938 committed funds from The California Endowment, Riverside University Health System – Public Health, Futures Without Violence, and Weingart Foundation. Lideres Campesinas kindly requests the amount of \$150,000 from the Desert Healthcare Foundation in support of its Mission and proposed efforts.

#### **Organizational Sustainability:**

These past couple of years, Lideres Campesinas' major focus has been advocating for healthcare professionals to visit the fields in order to provide adequate education and training regarding COVID-19. Early on, Lideres partnered with local community health centers and engaged in many conversations with California Governor's Office, Public Health Departments and county officials from across the State regarding the need for community-based organizations having a role in messaging, in decreasing fears and partnering with community-based organizations for contact tracing, testing and vaccination efforts. A lot of these efforts and interactions were aimed towards bringing more trust between clinics, health professionals and the farm working community of which its members make up one of the most vulnerable populations. Accessibility and willingness to visit their local clinic, along with the preventative measures is key in prevention and controlling the spread of this virus and many other acute and chronic health conditions. The proposed scope of work builds on to this and the overall Organizations' historical efforts.



## **Diversity, Equity, and Inclusion**

### **How does your organization address diversity, equity, and inclusion at the board and executive staff levels?**

Lideres Campesinas members are organized into 14 local chapters or committees throughout rural California (Salinas Valley, Soledad, Greenfield, Merced County, Madera County, Huron, South and Kern County, Fresno, Northern Santa Barbara County, Ventura County, Sonoma/Napa, Tulare, and Coachella Valley). Each site including its Coachella Valley youth group are represented by two of its members on Lideres' Board. Its membership base is at around 300 (over 20 members in the Coachella Valley) farmworker women and girls and over double that number in other volunteers and supporters.

Twenty-four full-time and three part-time staff most of whom are former farmworker women, provide their guidance and coaching to members in support of campaigns and to ensure there is communication amongst the statewide farmworker network and with the Central Office, place where all of the members' activism is documented. The work of each chapter is planned, guided and carried out primarily by the local chapter members (farmworker women and other volunteers). This leadership model, which enables community members at the grassroots level to take on leadership roles in the visioning and management of Lideres Campesinas, requires ongoing training and development to accommodate changes in the make-up of the membership, different adult learning styles, and a long history of disenfranchisement within the farmworker community. Lideres' members serve as model and inspiration to other campesinas in the community and their families and society as a whole.

**If your organization is not currently addressing diversity, equity, and inclusion at the board and executive staff levels, please explain the barriers, such as knowledge, financial investment, capacity, etc., that are preventing you from doing so.** N/A

### **Partnerships:**

#### **Key Partners:**

Lideres Campesinas is a network of campesinas working in partnership with other groups to change systems. The Organization values its partnership with other organizations and agencies since it understands that by doing so it is joining with its expertise, and thus strengthening a broader movement to unify efforts for the best interest of the community. Partners doing work in the Eastern Coachella Valley and with whom Lideres Campesinas collaborate in support of its outreach and education, direct services, and advocacy efforts include: Leadership Counsel, CRLA, TODEC, Alianza Coachella Valley, Pueblo Unido, Coachella Valley Parents, Coachella - Youth Leadership Institute, Alianza Nacional de Campesinas, Innercare, Coachella Valley Volunteers in Medicine, Riverside University System and Mental Health Department, Catholic Charities San Bernardino & Riverside Counties, Galilee Center, Visión y Compromiso, Riverside Sheriff Department, District Attorney's Office - Victim Witness Program, Shelter from the Storm, CV Sexual Assault Center, Futures Without Violence and many more.

For example, Lideres Campesinas links farmworker women survivors of domestic violence for medical services with Borrego Medical Clinics, and it is working with UC Riverside clinicians, Riverside County's Department of Public Health, and Volunteers in Medicine to promote and to help register farmworkers to mass testing and vaccination events.

Also, Lideres Campesinas collaborated with Congressman Dr. Raul Ruiz and team by providing advice for bilingual virtual town halls for farmworkers at the onset of the pandemic and have partnered with FIND Foodbank, Alianza Nacional de Campesinas, Pueblo Unido as part of an initiative to get more food to farmworkers.

PROJECT OPERATIONS		Total Project Budget	Funds from Other Sources <i>Detail on sheet 3</i>	Amount Requested from DHCD
<b>Total Staffing Costs</b> <i>Detail on sheet 2</i>		\$ 253,146	\$ 150,782	\$ 102,365
<b>Equipment (itemize)</b>				
1	Interpretation system	\$ 2,500	\$ -	\$ 2,500
2				\$ -
3				\$ -
4				\$ -
<b>Supplies (itemize)</b>				
1				\$ -
2				\$ -
3				\$ -
4				\$ -
<b>Printing / Duplication</b>		\$ 452	\$ -	\$ 452
<b>Mailing / Postage</b>				\$ -
<b>Travel / Mileage (use current Federal mileage rate)</b>				
<b>Education / Training</b>				\$ -
* Items listed below are included for calculation of the total project budget only. For use of DHCD funds, these line items would be included in the allowable 10% indirect cost rate.				
<b>Office / Rent / Mortgage*</b>		\$ 24,000	\$ 6,000	\$ 18,000
<b>Telephone / Fax / Internet*</b>		\$ 3,180	\$ 1,590	\$ 1,590
<b>Utilities*</b>		\$ 14,399	\$ 316	\$ 14,083
<b>Insurance*</b>		\$ 4,500	\$ 2,250	\$ 2,250
<b>Other direct project costs not described above (itemize)</b>				
1	Gas Cards	\$ 2,760	\$ -	\$ 2,760
2	Meals	\$ 12,000	\$ 6,000	\$ 6,000
3				\$ -
4				\$ -
<b>Indirect Cost Rate - Maximum of 10% Allowed</b>				\$ -
<b>Total Project Budget</b>		<b>\$ 316,938</b>	<b>\$ 166,938</b>	<b>\$ 150,000</b>
<b>Budget Narrative</b>	DHCD funded items are project costs which are not able to be fully funded by other sources :			
	Interpretation devises for Meeting translation Purposes. We are working with Purepecha community and need the equipment for interpretation.			
	Printing & Copies and material printing for distribution during outreach and education community events.			
	Internet and telephone services for budgeted staff on this project			
	Utilities: Costs for Electricity & Garbage for our office in Eastern Cochella County			
	Rent Costs: for new Office Space in the Eastern Coachella Valley.			
	Insurance: Cost of Fidelity fund and General Liability Insurance.			
	Travel costs for project related training for staff and meetings with the farmworker community.			
	The cost of meals is associated with our staff training and community meetings.			

Staff Salaries		Biannual Salary	% of Time Allocated to Project	Total Project Salary	Amount Requested from DHCD
<b>Employee Position/Title</b>					
1	Data Analyst	\$ 112,320	10%	11,232	11,232
2	Communications Position	\$ 108,160	10%	10,816	5,408
4	Bookkeeper I	\$ 122,720	10%	12,272	12,272
5	Bookkeeper II	\$ 120,640	10%	12,064	12,064
6	Finance Assistant	\$ 91,520	10%	9,152	6,864
7	Programs Project Team	\$ 768,050	15%	115,208	-
<b>Total Employee Benefits / Employer Taxes - proportional fringe costs and/or employer taxes based on % of time allocated to project</b>			22%	12,218	10,525
<b>Enter this amount in Section 1; Staffing Costs</b>			<b>Total &gt;</b>	<b>182,961</b>	<b>58,365</b>
<b>Budget Narrative</b>	The programs project team includes Project coordinators, project managers, community health workers, outreach workers, Executive Director, Director of operations, Victim advocate all of whom are responsible for curriculum development, training, evaluation, documentation & reporting, community outreach and education and meeting with project partners including clinics.				
<b>Budget Narrative</b>	Data Analyst: Responsible for Collecting and interpreting data from community health workers and site project coordinators. Analysing results. Reporting the results back to the relevant members of the team. Identifying patterns and trends in data sets.				
<b>Budget Narrative</b>	Communications: Media Specialists work closely with the Project Coordinators and members (Community Health Workers) to develop and disseminate culturally and linguistically appropriate PSA's and in support of social media outreach and education and event promotion. Provides training to Community Health Workers and ensures proper documentation and reporting of Lideres Campesinas members' online activism.				
<b>Budget Narrative</b>	Bookkeeper: Responsible for processing accounts receivable and payable including payroll, financial grant reporting, assists with developing budgets, preparing for annual audit, and financial reporting to executive director and board of directors.				
<b>Budget Narrative</b>	Finance Assistant: Responsible for assisting the bookkeeper in maintaining accounts database; preparing and sending invoices, maintaining current grant balances, preparing bank reconciliations and reporting to executive director.				
<b>Budget Narrative</b>	Fringe Benefits includes Workers Compensation, FICA, SUI, Taxes, IRA & Health				
<b>Professional Services / Consultants</b>		<b>Hourly Rate</b>	<b>Hours/Week</b>	<b>Total Project Fee</b>	<b>Amount Requested from DHCD</b>
<b>Company and Staff Title</b>					
1	Ijaz Accounting 2-years	\$ 125	3	\$ 39,000	\$ 39,000
2	Emily Goldfarb 1-year	\$ 105	5.5	\$ 31,185	\$ 5,000
3					
4					\$ -
5					
<b>Enter this amount in Section 1; Staffing Costs</b>				<b>Total &gt;</b>	<b>\$ 44,000</b>
<b>Budget Narrative</b>	The total budget costs includes program expenses such as Project coordinators, project managers, community health workers, outreach workers, Executive Director, Director of operations, Victim advocate paid by the other funders (The California Endowment, Futures without Violence, Riverside County. Data analyst, Communications position, Bookkeepers, Finance Assistant & Ijaz Accounting who provides payroll support and Emily Goldfarb Capacity Building Coach working with Lideres in Wellness Program are all support staff critical for a successful implementation of the proposed project.				

<b>Other funding received (actual or projected) SPECIFIC to this project. "Total funding in addition to DHCD request" below should match or exceed value listed in Section 1 for "Funds from Other Sources".</b>			<b>Amount</b>
<b>Fees</b>			\$ -
<b>Donations</b>			\$ -
<b>Grants (List Organizations)</b>			
	1	The California Endowment	\$ 33,203
	2	Futures Without Violence Foundation	\$ 90,000
	3	Riverside Public Health	\$ 17,550
	4	Weingart Foundation	\$ 26,185
<b>Fundraising (describe nature of fundraiser)</b>			
	1		
	2		
<b>Other Income, e.g., bequests, membership dues, in-kind services, investment income, fees from other agencies, etc. (Itemize)</b>			
	1		
	2		
	3		
	4		
<b>Total funding in addition to DHCD request</b>			<b>\$ 166,938</b>
<b>Budget Narrative</b>	The amount of \$166,938 has been awarded by these funders Listed above.		

## **Grant Scoring Review**

### **Grant Staff Review # 1 of 3**

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**Executive Summary:** 9

**Community Need and Alignment:** 10

**Goals:** 9

**Proposed Evaluation Plan:** 9

**Applicant Capacity and Infrastructure:** 10

**Organizational Sustainability:** 9

**Budget:** 9

**Key Partners/Collaborations:** 9

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**Total Score:** 74.00

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#### **Reviewer Comments:**

This Farmworker Women Leaders, aka Lideres Campesinas, is a vital and community driven organization that is led by most of the Board, staff and member having a link to farm working families. The women served are underserved and face many barriers and challenges in seeking vital and life-saving healthcare services and other resources. The women and their children are an often overlooked and discriminated but important entity in the farm working business. If not for Lideres Campansinas, many of these women and their families would not be informed, connected and/or have the support to navigate the various health, legal and insurance systems. The women learn how to be empowered through Lideres and have a voice to overcome their struggles. I fully support and endorse funding for this organization as they work with the District in attaining impact through the District's strategic goals and strategies

#### **Response Notes:**

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#### **Average Review Score:**

Fiscal Staff Review Stage: 16.5 (2 of 2)

Grant Program Staff Review Stage: 75 (3 of 3)

#### **Sum of all Reviews:**

Fiscal Staff Review Stage: 33 (2 of 2)

Grant Program Staff Review Stage: 225 (3 of 3)

**Total average proposal score: 92/100**

## **Grant Scoring Review**

### **Grant Staff Review # 2 of 3**

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**Executive Summary:** 10

**Community Need and Alignment:** 9

**Goals:** 9

**Proposed Evaluation Plan:** 9

**Applicant Capacity and Infrastructure:** 8

**Organizational Sustainability:** 8

**Budget:** 9

**Key Partners/Collaborations:** 10

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**Total Score:** 72.00

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**Reviewer Comments:**

Lideres Campesinas has been an invaluable resource to the farmworking community, especially farmworker women. Their community-based outreach efforts to connect women to vital programs and resources has improved the lives of hundreds of underserved and undocumented women here in the Coachella Valley. District funds will help Lideres Campesinas continue those efforts, along with training 7 farmworker leaders using a newly developed curriculum on ACES, in turn these 7 trained farmworkers will host listening sessions with other women farmworkers to raise awareness and increase knowledge of ACES, and connect them with local healthcare providers to address those issues.

**Response Notes:**

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**Average Review Score:**

Fiscal Staff Review Stage: 16.5 (2 of 2)

Grant Program Staff Review Stage: 75 (3 of 3)

**Sum of all Reviews:**

Fiscal Staff Review Stage: 33 (2 of 2)

Grant Program Staff Review Stage: 225 (3 of 3)

**Total average proposal score: 92/100**

## **Grant Scoring Review**

### **Grant Staff Review # 3 of 3**

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**Executive Summary:** 9

**Community Need and Alignment:** 10

**Goals:** 10

**Proposed Evaluation Plan:** 10

**Applicant Capacity and Infrastructure:** 10

**Organizational Sustainability:** 10

**Budget:** 10

**Key Partners/Collaborations:** 10

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**Total Score:** 79.00

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#### **Reviewer Comments:**

The proposed project by Lideres Campesinas will provide much needed support services to Coachella Valley farmworker women and girls (ages 14-70+). These services include; community events to share educational materials related to Adverse Childhood Experiences (ACES) and how they impact current functioning, opportunities to become trusted navigators for the sharing of information, linkage to community support services partners, and increasing access to care. This target population often lives below the poverty level and is often a victim of sexual harassment or unfair treatment in the workplace. Many of these women are single mothers of multiple children and are in need of general health information and resources. Lideres has a 30+ year history of successfully serving this population and the use of District funds would allow for the necessary support to maintain the daily operating services so this work can continue. This project plans to reach 1500 members of this high need and vulnerable community through structured events/listening sessions on Adverse Childhood Experiences (ACES) and its impact, coordinated trainings related to community beautification, and peer to peer community events over a 2 year period.

Lideres has developed strong partnerships with local organizations that can assist in the cultivation of an array of supports services including but not limited to, Futures Without Violence, Riverside University Health System (RUHS), Coachella Valley Youth Leadership Institute, etc., with a focus on promoting systems change to sustain the necessary improvements.

Evaluation methodology to be employed to track progress will include event attendee tracking, monthly surveys, focus groups, personal testimonies re: participant experiences, and a project evaluation to be conducted through the RAND Corporation



## **Grant Scoring Review**

and the Migrant Children's Network (MCN) to interpret project activities outcomes and associated trends.

This project and its focus aligns with District Strategic Plan Goal 2 (Proactively expand community access to primary and specialty care services).

### **Response Notes:**

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#### **Average Review Score:**

Fiscal Staff Review Stage: 16.5 (2 of 2)

Grant Program Staff Review Stage: 75 (3 of 3)

#### **Sum of all Reviews:**

Fiscal Staff Review Stage: 33 (2 of 2)

Grant Program Staff Review Stage: 225 (3 of 3)

**Total average proposal score: 92/100**

## **Grant Scoring Review**

### **Fiscal Staff Review # 1 of 2**

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**Fiduciary Compliance:** 8

**Financial Stability:** 8

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**Total Score:** 16.00

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**Reviewer Comments:**

Audited financials received unmodified opinion and were reviewed and approved by Board of Directors. Current assets sufficient to meet current liabilities. Audited financial statements were for only FY22 and did not demonstrate a positive cash flow for the period. Project budget is reasonable to the organizational budget, which contains multiple sources of funding. Strategic plan provided, but was not current. It did not include current notation of short and long-term funding sources.

**Response Notes:**

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**Average Review Score:**

Fiscal Staff Review Stage: 16.5 (2 of 2)

Grant Program Staff Review Stage: 75 (3 of 3)

**Sum of all Reviews:**

Fiscal Staff Review Stage: 33 (2 of 2)

Grant Program Staff Review Stage: 225 (3 of 3)

**Total average proposal score: 92/100**

## **Grant Scoring Review**

### **Fiscal Staff Review # 2 of 2**

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**Fiduciary Compliance:** 8

**Financial Stability:** 9

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**Total Score:** 17.00

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**Reviewer Comments:**

Fiduciary Compliance -

The FY 06/30/22 audit report is unmodified. The Board of Directors accepted the audit report.

