



**DESERT HEALTHCARE FOUNDATION**  
**Special Finance, Legal, Administration, & Real Estate Committee Meeting**  
**June 11, 2019**

**A special meeting of the Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare Foundation will be held at 4:00 PM Tuesday, June 11, 2019, in the conference room on the 2<sup>nd</sup> floor of the Jerry Stergios Building, 1140 N. Indian Canyon Drive, Palm Springs, California.**

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**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. Minutes – Meeting May 14, 2019 - Pg. 2-3

**V. CEO REPORT**

**VI. FINANCIAL REPORT**

**ACTION**

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

**VII. OTHER MATTERS**

1. None

**VIII. ADJOURNMENT**

*If you have any disability which would require 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) 323-6110 at least 24 hours prior to the meeting.*



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE**  
**MEETING MINUTES**  
**May 14, 2019**

<b>Directors Present</b>	<b>District Staff Present</b>	<b>Absent</b>
Chair/Treasurer Mark Matthews Vice-President Leticia De Lara Arthur Shorr, Community Member	Chris Christensen, Interim CEO & CFO Donna Craig, Senior Program Officer Stephen Huyck, Accounting Manager Andrea S. Hayles, Clerk to the Board	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>I. Call to Order</b>	Chair Matthews called the meeting to order at 3:22 p.m.	
<b>II. Approval of Agenda</b>	Chair Matthews asked for a motion to approve the Agenda.	<b>It was moved and seconded (Community Member Shorr, Vice-President De Lara) to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	No public comment.	
<b>IV. Approval of Minutes</b>	Chair Matthews asked for a motion to approve the minutes of the April 9, 2019 F&A Committee meeting.	<b>It was moved and seconded (Vice-President De Lara, Community Member Shorr) to approve the agenda. Motion passed unanimously.</b>
<b>V. CEO Report</b>	No report was provided.	
<b>VI. Financial Reports</b> 1. Financial Statements 2. Deposits 3. Check Register 4. General Grants Schedule	Chris Christensen, Interim CEO, reviewed and explained the financials with the committee.	<b>It was moved and seconded (Community Member Shorr, Vice-President De Lara) to approve the April 2019 Foundation Financial Reports – items 1.-5. and forward to the Board for approval. Motion passed unanimously.</b>
<b>VII. Other Matters</b> 1. FY 2019 – 2020 Annual Budget Review	Chris Christensen, Interim CEO, provided an overview of the budget outlining the loss for the year of \$356K due to wage allocations from the District (\$327K) in line item 5101. District staff will be working to	<b>It was moved and seconded (Community Member Shorr, Director De Lara) to approve the FY 2019 – 2020 Annual Budget and forward to the Board for approval. Motion passed unanimously.</b>



**DESERT HEALTHCARE FOUNDATION  
FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE  
MEETING MINUTES  
May 14, 2019**

	develop funding options in the newly annexed boundaries.	
<b>Public Comment</b>		
<b>VIII. Adjournment</b>	Chair Matthews adjourned the meeting at 3:28 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: \_\_\_\_\_  
Mark Matthews, Chair/ Treasurer Finance & Administration Committee  
Desert Healthcare Foundation Board of Directors

*Minutes respectfully submitted by Andrea S. Hayles, Clerk of the Board*

DRAFT

DESERT HEALTHCARE FOUNDATION					
MAY 2019 FINANCIAL STATEMENTS					
INDEX					
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 2018 through May 2019

	MONTH			TOTAL		
	May 19	Budget	\$ Over Budget	Jul '18 - May 19	Budget	\$ Over Budget
<b>Income</b>						
4000 · Gifts and Contributions	-	-	-	19,247	105,000	(85,753)
4003 · Grants	-	-	-	136,000	250,000	(114,000)
4007 · Grant Income - RSS Jr	-	-	-	63,192	-	63,192
4116 · Bequests - Frederick Lowe	12,268	7,083	5,185	66,995	77,913	(10,918)
4130 · Misc. Income	-	83	(83)	-	913	(913)
8015 · Investment Interest Income	17,298	5,417	11,881	100,969	59,587	41,382
8040 · Restr. Unrealized Gain/(Loss)	(61,727)	833	(62,560)	234,664	9,163	225,501
<b>Total Income</b>	<b>(32,161)</b>	<b>13,416</b>	<b>(45,577)</b>	<b>621,067</b>	<b>502,576</b>	<b>118,491</b>
<b>Expense</b>						
5001 · Accounting Services Expense	647	628	19	7,117	6,908	209
5035 · Dues & Memberships Expense	5,067	83	4,984	5,091	913	4,178
5057 · Investment Fees Expense	2,433	1,100	1,333	31,948	19,600	12,348
5065 · Legal Costs Ongoing Expense	-	83	(83)	-	913	(913)
5100 · Office Supplies Expense	-	-	-	136	-	136
5101 · DHCD-Exp Alloc Wages& benefits	17,668	17,668	-	194,348	194,348	-
5106 · Marketing & Communications	678	4,167	(3,489)	3,672	45,837	(42,165)
5110 · Other Expenses	41	125	(84)	3,028	1,375	1,653
5115 · Postage & Shipping Expense	-	8	(8)	-	88	(88)
5120 · Professional Fees Expense	-	-	-	-	750	(750)
5210 · RSS Jr - Overhead Allocation	(1,289)	-	(1,289)	(18,647)	-	(18,647)
8051 · Major grant expense	-	18,250	(18,250)	1,465	200,750	(199,285)
8052 · Grant Expense - Collective/Mini	75,000	26,667	48,333	211,000	293,337	(82,337)
8053 · Grant Expense - RSS Jr	-	-	-	63,192	-	63,192
<b>Total Expense Before Social Services Fund</b>	<b>100,244</b>	<b>68,779</b>	<b>31,465</b>	<b>502,348</b>	<b>764,819</b>	<b>(262,471)</b>
5054 · Social Services Fund	-	2,083	(2,083)	36,000	22,913	13,087
<b>Net Income</b>	<b>(132,405)</b>	<b>(57,446)</b>	<b>(74,959)</b>	<b>82,720</b>	<b>(285,156)</b>	<b>367,876</b>



