



**DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
March 14, 2023**

Directors Present via Video Conference	District & Legal Counsel Staff Present via Video Conference	Absent
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 Jana Trew, SPO, Senior Program Officer, Behavioral Health Meghan Kane, MPH, Senior Program Officer, Public Health Andrea S. Hayles, Board Relations Officer	Alejandro Espinoza, Chief of Community Engagement

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	The meeting was called to order at 5:01 p.m. by Chair PerezGil.	
II. Approval of Agenda	Chair PerezGil asked for a motion to approve the agenda.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the agenda. Motion passed unanimously.
III. Meeting Minutes 1. February 14, 2023	Chair PerezGil asked for a motion to approve the February 14, 2023 meeting minutes.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the February 14, 2023, meeting minutes. Motion passed unanimously.
IV. Public Comment	There were no public comments.	
V. CEO Report 1. Consideration to approve and forward to the board a Diversity, Equity, and Inclusion (DEI) Skill Development Proposal with Activate Inclusion for Board and Staff training	Conrado E. Bárzaga, MD, CEO, provided an overview of discussions on Diversity, Equity, and Inclusion and the recommendation from Vice-President Zavala for Activate Inclusion, which fits the needs of the District reflecting the demographic shift as a result of the expansion in the community for the board and staff tailored to the needs and work of the	Moved and seconded by Vice-President Zavala and Director De Lara to approve the Diversity, Equity, and Inclusion (DEI) Skill Development Proposal with Activate Inclusion for Board and Staff training and forward to the Board for approval. Motion passed unanimously.



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	<p>District, also a component to advance equity in grantmaking.</p>	
<p>VI. Old Business</p> <ol style="list-style-type: none"> 1. Consideration to approve and forward to the Board a 4-month no-cost grant extension for Grant #1296 – Coachella Valley Volunteers in Medicine – Improving Access to Healthcare Services – Strategic Plan Goal #2: Proactively expand community access to primary and specialty care services / Strategy 2.4 Provide funding support to community organizations providing primary and specialty care via telehealth 2. Consideration to approve and forward the Board revisions to Policy #OP-5 – Grant & Mini Grant Policy 3. Consideration to adopt the Foundant Grant Lifecycle Manager grant management software platform from the current Blackbaud Grantmaking software 	<p>Chair PerezGil described the 4-month no-cost grant extension for Coachella Valley Volunteers in Medicine – Improving Access to Healthcare Services inquiring about any questions.</p> <p>There were no questions or comments.</p> <p>Chair PerezGil inquired on any questions concerning the modifications to the Grant & Mini Grant Policy.</p> <p>There were no questions or comments.</p> <p>Dr. Bárzaga, CEO, described the comparable costs of Blackbaud, the current grant management software, and the Foundant Grant Lifecycle Manager platform, which is more user-friendly for the grantees and staff. The Regional Access Project Foundation (RAP) uses the platform and has no objections to the software.</p>	<p>Moved and seconded by Director De Lara and Vice-President Zavala to approve Grant #1296 – Coachella Valley Volunteers in Medicine – Improving Access to Healthcare Services 4-month no-cost grant extension and forward to the Board for approval. Motion passed unanimously.</p> <p>Moved and seconded by Director De Lara and Vice-President Zavala to approve revisions to Policy #OP-5 – Grant & Mini Grant Policy and forward to the Board for approval. Motion passed unanimously.</p> <p>Moved and seconded by Director De Lara and Vice-President Zavala to approve to adopt the Foundant Grant Lifecycle Manager grant management software platform and forward to the Board for approval. Motion passed unanimously.</p>



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<p>4. Desert Healthcare District/Regional Access Project Foundation Health/Mental Health partnership RFP – UPDATE</p>	<p>Donna Craig, Chief Program Officer, described the closure of the Letters of Intent (LOI), the forty-five submissions, District and RAP staff reviewing the LOIs, with a determination of fifteen unfit for eligibility, and thirty invited to submit applications. In April, staff will review the applications with over \$2.8M in funding.</p> <p>Dr. Bárzaga, CEO, provided an update indicating that due to the number of applications and for all grantee qualifications, the RAP Foundation is supplementing another \$100k to the RFP, inquiring about a consensus from the committee to forward a \$100k additional match from the District for action to the Board.</p> <p>The committee recommended forwarding the additional \$100k match from the District to the Board for review and approval.</p>	
<p>VII. Program Updates</p> <ol style="list-style-type: none"> 1. Progress and Final Reports Update 2. Grant Applications and RFP Proposals Submitted and Under Review 3. Grant Payment Schedule 	<p>Chair PerezGil inquired with the committee concerning any questions about the progress and final reports, grant applications and RFP proposals submitted and under review, and the grant payment schedule.</p> <p>Director De Lara inquired if Well in the Desert obtained their financial audit; however, mini-</p>	



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	grant approval does not necessitate audited financials.	
VIII. Grant Funding Requests		
1. Grant #1377 Coachella Valley Journalism Foundation \$300,000 over 3 years to fund 2 Desert Sun and KESQ-TV reporters – declined by staff	<p>Donna Craig, Chief Program Officer, described the declination of the Coachella Valley Journalism Foundation grant request due to several criteria outside of the District’s guidelines for grantmaking, including the priorities within the strategic plan.</p> <p>The committee supports the grant recommendation of declination based on the criteria presented by staff.</p>	<p>Moved and seconded by Director De Lara and Vice-President Zavala to decline Grant #1377 Coachella Valley Journalism Foundation \$300,000 over 3 years to fund 2 Desert Sun and KESQ-TV reporters and forward to the Board for approval of the declination. Motion passed unanimously.</p>
IX. Committee Members Comments		
X. Adjournment	Chair PerezGil adjourned the meeting at 5:21 p.m.	Audio recording available on the website at http://dhcd.org/Agendas-and-Documents

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ATTEST: _____

Evett PerezGil, Chair/ President, Board of Directors
Program Committee

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