Audit report Current Ratio is strong (9.8:1), which represents the grantee's ability to pay its short-term liabilities.

The Net Assets decreased by \$208k as of 6/30/22, with Total Net Assets of \$1.7M. The Balance Sheet is in good order.

Financial Stability -

Grantee demonstrates a sound financial position.

Grantee has additional resources for this project of approximately \$317k. The District's grant of \$150k is supported by other resources.

**Response Notes:**

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**Average Review Score:**

Fiscal Staff Review Stage: 16.5 (2 of 2)

Grant Program Staff Review Stage: 75 (3 of 3)

**Sum of all Reviews:**

Fiscal Staff Review Stage: 33 (2 of 2)

Grant Program Staff Review Stage: 225 (3 of 3)

**Total average proposal score: 92/100**

Grant #1333

EXHIBIT B

PAYMENT SCHEDULES, REQUIREMENTS & DELIVERABLES

<u>Project Title</u>	<u>Start/End</u>
Healthcare Equity for ECV Farmworker Women and Families	2/01/2023
	1/31/2025

PAYMENTS:

(4) Payments: \$33,750.00  
10% Retention: \$15,000.00

Total request amount: \$ 150,000.

GRANT AND PAYMENT SCHEDULE REQUIREMENTS:

Scheduled Date	Requirement Number	Grant Requirements for Payment	Payment
2/01/2023		Signed Agreement submitted & accepted.	Advance of \$33,750.00 for time period 2/01/2023 - 7/31/2023
9/01/2023		1st six-month (2/01/2023 - 7/31/2023) progress report, budget reports and receipts submitted & accepted	Advance of \$33,750.00 for time period 8/01/2023 - 1/31/2024
3/01/2024		2nd six-month (8/01/2023 - 1/31/2024) progress report, budget reports and receipts submitted & accepted	Advance of \$33,750.00 for time period 2/01/2024 - 7/31/2024
9/01/2024		3rd six-month (2/01/2024 - 7/31/2024) progress report, budget reports and receipts submitted & accepted	Advance of \$33,750.00 for time period 8/01/2024 - 1/31/2025

3/01/2025		4th six-month (8/01/2024 – 1/31/2025) progress report, budget reports and receipts submitted & accepted	\$0
3/15/2025		Final report (2/01/2023 – 1/31/2025) and final budget report submitted & accepted	\$15,000.00 (10% retention)

**TOTAL GRANT AMOUNT: \$ 150,000.**

## DELIVERABLES:

### Project Goals and Evaluation

<p><b>Goal #1:</b> Lideres Campesinas reaches out to at least 10,000 farmworker families in the Eastern Coachella Valley through at least 100 pre-planned peer to peer community events over the course of two years and to help link at least 1500 farmworker women and their families to Mecca's Resource Center and medical providers in the area including Desert Healthcare Foundation's Mobile Clinic for assistance with completing healthcare coverage applications, such as Medical, Covered California, and/or to receive medical services such as pap smears, mammograms, mental health services, etc.</p> <p>This project goal coincides with the District and Foundation's Strategic Plan performance measure 2.7 Utilize an equity lens to expand services and resources to underserved communities. Increase the number of Promotoras/CHWs; 3.6 Educate community residents on available behavioral/mental health resources; 3.7 Collaborate/partner with community providers to enhance access to culturally-sensitive behavioral/mental health services</p>	<p><b>Evaluation #1:</b> Lideres Campesinas will document outreach efforts to at least 2,000 farmworker families in the Eastern Coachella Valley through at least 100 pre-planned peer to peer community events (health fairs, visits to the fields, vigils, art exhibits, civic and cultural events, house meetings, economic relief assistance, domestic violence advocacy, theatrical presentations, etc.) over the course of two years, and to help link at least 1500 farmworker women and their families to Mecca's Resource Center and medical providers in the area including Desert Healthcare Foundation's Mobile Clinic for assistance with completing healthcare coverage applications, such as Medical, Covered California, and/or to receive medical services such as pap smears, mammograms, mental health services, etc.</p> <p>In addition, Lideres Campesinas plans to document 200 social media publications on its local chapters' facebook and instagram pages and record outreach to at least 8,000 ECV residents over 24 months.</p> <p>Furthermore, Lideres Campesinas has experience documenting personal testimonies of its program</p>
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	<p>impact through recorded storytelling, including co-facilitating community theatre skits, to assess changes in attitudes and behavior and any other program impact.</p> <p>We also keep track of peer-to-peer outreach and farmworkers' attendance at public and online events and conduct monthly assessments that include pre and post surveys and focus groups with participants to identify the strategies that work and those that need adjustments to ensure we meet or exceed our project goals.</p>
<p><b>Goal #2:</b> In partnership with Alianza Nacional de Campesinas and Futures Without Violence, support the ongoing training of up to 7 farmworker leaders, located in the Eastern Coachella Valley (ECV), using the newly developed curriculum guide, on ACES, the health-impacts of toxic stress, and strategies to build resilience by June 2023.</p> <p>This project goal coincides with the District and Foundation's Strategic Plan performance measure 7.1 Play a role in raising awareness of the impact of general health education on the health of community residents and be a catalyst for community organizations to act in implementing solutions - Education including the ConnectIE platform and other resources.</p>	<p><b>Evaluation #2:</b> In addition to surveys, interviews and focus groups conducted by Migrant Clinicians Network (MCN), Lideres Campesinas also keeps track of members participation through monthly assessments that include pre and post surveys and focus groups with participants to identify the strategies that work and those that need adjustments to ensure we meet or exceed our project goals.</p>
<p><b>Goal #3:</b> Trained Lideres Campesinas' members host follow up listening sessions with previously trained farmworkers on ACES and the health-impacts of toxic stress, and strategies to improve healthcare responses to both by September 2023.</p> <p>This project goal coincides with the District and Foundation's Strategic Plan performance measure # 7.1 Play a role in raising awareness of the impact of general health education on the health of</p>	<p><b>Evaluation #3:</b> In addition to surveys, interviews and focus groups conducted by Migrant Clinicians Network (MCN), Lideres Campesinas also keeps track of peer-to-peer outreach and farmworkers' attendance at public and online events and conduct monthly assessments that include pre and post surveys and focus groups with participants to identify the strategies that work and those that need adjustments to ensure we meet or exceed our project goals.</p>

<p>community residents and be a catalyst for community organizations to act in implementing solutions - Education including the ConnectIE platform and other resources and 2.7 Utilize an equity lens to expand services and resources to underserved communities.</p>	
<p><b>Goal #4:</b> In partnership with Alianza Nacional de Campesinas and Futures Without Violence, Lideres Campesinas develops and delivers recommendations for ECV community health centers and other local health providers on how to improve partnerships, access and quality care related to ACEs for farmworkers by December 2024.</p> <p>This project goal coincides with the District and Foundation’s Strategic Plan performance measure # 7.1 Play a role in raising awareness of the impact of general health education on the health of community residents and be a catalyst for community organizations to act in implementing solutions - Education including the ConnectIE platform and other resources.</p>	<p><b>Evaluation #4:</b> In addition to surveys, interviews and focus groups conducted by MCN, Lideres Campesinas works closely with the direct service partner to both coordinate outreach and referral efforts and to assess and document any increases in their numbers of clients served.</p>
<p><b>Goal #5:</b> Trained Lideres Campesinas members work with Riverside University Health System – Public Health and local community groups to inform 4,000 farmworkers on the healing benefits of beautification and placemaking for sustained growth and development. This will be done through at least 24 activities such as obras, community tabling events, social media content, or community presentations by June 2024.</p> <p>This project goal coincides with the District and Foundation’s Strategic Plan performance measure # 2.6 Collaborate/partner with the Riverside University Health System on increasing the number of public health initiatives; 2.7 Utilize an</p>	<p><b>Evaluation #5:</b> Lideres Campesinas has experience documenting personal testimonies of its program impact through recorded storytelling, including co-facilitating community theatre skits, to assess changes in attitudes and behavior and any other program impact.</p> <p>We also keep track of peer-to-peer outreach and farmworkers’ attendance through sign in sheets at public and online events and conduct monthly assessments that include pre and post surveys and focus groups with participants to identify the strategies that work and those that need adjustments to ensure we meet or exceed our project goals.</p>

equity lens to expand services and resources to underserved communities. Increase the number of Promotoras/CHWs and 7.1 Play a role in raising awareness of the impact of general health education on the health of community residents and be a catalyst for community organizations to act in implementing solutions.	
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**Date:** January 24, 2023

**To:** Board of Directors

**Subject:** Grant # 1363 Pegasus Riding Academy

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**Grant Request:** Pegasus Equine Assisted Therapy Program

**Amount Requested:** \$60,092.00

**Project Period:** 2/1/2023 to 1/31/2024

Established in 1982, Pegasus Therapeutic Riding provides equine assisted therapy to individuals with disabilities of all ages at no cost to the client. Today, their organization is supported by over 150 volunteers. Clients come to Pegasus and work with the combination of a trusted horse, instructor, and group of volunteers. Specifically, clients work with an instructor in the arena with 4 to 5 individuals with disabilities, each mounted to a horse. The sessions are scheduled every week for 26 weeks. The horses have been donated or rescued and trained to work with individuals with disabilities. Lesson plans are tailored and consider the individual's physical, emotional, and mental strengths and limitations.

This application focuses on increasing Pegasus's capacity to support individuals currently on their waitlist. Clients are provided specialty care in a safe environment with a tailored approach for an experience that addresses physical benefits including improved balance, strengthened muscles, improved coordination, increasing range of motion of the joints, and sensory integration. Additionally, clients experience long lasting psychological benefits including general sense of well-being, increased engagement in life, improved self-confidence, emotional control, and self-discipline. Lastly, Pegasus clients experience educational benefits including speech, sequencing, and improved hand/eye coordination, visual spatial perception, and differentiation. To expand their capacity, Desert Healthcare District funds will be utilized for program equipment and supplies, horse care, general maintenance, client busing, and partial salary support for three staff members. Pegasus programmatic focus aligns with the District's strategic plan goal two and the strategy focused on utilizing an equity lens to expand services and resources to underserved communities.

A question posed by PC member Director DeLara regarding cultural competency of the staff and board of the organization was answered in an email from Executive Director Jennifer Heggie: *Disabilities don't recognize cultural boundaries and that is why we have*



*employees on staff that can relate to a variety of cultural backgrounds. We strive to relate to as many ethnic backgrounds as possible. At Pegasus we serve diverse communities that are tied together by common disabilities. Student and adult riders come from the Morongo Basin and the Coachella Valley, but most of our riders live in Indio and Coachella. We serve both English and Spanish speaking families and that's why we have someone who is fluent in Spanish on our full time staff. Erika Battke was hired as our Director of Operations in October, 2022.*

**Strategic Plan Alignment:**

**Goal 2:** Proactively expand community access to primary and specialty care services.

**Strategy 2.7:** Utilize an equity lens to expand services and resources to underserved communities. (Priority: High)

**Geographic Area(s) Served:** All District Areas

**Action by Program Committee: (Please select one)**

- ✓ Full recommendation and forward to the Board for consideration with the Committee's recommendation that a grant amount of \$60,092.00 be approved.

Recommendation with modifications

Request for more information

Deny



## **Grant Application Summary**

### **Pegasus Riding Academy, Grant #1363**

#### **About the Organization**

Pegasus Riding Academy  
42575 Melanie Pl. Suite H  
Palm Desert, California 92211  
Tel: 760-772-3057  
<http://www.Pegasusridingacademy.org>

**Tax ID #:** 95-3774003

#### **Primary Contact:**

Jenifer Heggie  
Tel: (760) 772-3057  
[jennifer@pegasusridingacademy.org](mailto:jennifer@pegasusridingacademy.org)

#### **Organization History and Mission**

Pegasus Therapeutic Riding (Pegasus) was established in 1982 by Lori Sarnier, President Emeritus when she learned there were no equine assisted therapy centers to provide services to individuals with disabilities. Pegasus received support from the local medical community and schools serving individuals with disabilities. Pegasus was founded with the mission to provide equine assisted therapy to individuals with disabilities of all ages and at no cost to the client. Pegasus blossomed in 1986 as a passionate group of community volunteers built a solid foundation from which the organization developed into a trusted community resource. Today, Pegasus has 7 therapy horses, 150 volunteers, and over 200 active clients.

The program provides equine assisted therapy at no cost to its clients in furtherance of its mission to help improve the quality of life for its clients in the following ways:

First, clients experience physical benefits including improved balance, strengthened muscles, improved coordination, increasing range of motion of the joints, and sensory integration. Second, clients experience long lasting psychological benefits including general sense of well-being, increased engagement in life, improved self-confidence, emotional control, and self-discipline. Third, clients experience educational benefits including speech, sequencing, and improved hand/eye coordination, visual spatial perception, and differentiation.

**Organization Annual Budget:** \$323,102.00

**Historical (approved Requests)**

Grant Year	Project Title	Grant Amount	Type	Disposition Date	Fund
2000		\$3,000	Grant	12/31/2000	
2003		\$5,000	Grant	12/31/2003	
2004		\$5,000	Grant	12/31/2004	
2009	"Riding for Recovery"	\$42,085	Improving Lives	9/22/2009	Grant budget
2010	Riding for Recovery	\$56,128	Improving Lives	11/23/2010	Grant budget
2011	Pegasus Riding for Recovery, Equine Therapy for the disabled all ages, all disabilities.	\$154,736	Improving Lives	5/22/2012	Grant budget
2014	Riding for Recovery	\$119,424	Grant	11/19/2014	Grant budget
2015	Hippo Therapy helping to heal.	\$97,696	Grant	2/23/2016	Grant budget
2017	Equine Therapy for District Residents- All Ages, All Disabilities	\$90,301	Grant	9/26/2017	Grant budget
2018	Cover Hard Costs Clients West of Cook Street	\$109,534	Grant	3/26/2019	

**Project Information****Project Title:** Pegasus Equine Assisted Therapy Program**Start Date:** 2/1/2023 **End Date:** 1/31/2024**Term:** 12 months**Total Project Budget:** \$323,102**Requested Amount:** \$60,092**Executive Summary:****Need for Project**

To be clear, the need for Pegasus services exceeds its current capacity. Eisenhower Health recently reported that within the Coachella Valley's population of 388,000 people there are approximately 30,000 people under 65 with a disability. This significant community need is further identified through Pegasus own rapidly growing wait list for services. Pegasus currently has a waitlist of over 27 adults and children that have requested services from Pegasus. This includes a dramatically growing need for Pegasus services from Title 1 students with disabilities in the impoverished Eastern Coachella Valley.

### Project Summary & Benefits

Pegasus Equine Assisted Therapy Program proposal to expand to provide 200 disabled individuals in the "District" with a life-changing experience is in direct alignment with the Strategic Focus Area as it increases access to healthcare to an underserved population. The program provides therapy to individuals at no-cost to the families. Goals for those in the program are based on medical studies reporting many significant benefits from the program including improvements in physical strength, balance, coordination, mobility, self-confidence, self-control, peer interaction, social skills, and independence.

There is an instructor in the arena with 4 to 5 individuals with disabilities, each mounted to a horse. The sessions are scheduled every week for 26 weeks. The horses have been donated or rescued and trained to work with individuals with disabilities. Lesson plans consider the individual's physical, emotional, and mental strengths and limitations. With the combination of a trusted horse, instructor, and group of volunteers, clients become more willing to try new things and attain new goals.

### Target Population

The target population is individuals with disabilities living within the Desert Healthcare District's boundaries including but not limited to the following diagnoses:

Autism, ADD/ADHD, Learning disability, Cerebral Palsy, Down syndrome, Emotional, mental health issue, Brain injury, Hearing/Visual impairment, Multiple Sclerosis, PTSD, Muscular Dystrophy, Spina Bifida, Paralysis, and Amputation.

### Summary of Project Goals and Evaluation

In summary, Pegasus is the only no cost, equine assisted therapy provider in the region, committed to unlocking the potential of individuals with disabilities in the "District". DHCD funding will empower individuals with disabilities to overcome transportation obstacles and allow them to receive the physical, psychological, and emotional benefits from equine assisted therapy. This year of DHCD grant funding will provide Pegasus the capacity to significantly increase the number of individuals with disabilities served from 165 to 200.