**Desert Healthcare Foundation**  
**Balance Sheet**  
As of May 31, 2019

					May 31, 19
ASSETS					
Current Assets					
Checking/Savings					
100 · CASH					
146 · Checking - Pacific Premier 6718					951,509
149 · Money Market - Pacific Premier					1,941
150 · Petty Cash					200
Total Checking/Savings					953,651
Other Current Assets					
476-486 · INVESTMENTS					
477 · Morgan Stanley-Investments					
477.2 · Unrealized Gain/(Loss)					63,011
477 · Morgan Stanley-Investments - Other					3,873,939
Total 477 · Morgan Stanley-Investments					3,936,950
486 · Merrill Lynch					
486.1 · Merrill Lynch Unrealized Gain					266,407
486 · Merrill Lynch - Other					1,639,696
Total 486 · Merrill Lynch					1,906,103
Total 476-486 · INVESTMENTS					5,843,053
500 · CONTRIBUTIONS -RCVB -CRTS					
515 · Contrib RCVB-Pressler CRT					66,389
530 · Contrib RCVB-Guerts CRT					122,540
Total 500 · CONTRIBUTIONS -RCVB -CRTS					188,929
601 · Prepaid Payables					1,147
Total Other Current Assets					6,033,129
Total Current Assets					6,986,779
Other Assets					
460 · Investments - Point Center Fin					
461 · Reserve - Point Center - Loan					(25,015)
460 · Investments - Point Center Fin - Other					25,015
Total Other Assets					-
TOTAL ASSETS					6,986,779

**Desert Healthcare Foundation**  
**Balance Sheet**  
As of May 31, 2019

					May 31, 19
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					77,419
Other Current Liabilities					
2190 · Current - Grants payable					3,347,419
Total Current Liabilities					3,424,838
Long Term Liabilities					
2186 · Grants payable					1,200,000
Total Liabilities					4,624,838
Equity					
3900 · Retained Earnings					2,279,221
Net Income					82,720
Total Equity					2,361,942
TOTAL LIABILITIES & EQUITY					6,986,779

DESERT HEALTHCARE FOUNDATION				
BALANCE SHEET 5/31/19				
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES				
		T/B	GENERAL	Restricted
			Fund	Funds
				Trusts
<b>ASSETS</b>				
	146 · Checking Pacific Premier 6718	951,509	89,892	861,617
	149 · Money Market Pacific Premier Bank	1,941	1,941	
	150 · Petty Cash	200	200	
Total 100 · CASH - UNRESTRICTED		<b>953,651</b>	<b>92,034</b>	<b>861,617</b>
	477 · Invt-Morgan Stanley			
	477.2 · Unrealized Gain	63,011	63,011	
	477 · Invt-Morgan Stanley	3,873,939	188,137	3,685,802
Total 477 · Invt-Morgan Stanley		<b>3,936,950</b>	<b>251,148</b>	<b>3,685,802</b>
6441	486.1 · Merrill Lynch Unrealized Gain	266,407	266,407	
	486 · Merrill Lynch	1,639,696	1,639,696	
Total 486 · Merrill Lynch		<b>1,906,103</b>	<b>1,906,103</b>	<b>-</b>
	515 · Contrib RCVB-Pressler CRT	66,389		66,389
	530 · Contrib RCVB-Guerts CRT	122,540		122,540
	601 · Prepaid payables	1,147	1,147	
Total Current Assets		<b>6,986,779</b>	<b>2,250,431</b>	<b>4,547,419</b>
TOTAL ASSETS		<b>6,986,779</b>	<b>2,250,431</b>	<b>4,547,419</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
Current Liabilities				
Accounts Payable				
	1000 · Accounts Payable	47	47	
	1052 · Account Payable - DHCD - Alloc Expenses	77,373	77,373	
	2180 · Accrued Accounts Payable	-	-	
	2190 · Grants Payable - Current Portion	3,347,419		3,347,419
Total Current Liabilities		<b>3,424,838</b>	<b>77,419</b>	<b>3,347,419</b>
	2186 · Grant Payable - Long Term	1,200,000		1,200,000
Total Liabilities		<b>4,624,838</b>	<b>77,419</b>	<b>4,547,419</b>
<b>Equity</b>				
	3900 · Retained Earnings	2,279,221	2,090,292	188,929
	Net Income	82,720	82,720	
Total Equity		<b>2,361,942</b>	<b>2,173,013</b>	<b>-</b>
TOTAL LIABILITIES & EQUITY		<b>6,986,779</b>	<b>2,250,432</b>	<b>4,547,419</b>



