



DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee
February 14, 2024

The Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare District will be held at 6:00 PM, or immediately following the F&A Committee District meeting Wednesday, February 14, 2024 via Zoom using the following link:

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

Members of the public can also participate by telephone, using the following dial in information:

Dial in #:(669) 900-6833 or (888) 788-0099
Webinar ID: 837 4378 8340
Password: 108761

AGENDA

I. CALL TO ORDER

II. APPROVAL OF AGENDA

III. PUBLIC COMMENT

At this time, comments from the audience may be made on items not listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. The Committee has a policy of limiting speakers to not more than three minutes. The Committee cannot take action on items not listed on the agenda. Public input may be offered on an agenda item when it comes up for discussion and/or action.

IV. APPROVAL OF MINUTES

- 1. F&A Meeting Minutes – January 10, 2024 – Pg. 2-3

ACTION

V. CEO REPORT

Information

VI. FINANCIAL REPORT

- 1. Financial Statements – Pg. 4-8
- 2. Deposits – Pg. 9-10
- 3. Check Register – Pg. 11
- 4. Credit Card Expenditures – Pg. 12
- 5. General Grants Schedule – Pg. 13-14

ACTION

VII. OTHER MATTERS

VIII. ADJOURNMENT

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

Andrea S. Hayles

Andrea S. Hayles, Board Relations Officer



DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE
January 10, 2024

Directors Present via Video Conference	District Staff Present via Video Conference	Absent
Vice-President Carmina Zavala, PsyD Director Leticia De Lara, MPA	Chris Christensen, Interim CEO 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

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Vice-President Zavala called the meeting to order at 5:49 p.m. in Director Shorr’s absence.	
II. Approval of Agenda	Vice-President Zavala 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. Public Comment	There was no public comment	
IV. Approval of Minutes 1. Minutes – Meeting December 13, 2023	Vice-President Zavala asked for a motion to approve the minutes of the December 13, 2023, F&A Committee meeting.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the December 13, 2023 Motion passed unanimously.
V. CEO Report	There was no CEO Report.	
VI. Financial Report 1. Financial Statements 2. Deposits 3. Check Register 4. Credit Card Expenditures 5. General Grants Schedule	Chris Christensen, CAO, reviewed the December financials, highlighting the profit & loss budget. Donna Craig, Chief Program Officer, described the funding to the Eisenhower Lucy Curci Cancer Center Social Services Payment. The committee requested that staff inquire with agencies, such as DPMG Health, that are distributing supplies to people experiencing homelessness and determine if there’s a need related to the \$71k remaining in the Homelessness Initiative.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the December 2023 financials and forward to the board for approval. Motion passed unanimously.



DESERT HEALTHCARE FOUNDATION
FINANCE, ADMINISTRATION, REAL ESTATE, AND LEGAL COMMITTEE
January 10, 2024

VII. Other Matters	There were no other matters.	
VIII. Adjournment	Vice-President Zavala adjourned the meeting at 6:03 p.m.	Audio recording available on the website at http://dhcd.org/Agendas-and-Documents

ATTEST: _____

Carmina Zavala, PsyD, Vice-President, Board of Directors
Finance & Administration Committee Chair
Desert Healthcare Foundation Board of Directors

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

DRAFT

DESERT HEALTHCARE FOUNDATION					
JANUARY 2024 FINANCIAL STATEMENTS					
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Statement of Operations					
Balance sheet					
Allocation of Restricted Funds					
Deposit Detail					
Check Register					
Credit Card Expenditures					
Schedule of Grants					

Desert Healthcare Foundation
Profit & Loss Budget vs. Actual
July 2023 through January 2024

