



DESERT HEALTHCARE FOUNDATION
Finance, Legal, Administration, & Real Estate Committee
September 11, 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, September 11, 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

ACTION

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

V. CEO REPORT

Information

VI. FINANCIAL REPORT

ACTION

1. Financial Statements – Pg. 4-8
2. Deposits – Pg. 9
3. Check Register – Pg. 10
4. Credit Card Expenditures – Pg. 11-13
5. General Grants Schedule – Pg. 14-15

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
July 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, CPA, Chief Executive Officer Eric Taylor, CPA, Chief Administration Officer Donna Craig, Chief Program Officer Alejandro Espinoza, MPH, Chief of Community Engagement Andrea S. Hayles, MBA, Board Relations Officer	Chair/Treasurer Arthur Shorr

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	Vice-President Zavala called the meeting to order at 5:30 p.m. in the absence of Director Shorr.	
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 June 12, 2024	Vice-President Zavala asked for a motion to approve the minutes of the June 12, 2024, meeting minutes.	Moved and seconded by Director De Lara and Vice-President Zavala to approve the June 12, 2024, meeting minutes. 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	Eric Taylor, CAO, reviewed the June 2024 preliminary financial reports with the committee, highlighting the overbudgeted line item of the grants due to the USAging no-cost grant extension after the approved budget, the gains in investments, and reduced expenses. The committee inquired about the Tropical Storm Hilary grant and the community resident's access to behavioral health services. Alejandro Espinoza, Chief of Community Engagement, provided an	Moved and seconded by Director De Lara and Vice-President Zavala to approve the June preliminary financial reports and forward to the Board for approval. Motion passed unanimously.



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

	<p>overview of the 75 individuals from The Chance Initiative, the 1,997 farmworkers who received case management support, education, and resources from the TODEC Legal Center.</p> <p>The committee also inquired about the underfunding of the social services fund, with Donna Criag, Chief Program Officer, describing that a portion of funding is intended for the Eisenhower Medical Center Auxiliary, the Lucy Curci Cancer Center, and Desert Regional Medical Center’s Comprehensive Cancer Center, further describing that JFK Memorial Hospital no longer has an auxiliary with the additional funding to involve JFK Memorial Hospital.</p> <p>Linda Evans, Chief Strategy Officer, Desert Regional Medical Center, described fewer volunteers post-COVID and JFK opting to dissolve the volunteer auxiliary with no further 501(c)3 or active fundraising.</p>	
VII. Other Matters	There were no other matters.	
VIII. Adjournment	Vice-President Zavala adjourned the meeting at 5:41 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, MBA, Board Relations Officer

DESERT HEALTHCARE FOUNDATION					
JULY/AUGUST 2024 FINANCIAL STATEMENTS					
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Desert Healthcare Foundation
Profit & Loss Budget vs. Actual
July through August 2024