### Community Need for the Project:

Over the past 3 years, Pegasus has positively impacted over 80 adults and 370 children with disabilities in the "District". To be clear, despite these results, the need for Pegasus services exceeds its current capacity. Eisenhower Health recently reported that within the Coachella Valley's population of 388,000 people there are approximately 30,000 people under 65 with a disability. This significant community need is further identified through Pegasus own rapidly growing waitlist for services. Pegasus currently has a waitlist of over 27 adults and children that have requested services but are not able to receive services. If we can adopt two more horses and recruit about 10 to 20 more volunteers, we can get the waitlist number down.

Based on the past 39 years of serving the community, 100% of participants will have some form of disability and approximately 61% of the clients served are low-income or come from low-income families and 64% of participants will be Hispanic. Therefore, the community has a need for specialty care services and support to ensure low-income, Latino children and adults overcome traditional obstacles to therapeutic services.

Individuals in need represent a wide spectrum of diagnoses, many have multiple diagnoses including, but are not limited to:

Autism, Developmental Disability, ADD/ADHD, Learning Disability, Cerebral Palsy, Down Syndrome, Emotional, Behavioral, Mental Health Issue, Brain Injury, Hearing Impairment, Visual Impairment, Multiple Sclerosis, Intellectual Disability, Muscular Dystrophy, Spina Bifida, Paralysis, Spinal Cord Injury, and Amputation.

This request will allow individuals with disabilities and their families convenient access to equine assisted therapy as well as a curated collection of resources and tools for individuals with disabilities. Unfortunately, in the Coachella Valley, individuals with disabilities and their families are currently left on their own to attempt to receive specialty care services like equine assisted therapy and other support services.

### **Strategic Plan Alignment:**

**Goal 2:** Proactively expand community access to primary and specialty care services.

**Strategy 2.7:** Utilize an equity lens to expand services and resources to underserved communities. (Priority: High)

### **Project Description and Use of District funds:**

Pegasus Equine Assisted Therapy Program proposal will expand to provide 200 disabled individuals in the "District" with a life-changing experience is in direct alignment with the Strategic Focus Area as it increases access to care to an underserved population. The program provides therapy to individuals at no-cost to the families. Goals for those in the program are based on medical studies reporting many significant benefits from the program including improvements in physical strength, balance, coordination, mobility, self-confidence, self-control, peer interaction, social skills, and independence. Pegasus has made great progress of the past year in collecting data and measuring the progress of its program participants.

To be considered for the Pegasus therapy program, participants must fill out a Rider Application. The potential riders physician must sign off on the application and refer them to our therapy program. We work with the physician and teachers to target our curriculum towards each riders individual needs. The teachers will give us weekly feedback on how the student is improving, or what we need to change to make his/her experience better.

There is an instructor in the arena with 4 to 5 individuals with disabilities, each mounted to a horse. The sessions are scheduled every week for 26 weeks. The horses have been donated or rescued and trained to work with individuals with disabilities. Lesson plans consider the individual's physical, emotional, and mental strengths and limitations. With the combination of a trusted horse, instructor, and group of volunteers, clients become more willing to try new things and attain new goals.

DHCD funding will be utilized to increase Pegasus capacity to serve additional individuals in need. Pegasus will utilize \$10,000 for Program/Services (Supplies, Materials, Participant Costs), \$35,000 for Program staffing (Trainer, Volunteer

Coordinator including Data Collection) \$15,000 for transportation (Accessible Participant Busing).

In summary, Pegasus is the only no cost, equine assisted therapy provider in the region, committed to unlocking the potential of individuals with disabilities in the "District". DHCD funding will empower individuals with disabilities to overcome transportation obstacles and allow them to receive the physical, psychological, and emotional benefits from equine assisted therapy. This year of DHCD grant funding will provide Pegasus the capacity to significantly increase the number of individuals with disabilities served from 165 to 200.

**Description of the Target Population (s):**

The target population is individuals with disabilities living within the Desert Healthcare District's boundaries including but not limited to the following diagnoses:

Autism, ADD/ADHD, Learning disability, Cerebral Palsy, Down syndrome, Emotional, mental health issue, Brain injury, Hearing/Visual impairment, Multiple Sclerosis, PTSD, Muscular Dystrophy, Spina Bifida, Paralysis, and Amputation.

Additionally, low-income adults and children attending Title 1 schools will be an additional focus for this project.

**Geographic Area(s) Served:**

All District Areas

**Age Group:**

- (0-5) Infants
- (06-17) Children
- (18-24) Youth
- (25-64) Adults
- (65+) Seniors

**Total Number of District Residents Served:**

**Direct:** 200  
**Indirect:** 800

**Project Goals and Evaluation**

<p><b>Goal #1:</b> By January 31, 2024, the project will expand access to specialty health services for 200 individuals with disabilities and their families. The project goal coincides with the District and Foundation's Strategic Plan performance measure # of individuals connected to specialty healthcare services in underserved communities under strategy 2.7.</p>	<p><b>Evaluation #1:</b> Pegasus Services Staff will ensure comprehensive data collection and data entry into the Agency Database to include client assessments and units of service. Pegasus has implemented an updated system of evaluation that also includes participant surveys.</p>
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<b>Goal #2:</b>	<b>Evaluation #2:</b>
<b>Goal #3:</b>	<b>Evaluation #3:</b>
<b>Goal #4:</b>	<b>Evaluation #4:</b>
<b>Goal #5:</b>	<b>Evaluation #5:</b>

**Proposed Project Evaluation Plan**

Pegasus has 40 years of experience and documenting how its grant funding has been utilized. The Pegasus evaluation plan works to empower individuals with disabilities to develop and grow through specialized health services. We are dedicated to measuring services achievements and our effect on individual clients. Such measurement and analysis are critical to our ongoing success and determining where our limited funding can make the greatest impact on individuals in need. Monitoring and evaluating the success of this Pegasus Expansion Project will involve collecting and analyzing statistical records, including clients’ intake data, program participation, resources provided, client records, and demographic profiles. Pegasus staff is responsible for ensuring data collection and data entry into the agency’s database. Pegasus will provide timely and accurate report results and financial documentation to the Desert Healthcare District.

The overall goal of the Pegasus Program is to contribute positively to the mental, cognitive, physical, emotional, and social well-being of individuals with disabilities in the District. Pegasus has implemented a new system of participants surveys that are being used to guide future programming and measuring its impact on the community.

Pegasus also utilizes its evaluation plan to harness the strength of its roster of 150 volunteers to donate 6,084 hours of services directly to individuals with disabilities participating in equine assisted therapy. The data and surveys help inform how to utilize this critical part of the program most effectively.

Pegasus Equine Assisted Therapy Program provides a safe and cost-effective solution to meet the needs of individuals with disabilities. Funding from the Desert Healthcare District is critical to the ability of Pegasus to not only offer equine assisted therapy to an expanded number of individuals (including a growing waitlist of students from Eastern Coachella Valley's impoverished schools) but to measuring this impact as well.

**Organizational Capacity and Sustainability**

**Organizational Capacity**

From its origins, Pegasus has been an organization driven by its passionate Board of Directors and volunteers, playing a pivotal role in the success of the organization's programs and its impact on the community.

Board Member Chase Berke is a critical volunteer delivering invaluable leadership as Program Director. Chase has over 25 years of experience providing equine assisted therapy with Pegasus and is in charge of the Equine Therapy Program.

Jennifer Heggie, Executive Director, provides 15 years of non-profit experience in the desert. Having worked at American Cancer Society and Guide Dogs of the Desert,



Jennifer is well tied into the community and provides a tremendous amount of fundraising experience.

Virginia Davis, Equine Assisted Therapy Stable Manager, brings 40 years of experience working with horses trained specifically to work with disabled adults and children.

Tracy Geohegan, Program Administrator and has four years of expertise providing administrative support to equine assisted therapy programs.

Erika Battke, Operations Director has over 10 years of experience providing services to children with disabilities.

Pegasus harnesses the power and energy of 150 community volunteers. All volunteers receive special training specifically for equine assisted therapy and are equipped with the patience and sensitivity to provide services.

**Organizational Sustainability:**

Pegasus is proud to have positively impacted the lives of children and adults with disabilities in the Coachella Valley since 1982. During this time, Pegasus has successfully secured the funding necessary to serve the community, however, the Pegasus Board and leadership strongly believes that it's critical to develop a diverse portfolio of grant funding, individual donations and foundation funding, to ensure the organization is able to grow and serve an expanding number of children with disabilities in the community interested in the benefits of equine assisted therapy. The Pegasus Board has prioritized increasing financial support for its Equine Assisted Therapy Program for Adults and Children with Disabilities and is committing the resources necessary to expand this program.

Overall, this project aligns directly with Pegasus organizational strategy to provide specialized therapeutic care through equine assisted therapy to children and adults with disabilities throughout the Coachella Valley. Pegasus will also be working on getting PATH (Professional Association of Therapeutic Horsemanship) Certification in the next few years. This will give the non-profit more long term stability. We'll take the necessary steps to have employees take classes on Animal Behavior Therapy and work toward the 35 hours of job shadowing a PATH certified Instructor.

**Diversity, Equity, and Inclusion**

**How does your organization address diversity, equity, and inclusion at the board and executive staff levels?**

Pegasus has served children and adults with disabilities in the Coachella Valley for over 39 years. Pegasus has been critical in shaping individuals with disabilities perspectives on what they could achieve. With an extremely diverse group of clients, it is imperative that Pegasus have a staff and board that also reflects this diversity. Pegasus board is taking leadership for the organization in recruiting dynamic leaders of all ethnicities and socio-economic backgrounds for positions on the Board, staff, and volunteers. These perspectives will ensure that Pegasus provides a caring and compassionate

environment where all individuals with disabilities in our community have access to the support necessary for them to reach their full potential.

We will continue to be diligent through concentrated recruitment efforts focused on attracting a leadership team that reflects the community. Specifically, to support the Coachella Valley's large Hispanic population, Pegasus Advisory Board includes two Hispanic Liaisons positions as well as medical experts with experience including and supporting those with disabilities. These individuals are able to provide a critical voice to these communities' interests.

Pegasus organizational focus on individuals with disabilities has provided it the insight that we all have multiple identities—race and ethnicity, class, gender, sexual orientation, religion, ability, and each identity has the potential to increase their exposure to discrimination. Pegasus aims to overcome these discriminatory barriers that frequently result in less diverse individuals obtaining leadership positions. In response, Pegasus proactively recruits Board Members and Advisory Board Members that have multiple identities to add a greater layer of depth of organizational decisions and strategic planning.

In summary, Pegasus is an organization that grew out of a diverse group of passionate community members that wanted to support individuals with disabilities to be more included in the society. These core values continue to shape Pegasus work in the community today and allows it to successfully attract leaders that embody diversity, equity, and inclusion.

**If your organization is not currently addressing diversity, equity, and inclusion at the board and executive staff levels, please explain the barriers, such as knowledge, financial investment, capacity, etc., that are preventing you from doing so.** Not applicable

### **Partnerships:**

#### **Key Partners:**

Over the past four decades, Pegasus's partnerships with other community organizations that provide services to individuals with a disability has been critical to establishing itself as a community leader. Pegasus is uniquely positioned in the community having developed long-standing relationships with organizations that serve adults and children with disabilities including the following:

- 1) All three Coachella Valley Unified School Districts, provide referrals of youth with disabilities for Pegasus specialty care services and shares resources,
- 2) Phoenix Rising Recovery Rehab Center - this is the facility/company that Pegasus rents from. Phoenix Rising is an in-patient drug and alcohol facility. We have a partnership where the temporary residents of Phoenix Rising come and volunteer with the children. They will assist as side walkers, which ensures the child stays on the horse, they volunteer under the Ramada working with the children on coloring and building with blocks and can help with putting on helmets. The residents at Phoenix

Rising find it therapeutic themselves often coming back to Pegasus even after they are discharged as a patient.

4) The COD Nursing Students volunteer at the Ranch to get credit hours towards their degree in Nursing.

5) The 29 Palms Marine Base, provides clean up days at the Ranch on an as needed basis.

6) Private practice physicians and counselors provide referrals for child and adult patients with disabilities for therapeutic care services that they are not able to provide.

These partnerships are critical to Pegasus's ability to ensure low-income individuals with disabilities have access to its services.

Networking with other agencies also allows Pegasus to determine the locations in the community to target outreach. For example, Pegasus outreach to the Eastern Coachella Valley resulted in uncovering a dramatic increase in the number of students at Title 1 schools in need of support and treatment.

**Line Item Budget  
Project  
Operational Costs**

<b>PROJECT OPERATIONS</b>		<b>Total Project Budget</b>	<b>Funds from Other Sources Detail on sheet 3</b>	<b>Amount Requested from DHCD</b>
<b>Total Staffing Costs Detail on sheet 2</b>		\$ 178,275.00	\$ 167,805.00	\$ 10,470.00
<b>Equipment (itemize)</b>				
1	Program (therapy) equipment & tools	\$ 5,480.00		\$ 5,480.00
2	Misting and Fan System	\$ 1,350.00	\$ 880.00	\$ 470.00
3				\$ -
4				\$ -
<b>Supplies (itemize)</b>				
1	Program Supplies( t-shirts, healthy	\$ 6,750.00		\$ 6,750.00
2	snacks, water, activity games and			\$ -
3	interactive learning tools)			\$ -
4				\$ -
<b>Printing / Duplication</b>		\$ 2,150.00	\$ 1,250.00	\$ 900.00
<b>Mailing / Postage</b>		\$ 1,225.00	\$ 1,225.00	\$ -
<b>Travel / Mileage (use current Federal mileage rate)</b>				\$ -
<b>Education / Training</b>		\$ 1,250.00	\$ 500.00	\$ 750.00
* Items listed below are included for calculation of the total project budget only. For use of DHCD funds, these line items would be included in the allowable 10% indirect cost rate.				
<b>Office / Rent / Mortgage*</b>		\$ 24,000.00	\$ 18,725.00	\$ -
<b>Telephone / Fax / Internet*</b>		\$ 2,680.00	\$ 2,680.00	\$ -
<b>Utilities*</b>		\$ 3,895.00	\$ 3,895.00	\$ -
<b>Insurance*</b>		\$ 17,250.00	\$ 13,550.00	\$ -
<b>Other direct project costs not described above (itemize)</b>				
1	Truck, Trailers, Tractors	\$ 3,850.00	\$ 3,850.00	\$ -
2	Horses, Feed, Maint. & Vet Care	\$ 36,450.00	\$ 27,400.00	\$ 9,050.00
3	Ranch Repairs, Maint. & Janitorial	\$ 5,850.00	\$ 3,250.00	\$ 2,600.00
4	Client Busing	\$ 28,000.00	\$ 18,000.00	\$ 10,000.00
<b>Indirect Cost Rate - Maximum of 10% Allowed</b>				\$ 4,647.00
<b>Total Project Budget</b>		<b>\$ 323,102.00</b>	<b>\$ 263,010.00</b>	<b>\$ 60,092.00</b>
<b>Budget Narrative</b>	<p>Fully describe items above in this cell. You may insert rows or create additional worksheets if more space is needed to fully describe your budget. Busing costs are based on # of miles to/from our facility, # of trips per week/# of riders to be picked up and type of vehicle needed. Some require wheelchair accessible buses. Pegasus pays for all busing from the 3 Coachella Valley School Districts (9 schools). Note bus fees change based on the cost of gas. Insurance costs include Workers Comp (Stable Manager \$9500/yrly) Commercial Liability, D&amp;O, Business Property &amp; Equipment Insurance. Education/Training for CPR/Safety Certification for volunteers and staff. Printing &amp; Duplication costs include Rider and Volunteer Applications, Manuals, Schedules. Rent includes facility/arena rental and office trailer. Ranch repairs/maintenance and janitorial includes the costs of renting two handicap toilet facilities. Truck, Tractor and Trailers includes repairs, maintenance, registration and gas.</p>			

