



**DESERT HEALTHCARE DISTRICT**  
**FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE**  
**MEETING MINUTES**  
**June 14, 2023**

<b>Directors Present</b>	<b>District Staff Present</b>	<b>Absent</b>
Vice-President Carmina Zavala, PsyD Director Leticia De Lara, MPA	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Donna Craig, Chief Program Officer Alejandro Espinoza, Chief of Community Engagement Eric Taylor, Accounting Manager Andrea S. Hayles, Board Relations Officer	Chair/Treasurer Arthur Shorr

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>I. Call to Order</b>	Director De Lara called the meeting to order at 5:00 p.m. in Chair Shorr's absence.	
<b>II. Approval of Agenda</b>	Director De Lara asked for a motion to approve the agenda.	<b>Moved and seconded by Vice-President Zavala and Director De Lara and to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	There was no public comment.	
<b>IV. Approval of Minutes</b> <b>1. F&amp;A Minutes – Meeting May 10, 2023</b>	Director De Lara motioned to approve the May 10, 2023, meeting minutes.	<b>Moved and seconded by Vice-President Zavala and Director De Lara to approve the May 10, 2023, meeting minutes. Motion passed unanimously.</b>
<b>V. CEO Report</b>	There was no CEO Report.	
<b>VI. Chief Administration Officer's Report</b>	Chris Christensen, CAO, described the annual interim audit field work with the new audit firm from prior years. The expanded security commenced on June 1 at the Las Palmas Medical Plaza with recent activity by thieves, vandals, and trespassers on the premises. The Plaza is 94% occupied with the broker actively showing the vacant suites.	
<b>VII. Financial Reports</b>		



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<b>1. District and LPMP Financial Statements</b> <b>2. Accounts Receivable Aging Summary</b> <b>3. District – Deposits</b> <b>4. District – Property Tax Receipts</b> <b>5. LPMP Deposits</b> <b>6. District – Check Register</b> <b>7. Credit Card – Detail of Expenditures</b> <b>8. LPMP – Check Register</b> <b>9. Retirement Protection Plan Update</b> <b>10. Grant Payment Schedule</b>	<p>Chris Christensen, CAO, reviewed the May financials with the committee summarizing the property tax revenue income increase by 14% from last year, including the net income. Mr. Christensen summarized the Las Palmas Medical Plaza income and expenses. The District investments have increased by \$3M from the prior year.</p> <p>The Union Bank merger with US Bank has been successful. There is a learning curve with the new online platform. Mr. Christensen outlined the \$2.2M in grant funds remaining for the fiscal year.</p>	<p><b>Moved and seconded by Vice-President Zavala and Director De Lara and to approve the May 2023 financials – items 1-10 and forward to the Board for approval.</b></p> <p><b>Motion passed unanimously.</b></p>
<b>VIII. Other Matters</b>  <b>1. Board Governance-Building Proposal – TWC Healthcare Consulting, LLC, dba The Walker Company – Effective July 1, 2023 - December 1, 2023 – NTE \$38,000</b>	<p>Conrado Bárzaga, CEO, provided an overview of Larry Walker's governance session with the Board and moving forward with an agreement through December on governance development.</p>	<p><b>Moved and seconded by Vice-President Zavala and Director De Lara and to approve TWC Healthcare Consulting, LLC, dba The Walker Company Proposal Effective July 1, 2023 - December 1, 2023 – NTE \$38,000 and forward to the Board for approval.</b></p> <p><b>Motion passed unanimously.</b></p>
<b>IX. Adjournment</b>	<p>Director De Lara adjourned the meeting at 5:19 p.m.</p>	<p><b>Audio recording available on the website at</b>  <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></p>

ATTEST: \_\_\_\_\_  
 Leticia De Lara, Director, Board of Directors  
 Finance & Administration Committee Member  
 Desert Healthcare District Board of Directors

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