	MONTH			MONTH			TOTAL		
	Jul 24	Budget	\$ Over Budget	Aug 24	Budget	\$ Over Budget	Jul - Aug 24	Budget	\$ Over Budget
Income									
4000 · Gifts and Contributions	4,090	4,163	(73)	2,620	4,167	(1,547)	6,710	8,330	(1,620)
4003 · Grants	0	769,511	(769,511)	0	19,514	(19,514)	0	789,025	(789,025)
4116 · Bequests - Frederick Lowe	13,042	5,000	8,042	11,647	5,000	6,647	24,689	10,000	14,689
4130 · Misc. Income	0	83	(83)	0	83	(83)	0	166	(166)
8015 · Investment Interest Income	4,117	12,500	(8,383)	9,117	12,500	(3,383)	13,234	25,000	(11,766)
8040 · Restr. Unrealized Gain/(Loss)	172,986	12,500	160,486	93,933	12,500	81,433	266,919	25,000	241,919
Total Income	194,235	803,757	(609,522)	117,317	53,764	63,553	311,552	857,521	(545,969)
Expense									
5001 · Accounting Services Expense	1,194	1,198	(4)	1,194	1,202	(8)	2,388	2,400	(12)
5035 · Dues & Memberships Expense	0	42	(42)	0	42	(42)	0	84	(84)
5057 · Investment Fees Expense	3,807	4,167	(360)	3,955	4,167	(212)	7,762	8,334	(572)
5065 · Legal Costs Ongoing Expense	0	83	(83)	0	83	(83)	0	166	(166)
5101 · DHCD-Exp Alloc Wages& benefits	16,403	17,692	(1,289)	16,403	17,692	(1,289)	32,806	35,384	(2,578)
5102 · DHCD-Expenses - CVEC	1,016	25,000	(23,984)	1,296	25,000	(23,704)	2,312	50,000	(47,688)
5106 · Marketing & Communications	0	625	(625)	0	625	(625)	0	1,250	(1,250)
5110 · Other Expenses	827	625	202	884	625	259	1,711	1,250	461
5115 · Postage & Shipping Expense	0	8	(8)	0	8	(8)	0	16	(16)
5120 · Professional Fees Expense	0	83	(83)	0	83	(83)	0	166	(166)
8051 · Major grant expense	682	16,667	(15,985)	(5,957)	16,667	(22,624)	(5,275)	33,334	(38,609)
8052 · Grant Expense - Collective/Mini	0	125,833	(125,833)	0	125,833	(125,833)	0	251,666	(251,666)
Total Expense Before Social Services	23,929	192,023	(168,094)	17,775	192,027	(174,252)	41,704	384,050	(342,346)
5054 · Social Services Fund	0	8,000	(8,000)	0	8,000	(8,000)	0	16,000	(16,000)
Net Income	170,306	603,734	(433,428)	99,542	(146,263)	245,805	269,848	457,471	(187,623)

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

				Aug 31, 24	Aug 31, 23
ASSETS					
Current Assets					
Checking/Savings					
100 - CASH					
150 - Petty Cash				237	207
153 - Checking - US Bank - 7094				1,290,865	982,247
154 - Checking - US Bank - 4946				124,389	100,000
Total Checking/Savings				1,415,491	1,082,454
Total Accounts Receivable				13,097	171,920
Other Current Assets					
476-486 - INVESTMENTS					
477 - Morgan Stanley-Investments					
477.2 - Unrealized Gain/(Loss)				(67,258)	(240,269)
477 - Morgan Stanley-Investments - Other				972,888	2,072,897
Total 477 - Morgan Stanley-Investments				905,630	1,832,628
486 - Merrill Lynch					
486.1 - Merrill Lynch Unrealized Gain				932,747	583,678
486 - Merrill Lynch - Other				2,375,857	2,154,157
Total 486 - Merrill Lynch				3,308,604	2,737,835
Total 476-486 - INVESTMENTS				4,214,234	4,570,463
500 - CONTRIBUTIONS -RCVB -CRTS					
515 - Contrib RCVB-Pressler CRT				80,317	70,118
530 - Contrib RCVB-Guerts CRT				114,737	126,022
Total 500 - CONTRIBUTIONS -RCVB -CRTS				195,054	196,140
601 - Prepaid Payables				7,613	4,246
Total Other Current Assets				4,416,901	4,770,849
TOTAL ASSETS				5,845,489	6,025,223

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

				Aug 31, 24	Aug 31, 23
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
			1000 · Accounts Payable	0	2,020
			1052 · Account payable-DHCD Exp Alloc	32,439	104,618
			Total Accounts Payable	32,439	106,638
Other Current Liabilities					
			2183 · Grants Payable-COVID-CARES PHI	0	75,312
			2190 · Current - Grants payable	402,772	1,551,795
Long Term Liabilities					
			2186 · Grants payable	33,120	0
			Total Liabilities	468,331	1,733,745
Equity					
			3900 · Retained Earnings	5,107,307	3,546,460
			Net Income	269,848	745,019
			Total Equity	5,377,155	4,291,479
TOTAL LIABILITIES & EQUITY				5,845,489	6,025,223