	MONTH			TOTAL		
	Jan 24	Budget	\$ Over Budget	Jul '23 - Jan 24	Budget	\$ Over Budget
Income						
4000 · Gifts and Contributions	80	10,833	(10,753)	34,926	75,831	(40,905)
4003 · Grants	60,826	185,333	(124,507)	1,448,966	1,297,331	151,635
4116 · Bequests - Frederick Lowe	10,527	5,000	5,527	36,838	35,000	1,838
4130 · Misc. Income	0	83	(83)	0	581	(581)
8015 · Investment Interest Income	6,792	12,500	(5,708)	68,157	87,500	(19,343)
8040 · Restr. Unrealized Gain/(Loss)	1,526	(8,333)	9,859	182,555	(58,331)	240,886
Total Income	79,751	205,416	(125,665)	1,771,442	1,437,912	333,530
Expense						
5001 · Accounting Services Expense	1,159	1,167	(8)	8,113	8,169	(56)
5035 · Dues & Memberships Expense	0	42	(42)	27	294	(267)
5057 · Investment Fees Expense	4,059	4,167	(108)	26,944	29,169	(2,225)
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	581	(581)
5101 · DHCD-Exp Alloc Wages& benefits	33,148	33,148	0	232,036	232,036	0
5101.1 · DHCD Labor Allocation to Grants	(14,349)	(14,349)	0	(100,443)	(100,443)	0
5102 · DHCD-Expenses - CVEC	15,250	36,237	(20,987)	202,405	253,659	(51,254)
5106 · Marketing & Communications	0	2,917	(2,917)	5,450	20,419	(14,969)
5110 · Other Expenses	554	417	137	3,468	2,919	549
5115 · Postage & Shipping Expense	0	8	(8)	0	56	(56)
5120 · Professional Fees Expense	0	83	(83)	0	581	(581)
8051 · Major grant expense	43,041	222,833	(179,792)	427,919	1,559,831	(1,131,912)
8052 · Grant Expense - Collective/Mini	0	2,500	(2,500)	0	17,500	(17,500)
Total Expense Before Social Services	82,862	289,253	(206,391)	805,919	2,024,771	(1,218,852)
5054 · Social Services Fund	6,000	10,000	(4,000)	18,000	70,000	(52,000)
Net Income	(9,111)	(93,837)	84,726	947,523	(656,859)	1,604,382

Desert Healthcare Foundation
Balance Sheet Previous Year Comparison
As of January 31, 2024

			Jan 31, 24	Jan 31, 23
ASSETS				
Current Assets				
Checking/Savings				
100 · CASH				
		150 · Petty Cash	237	200
		151 · Checking - Union Bank 7611	0	1,491,460
		152 · Checking - Union Bank 8570	0	100,000
		153 · Checking - US Bank - 7094	488,642	0
		154 · Checking - US Bank - 4946	248,548	0
		Total Checking/Savings	737,427	1,591,660
		Total Accounts Receivable	175,604	263,695
Other Current Assets				
476-486 · INVESTMENTS				
		477 · Morgan Stanley-Investments		
		477.2 · Unrealized Gain/(Loss)	(191,503)	(200,655)
		477 · Morgan Stanley-Investments - Other	2,080,933	2,063,031
		Total 477 · Morgan Stanley-Investments	1,889,430	1,862,376
		486 · Merrill Lynch		
		486.1 · Merrill Lynch Unrealized Gain	630,963	689,738
		486 · Merrill Lynch - Other	2,265,566	2,038,547
		Total 486 · Merrill Lynch	2,896,529	2,728,285
		Total 476-486 · INVESTMENTS	4,785,959	4,590,661
500 · CONTRIBUTIONS -RCVB -CRTS				
		515 · Contrib RCVB-Pressler CRT	70,118	62,367
		530 · Contrib RCVB-Guerts CRT	126,022	126,022
		Total 500 · CONTRIBUTIONS -RCVB -CRTS	196,140	188,389
		601 · Prepaid Payables	4,386	6,034
		Total Other Current Assets	4,986,485	4,785,084
TOTAL ASSETS			5,899,516	6,640,439

Desert Healthcare Foundation
Balance Sheet Previous Year Comparison
As of January 31, 2024

				Jan 31, 24	Jan 31, 23
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
			1000 - Accounts Payable	1,956	18,955
			1052 - Account payable-DHCD Exp Alloc	187,369	65,058
			Total Accounts Payable	189,325	84,013
Other Current Liabilities					
			2183 - Grants Payable-COVID-CARES PHI	154,583	236,894
			2190 - Current - Grants payable	1,061,626	2,228,517
			Total Other Current Liabilities	1,216,209	2,465,411
			Total Current Liabilities	1,405,534	2,549,424
Long Term Liabilities					
			2186 - Grants payable	0	200,000
			Total Liabilities	1,405,534	2,749,424
Equity					
			3900 - Retained Earnings	3,546,460	6,098,389
			Net Income	947,523	(2,207,374)
			Total Equity	4,493,983	3,891,015
TOTAL LIABILITIES & EQUITY				5,899,516	6,640,439