### Line Item Budget Staffing Costs

Staff Salaries		Annual Salary	% of Time Allocated to Project	Total Project Salary	Amount Requested from DHCD
<b>Employee Position/Title</b>					
1	Operations Director/Volunteer Coord	54,500	65%	35,425.00	\$ 3,375.00
2	Office/Program Administrator	\$ 35,500.00	70%	24,850.00	\$ 2,770.00
3	Stable Manager/Trainer	\$ 48,000.00	100%	48,000.00	\$ 4,325.00
4	Executive Director	\$ 70,000.00	100%	70,000.00	\$ -
5				-	
6				-	
7				-	
8				-	
<b>Total Employee Benefits / Employer Taxes - proportional fringe costs and/or employer taxes based on % of time allocated to project</b>				-	-
<b>Enter this amount in Section 1; Staffing Costs</b>			<b>Total &gt;</b>	<b>\$ 178,275.00</b>	<b>\$ 10,470.00</b>
<b>Budget Narrative</b>	<p style="color: red;">Please describe in detail the scope of work and duties for each employee on this grant. The Stable Manager is responsible for the care, feeding, grooming and most important for the training of the therapy horses. The Stable Manager personally reviews each equine, begins training, to evaluate their potential as a therapy horse, those not suitable are found a new home. Our Stable Manager will spend the next 2-4 months training the horses to be therapy horses. Additionally she helps train volunteers to be horse leaders and works with them in the Therapy Arena. She will also assist the Program Instructor when needed. Our Operations Director/Volunteer Coordinator responsibilities include, community outreach in the Coachella Valley to recruit new volunteers, trains the volunteers in sidewalking, proper mounting and dismounting of our special needs riders. Updating the volunteer handbook by making a better training process for the new volunteers. Scheduling of volunteers for daily programming. Our Office/Program Administrator works in our Ramada Area every therapy day, checking in Riders, installs the proper sized helmets and makes adjustments to each riders helmet, assigns sidewalkers for each rider and sidewalks in the therapy arena when needed. She is also responsible for all Rider Applications, renewals, and Riders At A Glance daily sheets. The Program Administrator works with the schools and teachers to schedule classes as well as with the busing companies to schedule the school pick ups.</p>				
<b>Budget Narrative</b>	<p style="color: red;">Please describe in detail the employee benefits including the percentage and salary used for calculation. Not Applicable</p>				
<b>Professional Services / Consultants</b>		<b>Hourly Rate</b>	<b>Hours/Week</b>	<b>Total Project Fee</b>	<b>Amount Requested from DHCD</b>
<b>Company and Staff Title</b>					
1					
2					
3					
4					
5					
<b>Enter this amount in Section 1; Staffing Costs</b>				<b>Total &gt;</b>	<b>\$ -</b>
<b>Budget Narrative</b>	<p style="color: red;">Please describe in detail the scope of work for each professional service/consultant on this grant.</p>				

## Line Item Budget Other Project Funds

Other funding received (actual or projected) SPECIFIC to this project. "Total funding in addition to DHCD request" below should match or exceed value listed in Section 1 for "Funds from Other Sources".			Amount
<b>Fees</b>			
<b>Donations</b>			\$ 46,925.00
<b>Grants (List Organizations)</b>			
Actual	1	Anderson Children's Foundation	\$ 14,200.00
Actual	2	Agua Caliente Band of Cahuilla Indians- Busing Grant	\$ 18,000.00
Actual	3	Gary Broad Foundation	\$ 30,000.00
Actual	4	Grossman Foundation	\$ 11,700.00
Actual	5	The Houston Family Foundation	\$ 50,000.00
Actual	6	The Mickelson Foundation	\$ 15,000.00
Projected	7	Richard Reed Foundation	\$ 60,000.00
<b>Fundraising (describe nature of fundraiser)</b>			
Projected	1	Riders Awards	\$ 5,000.00
Projected	2	Summer Event (Chili Cookoff)	\$ 5,000.00
Projected	3	Fall Event	\$ 4,800.00
<b>Other Income, e.g., bequests, membership dues, in-kind services, investment income, fees from other agencies, etc. (Itemize)</b>			
	1	Interest Income	\$ 2,385.00
	2		
	3		
	4		
<b>Total funding in addition to DHCD request</b>			<b>\$ 263,010.00</b>
<b>Budget Narrative</b>	<p style="color: red; margin: 0;">Describe project income listed above. Note whether income is "projected" or actual.</p> <p>Funding from DHCD is critical to Pegasus ability to serve adults and children with special needs in the Coachella Valley. The grants listed above are actual, many of these funders have long relationships of supporting Pegasus. We also have three fundraising events that will contribute additional funding. Finally, are other income caterogy includes interest income.</p>		

## **Grant Scoring Review**

### **Grant Staff Review # 1 of 4**

---

**Executive Summary:** 9

**Community Need and Alignment:** 9

**Goals:** 8

**Proposed Evaluation Plan:** 8

**Applicant Capacity and Infrastructure:** 8

**Organizational Sustainability:** 8

**Budget:** 9

**Key Partners/Collaborations:** 10

---

**Total Score:** 69.00

---

#### **Reviewer Comments:**

Pegasus, through their assist support services utilizing the animal bond of horses, is one of the few regional organizations that is specific to including individuals with disabilities. Contrary to what some people's ideas are of this service, it is NOT free pony rides. Disabled individuals must be assessed by a physician and referred to Pegasus with specific directions of what areas to concentrate on working while astride the horse. The age limits range from children to adults, with some individuals receiving therapeutic services for many years. Many of the clients are low-income or come from low-income families thus there is no charge to anyone. To note, key partners include the 3 school districts, COD nursing students who get credit hours and learn about the needs of this special and vulnerable group of individuals, as well as people in rehab themselves, who volunteer with this special group as they work through their own recovery. Near-future goals include the organization becoming certified and licensed for Equine Therapy certification.

#### **Response Notes:**

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#### **Average Review Score:**

Grant Program Staff Review Stage: 70 (4 of 4)

Fiscal Staff Review Stage: 18 (2 of 2)

#### **Sum of all Reviews:**

Grant Program Staff Review Stage: 280 (4 of 4)

Fiscal Staff Review Stage: 36 (2 of 2)

**Total average proposal score: 88/100**

## **Grant Scoring Review**

### **Grant Staff Review # 2 of 4**

---

**Executive Summary:** 10

**Community Need and Alignment:** 9

**Goals:** 8

**Proposed Evaluation Plan:** 9

**Applicant Capacity and Infrastructure:** 8

**Organizational Sustainability:** 8

**Budget:** 8

**Key Partners/Collaborations:** 9

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**Total Score:** 69.00

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**Reviewer Comments:**

Pegasus Equine Assisted Therapy Program will provide 200 individuals with learning and/or physical disabilities with the opportunity to participate in equine therapy, which has been proven to increase physical strength, balance, coordination, mobility, self-confidence, self-control, peer interaction, social skills, and independence. District funds will provide Pegasus Riding Academy to increase their capacity and provide this amazing resource to the individuals on their waiting list.

**Response Notes:**

---

**Average Review Score:**

Grant Program Staff Review Stage: 70 (4 of 4)

Fiscal Staff Review Stage: 18 (2 of 2)

**Sum of all Reviews:**

Grant Program Staff Review Stage: 280 (4 of 4)

Fiscal Staff Review Stage: 36 (2 of 2)

**Total average proposal score: 88/100**



## **Grant Scoring Review**

### **Grant Staff Review # 3 of 4**

---

**Executive Summary:** 8

**Community Need and Alignment:** 9

**Goals:** 8

**Proposed Evaluation Plan:** 8

**Applicant Capacity and Infrastructure:** 8

**Organizational Sustainability:** 9

**Budget:** 9

**Key Partners/Collaborations:** 9

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**Total Score:** 68.00

---

#### **Reviewer Comments:**

Pegasus Therapeutic Riding provides a specialty care service to individuals, both adults and children, and their families. A community of volunteers and support staff come together to provide equine assisted therapy to clients at no cost. Pegasus improves the quality of life for individuals physically and mentally through a safe, tailored approach. With increased outreach, the waitlist for Pegasus has grown and currently holds 27 individuals waiting for services. Our funds will help offset costs and increase their capacity to meet the demand and advance their goal of serving 200 Coachella Valley residents. Pegasus is continuously working to improve their organization internally and externally as they expand these services.

#### **Response Notes:**

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#### **Average Review Score:**

Grant Program Staff Review Stage: 70 (4 of 4)

Fiscal Staff Review Stage: 18 (2 of 2)

#### **Sum of all Reviews:**

Grant Program Staff Review Stage: 280 (4 of 4)

Fiscal Staff Review Stage: 36 (2 of 2)

**Total average proposal score: 88/100**

## **Grant Scoring Review**

### **Grant Staff Review # 4 of 4**

---

**Executive Summary:** 9

**Community Need and Alignment:** 10

**Goals:** 9

**Proposed Evaluation Plan:** 8

**Applicant Capacity and Infrastructure:** 9

**Organizational Sustainability:** 9

**Budget:** 10

**Key Partners/Collaborations:** 10

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**Total Score:** 74.00

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#### **Reviewer Comments:**

The project as described by the Pegasus Riding Academy will allow for the continued provision of equine supported services to community members who have been diagnosed with a variety of disabilities. These no cost support services are provided by a dedicated team of equine professionals and volunteers with long term experience in the linkage of animals to humans in support of increased social skills development and improved overall ability to engage with others. The use of the District funds would support their ability to provide services to 200 individuals. Partnerships include the Phoenix Rising Recovery Rehab Center which provides volunteers from among their clientele to work with the horses and those receiving support services. This results in a dual benefit for the recovery program participants as extending themselves to help others is an important aspect of sobriety/wellness.

This program's ability to reach low income children and adults and their families through this specialized support method, will be evaluated through the documentation of progress and client responses to continued exposure to these services. This will allow for the understanding of the impact being made and how it is experienced by the participants. Participants are linked to Pegasus through physician referrals. Future planning includes the addition of PATH (Professional Association of Therapeutic Horsemanship) certification as another step toward long term stabilization and to augment the current level of services provided.

#### **Response Notes:**

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#### **Average Review Score:**

Grant Program Staff Review Stage: 70 (4 of 4)

Fiscal Staff Review Stage: 18 (2 of 2)

## **Grant Scoring Review**

### **Sum of all Reviews:**

Grant Program Staff Review Stage: 280 (4 of 4)

Fiscal Staff Review Stage: 36 (2 of 2)

**Total average proposal score: 88/100**

## **Grant Scoring Review**

### **Fiscal Staff Review # 1 of 2**

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**Fiduciary Compliance:** 9

**Financial Stability:** 9

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**Total Score:** 18.00

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**Reviewer Comments:**

Audited financial statements received clean opinion. Positive cash flow noted for most recent audited calendar year of 2021. Sufficient assets available to address liabilities. Board resolution adopted to accept financial statements. Strategic plan in place which identifies short and long term funding goals. Project budget is reasonable to organizational budget.

**Response Notes:**

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**Average Review Score:**

Grant Program Staff Review Stage: 70 (4 of 4)

Fiscal Staff Review Stage: 18 (2 of 2)

**Sum of all Reviews:**

Grant Program Staff Review Stage: 280 (4 of 4)

Fiscal Staff Review Stage: 36 (2 of 2)

**Total average proposal score: 88/100**

## **Grant Scoring Review**

### **Fiscal Staff Review # 2 of 2**

---

**Fiduciary Compliance:** 9

**Financial Stability:** 9

---

**Total Score:** 18.00

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**Reviewer Comments:**

Fiduciary Compliance -

The FY 12/31/21 audit report is unmodified. The Board of Directors accepted the audit report.

Audit report Current Ratio is strong (189:1), which represents the grantee's ability to pay its short-term liabilities.

The Net Assets increased by \$327k as of 12/31/21, with Total Net Assets of \$744k. Internal financial statements, as of 6/30/22, demonstrates an increase of \$60k. The Balance Sheet is in good order.

Financial Stability -

Grantee demonstrates a sound financial position and is supported by a strategic plan.

Grantee has additional resources for this project of approximately \$323k. The District's grant of \$60k is supported by other resources.

**Response Notes:**

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**Average Review Score:**

Grant Program Staff Review Stage: 70 (4 of 4)

Fiscal Staff Review Stage: 18 (2 of 2)

**Sum of all Reviews:**

Grant Program Staff Review Stage: 280 (4 of 4)

Fiscal Staff Review Stage: 36 (2 of 2)

**Total average proposal score: 88/100**

Grant #1363

EXHIBIT B

PAYMENT SCHEDULES, REQUIREMENTS & DELIVERABLES

<u>Project Title</u>	<u>Start/End</u>
Pegasus Equine Assisted Therapy Program	2/01/2023
	1/31/2024

PAYMENTS:

(2) Payments: \$27,040  
10% Retention: \$6,012

Total request amount: \$ 60,092

GRANT AND PAYMENT SCHEDULE REQUIREMENTS:

Scheduled Date	Requirement Number	Grant Requirements for Payment	Payment
2/01/2023		Signed Agreement submitted & accepted.	Advance of \$27,040 for time period 2/01/2023 – 7/31/2023
9/01/2023		Quarterly (2/01/2023 – 7/31/2023) progress report, budget reports and receipts submitted & accepted	Advance of \$27,040 for time period 8/01/2023 – 1/31/2024
3/01/2024		Quarterly (8/01/2023 – 1/31/2024) progress report, budget reports and receipts submitted & accepted	\$0
3/15/2024		Final report (2/01/2023 – 1/31/2024) and final budget report submitted & accepted	\$6,012 (10% retention)

TOTAL GRANT AMOUNT: \$ 60,092

DELIVERABLES:

Project Goals and Evaluation

<p><b>Goal #1:</b> By January 31, 2024, the project will expand access to specialty health services for 200 individuals with disabilities and their families. The project goal coincides with the District and Foundation's Strategic Plan performance measure # of individuals connected to specialty healthcare services in underserved communities under strategy 2.7.</p>	<p><b>Evaluation #1:</b> Pegasus Services Staff will ensure comprehensive data collection and data entry into the Agency Database to include client assessments and units of service. Pegasus has implemented an updated system of evaluation that also includes participant surveys.</p>
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## **RESOLUTION NO. 22-32**

### **RESOLUTION OF THE BOARD OF DIRECTORS OF DESERT HEALTHCARE DISTRICT RE-RATIFYING THE STATE OF EMERGENCY AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS**

WHEREAS, Desert Healthcare District (“District”) is committed to preserving and fostering access and participation in meetings of its Board of Directors; and

WHEREAS, Government Code section 54953(e) makes provisions for remote teleconferencing participation in meetings by members of a legislative body without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain emergency conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote vaccines, masking, and social distancing, and that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted Resolution No. 22-01 on September 28, 2021, finding that the requisite conditions exist for the Board of Directors of the District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in Government Code section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District and vaccine compliance, masking, and social distancing measures are required to be followed for the continued health and safety of the District Board, staff, and the public; and



WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the District shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by Government Code section 54953(e), and that such meetings shall comply with the requirements to provide the public with access to the meetings as prescribed in Government Code section 54953(e);

THEREFORE, BE IT RESOLVED by the Desert Healthcare District Board of Directors as follows:

Section 1: Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2: Affirmation that a Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District.

Section 3: Re-Ratification of the Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor's Proclamation of a State of Emergency.

Section 4. Remote Teleconference Meetings. The District's Chief Executive Officer is hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this resolution, including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Ralph M. Brown Act.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Desert Healthcare District held on January 24, 2023, by the following roll call vote:

AYES: Directors\_\_\_\_\_

NOES: Directors\_\_\_\_\_

ABSTAIN: Directors\_\_\_\_\_

ABSENT: Directors\_\_\_\_\_

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Evett PerezGil, President  
Board of Directors

ATTEST:

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Carole Rogers, RN, Secretary  
Board of Directors

**Desert Healthcare District & Foundation**

# 2022 ANNUAL REPORT



# Introduction

Health and wellness were a leading concern in 2022, as communities continued to navigate a response to the global COVID-19 pandemic, emerging MPOX (Monkeypox) virus, and more.

The Desert Healthcare District and Foundation met the Coachella Valley's challenges with a collaborative approach that centered health as a human right. This annual report shows how the agency supported the work of many nonprofit partners through a robust grants program and diverse public health initiatives. It implemented a collective outreach that included providing thousands of COVID-19 tests and vaccines, and acquiring a new, 26-foot, mobile, medical clinic for the community.

As the District celebrates its 75th year in 2023, its Board of Directors, staff and partners remain committed to advancing community wellness in the Coachella Valley with an emphasis on the most vulnerable residents.

**Mission: To achieve optimal health at all stages of life for all District residents.**

**Vision: Equitably connecting Coachella Valley residents to health and wellness services and programs through philanthropy, health facilities, information and community education, and public policy.**





## At A Glance

**1948** – The Desert Healthcare District is established as a local governmental agency to build Desert Hospital to serve Palm Springs and other western Coachella Valley communities.

**1967** – The Desert Healthcare Foundation is formed with its own separate board to support the nonprofit hospital's activities.

**1997** – The District Board leases the hospital to Tenet Health for 30 years and, with the Foundation, shifts focus to support community health and wellness programs.

**2018** – Coachella Valley voters approve expanding the District's geographic boundary east of Cook Street to encompass the entire valley, more than 400,000 residents.

**7** – With District expansion in 2018, the Board increases from five to seven elected Directors who serve a 4-year term.