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 08/31/24					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS					
	150 · Petty Cash	237	237	-	-
	153 · Checking - US Bank 7094*	1,290,865	1,290,865	-	-
	154 · Checking - US Bank 4946*	124,389		124,389	
	Total 100 · CASH - UNRESTRICTED	1,415,491	1,291,102	124,389	-
Accounts Receivable					
	321 - Accounts Receivable - Other	13,097	-	13,097	
	Total Accounts Receivable	13,097	-	13,097	-
477 ·Morgan Stanley Investments					
	477.2 · Unrealized Gain	(67,258)	(67,258)		-
	477 ·Morgan Stanley	972,888	972,888		-
	Total 477 · Morgan Stanley Investments	905,630	905,630	-	-
	6441 486.1 · Merrill Lynch Unrealized Gain	932,747	-	932,747	-
	486 · Merrill Lynch	2,375,857	1,995,017	380,840	-
	Total 486 · Merrill Lynch	3,308,604	1,995,017	1,313,587	-
	515 · Contrib RCVB-Pressler CRT	80,317	-	-	80,317
	530 · Contrib RCVB-Guerts CRT	114,737	-	-	114,737
	601 - Prepaid payables	7,613	7,613	-	-
	Total Current Assets	5,845,489	4,199,362	1,451,073	195,054
	TOTAL ASSETS	5,845,489	4,199,362	1,451,073	195,054
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
	1052 - Account Payable - DHCD - Alloc Expenses	32,439	-	32,439	-
Other Current Liabilities					
	2190 - Grants Payable - Current Portion	402,772	-	402,772	-
	Total Current Liabilities	435,211	-	435,211	-
	2186 - Grant Payable - Long Term	33,120	-	33,120	-
	Total Liabilities	468,331	-	468,331	-
Equity					
	3900 · Retained Earnings	5,107,307	3,929,511	982,742	195,054
	Net Income	269,848	269,848	-	-
	Total Equity	5,377,155	4,199,355	982,742	195,054
	TOTAL LIABILITIES & EQUITY	5,845,489	4,199,362	1,451,073	195,054
* Restricted funds include Accounts Payable & advance of USAging grant funds					

Desert Healthcare Foundation
Deposit Detail
 July through August 2024

Type	Date	Name	Account	Amount
Deposit	07/25/2024		153 - Checking - US Bank - 7094	4,647
		American Society of Composers	4116 - Bequests - Frederick Lowe	(4,530)
		Verizon Wireless	5102 - DHCD-Expenses - CVEC	(117)
TOTAL				(4,647)
Deposit	07/31/2024		153 - Checking - US Bank - 7094	8,523
		Misc.	4000 - Gifts and Contributions	(10)
		Music Theater International	4116 - Bequests - Frederick Lowe	(8,513)
TOTAL				(8,523)
Deposit	07/31/2024		153 - Checking - US Bank - 7094	12,100
Payment	07/31/2024	Inland Empire Health Plan - Connect IE Agreement	1499 - Undeposited Funds	(12,100)
TOTAL				(12,100)
Deposit	08/16/2024		153 - Checking - US Bank - 7094	4,080
Payment	08/15/2024	Inland Empire Health Plan - Connect IE Agreement	1499 - Undeposited Funds	(4,080)
TOTAL				(4,080)
Deposit	08/28/2024		153 - Checking - US Bank - 7094	11,657
		Misc.	4000 - Gifts and Contributions	(10)
		American Society of Composers	4116 - Bequests - Frederick Lowe	(11,647)
TOTAL				(11,657)
			TOTAL	41,007