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 01/31/24					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS					
	150 · Petty Cash	237	237	-	-
	153 · Checking - US Bank 7094*	488,642	299,317	189,325	-
	154 · Checking - US Bank 4946*	248,548	100,000	148,548	-
	Total 100 · CASH - UNRESTRICTED	737,427	399,554	337,873	-
Accounts Receivable					
	321 - Accounts Receivable - Other	175,604	-	175,604	-
	Total Accounts Receivable	175,604	-	175,604	-
477 · Invt-Morgan Stanley					
	477.2 · Unrealized Gain	(191,503)	(191,503)	-	-
	477 · Invt-Morgan Stanley	2,080,933	2,080,933	-	-
	Total 477 · Invt-Morgan Stanley	1,889,430	1,889,430	-	-
6441	486.1 · Merrill Lynch Unrealized Gain	630,963	-	630,963	-
	486 · Merrill Lynch	2,265,566	846,614	1,418,952	-
	Total 486 · Merrill Lynch	2,896,529	846,614	2,049,915	-
	515 · Contrib RCVB-Pressler CRT	70,118	-	-	70,118
	530 · Contrib RCVB-Guerts CRT	126,022	-	-	126,022
	601 - Prepaid payables	4,386	4,386	-	-
	Total Current Assets	5,899,516	3,139,984	2,563,392	196,140
	TOTAL ASSETS	5,899,516	3,139,984	2,563,392	196,140
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	1000 - Accounts Payable	1,956	-	1,956	-
	1052 - Account Payable - DHCD - Alloc Expenses	187,369	-	187,369	-
	2183 · Grants Payable-COVID-CARES PHI	154,583	-	154,583	-
	2190 - Grants Payable - Current Portion	1,061,626	-	1,061,626	-
	Total Current Liabilities	1,405,534	-	1,405,534	-
	2186 - Grant Payable - Long Term	-	-	-	-
	Total Liabilities	1,405,534	-	1,405,534	-
Equity					
	3900 · Retained Earnings	3,546,460	2,192,462	1,157,858	196,140
	Net Income	947,523	947,523	-	-
	Total Equity	4,493,983	3,139,984	1,157,858	196,140
	TOTAL LIABILITIES & EQUITY	5,899,516	3,139,984	2,563,392	196,140
* Restricted funds include Accounts Payable & advance of USAging grant funds					

Desert Healthcare Foundation
Deposit Detail
January 2024

Type	Date	Name	Account	Amount
Deposit	01/02/2024		154 · Checking - US Bank - 4946	73,984
Payment	01/02/2024	Riverside County - Public Health - Covid Disparities Grant	1499 · Undeposited Funds	(73,984)
TOTAL				(73,984)
Deposit	01/09/2024		153 · Checking - US Bank - 7094	40
		Misc. - History Book Donation	4000 · Gifts and Contributions	(30)
		Misc.	4000 · Gifts and Contributions	(10)
TOTAL				(40)
Deposit	01/09/2024		150 · Petty Cash	30
		Misc. - History Book Donation	4000 · Gifts and Contributions	(20)
		Misc. - History Book Donation	4000 · Gifts and Contributions	(10)
TOTAL				(30)
Deposit	01/16/2024		153 · Checking - US Bank - 7094	574
		American Society of Composers	4116 · Bequests - Frederick Lowe	(574)
TOTAL				(574)
Deposit	01/17/2024		153 · Checking - US Bank - 7094	5,018
		American Society of Composers	4116 · Bequests - Frederick Lowe	(5,018)
TOTAL				(5,018)
Deposit	01/24/2024		153 · Checking - US Bank - 7094	4,935
		Music Theater International	4116 · Bequests - Frederick Lowe	(4,935)
TOTAL				(4,935)
Deposit	01/24/2024		153 · Checking - US Bank - 7094	1,667
Payment	01/24/2024	Inland Empire Health Plan - Connect IE Agreement	1499 · Undeposited Funds	(1,667)
TOTAL				(1,667)

Desert Healthcare Foundation
Deposit Detail
 January 2024

Type	Date	Name	Account	Amount
Deposit	01/31/2024		153 · Checking - US Bank - 7094	10
		Misc.	4000 · Gifts and Contributions	(10)
TOTAL				(10)
			TOTAL	86,258