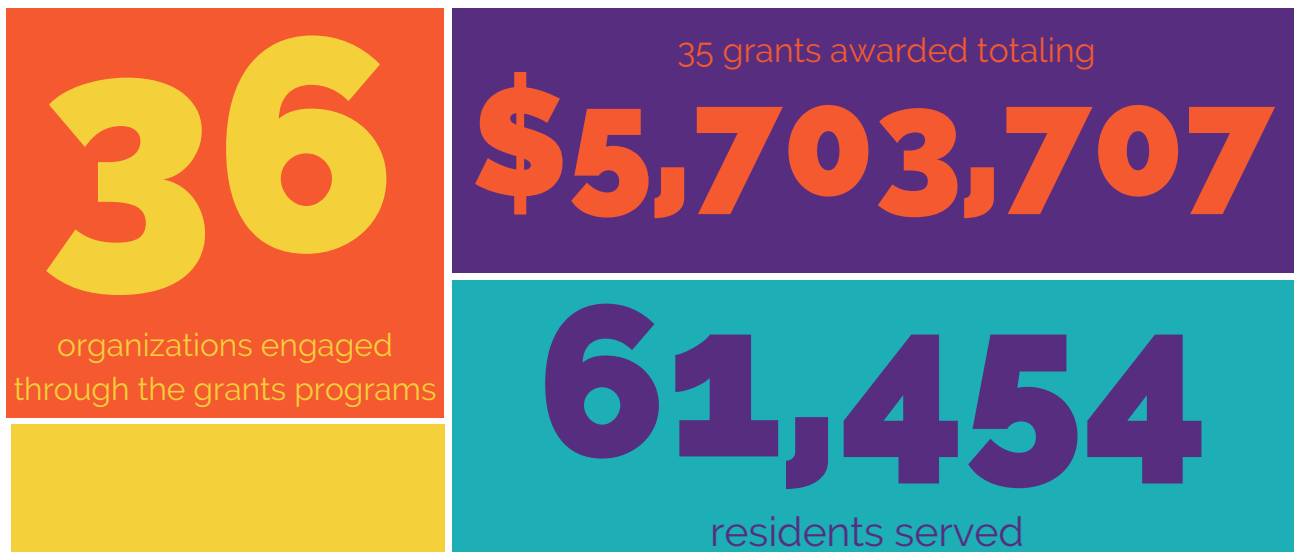
**\$80 million** – Total grants awarded by the District.

**2020** – The District earns certification for best practices from both the California Special Districts Association and the Association of California Healthcare Districts.



## District & Foundation Highlights

### Grants



### Grant-funded Services

- Improving access to healthcare in Desert Highland Gateway Estates (Borrego Health)
- Advocacy and support for youth in the foster care system (Voices for Children)
- Healthcare career pathway program for local students (OneFuture Coachella Valley)
- Mobile vision services for underserved children (Vision to Learn)
- Street medicine program for unhoused & others (California State University San Bernardino)
- Free medical clinic (Volunteers in Medicine)

Grant applications are being accepted. To learn more, visit <https://www.dhcd.org/Grant-Programs>



### Highlights in COVID-19 Response Efforts



# Strategic Plan

The District implemented its new five-year strategic plan, which the Board approved in October 2021. The plan identified the following goals to inform the District and Foundation's (DHCD/F) funding and programmatic decisions.

<b>Goal 1 (G.1)</b>	Proactively increase the financial resources DHCD/F can apply to support community needs
<b>Goal 2 (G.2)</b>	Proactively expand community access to primary and specialty care services
<b>Goal 3 (G.3)</b>	Proactively expand community access to behavioral/mental health services
<b>Goal 4 (G.4)</b>	Proactively measure and evaluate the impact of DHCD/F-funded programs and services on the health of community residents
<b>Goal 5 (G.5)</b>	Be responsive to and supportive of selected community initiatives that enhance the economic stability of the District residents
<b>Goal 6 (G.6)</b>	Be responsive to and supportive of selected community initiatives that enhance the environment in the District's service area
<b>Goal 7 (G.7)</b>	Be responsive to and supportive of selected community initiatives that enhance the general education of the District's residents

## Public Health Initiatives

### COVID-19 RESPONSE

The Coachella Valley Equity Collaborative, founded by the Desert Healthcare District and Foundation with the support of Riverside University Health System - Public Health and other partners, held 138 vaccination events and 278 testing sites.

### MOBILE UNIT

With the financial support of the Coachella Valley Resource Conservation District, the Desert Healthcare District and Foundation purchased a 26-foot long mobile medical clinic to improve access to healthcare services.

### MPOX RESPONSE

The Desert Healthcare District and Foundation partnered with DAP Health to increase our community's visibility and advocate for more MPOX vaccines in the Coachella Valley.

### CONNECT IE

The Desert Healthcare Foundation fully merged its community resource website with ConnectIE.org, the Inland Empire Health Plan's robust online resource for accessible medical services and more.

### BEHAVIORAL HEALTH

With the support of Riverside University Health System - Behavioral Health, the Healthcare District coordinated a collective of more than 50 stakeholders to identify high priority behavioral health needs and to create programs to address them.

### ADVANCING HEALTHCARE ACCESS FOR BLACK RESIDENTS

To improve racial equity in health professions, 11 Black and African American students from the Coachella valley were the recipients of a new scholarships for those pursuing a career in fields where people of color are underrepresented.

### CLEAN AIR/ENVIRONMENT

The District and Foundation advanced our commitment to work in collaboration with community partners to address and lessen the health effects of environmental hazards such as the highly saline Salton Sea and illegal dump fires.



# Public Health Initiative | COVID-19 Response

Goals: G.2

Two years into the COVID-19 pandemic, the Desert Healthcare District and Foundation continued its role as the lead organizer of the Coachella Valley Equity Collaborative (supported by **Riverside University Health System - Public Health**). The Collaborative's response to COVID-19 in the Coachella Valley included:

278 testing events

17,047 tests given

138 vaccination events

7,960 vaccines given

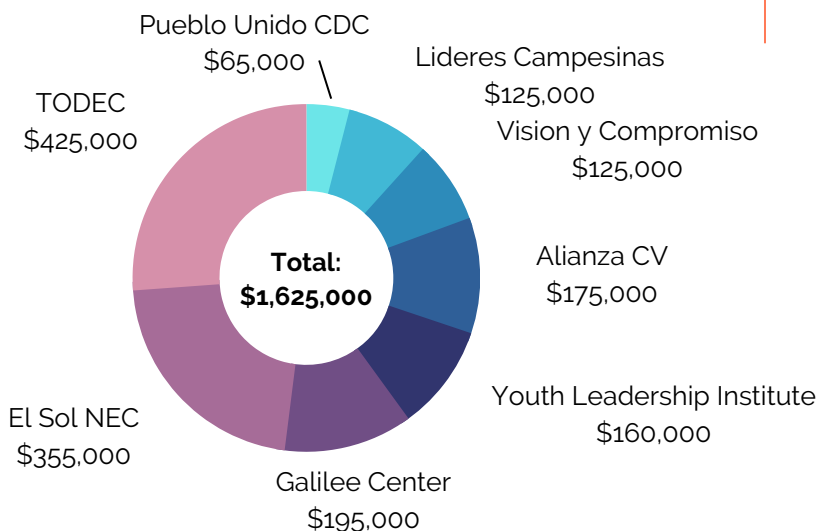
## Since the Collaborative was formed in 2020

**23,437 COVID-19 tests** given at 318 events  
**47,250 vaccine doses** given at 369 events

### Grants Received:

\$500,000 - Public Health Institute  
\$3,150,000 (\$1,950,000 in 2022) -  
Riverside County Public Health

### Funds Awarded to Collaborative Partners



## Our Partners

### Medical Partners

Borrego Health  
CV Pharmacy  
Rite Aid Pharmacies  
Riverside University Health System -  
Public Health

### Community Partners

Cabazon Band of Cahuilla Indians  
California Farmworker Foundation  
Cathedral City Senior Center  
Coachella Valley Unified School District  
City of Palm Springs- James O. Jesse  
Community Center  
Desert Recreation District  
Desert Sands Unified School District  
Growing Coachella Valley  
Joslyn Center  
Palm Springs Unified School District  
San Bernardino Catholic Diocese  
Torres Martinez Desert Cahuilla District

# Public Health Initiative | Mobile Medical Clinic

Goals: G.2, G.3

A new, 26-foot, \$197,000 mobile medical clinic — purchased by the Desert Healthcare District and Foundation with the financial support of the Coachella Valley Resource Conservation District — was unveiled December 2. Licensed and operated by Desert Physicians Medical Group (DPMG) Health, the mobile clinic reflects our commitment to remove barriers to healthcare, such as transportation, for traditionally underserved residents. The Board allocated \$500,000 to operate the clinic for over 3 years.

## Funds Received & Allocated for Clinic:

### Mobile Unit and Equipment Purchase

- Coachella Valley Resource Conservation District - \$175,000
- Desert Healthcare District - \$22,000
- Total: \$197,000

### Mobile Clinic Operations

- DPMG Health - \$500,000 over 3 years from the Healthcare District

## Medical & Academic Partners

DPMG Health/Desert Regional Medical Center Residents  
California State University - San Bernardino Nursing Program

## Partners (Nonprofits)

Alianza Coachella Valley  
California Farmworker Foundation  
El Sol Neighborhood Educational Center  
Galilee Center  
Growing Coachella Valley  
Lideres Campesinas  
Pueblo Unido CDC  
TODEC  
Vision y Compromiso



# Public Health Initiative | MPOX Response

Goals: G.2

When the MPOX virus began affecting the Coachella Valley, cases first appeared among men who have sex with men. Despite the valley's significant population of LGBTQ residents and visitors, the state vaccine rollout did not initially meet the local need. The Desert Healthcare District and Foundation collaborated with DAP Health to increase our community's visibility and advocate for more vaccines.

## Strategy:

- A full-page public service announcement was co-created by DAP Health and Desert Healthcare District and Foundation to gain the attention of state lawmakers and public health officials. The PSA appeared in The Sacramento Bee and The Desert Sun.
- Early during the MPOX response, at least half of all MPOX cases identified in Riverside County were located in the Coachella Valley. To prevent the spread of the virus, the District and Foundation supported DAP Health's additional outreach and clinical services through a grant.

## Funding:

- \$586,727 grant awarded to DAP Health in September
- \$13,000 for public service announcement in August

## DAP Health (as of Jan. 1, 2023):

- Provided 245 MPOX tests (190 positive, 92 negative)
- Administered 5,744 vaccines
- Provided MPOX treatment to 16 people and 4 hotel stays for people recovering from MPOX
- MPOX hotline has responded to 3,076 calls and emails; an average of 42 inquires per day

# Public Health Initiative | CONNECT IE

Goals: G.2, G.3

The Desert Healthcare Foundation fully merged its community resource website with ConnectIE.org, the Inland Empire Health Plan's robust online resource. Coachella Valley residents can now discover thousands of free and reduced-cost medical and community services.

## Partners:

- Inland Empire Health Plan (Principal Partner)
- Find Help
- Inland SoCal United Way
- Inland SoCal 211+
- Inland Empire Health Information Organization



## Funding:

- \$83,000 from Inland Empire Health Plan
- \$40,000 from Desert Healthcare District Foundation

## Training & Onboarding for Valley Nonprofits:

**43**

**Community  
Presentations**

**15**

**Community-Based  
Organizations  
Onboarded**

**27**

**Social Media  
Posts**

**3,438**

**Users in 4th  
Quarter of 2022**

# Public Health Initiative | Behavioral Health



## Goals: G.3

More than 50 stakeholders from partner organizations and agencies met throughout the year to identify high priority behavioral health needs that align with the Desert Healthcare District and Foundation Strategic Plan and could benefit from focused support.

Co-founded by **Riverside University Health System – Behavioral Health**, this collaborative effort advanced implementation of the District and Foundation's Behavioral Health Initiative. In recent years, the Board has allocated \$4 million for the initiative.

The convenings, which are coordinated by the District and Foundation's senior program officer for behavioral health, are expected to transition in 2023 to a Coachella Valley-focused behavioral health collective.

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Behavioral Health grants that were approved in 2022 totaled \$2,680,832. They were awarded to serve 11,947 District residents over a two-year period in the following ways:

- Delivery of behavioral health support services to vulnerable and underserved communities
- Workforce expansion projects including additional scholarship support to District students including Black and African American scholars and support for post-Masters graduates entering the behavioral health field
- Trauma and mental health support services for immigrant communities
- Expansion of trusted messenger/promotores networks to disseminate access linkage information to our community members
- Expanded behavioral health education and prevention services to children (0-18) and their families including school based supportive services
- Specific support to transgender and non-binary communities
- Improved access to wellness support services for older adults
- Substance use recovery support

# Public Health Initiative | Healthcare Access & Scholarships for Black Residents

Goals: G.2, G.3

## Improving access to healthcare in Desert Highland Gateway Estates (Borrego Health)

- Through the weekly mobile medical unit, Borrego provided services to pediatrics, teens, and adults that included immunizations, COVID tests/vaccines, physical exams, well child exams, and flu vaccines.
- Specialty service referrals for behavioral health, dental, cardiac, & other specialty care services – patients were offered free transportation to one of Borrego's standing clinics.
- Treated 163 uninsured patients and enrolled 114 of those into an insurance program.

## Scholarships for Black Residents

The first recipients of a new health-oriented scholarship launched by the Desert Healthcare District and Foundation completed their first of two years covered by the scholarship. Managed by OneFuture Coachella Valley, the scholarship program was designed to improve racial equity in health professions. It benefits Black and African American valley students pursuing careers in which people of color are underrepresented.

The District and Foundation's initial \$200,000 grant to OneFuture provided \$5,000 to \$10,000 scholarships. Two of the 11 recipients finished their studies in the spring, one dropped out, and eight continued into 2023.

In December, the District and Foundation Board continued its support of the program, approving a \$605,000 grant for OneFuture. It will support 50 Black and African American students who are completing degrees and certificates or who are in graduate-level programs preparing for clinical professions.

First-year  
Recipients:

### **Year of Study**

3 Seniors 3 Juniors 2 Sophomores

### **Major(s)**

5 in Nursing 1 in Biology/Pre-Med 1 in Kinesiology/Health 1 Undetermined

### **College Type**

2 Private, 2 Out of State, 2 at CSU, 1 at UC, 1 in Community College

### **Community**

4 West Valley, 3 East Valley, 1 Mid-Valley

### **School District**

4 from Palm Springs Unified School District,  
1 from Desert Sands Unified School District, and 3 out of the valley.

# Public Health Initiative | Clean Air/Environment

## Goals: G.6

The District and Foundation advanced our commitment to work in collaboration with community partners to address and lessen the health effects of environmental hazards such as the highly saline Salton Sea and illegal dump fires.

### Air Quality Community Training & Air Quality Monitoring

#### Partners

- Alianza Coachella Valley
- South Coast Air Quality Management District (SCAQMD)
- Health Assessment and Research for Communities (HARC)
- U.S Environmental Protection Agency

#### Funding

- \$27,000 from U.S. EPA TO DHCD
- \$40,000 to Alianza CV from Avery Trust Funds and U.S. EPA

### Coachella Valley Air Quality and Health Analysis

#### Partners

- Public Health Institute (Principal Partner)

#### Funding

- \$250,000 to PHI from Avery Trust Funds

### Air Quality Emergency Communciation Plan

#### Partners

- CONCUR Inc. (Principal Partner)
- Alianza CV
- Cabazon Band of Mission Indians
- California Department of Forestry & Fire Protection (CAL Fire)
- Coachella Valley Unified School District
- Leadership Counsel
- Pueblo Unido CDC
- Office of Riverside County Supervisor V. Manuel Perez
- Office of Assemblyman Eduardo Garcia
- Office of Congressman Raul Ruiz
- Riverside County Fire Department
- South Coast Air Quality Management District (SCAQMD)
- Torres Martinez Desert Cahuilla Indians

#### Funding

- \$191,573 to CONCUR Inc. from Avery Trust Funds



## Awards & Honors

The District received two of the Association of California Healthcare District's three annual state awards: Conrado Bárzaga, MD, as CEO of the Year, and Leticia De Lara as Trustee of the Year



On March 29, Director Leticia De Lara was honored as Woman of the Year by Riverside County Supervisor V. Manuel Perez for District 4

On May 25, Director Leticia De Lara was one of three Women Who Lead recognized by Palm Springs Life magazine

Outgoing Director Karen Borja received the 2022 Friend of Pride Award on Nov. 4 from Greater Coachella Valley Pride



2022 VIMY Award from the Coachella Valley Volunteers in Medicine, awarded Nov. 11 to the Desert Healthcare District and Foundation

Palm Springs Human Rights Commission 2022 Community Service Award on Feb. 14, 2022 (District & Foundation)

Riverside County Department of Public Health's Public Health Champion Award on April 5 (District & Foundation)

The Joslyn Center's Merritt and Penney Joslyn Award on April 13 (District & Foundation)

12th Annual Palm Springs Black History Committee Philanthropist of the Year on Feb. 5 (District & Foundation)





## Board & Staff

The Desert Healthcare District and Foundation is governed by a 7-member Board of Directors, elected by voters to serve. In 2022, incumbents Carole Rogers and Evett PerezGil were unchallenged and were reappointed to serve. Director Karen Borja did not seek reelection, and her Zone 6 seat was filled by Kimberly Barraza.