**Desert Healthcare Foundation**  
**Deposit Detail**  
 May 2019

Type	Date	Name	Amount
Deposit	05/31/2019		12,268
		American Society of Composers	(12,268)
TOTAL			(12,268)
		Total Deposits	12,268

**Desert Healthcare Foundation**  
**Check Register**  
As of May 31, 2019

Type	Date	Num	Name	Amount
<b>100 · CASH</b>				
<b>146 · Checking - Pacific Premier 6718</b>				
Bill Pmt -Check	05/07/2019	11001	Cardmember Services	(100)
Bill Pmt -Check	05/07/2019	11002	Desert Recreation District	(27,951)
Bill Pmt -Check	05/07/2019	11003	Meghan Kane-	(206)
Bill Pmt -Check	05/14/2019	11004	Alejandro Espinoza	(149)
Bill Pmt -Check	05/14/2019	11005	Southern California Grantmakers	(5,067)
Bill Pmt -Check	05/20/2019	11006	Cardmember Services	(719)
Bill Pmt -Check	05/28/2019	11007	Alejandro Espinoza	(57)
Bill Pmt -Check	05/28/2019	11008	Vanessa Smith	(288)
<b>TOTAL</b>				<b>(34,537)</b>

[illegible]



DESERT HEALTHCARE FOUNDATION								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
May 31, 2019								
TWELVE MONTHS ENDED JUNE 30, 2019								
A/C 2190 and A/C 2186-Long term			6/30/2018	New Grants		5/31/2019		
Grant ID Nos.	Name		Open	Current Yr	Total Paid	Open		
			BALANCE	2018-2019	July-June	BALANCE		
	Mayor's Check recorded - \$100K HP		\$ 46,106		\$ (29,555)	\$ 75,661	100 HP-cvHIP	
	Mayor's Check recorded - \$100K HP		\$ 100,000		\$ -	\$ 100,000	100 HP - cvHIP	
BOD - 7/25/17 (#937)	*West Valley Homelessness Initiative - Matching Grant		\$ 1,382,000		\$ 253,288	\$ 1,128,712	Homelessness	
BOD - 9/26/17- RSS	RSS Funds-From Investment Funds for additional 4th year		\$ 53,904		\$ 94	\$ 53,810	RSS	
TCE Grant 01/31/18	Cal Endowment - Community & Health Policy Analysts 12/1/17- 11/30/18		\$ 189,375		\$ 117,772	\$ 71,602	TCE	
BOD - 04/24/18	Behavioral Health Initiative Collective Fund		\$ 2,000,000			\$ 2,000,000	Behavioral Health	
BOD - 06/26/18 BOD	Avery Trust Funds-Committed to Pulmonary services		\$ 1,000,000			\$ 1,000,000		
BOD - 10/23/18 BOD	RSS Grant from Desert Healthcare District			\$ 136,000	\$ 93,366	\$ 42,634		
BOD - 5/28/19 BOD (#993)	Galilee Center - Emergency Services			\$ 75,000	\$ -	\$ 75,000		
<b>TOTAL GRANTS</b>			<b>\$ 4,771,385</b>	<b>\$ 211,000</b>	<b>\$ 434,966</b>	<b>\$ 4,547,419</b>		
<b>Summary: As of 5/31/19</b>			\$ 217,292		A/C 2190	\$ 3,347,419		
Health Portal (CVHIP):	\$ 175,661		\$ 200,000		A/C 2186	\$ 1,200,000		
Swim	\$ 53,810		\$ 417,292		Total	\$ 4,547,419		
Swim (funded by DHCD 10.25.18)	\$ 42,634		\$ 4,354,093		Diff	\$ -		
West Valley Homelessness Initiative	\$ 1,128,712							
Cal Endowment-Analysts	\$ 71,602							
Behavioral Health Initiative Collective Fund	\$ 2,000,000							
Avery Trust - Pulmonary Services	\$ 1,000,000							
<b>Total</b>	<b>\$ 4,472,419</b>							
<i>* West Valley Homelessness Initiative - COMMITTED FUNDS \$1,927,863 (BALANCE \$72,137)</i>								
<b>Amts available/remaining for Grant/Programs - FY 2018-19:</b>			<b>FY17 Grant Budget</b>					
<b>Amount budgeted 2018-2019</b>		\$ 539,000		\$ 219,000				
<b>Amount granted year to date</b>		\$ (211,000)		\$ 320,000				
Mini Grants:								
Net adj - Grants not used:								
<b>Balance available for Grants/Programs</b>		<b>\$ 328,000</b>						