Desert Healthcare Foundation
Check Register
As of January 31, 2024

Type	Date	Num	Name	Amount
100 - CASH				
153 - Checking - US Bank - 7094				
Bill Pmt -Check	01/03/2024	5521	Miguel Delgado - Pico De Gallo Advertising	(500)
Bill Pmt -Check	01/03/2024	5522	Sergio Rodriguez - Expense Reimbursement	(161)
Bill Pmt -Check	01/03/2024	5523	Verizon Wireless	(188)
Bill Pmt -Check	01/04/2024	5524	Desert Regional Medical Ctr Aux - Social Services Payment	(6,000)
Check	01/16/2024		Bank Service Charge	(554)
Bill Pmt -Check	01/17/2024	6000	KUNA-TV Telemundo 15	(1,100)
Bill Pmt -Check	01/17/2024	6001	U.S. Bank	(8,924)
Bill Pmt -Check	01/23/2024	6002	Miguel Delgado - Pico De Gallo Advertising	(500)
Bill Pmt -Check	01/23/2024	6003	Regents of UC Riverside - Grant Payment	(112,500)
Bill Pmt -Check	01/31/2024	6004	Verizon Wireless	(182)
Total 153 - Checking - US Bank - 7094				(130,609)
154 - Checking - US Bank - 4946				
Bill Pmt -Check	01/17/2024	1300	Coachella Valley Pharmacy, Inc. - USAging MOU Payment	(22,276)
Bill Pmt -Check	01/23/2024	1301	El Sol Neighborhood Educational Center - Grant Payment	(17,389)
Bill Pmt -Check	01/23/2024	1302	Galilee Center - Grant Payment	(10,592)
Bill Pmt -Check	01/23/2024	1303	Todec Legal Center Perris - Grant Payment	(22,775)
Total 154 - Checking - US Bank - 4946				(73,032)
TOTAL				(203,641)

**Desert Healthcare Foundation
Details for Credit Card Expenditures**

Credit card purchases - December 2023 - Paid January 2024

Number of credit cards held by Foundation personnel - 2

Credit Card Limit - \$25,000

Credit Card Holders:

Chris Christensen - Interim CEO/Chief Administration Officer

Alejandro Espinoza Santacruz - Chief of Community Engagement

Routine types of charges:

Office Supplies, Dues for membership, Supplies for Projects, Programs, etc.

Statement

Year	Month	Total Charges	Expense Type	Amount	Purpose	Description
		\$ 8,924.04				
Monthly Statement:						
2023	December	\$ 8,924.04	Foundation			
			Chris Christensen:			
			5110	500.91	Kimpton Sawyer Hotel - lodging for CHA BH Symposium- Sacramento, CA - December 11-13, 2023 - President PerezGil (to be transferred to District)	
			5110	4.35	Kimpton Sawyer Hotel - refreshments for CHA BH Symposium- Sacramento, CA - December 11-13, 2023 - President PerezGil (to be transferred to District)	
			5102	\$ 1,865.48	Enterprise - rental truck for 11/16/23 - 12/16/23	
				\$ 2,370.74		
			Alejandro Espinoza Santacruz:			
			5102	\$ 3,825.83	FedEx Office - copies for CVEC flyers	
			5102	\$ 93.81	KFC - food for CVEC event	
			5102	\$ 1,008.00	Target - gift cards for USAging events	
			5102	\$ 1,008.00	Target - gift cards for CVEC events	
			5102	\$ 84.92	Circle K - fuel for rental truck	
			5102	\$ 40.75	Starbucks - refreshments for CVEC event	
			5102	\$ 88.61	Charleys - food for CVEC event	
			5102	\$ 130.37	Juan Pollo Rotisserie - food for CVEC event	
			5102	\$ 5.05	Starbucks - refreshments for CVEC event	
			5102	\$ 54.65	Starbucks - refreshments for CVEC event	
			5102	\$ 94.65	G&M Oil - fuel for rental truck	
			5102	\$ 118.66	Facebook - advertising for CVEC events	
				\$ 6,553.30		

DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
January 31, 2024							
TWELVE MONTHS ENDING JUNE 30, 2024							
A/C 2190 and A/C 2186-Long term			6/30/2023	New Grants	Total Paid	1/31/2024	
Grant ID Nos.		Name	Open	Current Yr	July-June	Open	
			BALANCE	2022-2023		BALANCE	
Health Portal		Remaining Collective Funds-Mayor's Race & DHCF	\$ 1,496		\$ 1,496	\$ -	HP-cvHIP
BOD - 04/24/18 & 06/28/22		Behavioral Health Initiative Collective Fund + Expansion	\$ 1,932,903		\$ 487,518	\$ 1,445,385	Behavioral Health
BOD - 06/26/18 BOD		Avery Trust Funds-Committed to Pulmonary services	\$ 532,243		\$ 43,191	\$ 489,052	Avery Trust
BOD - 6/25/19 BOD (#1006)		DHCD - Homelessness Initiative Collective Fund	\$ 71,557		\$ -	\$ 71,557	Homelessness
BOD - 07/27/21 BOD (#1288)		DAP Health (Borrego Community) - Improving Access to Healthcare - 3 yrs	\$ 423,971		\$ 14,301	\$ 409,670	
F&A - 6/11/19, 6/09/20, 6/22/21 Res. NO. 21-02, 22-17		Prior Year Commitments & Carry-Over Funds	\$ 1,544,156		\$ -	\$ 1,544,156	
TOTAL GRANTS			\$ 4,506,326	\$ -	\$ 546,506	\$ 3,959,820	
Summary: As of 10/31/2023			Uncommitted & Available				
Health Portal (CVHIP):	\$ -		\$ -				
Behavioral Health Initiative Collective Fund	\$ 1,445,385		\$ 616,002				
Avery Trust - Pulmonary Services	\$ 489,052		\$ 485,052				
West Valley Homelessness Initiative	\$ 71,557		\$ 71,557				
Healthcare Needs of Black Communities	\$ 409,670		\$ -				
Prior Year Commitments & Carry-Over Funds	\$ 1,544,156		\$ 1,544,156				
Total	\$ 3,959,820		\$ 2,716,767				
Amts available/remaining for Grant/Programs - FY 2023-24:			FY24 Grant Budget		Social Services Fund #5054		
Amount budgeted 2023-2024			\$ 30,000	\$ 30,000	Budget	\$ 120,000	
Amount granted year to date			\$ -	\$ -	DRMC Auxiliary	\$ 12,000	Spent YTD
Mini Grants:					Eisenhower	\$ 6,000	
Net adj - Grants not used:	1046		\$ 40		Balance Available	\$ 102,000	
Contributions / Additional Funding							
Prior Year Commitments & Carry-Over Funds		FY19-20 \$284,156; FY20-21 \$730,000; FY21-22 \$530,000	\$ 1,544,156				
Balance available for Grants/Programs			\$ 1,574,196				

**DESERT HEALTHCARE FOUNDATION
OUTSTANDING PASS-THROUGH GRANTS AND GRANT PAYMENT SCHEDULE**

January 31, 2024

FISCAL YEAR ENDING JUNE 30, 2024

			TOTAL Grant	6/30/2023 Open	Current Yr 2023-2024	Total Paid July-June	1/31/2024 Payable	Remaining Funds
Grant ID Nos.	Name		BALANCE				BALANCE	BALANCE
BOD - 11/22/22 - Resolution 22-28 Approval*	Covid Disparities RFP - End date 12/31/23							
Contract #22-323B*	Total CBOs		\$ 822,096	\$ 657,769	\$ -	\$ 370,015	\$ 118,355	\$ 300,364
	Total DHCF		\$ 443,881	\$ 301,333	\$ -	\$ 155,955	\$ 39,249	\$ 153,935
	TOTAL		\$ 1,265,977	\$ 959,102	\$ -	\$ 525,971	\$ 157,604	\$ 454,300
BOD - 02/28/23 - Riverside Overdose Data to Action (RODA) Community Harm Reduction Education Plan - End date 8/31/23								
Contract #23-108*	Grant #1379 - ABC Recovery		\$ 25,000	\$ 22,857	\$ (10,806)	\$ 14,194	\$ -	\$ -
	Total DHCF		\$ 24,000	\$ 15,807	\$ (4,518)	\$ 19,482	\$ -	\$ -
TOTAL GRANTS	TOTAL		\$ 49,000	\$ 38,664	\$ (15,324)	\$ 33,676	\$ -	\$ -
BOD - 07/25/23 - USAging: Aging and Disability Vaccination Collaborative - End date 4/15/24								
Grant # 90HDCR0001-01-00	TOTAL CBOs		\$ 279,000	\$ -	\$ 279,000	\$ 22,276	\$ 36,228	\$ 220,496
	Total DHCF		\$ 62,648	\$ -	\$ 62,648	\$ 43,601	\$ 2,319	\$ 16,728
TOTAL GRANTS	TOTAL		\$ 341,648	\$ -	\$ 341,648	\$ 65,877	\$ 38,547	\$ 237,224
						Account 2183	\$ 154,583	
Amts available/remaining for Grant/Programs - FY 2023-24:							\$ -	
Pass-Through Organizations billed to date		\$ 369,456					Grant Funds	
Foundation Administration Costs		\$ 158,687					RFP	
Contributions / Additional Funding	Reimbursements received and pending	\$ (528,142)			Total Grant		\$ 1,641,301	
Balance available for Grants/Programs		\$ -			Received to Date		\$ 858,573	
*Contracts are on a reimbursement basis and will reflect expenses as they are invoiced and receivable from County of Riverside.						Balance Remaining	\$ 782,728	