### Current Board of Directors

**Les Zendle**, MD, Zone 1  
**Carole Rogers**, RN, MPH, Zone 2  
**Carmina Zavala**, PsyD, MA, Zone 3  
**Evett PerezGil**, Zone 4  
**Arthur Shorr**, Zone 5  
**Kimberly Barraza**, Zone 6  
**Leticia De Lara**, MPA, Zone 7

### Current Staff

**Conrado Bárzaga**, MD, Chief Executive Officer  
**Chris Christensen**, CPA, Chief Administration Officer  
**Donna Craig**, Chief Program Officer  
**Alejandro Espinoza**, MPH, CHES, Chief of Community Engagement  
**Meghan Kane**, MPH, Senior Program Officer – Public Health  
**Jana Trew**, MS, Senior Program Officer – Behavioral Health  
**Andrea Hayles**, Special Assistant to the CEO and Board Relations Officer  
**Erica Huskey**, Administrative and Program Assistant  
**Eric Taylor**, Accounting Manager  
**Sergio Rodríguez**, Program Assistant  
**Will Dean**, Director of Communications and Marketing  
**Consuelo Márquez**, Communications Assistant

To learn more about our current Board of Directors and staff, visit <https://www.dhcd.org/About-Us> or scan the QR code.



## Look Ahead

### Healthcare Infrastructure

Working with a consulting team, the Desert Healthcare District and Foundation expects the completion and delivery of an infrastructure roadmap in early 2023 to identify gaps in healthcare services to target future funding in support of its Strategic Plan (goals 2 and 3).

### Building Capacity

A partnership between the District and Foundation and the Regional Access Project Foundation's NPO Centric program will focus on providing technical assistance and educational resources to community-based nonprofits to improve their organizational capacity.

### Donations

The Desert Healthcare District and Foundation provides two opportunities for the public to support advancing community wellness in the Coachella Valley:

### Social Services Fund

Each year, the Desert Healthcare Foundation provides funding to Coachella Valley hospitals and cancer centers to assist uninsured and underinsured patients with emergent healthcare needs and services determined by hospital case management counselors. These services include food vouchers, gas vouchers, transportation home from a facility, and limited prescriptions.

### Wellness Park

The Palm Springs park features exercise equipment, recreational seating, and numerous healing, fragrant plants for Desert Regional Medical Center patients, community residents and visitors to enjoy. It also provides naming opportunities to honor a loved one by purchasing a bench, tree and other park features.

Learn more: <https://www.dhcd.org/Wellness-Park>





To donate, please make your check or other payment payable to the Desert Healthcare District and Foundation. Indicate on the memo line which fund you're supporting. A name, address and phone number must be included with the payment. All donations are tax-deductible, and a tax document will be provided. Remit to:

Attn.: Chris Christensen, CAO  
Desert Healthcare District and Foundation  
1140 N. Indian Canyon Drive  
Palm Springs, CA 92262  
Email: [cchristensen@dhcd.org](mailto:cchristensen@dhcd.org)

## Contact Us

Desert Healthcare District and Foundation  
1140 N. Indian Canyon Drive, Palm Springs, CA 92262  
Email: [info@dhcd.org](mailto:info@dhcd.org) - (760) 323-6113



Date: January 24, 2023  
To: Board of Directors  
Subject: 2023 Special District Selection Committee Election Notice – Eastern and Western Portion of the County

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**Background:**

- The Local Area Formation Commission (LAFCO) released a notice for Special District Member representation to fill one vacancy in the **Eastern** portion of the county and one vacancy in the Western portion of the county.
- Subsequently, on January 19, LAFCO released a formal call for nominations.
- The Presiding Officer, Evett PerezGil, is eligible to vote for the position, with the Eastern portion of the county term expiring on May 6, 2024.
- The nomination or vote does not require board action.
- The commission includes two city council representatives, two special district board members, and one public member.
- The commission meets the fourth Thursday of every month in Riverside and occasionally in the Coachella Valley. In 2022, the commission convened five special meetings.
- The commission consists of two committees – Administrative and Legislative Review.

**Nominations and Election Process:**

- The Special District Selection Committee (SDSC) consists of the presiding officer of each independent special district in Riverside County.
- After the 30-day nomination period, ballots will be distributed to the presiding officer.
- If one candidate is nominated, that nominee is appointed.
- If the presiding officer is unable to vote, the Board may designate another member of the governing body.
- 55 voting districts are eligible, requiring 28 cast ballots to meet the quorum.
- The call for nomination notice, nomination form, SDSC list of eligible special districts, and notice to special districts are attached.



via electronic mail

January 19, 2023

CALL FOR NOMINATIONS FOR TWO (2) SPECIAL DISTRICT MEMBERS  
OF THE RIVERSIDE LOCAL AGENCY FORMATION COMMISSION

**To the Special District Selection Committee (Presiding Officers of Independent Special Districts of Riverside County c/o District Clerks):**

As you were recently notified (see attached letter), we are commencing the appointment process for two (2) Regular Members of the Riverside Local Agency Formation Commission (LAFCO). I have determined that a physical meeting of the Special District Selection Committee (SDSC) is not feasible at this time. Therefore, selection proceedings will be conducted by electronic mail (e-mail). Specifically, the positions are as follows:

One (1) Regular Special District Member - must be a board member from a *district in the western portion of the County* (any district with the majority of its assessed value west of the intersection of Interstate 10 and Highway 111); and,

One (1) Regular Special District Member - must be a board member from a *district in the eastern portion of the County* (any district with the majority of its assessed value east of the intersection of I-10 and Highway 111).

Please see attached list for east and west districts.

Terms of LAFCO Members are generally four years and until appointment of a successor or reappointment of the incumbent. However, due to the vacancies occurring simultaneously, the term of the eastern vacant position will run until May 6, 2024. The term of the western vacant position will run until May 4, 2026.

The nomination period for the two positions will begin on Monday, January 23, 2023 and close on Tuesday, February 21, 2023. Any member of the Special District Selection Committee (presiding officer or an alternate board member designated by the governing body) may nominate a member of the legislative body of an independent special district board to fill the positions, consistent with the geographic requirements noted above.


Since there are two vacant positions, separate nomination forms are provided for potential nominations to either/or, or both vacant positions. Note that any nomination must be consistent with the east or west region and the appropriate nomination form. Refer to the list attached for the east/west districts.

All nomination forms must be signed and dated by the presiding officer, or the designee of your District Board of Directors. Once complete, please scan the signed form and email it to Rebecca Holtzclaw at [rholtzclaw@lafco.org](mailto:rholtzclaw@lafco.org). **Nominations must be received in our office by 5 p.m., Tuesday, February 21, 2023.**

Following the nomination period, ballots and voting instructions will be sent to SDSC members. However, if only one candidate is nominated for either vacant position, that candidate will be deemed selected with no further proceedings.

If you have any questions, please contact our office.

Sincerely,



Gary Thompson  
Executive Officer

cc: Special District Managers

Att.: 2023 East & West Nomination Forms  
East/West Districts List  
Copy of Election Notice\_ 1-03-2023  
Seating Process

RIVERSIDE LOCAL AGENCY FORMATION COMMISSION  
6216 BROCKTON AVENUE, SUITE 111-B, RIVERSIDE, CA 92506 • PHONE (951) 369-0631 • [www.lafco.org](http://www.lafco.org)



**SPECIAL DISTRICT SELECTION COMMITTEE  
2023 EASTERN REGION NOMINATION FORM**

I, \_\_\_\_\_ of the \_\_\_\_\_  
Print Name of Presiding Officer or alternate\* Name of District

hereby nominate(s) the following individual(s) for the position of:

**Regular Special District Member of the Riverside Local Agency Formation Commission - Eastern Area. The term of this position will run until May 6, 2024.**

Nominee: \_\_\_\_\_

District: \_\_\_\_\_

I hereby certify that I am the presiding officer of the above-named district or alternate designated by the governing body\*.

\_\_\_\_\_  
Signature Date

\*If an alternate has been designated by the governing body, please provide a resolution or minute order documenting the action.

Note: Nomination forms are due no later than February 21, 2023. Please scan and email this form to [rholtzclaw@lafco.org](mailto:rholtzclaw@lafco.org).



**SPECIAL DISTRICT SELECTION COMMITTEE  
2023 WESTERN REGION NOMINATION FORM**

I, \_\_\_\_\_ of the \_\_\_\_\_  
Print Name of Presiding Officer or alternate\* Name of District

hereby nominate(s) the following individual(s) for the position of:

**Regular Special District Member of the Riverside Local Agency Formation Commission - Western Area. The term of this position will run until May 4, 2026.**

Nominee: \_\_\_\_\_

District: \_\_\_\_\_

I hereby certify that I am the presiding officer of the above-named district or alternate designated by the governing body\*.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*If an alternate has been designated by the governing body, please provide a resolution or minute order documenting the action.

Note: Nomination forms are due no later than February 21, 2023. Please scan and email this form to [rholtzclaw@lafco.org](mailto:rholtzclaw@lafco.org).

**SPECIAL DISTRICT SELECTION COMMITTEE**  
**LIST OF ELIGIBLE INDEPENDENT SPECIAL DISTRICTS OF RIVERSIDE COUNTY**

	<b>Independent Special Districts</b>	<b>Region</b>
1.	Chiriaco Summit County Water District	east
2.	Citrus Pest Control District No. 2	east
3.	Coachella Valley Mosquito & Vector Control District	east
4.	Coachella Valley Public Cemetery District	east
5.	Coachella Valley Resource Conservation District	east
6.	Coachella Valley Water District	east
7.	Desert Healthcare District	east
8.	Desert Recreation District	east
9.	Desert Water Agency	east
10.	Mission Springs Water District	east
11.	Palm Springs Cemetery District	east
12.	Palo Verde Cemetery District	east
13.	Palo Verde Healthcare District	east
14.	Palo Verde Irrigation District	east
15.	Palo Verde Resource Conservation District	east
16.	Palo Verde Valley Library District	east
17.	Southern Coachella Valley Community Services District	east
18.	Valley Sanitary District	east
19.	Banning Library District	west
20.	Beaumont Library District	west
21.	Beaumont-Cherry Valley Recreation & Park District	west
22.	Beaumont-Cherry Valley Water District	west
23.	Cabazon County Water District	west
24.	De Luz Community Services District	west
25.	Eastern Municipal Water District	west
26.	Edgemont Community Services District	west
27.	Elsinore Valley Cemetery District	west
28.	Elsinore Valley Municipal Water District	west
29.	Fern Valley Water District	west
30.	High Valleys Water District	west
31.	Home Gardens County Water District	west
32.	Home Gardens Sanitary District	west
33.	Idyllwild Fire Protection District	west
34.	Idyllwild Water District	west
35.	Jurupa Area Recreation & Park District	west
36.	Jurupa Community Services District	west
37.	Lake Hemet Municipal Water District	west
38.	Murrieta Valley Cemetery District	west
39.	Northwest Mosquito & Vector Control District	west
40.	Pine Cove Water District	west
41.	Pinyon Pines County Water District	west
42.	Rancho California Water District	west
43.	Riverside-Corona Resource Conservation District	west
44.	Rubidoux Community Services District	west
45.	San Geronio Memorial Healthcare District	west
46.	San Geronio Pass Water Agency	west
47.	San Jacinto Basin Resource Conservation District	west
48.	San Jacinto Valley Cemetery District	west
49.	Summit Cemetery District	west
50.	Temecula Public Cemetery District	west
51.	Temecula-Elsinore-Anza-Murrieta Resource Conservation District	west
52.	Temescal Valley Water District	west
53.	Tenaja Community Services District	west
54.	Valley-Wide Recreation & Park District	west
55.	Western Municipal Water District	west





via electronic mail

January 3, 2023

**Notice to all Special District Board Presiding Officers c/o District Clerks:**

Recently, both special district regular member seats for the Riverside Local Agency Formation Commission (LAFCO) became vacant, therefore necessitating an election to fill the corresponding positions. Later this month, we will begin the process of selecting the two special district regular members for Riverside LAFCO. The purpose of this letter is to inform all districts of the process in advance so each district can be prepared.

Historically, the Special District Selection Committee (SDSC) has conducted its elections at a physical meeting in conjunction with a dinner meeting hosted by the Special District Association of Riverside County. Due to cost and logistics, it was determined by the SDSC such a physical meeting is not entirely feasible. Therefore, until determined otherwise by the SDSC, all elections will be conducted by Riverside LAFCO utilizing electronic mail (e-mail), as explained below, and as was conducted for the most recent Special District Election.

Specifically, the election will be for two LAFCO position as follows: a Regular Special District Member *from the western portion of the County* (any district with the majority of its assessed value west of the intersection of I-10 and Highway 111), and a Regular Special District Member *from the eastern portion of the County* (any district with the majority of its assessed value east of the intersection of I-10 and Highway 111). Please see attached list denoting those districts that are either in the west area, or east area. Presiding officers from all Districts are eligible to vote for each position. The term of the western vacant position will run through May 4, 2026. The term of the eastern vacant position will run through May 6, 2024.

The SDSC is comprised of the presiding officers of each independent special district of Riverside County. In approximately 2 weeks, Riverside LAFCO will transmit a formal call for nominations to SDSC members, in care of each District's Clerk. The District Clerks are responsible for transmitting the nomination package to the Board Presiding Officer. Formal nominations must be submitted by SDSC members (i.e., presiding officers) or designated alternates (see below). The nomination period will be approximately 30 days. If only one candidate is nominated, that candidate will be deemed appointed. After nominations are received, an emailed ballot will be sent to the voting member, in care of the District Clerks, to cast a vote.

If the presiding officer is unable to submit a nomination or vote, the governing body of the District may designate another board member to act in place of the presiding officer. District managers or other staff members may not nominate candidates or vote. Please note that neither nominations nor votes of the presiding officer require action of the governing body. Board members designated by their governing body to vote in place of the presiding officer should provide that authorization (in the form of a resolution or minute order) to LAFCO no later than the time the ballot is cast.

**Notice to all Special District Board Presiding Officers c/o District Clerks**

January 3, 2023

Page 2

Ballots will be due approximately 30 days from receipt and will be annotated with a required submittal date.

**Note:** *there are 55 voting districts in Riverside County. To meet the 50% + 1 quorum requirement for this election, we need at least 28 ballots returned from SDSC members for the election to be valid.*

Again, in order to expedite this process, please ensure this information is passed to your Presiding Officer when received. Please contact Rebecca Holtzclaw at [rholtzclaw@lafco.org](mailto:rholtzclaw@lafco.org) with any questions or concerns.

