



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE**  
**January 11, 2023**

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Chair/Treasurer Arthur Shorr Vice-President Carmina Zavala, PsyD Director Leticia De Lara, MPA	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	

AGENDA ITEMS	DISCUSSION	ACTION
<b>I. Call to Order</b>	Chair Shorr called the meeting to order at 5:36 p.m.	
<b>II. Approval of Agenda</b>	Chair Shorr asked for a motion to approve the agenda and move item 7.2. after the public comments.	<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>Minutes – Meeting December 13, 2022</b>	Chair Shorr asked for a motion to approve the minutes of the December 13, 2022, F&A Committee meeting.	<b>Moved and seconded by Director De Lara and Chair Shorr to approve the December 13, 2022, meeting minutes. Director De Lara and Vice-President Zavala abstained from their votes as newly appointed committee members. The motion failed.</b>
<b>V. CEO Report</b>	There was no CEO Report.	
<b>VI. Financial Report</b>  1. <b>Financial Statements</b> 2. <b>Deposits</b> 3. <b>Check Register</b> 4. <b>Credit Card Expenditures</b> 5. <b>General Grants Schedule</b>	Chris Christensen, CAO, reviewed the December financials with the committee highlighting the major grant expense year-to-date at \$2.2M in accordance with the updated accounting standard identified in the FY22 audit. Formerly, grant revenue was recognized in the prior year (FY22), such as the \$2M Behavioral Health Initiative, but not expensed. Future grant awards related to the previously	<b>Moved and seconded by Director De Lara and Vice-President Zavala to approve the December 2022 financials and forward to the board for approval. Motion passed unanimously.</b>



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE**  
**January 11, 2023**

	recognized revenue will be expensed in the year incurred.	
<b>VII. Other Matters</b>		
<p><b>1. Consulting Services Agreement – CONCUR, Inc. - Addendum #5 – Cost Increase from \$191,573 to \$215,000</b></p>	<p>Chris Christensen, CAO, described the background with CONCUR and air quality matters in the Eastern Coachella Valley, detailing the initial contract amount and recommending an addendum with an increase of approximately \$25k with an extension through June 2023.</p>	<p><b>Moved and seconded by Director De Lara and Vice-President Zavala to approve the Consulting Services Agreement – CONCUR, Inc. - Addendum #5 – Cost Increase from \$191,573 to \$215,000 and forward to the Board for approval. Motion passed unanimously.</b></p>
<p><b>2. Promotoras Recognition Event – April 21, 2023 – \$105,357.77</b></p>	<p>Conrado Bázquez, MD, CEO, described last month's committee meeting that he could not attend due to a conflict, the misunderstanding of last year's \$40k approval, and collaborating with Momentus for the event and fundraising to offset the additional costs upon Board approval.</p> <p>Frank Goldstin, Momentus, provided an overview of the organization and its work with various events in the area while collaborating with leading non-profits and describing the overall event fees and potential modifications.</p> <p>The committee discussed and asked questions about the costs, venue, and an outline of the program, which drives the costs.</p> <p>Chair Shorr moved to commit up to \$50k of Foundation funds with remaining funding requiring sponsorships and fundraising.</p>	<p><b>Moved and seconded by Director De Lara and Vice-President Zavala to approve the Promotoras Recognition Event – April 21, 2023 – \$105k allocation with the expectation that staff obtains sponsors to offset the additional \$65k from the \$40k funding commitment and forward to the Board for approval. Motion passed 2-0 (Chair Shorr voted present)</b></p>



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE**  
**January 11, 2023**

	<p>There was no second for the motion.</p> <p>Director De Lara motioned to allow a \$105k allocation with the expectation that staff obtains sponsors to offset the additional \$65k from the \$40k funding commitment. The committee requested sponsors cover the costs of alcoholic beverages and fundraising for the event.</p> <p>Chair Shorr described his concerns that other organizations require appreciation, and the staff consider of a recognition day, which doesn't require an elaborate setting. Director De Lara is confident that the sponsors will provide the additional funding given the District's support of these agencies, further describing the promotoras' role and their work and services in hard-to-reach populations of the Coachella Valley.</p>	
<p><b>VIII. Adjournment</b></p>	<p>Chair Shorr adjourned the meeting at 6:19 p.m.</p>	<p><b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b></p>

DocuSigned by:  
  
 ATTEST: \_\_\_\_\_  
 Arthur Shorr, Chair/Treasurer, Board of Directors  
 Finance & Administration Committee  
 Desert Healthcare Foundation Board of Directors

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