Sincerely,



Gary Thompson  
Executive Officer

cc: District General Managers

Attachment:

Special District List by Areas

**SPECIAL DISTRICT SELECTION COMMITTEE**  
**LIST OF ELIGIBLE INDEPENDENT SPECIAL DISTRICTS OF RIVERSIDE COUNTY**

	<b>Independent Special Districts</b>	<b>Region</b>
1.	Chiriaco Summit County Water District	east
2.	Citrus Pest Control District No. 2	east
3.	Coachella Valley Mosquito & Vector Control District	east
4.	Coachella Valley Public Cemetery District	east
5.	Coachella Valley Resource Conservation District	east
6.	Coachella Valley Water District	east
7.	Desert Healthcare District	east
8.	Desert Recreation District	east
9.	Desert Water Agency	east
10.	Mission Springs Water District	east
11.	Palm Springs Cemetery District	east
12.	Palo Verde Cemetery District	east
13.	Palo Verde Healthcare District	east
14.	Palo Verde Irrigation District	east
15.	Palo Verde Resource Conservation District	east
16.	Palo Verde Valley Library District	east
17.	Southern Coachella Valley Community Services District	east
18.	Valley Sanitary District	east
19.	Banning Library District	west
20.	Beaumont Library District	west
21.	Beaumont-Cherry Valley Recreation & Park District	west
22.	Beaumont-Cherry Valley Water District	west
23.	Cabazon County Water District	west
24.	De Luz Community Services District	west
25.	Eastern Municipal Water District	west
26.	Edgemont Community Services District	west
27.	Elsinore Valley Cemetery District	west
28.	Elsinore Valley Municipal Water District	west
29.	Fern Valley Water District	west
30.	High Valleys Water District	west
31.	Home Gardens County Water District	west
32.	Home Gardens Sanitary District	west
33.	Idyllwild Fire Protection District	west
34.	Idyllwild Water District	west
35.	Jurupa Area Recreation & Park District	west
36.	Jurupa Community Services District	west
37.	Lake Hemet Municipal Water District	west
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39.	Northwest Mosquito & Vector Control District	west
40.	Pine Cove Water District	west
41.	Pinyon Pines County Water District	west
42.	Rancho California Water District	west
43.	Riverside-Corona Resource Conservation District	west
44.	Rubidoux Community Services District	west
45.	San Geronio Memorial Healthcare District	west
46.	San Geronio Pass Water Agency	west
47.	San Jacinto Basin Resource Conservation District	west
48.	San Jacinto Valley Cemetery District	west
49.	Summit Cemetery District	west
50.	Temecula Public Cemetery District	west
51.	Temecula-Elsinore-Anza-Murrieta Resource Conservation District	west
52.	Temescal Valley Water District	west
53.	Tenaja Community Services District	west
54.	Valley-Wide Recreation & Park District	west
55.	Western Municipal Water District	west

# Seating Independent Special Districts on LAFCO

## THE PROCESS

The independent special district selection committee shall consist of the presiding officer of the legislative body of each independent special district. Those districts shall include districts located wholly within the county and those containing territory within the county representing 50 percent or more of the assessed value of taxable property of the district (56332 a).

The LAFCO executive officer (EO) shall call and give written notice of all meetings of the members of the selection committee. A meeting shall be called and held under one of the following circumstances (56332 b):

- ♦ Whenever the EO anticipates that a vacancy will occur within the next 90 days among the members or alternate member (56332 b.1).
- ♦ Whenever a vacancy exists among the members or alternate member (56332 b.2).
- ♦ Upon receipt of a written request by one or more members of the selection committee (56332 b.3).
- ♦ Upon the adoption of a resolution of intention (56332 b.4).

The call for nominations, ballots, and voting instructions shall be delivered by certified mail to each eligible district. As an alternative to the delivery by certified mail, *the EO may transmit materials by electronic mail*. All notices and election materials shall be addressed to the presiding officer, in care of the clerk of the district (56332.3).

The EO shall prepare and deliver a call for nominations to each eligible district. The presiding officer, or his or her alternate as designated by the governing body, may respond in writing at least 30 days from the date on which the EO mailed the call for nominations (56332.1).

At the end of the nominating period, if only one candidate is nominated, that candidate shall be deemed appointed. If two or more candidates are nominated, the EO shall prepare and deliver one ballot and voting instructions to each eligible district. The ballot shall include the names of all nominees and the office for which each was nominated. Each presiding officer, or his or her alternate as designated by the governing body, shall return the ballot to the EO by the date specified in the voting instructions, which date shall be at least 30 days from the date on which the EO mailed the ballot to the eligible district (56332.2).

Nominations and ballots may be returned to LAFCO by electronic mail (56332.4).

Each returned nomination and ballot shall be signed by the presiding officer, or his or her alternate as designated by the governing body of the eligible district (56332.5).

The term of office of each member shall be four years. The expiration date of the term of office of each member shall be the first Monday in May in the year in which the term of the member expires. However, the length of a term of office shall not be extended more than once (56334).



Date: January 24, 2023

To: Board of Directors

Subject: California Special District Association (CSDA) Annual Conference – Coachella Valley Resource Conservation District Mobile Medical Unit Collaborative Award

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**Staff Recommendation:** Informational item only

**Background:**

On December 2, 2023, the DHCD launched the brand new 26ft. medical mobile unit, which includes two examination rooms, along with a full restroom. The cost of the medical mobile unit totaled \$336,500 with assistance from a \$175,000 grant from the Coachella Valley Resource Conservation District (CVRCD).

The addition of a mobile unit to the DHCD would increase the District's visibility throughout the Coachella Valley. Thus, continuing to build upon the remarkable progress accomplished by the CVEC by collaborating with community partners to address health equity problems by reducing access barriers like transportation, the days and hours of the provision of services, and proximity of services and programming.

The medical mobile unit operated by DPMG Health was successfully deployed on Thursday, January 19<sup>th</sup> at Tudor Ranch, Inc and Headstart Nursery, where a total of 78 COVID-19 and 30 flu shots were provided to farmworkers.

**Update:**

The Coachella Valley Resource Conservation District Board of Directors are interested in exploring the possibility of nominating the medical mobile unit project collaboration between the CVRCD and DHCD for an award at this year's California Special District Association (CSDA) conference, which will be held on August 28-31 in Monterrey, CA.

**Fiscal Impact:**

None



Date: January 24, 2023

To: Board of Directors

Subject: CEO Community Engagements and District Media Visibility

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**Background:**

- ☐ Continuing with the key professional responsibilities of the District's CEO in maintaining and developing the organization's external relations by communicating the organization's mission and achievements effectively to stakeholders and to create links with community constituents so the highest degree of impact can be achieved through the most effective use of resources.
- ☐ The following is brief information regarding some of the past, current, and upcoming presentations and community engagements involving the CEO.

**Information:**

- Meeting with Huron Consulting Group – December 21, 2022
- Rapid Response Network - Emergency Meeting with Riverside County, the Galilee Center and Diocese of San Bernardino to address migrant crisis in our region – December 28, 2022
- Presentation on DHCD Strategic Plan and ongoing strategic challenges. Palm Springs Rotary Club – January 4, 2022
- ACHD CEOs roundtable – January 5, 2023
- Meeting with S360 – January 6, 2023
- Behavioral Health Initiative Framework Review – January 9, 2023
- Meeting with Desert Highland Gateway Estates stakeholders, including City of Palm Springs Mayor G. Garner, Borrego Health, DPMG Health, DHCD Board Chair E. Perez-Gil at Jesse O. James Community Center to address continuity of healthcare services for

community residents – January 17, 2023

- Meeting with Martin Massiello, CEO, Eisenhower Medical Center – January 17, 2023
- Meeting with NPO Centric – January 18, 2023
- Attended Palm Springs's Chamber of Commerce mixer – January 18, 2023
- Meeting with Amit Thakkar, Vice President, Public Policy & Research at California Forward – January 19, 2023
- ACHD Advocacy Committee Meeting – January 19, 2023

**DESERT HEALTHCARE DISTRICT  
FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE  
MEETING MINUTES  
January 11, 2023**

**Directors Present**

Chair/Treasurer Arthur Shorr  
Vice-President Carmina Zavala, PsyD  
Director Leticia De Lara, MPH

**District Staff Present**

Conrado E. Bárzaga, MD, Chief Executive Officer  
Chris Christensen, Chief Administration Officer  
Eric Taylor, Accounting Manager  
Donna Craig, Chief Program Officer  
Alejandro Espinoza, Chief of Community Engagement  
Andrea S. Hayles, Board Relations Officer

**Absent**

Chair/Treasurer Arthur Shorr Vice-President Carmina Zavala, PsyD Director Leticia De Lara, MPH	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Eric Taylor, Accounting Manager Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement Andrea S. Hayles, Board Relations Officer	
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AGENDA ITEMS	DISCUSSION	ACTION
<b>I. Call to Order</b>	Chair Shorr called the meeting to order at 5:01 p.m.	
<b>II. Approval of Agenda</b>	Chair Shorr asked for a motion to approve the agenda.	<b>Moved and seconded by Director De Lara and Vice-President Zavala 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>F&amp;A Minutes – Meeting December 13, 2022</b>	Chair Shorr motioned to approve the December 13, 2022, meeting minutes.	<b>Moved and seconded by Director De Lara and Vice-President Zavala to approve the December 13, 2022, meeting minutes. Motion passed unanimously. (Director De Lara abstained)</b>
<b>V. CEO Report</b>	Conrado Bárzaga, MD, CEO, described discussions with legal counsel and a proposal in the Foundation meeting for improving cash flow and income to benefit the organization.	
<b>VI. Chief Administration Officer's Report</b>	Chris Christensen, CAO, provided an overview of the meeting, which includes the Request for Proposals (RFP) for audit firms and increased security at Las Palmas Medical Plaza.  The pickup truck the District is renting for \$2k per month for the Coachella Valley Equity	



**DESERT HEALTHCARE DISTRICT  
FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE  
MEETING MINUTES  
January 11, 2023**

	<p>Collaborative is necessary for a long-term basis, and staff is determining options for a potential lease or purchase.</p> <p>Mr. Christensen provided an overview and background of the Park Imperial Condominium property. The committee-approved appraisal is proceeding for fair market value, as the condominium association has expressed the possibility of extending the lease. Staff is assessing the options and will provide a recommendation to consider at a future committee meeting.</p> <p>The Las Palmas Medical Plaza is 100% occupied, with a few leases expiring soon and renewal options.</p>	
<p><b>VII. Financial Reports</b></p> <ol style="list-style-type: none"> <li><b>1. District and LPMP Financial Statements</b></li> <li><b>2. Accounts Receivable Aging Summary</b></li> <li><b>3. District – Deposits</b></li> <li><b>4. District – Property Tax Receipts</b></li> <li><b>5. LPMP Deposits</b></li> <li><b>6. District – Check Register</b></li> <li><b>7. Credit Card – Detail of Expenditures</b></li> <li><b>8. LPMP – Check Register</b></li> <li><b>9. Retirement Protection Plan Update</b></li> <li><b>10. Grant Payment Schedule</b></li> </ol>	<p>Chair Shorr reviewed the December financials with the committee.</p> <p>Chris Christensen, CAO, highlighted and described the property tax receipts revenue, which is exceeding the budget and more significantly, as additional revenue is received due to prior assessments that COVID would affect the proceeds. Mr. Christensen also emphasized that the FY2022 \$2.6M carryover in grants funding has been used by grant awards in FY23, leaving</p>	<p><b>Moved and seconded by Director De Lara and Chair Shorr to approve the December 2022 financials – items 1-10 and to forward to the Board for approval. Motion passed unanimously.</b></p>

**DESERT HEALTHCARE DISTRICT  
FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE  
MEETING MINUTES  
January 11, 2023**

	\$3.6M of the current year grant budget available for grant awards	
<b>VIII. Other Matters</b>		
<b>1. LPMP Lease Renewal – Palm Tree Clinical, Suite 1E 201 – 5-year</b>	Chris Christensen, CAO, described the lease renewal for Palm Tree Clinical at the Las Palmas Medical Plaza and the 5-year occupancy. The tenant received deferred rent from COVID relief with two remaining payments. The lease extension is 5-years at \$1.65/sq. ft., tenant improvements for \$10/sq. ft., and a net lease income of \$409k.	<b>Moved and seconded by Director De Lara and Chair Shorr to approve the LPMP Lease Renewal – Palm Tree Clinical, Suite 1E 201 – 5-year and forward to the Board for approval. Motion passed unanimously.</b>
<b>2. LPMP Security Coverage – Possible Increase</b>	Chris Christensen, CAO, described the recent break-in at the Las Palmas Medical Plaza on Christmas Day at Quest Diagnostics through the adjoining wall to gain access to the pharmacy, including previous security challenges. Staff is proposing weekend security coverage that would increase the tenant CAM charges by \$.11/sq. ft., with the possibility of installing cameras for enhanced coverage. The committee recommends, if necessary, security signage and additional lighting.	<b>Moved and seconded by Director De Lara and Vice-President Zavala to approve the Las Palmas Medical Plaza Increase in Security Coverage and Collected Costs through the Tenant’s CAM Fees and forward to the Board for approval. Motion passed unanimously.</b>
<b>3. Request for Proposal – Audit Firms for 06/30/2023 annual audit</b>	Chris Christensen, CAO, described the relationship with the current audit firm and discussions with the committee to change audit firms, further outlining the	<b>Moved and seconded by Director De Lara and Vice-President Zavala to approve the Request for Proposal – Audit Firms for 06/30/2023 annual audit and forward to the Board for approval.</b>



**DESERT HEALTHCARE DISTRICT  
FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE  
MEETING MINUTES  
January 11, 2023**

	Request for Proposals list of auditing firms that also focus specifically on single audits.	Motion passed unanimously.
<b>IX. Adjournment</b>	Chair Shorr adjourned the meeting at 5:35 p.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: \_\_\_\_\_  
Arthur Shorr, Chair/Treasurer, Board of Directors  
Finance & Administration Committee Member  
Desert Healthcare District Board of Directors

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

DRAFT

**DESERT HEALTHCARE DISTRICT  
PROGRAM COMMITTEE MEETING  
MEETING MINUTES  
January 10, 2023**

<b>Directors Present via Video Conference</b>	<b>District &amp; Legal Counsel Staff Present via Video Conference</b>	<b>Absent</b>
President Evett PerezGil Vice-President Carmina Zavala, PsyD Director Leticia De Lara, MPA	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, CAO Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement Jana Trew, SPO, Senior Program Officer, Behavioral Health Meghan Kane, MPH, Senior Program Officer, Public Health Andrea S. Hayles, Board Relations Officer	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>I. Call to Order</b>	The meeting was called to order at 5:00 p.m. by Chair PerezGil.	
<b>II. Approval of Agenda</b>	Chair PerezGil asked for a motion to approve the agenda.	<b>Moved and seconded by Director De Lara and Vice-President Zavala to approve the agenda. Motion passed unanimously.</b>
<b>III. Meeting Minutes</b> <b>1. December 13, 2022</b>	Chair PerezGil asked for a motion to approve the December 13, 2022, meeting minutes.	<b>Moved and seconded by Vice-President Zavala and Director PerezGil to approve the December 13, 2022, meeting minutes. Motion passed unanimously (Director De Lara abstained)</b>
<b>IV. Public Comment</b>	There were no public comments.	
<b>V. Old Business</b>  <b>1. Grant Payment Schedule</b>  <b>2. Grant Applications and RFP Proposals Submitted and Under Review</b>	Chair PerezGil inquired with the committee concerning any questions about the grant payment schedule and grant applications and RFP proposals submitted and under review.  There were no questions or comments.	
<b>VI. Program Updates</b>		

**DESERT HEALTHCARE DISTRICT  
PROGRAM COMMITTEE MEETING  
MEETING MINUTES  
January 10, 2023**

<p><b>1. Progress and Final Reports Update</b></p>	<p>Chair PerezGil inquired if the committee had any questions concerning the progress and final reports.</p> <p>Director De Lara inquired about the upcoming grantee meetings and whether there is any renewed interest since the \$5k increase in mini grants, and if staff is contacting agencies, including potential applicants awaiting completed financial audits.</p> <p>Donna Craig, Chief Program Officer, described communicating with agencies applying for mini grants at the prior amount to increase their request. The District's assistance with organizations that have on no occasion had audited financials, the limitations on solicitations related to AB 2414, and organizations the District has previously funded. After the conclusion of the grant reports, agencies have the option to reapply for funding. Ms. Craig also described the upcoming annual report and a partnership with the Regional Access Project Foundation with NPO Centric for grantee capacity building.</p> <p>The committee also inquired about Alianza Nacional de Campesinas' final grant report, which excludes collaborations with FIND Food Bank. Ms. Craig described Alianza's partnership</p>	
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**DESERT HEALTHCARE DISTRICT  
PROGRAM COMMITTEE MEETING  
MEETING MINUTES  
January 10, 2023**

	with Food Forward – a statewide organization that gathers discarded food from agricultural areas.	
<b>VII. Grant Funding Requests</b>		
<b>1. Grant #1363 Pegasus Riding Academy – Pegasus Equine Assisted Therapy - \$60,092 – Goal #2 – Expand Community Access to Primary Care and Specialty Services</b>	<p>Donna Craig, Chief Program Officer, highlighted the site visit at Pegasus Riding Academy, the clients receiving the equine-assisted therapy, and the volunteers from Phoenix Rising, a recovery center on the property. The committee inquired about the strategies for cultural competency and staffing challenges for expanding to the east Valley for additional outreach. Ms. Craig described the limited staff while relying on volunteers and educators as a resource, and a more diverse board of directors.</p>	<p><b>Moved and seconded by Director De Lara and Vice-President Zavala to approve Grant #1363 Pegasus Riding Academy – Pegasus Equine Assisted Therapy - \$60,092 – Goal #2 – Expand Community Access to Primary Care and Specialty Services and forward to the Board for approval. Motion passed unanimously.</b></p>
<b>2. Grant #1333 Organizacion en California de Lideres Campesinas: Healthcare Equity for ECV Farmworker Women and Families - \$150,000 (24 months) Goal #3 – Community Access to Behavioral Health Services</b>	<p>Donna Craig, Chief Program Officer, described the agency's work with the Coachella Valley Equity Collaborative, previous denial due to the lack of audited financials, and reapplying for funding.</p>	<p><b>Moved and seconded by Director De Lara and Vice-President Zavala to approve Grant #1333 Organizacion en California de Lideres Campesinas: Healthcare Equity for ECV Farmworker Women and Families - \$150,000 (24 months) Goal #3 – Community Access to Behavioral Health Services and forward to the Board for approval. Motion passed unanimously.</b></p>
<b>VIII. Committee Members Comments</b>	<p>Director De Lara thanked Donna Craig, Chief Program Officer, for meeting with her to develop an understanding of the grant review process and thanking President PerezGil for the</p>	

DESERT HEALTHCARE DISTRICT  
PROGRAM COMMITTEE MEETING  
MEETING MINUTES  
January 10, 2023

	opportunity to serve on the committee.	
<b>IX. Adjournment</b>	Chair PerezGil adjourned the meeting at 5:24 p.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: \_\_\_\_\_  
Evett PerezGil, Chair/ President, Board of Directors  
Program Committee

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

DRAFT

DESERT HEALTHCARE DISTRICT								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
December 31, 2022								
TWELVE MONTHS ENDING JUNE 30, 2023								
			Approved	6/30/2022	Current Yr	Total Paid Prior Yrs	Total Paid Current Yr	Open
Grant ID Nos.	Name	Grants - Prior Yrs	Bal Fwd	2021-2022	July-June	July-June	BALANCE	
2014-MOU-BOD-11/21/13	Memo of Understanding CVAG CV Link Support	\$ 10,000,000	\$ 4,990,000		\$ -		\$ 4,990,000	
2021-1136-BOD-01-26-21	Ronald McDonald House Charities - Temporary Housing & Family Support Services - 1 Yr.	\$ 119,432	\$ 11,944		\$ 11,944		\$ -	
2021-1171-BOD-03-23-21	Blood Bank of San Bernardino/Riverside Counties - Bloodmobiles for Coachella Valley - 18 Months	\$ 150,000	\$ 15,000		\$ 15,000		\$ -	
2021-1266-BOD-04-27-21	Galilee Center - Our Lady of Guadalupe Shelter - 1 Yr.	\$ 150,000	\$ 15,000		\$ 15,000		\$ -	
2021-1277-BOD-04-27-21	Lift To Rise - United Lift Rental Assistance 2021 - 8 Months	\$ 300,000	\$ 30,000		\$ 30,000		\$ -	
2021-1280-BOD-05-25-21	Desert AIDS Project - DAP Health Expands Access to Healthcare - 1Yr.	\$ 100,000	\$ 10,000		\$ 10,000		\$ -	
2021-1296-BOD-11-23-21	Coachella Valley Volunteers In Medicine - Improving Access to Healthcare Services - 1 Yr.	\$ 154,094	\$ 84,752		\$ 69,342		\$ 15,410	
2021-1289-BOD-12-21-21	Desert Cancer Foundation - Patient Assistance Program - 1 Yr.	\$ 150,000	\$ 82,500		\$ 67,500		\$ 15,000	
2022-1301-BOD-01-25-22	UCR Regents - Community Based Interventions to Mitigate Psychological Trauma - 1 Yr.	\$ 113,514	\$ 62,433		\$ 51,081		\$ 11,352	
2022-1302-BOD-01-25-22	Vision To Learn - Palm Springs, Desert Sands, and Coachella Valley School Districts 1 Yr.	\$ 50,000	\$ 27,500		\$ 22,500		\$ 5,000	
2022-1303-BOD-01-25-22	CSU San Bernardino Palm Desert Campus Street Medicine Program - 1 Yr.	\$ 54,056	\$ 29,731		\$ 24,325		\$ 5,406	
2022-1306-BOD-02-22-22	Olive Crest Treatment Center - General Support for Mental Health Services - 1 Yr.	\$ 123,451	\$ 67,898		\$ 55,553		\$ 12,345	
2022-1311-BOD-04-26-22	Desert Arc - Healthcare for Adults with Disabilities Project Employment of Nurses - 1 Yr.	\$ 102,741	\$ 56,508		\$ 46,233		\$ 10,275	
2022-1313-BOD-04-26-22	Angel View - Improving Access to Primary and Specialty Care Services for Children With Disabilities 1 Yr.	\$ 76,790	\$ 42,235		\$ -		\$ 42,235	
2022-1314-BOD-05-24-22	Voices for Children - Court Appointed Special Advocate Program - 1 Yr.	\$ 60,000	\$ 60,000		\$ 27,000		\$ 33,000	
2022-1325-BOD-06-28-22	Vision Y Compromiso - CVEC Unrestricted Grant Funds - 2 Yrs.	\$ 150,000	\$ 150,000		\$ 33,750		\$ 116,250	
2022-1327-BOD-06-28-22	Youth Leadership Institute - Youth Voice in Mental Health - 2 Yrs.	\$ 50,000	\$ 50,000		\$ 11,250		\$ 38,750	
2022-1328-BOD-06-28-22	El Sol - Expanding Access to Educational Resources for Promotoras - 2 Yrs.	\$ 150,000	\$ 150,000		\$ 33,750		\$ 116,250	
2022-1331-BOD-06-28-22	Pueblo Unido - Improving Access to Behavioral Health Education and Prevention Services - 2 Yrs.	\$ 50,000	\$ 50,000		\$ 11,250		\$ 38,750	
2022-0965-BOD-06-28-22	Desert Healthcare Foundation - Behavioral Health Initiative Expansion - 3 Yrs.	\$ 2,000,000	\$ 2,000,000		\$ 2,000,000		\$ -	
2022-22-15-BOD-06-28-22	Carry over of remaining Fiscal Year 2021/2022 Funds*	\$ 2,566,566	\$ 2,566,566		\$ 2,566,566		\$ -	
2022-1324-BOD-07-26-22	Galilee Center - Our Lady of Guadalupe Shelter - 2 Yr.			\$ 100,000		\$ 22,500	\$ 77,500	
2022-1332-BOD-07-26-22	Alianza CV - Expanding and Advancing Outreach Through Increasing Capacity Development - 2 Yrs.			\$ 100,000		\$ 22,500	\$ 77,500	
2022-1329-BOD-09-27-22	DPMG - Mobile Medical Unit - 3 Yrs.			\$ 500,000		\$ 50,000	\$ 450,000	
2022-1350-BOD-09-27-22	JFK Memorial Foundation - Behavioral Health Awareness and Education Program - 1 Yr.			\$ 57,541		\$ 25,893	\$ 31,648	
2022-1355-BOD-09-27-22	Joslyn Center - The Joslyn Wellness Center - 1 Yr.			\$ 85,000		\$ 38,250	\$ 46,750	
2022-1361-BOD-09-27-22	DAP Health - DAP Health Monkeypox Virus Response - 1 Yr.			\$ 586,727		\$ 101,710	\$ 485,017	
2022-1356-BOD-10-25-22	Blood Bank of San Bernardino/Riverside Counties - Coachella Valley Therapeutic Apheresis Program - 1 Yr.			\$ 140,000		\$ 63,000	\$ 77,000	
2022-1358-BOD-10-25-22	Foundation for Palm Springs Unified School District - School-Based Wellness Center Project - 1 Yr.			\$ 110,000		\$ 49,500	\$ 60,500	
2022-1362-BOD-10-25-22	Jewish Family Service of the Desert - Mental Health Counseling Services for Underserved - 2 Yrs.			\$ 160,000		\$ 36,000	\$ 124,000	
2022-1326-BOD-12-20-22	TODEC - TODEC's Equity Program - 2 Yrs.			\$ 100,000		\$ -	\$ 100,000	
2022-1330-BOD-12-20-22	OneFuture Coachella Valley - Building a Healthcare Workforce Pipeline - 2 Yrs.			\$ 605,000		\$ -	\$ 605,000	
2022-1369-BOD-12-20-22	ABC Recovery Center - Cost of Caring Fund Project - 1 Yr.			\$ 332,561		\$ -	\$ 332,561	
TOTAL GRANTS		\$ 16,670,644	\$ 10,552,067	\$ 2,876,830	\$ 5,102,044	\$ 409,353	\$ 7,917,499	
Amts available/remaining for Grant/Programs - FY 2022-23:								
Amount budgeted 2022-2023			\$ 4,000,000			G/L Balance:	12/31/2022	
Amount granted through December 31, 2022:			\$ (2,876,830)					
Mini Grants:	1321; 1322; 1323; 1364		\$ (20,000)			2131	\$ 4,397,499	
Financial Audits of Non-Profits; Organizational Assessments			\$ -			2281	\$ 3,520,000	
Net adj - Grants not used:	FY 21-22 Funds		\$ 2,566,566			Total	\$ 7,917,499	
Matching external grant contributions			\$ -				\$ 0	
Balance available for Grants/Programs			\$ 3,669,736					
* Value listed in Total Paid column reflects funds granted from carryover funds. Actual grant payments will be reflected under the respective grant.								





**DESERT HEALTHCARE  
DISTRICT & FOUNDATION**

Date: January 10, 2023  
To: Program Committee  
Subject: Grant Applications and RFP Proposals Submitted and Under Review

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**Staff Recommendation:** Information only.

**Grant Applications:** The following grant applications have been submitted and under review by the grants team and are pending either proposal conferences and or a site visit or have been approved by the board of directors. Recommendations/suggested decisions will be brought forward to the February 2023 Program Committee for possible action:

1. #1363 Pegasus Riding Academy - \$60,092 – *Pegasus Equine Assisted Therapy Program*. Use of District funds: to increase Pegasus’ capacity to serve additional individuals in need, specifically program/services; program staffing; and transportation costs
  - a. Status: Proposal conference was conducted on 12/8 and with a few suggested revisions, the application has been resubmitted and is on the agenda for review and determination at the Program Committee’s January 10, 2023 meeting.
2. #1372 Reynaldo J. Carreon MD Foundation - \$50,000 *Dr. Carreon Scholarship Program*. Use of District funds: Scholarships to low income high school students of Mexican-American descent and other minorities who desire to enter the health care or mental health care career pathway.
  - a. Status: Proposal conference is scheduled for January 10, 2023.
3. #1370 HARP-PS (HIV+Aging Research Project – Palm Springs) \$5,000 mini grant – *The Positive Connections 50+ Virtual Village* – Use of Funds: development of an on-line platform to reduce isolation, foster support systems, and connect Older People Living With HIV to needed behavioral health, medical, and supportive services.
  - a. Status: Proposal conference scheduled for January 11, 2023
4. #1371 California CareForce - \$10,000 -*Riverside County Free Healthcare Clinic 2023*. Use of Funds: to support the clinic through disposable dental, vision and medical supplies
  - a. Status: Proposal conference scheduled for January 11, 2023.
5. #1333 Organizacion en California de Lideres Campesinas - \$150,000 (24 months) – *Healthcare Equity for ECV Farmworker Women and Families* – Use of Funds: Lideres Compesinas is part of the CV Equity Collaborative’s core operating project support. This application was originally declined as the organization did not have audited financials. Audited financials have now been completed in December and was reviewed and accepted by the District fiscal team.

- a. Status: The request is on the agenda for review and determination at the Program Committee's January 10, 2023 meeting.
- 6. #1373 Palms to Pines Parasports - \$5,000 mini grant – *Leveling the Playing Field*.  
Use of funds: Leveling the playing field ultimately means creating a more inclusive society so that people with disability have equitable access to all opportunities. Specifically this program will enable us to continue to offer and expand opportunities for sports and other activities. Funds will be used to pay for coaching, equipment and some admin.
  - a. Status: Proposal conference scheduled for January 11, 2023.



**Date:** January 10, 2023

**To:** Program Committee – District

**Subject:** Progress and Final Grant Reports 12/1/2022 – 12/31/2022

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**The following progress and final grant reports are included in this staff report:**

**Alianza Nacional De Campesinas Inc. # 1323**

Grant term: 8/1/2022 – 11/30/2022

Original Approved Amount: \$5,000.

**Mini Grant Final Report** covering the time period from: 8/1/2022 – 11/30/2022

Dear Desert HealthCare District,

Alianza Nacional de Campesinas would like to thank you for your support of our Monthly Southeast Coachella Food Distribution. Because of your generosity, we have helped serve 4,500 farmworker families in need of fresh produce and water along with several everyday basic necessity items:

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**Grant #** Mini Grant #1323

**Name of Organization:** *Alianza Nacional de Campesinas, Inc.*

**Grant Period:** August 1, 2022 - November 30, 2022

### **Project Narrative**

The COVID-19 pandemic put on full display the cruel, inhuman nature of our country's food system. Farmworkers were hit disproportionately hard, after being labeled "essential workers" by the Trump administration, they had to labor without adequate personal protective equipment (PPE) in already exploitative conditions as the virus raged. To make matters worse, many workers - especially in California, which leads the country in terms of milk, vegetable, and fruit production - had their hours cut or lost their jobs entirely. As an organization that works primarily with farmworker women, we saw these challenges in all their complexity, with working mothers struggling to provide baby formula for infants as they had to keep working in the fields and at home.

Rising to meet the combined health and food challenges that our farmworker community faced, Alianza Nacional de Campesinas began to organize food and PPE distribution drives. Monthly, in partnership with Lideres Campesinas, Polo's Pantry, Food Forward, Water Drop Los Angeles, Burrtec, Mision San Jose, la Viña del Senor and Coachella Valley Volunteers in Medicine, our network distributed critical care and resources to approximately 1,600 families. Over the course of this project, we reached people across 15 communities in the southeastern Coachella Valley including Thermal, Oasis, Mecca, North Shore, Salton City, and Desert Cities. Our efforts reached migrants from Mexico and other Central American countries, as well as historically marginalized Mexican-Americans, Latinx, Pacific Islanders, Caucasians, and representatives of Indigenous communities, such as Purépecha, and others who speak Tarasqué.

Our project repeatedly went over budget. Receiving \$5,000 for the project that would run for four months, we paid one staff person for their time, offered mileage compensation to them as well, and provided small stipends for volunteers. Averaging between \$1000 to \$1300 a month in compensation, our expenses generally ran close to \$3000. Besides people's time, we had to pay for forklift services, garbage collection and sanitation, truck rentals, gas, and on-site supplies like gloves, EZ-UPs, tables, garbage bags, and box cutters. We met this deficit by relying on donations and volunteers.

### **Objectives:**

### **Results and Impact**

- *How many families were helped each month?*

Around 1,600

- *Who helped (collaborators)*
  - *Water drop*
  - *Food Forward*
  - *Inland Empire Healthcare Plan*
  - *Mision San Jose*
  - *Burrttec*
  - *Lideres Campesinas*
  - *Alianza Nacional de Campesinas*
  - *Desert HealthCare District Foundation*
  - *Polo's Pantry*
  - *Volunteers of Medicine in Coachella Valley*
  - *Baby2Baby*
  - *La Vina del Senor*

### **Challenges**

One of the critical challenges that we encountered was financial. Our expenses for the food and PPE distribution events went regularly over budget. We managed to make up for the deficit by relying extensively on donations and volunteers.

Overcoming the stigma that is attached to receiving assistance was also a challenge. Many workers are proud to provide for themselves and their family members, many who live in Mexico, and are reluctant to receive support. To address this problem, we conducted extensive outreach within farmworker communities by providing brochures at events and posting information in public, as well as on social media. We also ran radio ads to notify the public.

A still further challenge we encountered was providing services to people who live away from distribution sites, especially those with special needs and who were sick with COVID. To reach these populations, we made delivery part of our outreach services. Or rather, in addition to setting up a monthly distribution site where workers received goods, we also went to various Trailer Park home communities, as well as some worksites.

### **Proposal for more funding and need**

Instead of diminishing over the year, we have seen the need increase both for PPE and food. Farmworker salaries have not risen during the pandemic, while the illness still strikes our country's essential workers without letting up. For these reasons, we are continuing our food and PPE distribution events into 2023. One positive result from our efforts during this trying time is that we have gained the trust of many farmworker families, as well as improved our distribution activities. This has allowed us to improve our efficiency as we reach more people in need.

In terms of more funding this year, we will need to compensate our staff for their time and travel expenses. We plan on including more staff, especially in terms of conducting outreach and at events. Currently, many who have been assisting us have been volunteers. We also plan on paying food vendors to be present at distribution events. This will draw more people to our sites as well as offer another source of nutrition to families.

Additionally, besides staff time, our outreach expenses in terms of communication will increase as we scale-up. We anticipate more need for brochures, as well as for radio time. These expenses will help us maintain the connections that we have already made during the past few months as we continue to reach people who have yet to receive critical care and resources.