Desert Healthcare Foundation
Check Register
As of August 31, 2024

Type	Date	Num	Name	Amount
100 - CASH				
153 - Checking - US Bank - 7094				
Bill Pmt -Check	07/01/2024	6053	Desert Regional Medical Ctr Aux - Social Services Payment	(6,000)
Bill Pmt -Check	07/10/2024	6054	U.S. Bank	(2,564)
Check	07/15/2024		Bank Service Charge	(827)
Bill Pmt -Check	07/16/2024	6055	U.S. Bank	(214)
Bill Pmt -Check	07/23/2024	6056	Desert Aids Project (DAP Health) - Grant Payment	(21,628)
Bill Pmt -Check	08/01/2024	6057	U.S. Bank	(1,066)
Check	08/14/2024		Bank Service Charge	(884)
Bill Pmt -Check	08/22/2024	6058	Moss, Levy & Hartzheim LLP	(5,000)
Bill Pmt -Check	08/26/2024	6059	Riverside County Latino Commission - Grant Payment	(54,553)
Bill Pmt -Check	08/26/2024	6060	U.S. Bank	(206)
TOTAL				(92,942)

Desert Healthcare Foundation
Details for Credit Card Expenditures
Credit Card Purchases - June 2024 - Paid July 2024

Number of Credit Cards Held by Foundation Personnel - 2						
Credit Card Limit - \$30,000						
Credit Card Holders:						
Chris Christensen - CEO						
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
		\$ 2,777.41				
Monthly Statement:						
2024	June	\$ 2,563.77	Foundation			
Chris Christensen:						
		5110 \$ 2,208.00			DocuSign Annual Subscription (to be transferred to District)	
		\$ 2,208.00				
Alejandro Espinoza Santacruz:						
		5110 \$ 44.72			FedEx Office - materials for Environmental Health Data Walk (to be transferred to District)	
		5102 \$ 141.88			Subway - food for 13 - mobile unit event	
		5102 \$ 47.37			Subway - food for 4 - mobile unit event	
		5102 \$ 121.80			Panda Express - food for 14 - mobile unit event	
		\$ 355.77				
Monthly Statement CalCard:						
2024	June	\$ 213.64	Foundation			
Alejandro Espinoza Santacruz:						
		2190 \$ 24.00			Rentalcars.com - collision damage protection for rental van for homeless outreach event on June 20, 2024	
		2190 \$ 26.65			Chevron - fuel for rental van for homeless outreach event on June 20, 2024	
		2190 \$ 162.99			Budget Rent A Car - rental van for homeless outreach event on June 20, 2024	
		\$ 213.64				

Desert Healthcare Foundation
Details for Credit Card Expenditures
Credit Card Purchases - July 2024 - Paid August 2024

Number of Credit Cards Held by Foundation Personnel - 2								
Credit Card Limit - \$40,000								
Credit Card Holders:								
Chris Christensen - Chief Executive Officer								
Eric Taylor - 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								
	Month	Total	Expense					
Year	Charged	Charges	Type	Amount	Purpose	Description		
		\$ 1,066.20						
Monthly Statement CalCard:								
2024	July	\$ 1,066.20	Foundation					
			Chris Christensen					
			GL	Dollar	Description			
				\$ -				
			Eric Taylor					
			GL	Dollar	Description			
				\$ -				
			Alejandro Espinoza Santacruz					
			GL	Dollar	Description			
			5110	\$ 225.00	15th Annual California Climate & Energy Forum - June 25-26, 2024 - Palm Springs, CA - Alejandro Espinoza Santacruz (to be transferred to District)			
			5102	\$ 159.00	Stor-N-Lock - CVEC storage unit rent July 2024			
			2190	\$ 326.10	Amazon - resources for homeless outreach			
			2190	\$ 158.57	Budget - Vehicle rental for homeless outreach event on July 18, 2024			
			2190	\$ 20.46	Budget - Vehicle rental for homeless outreach event on July 18, 2024			
			2190	\$ 15.59	Circle K - fuel for vehicle rental for homeless outreach event on July 18, 2024			
			2190	\$ 161.48	Budget - Vehicle reservation for homeless outreach event on August 15, 2024			
				\$ 1,066.20				

DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
August 31, 2024							
TWELVE MONTHS ENDING JUNE 30, 2025							
A/C 2190 and A/C 2186-Long term			6/30/2024	New Grants		8/31/2024	
Grant ID Nos.		Name	Open	Current Yr	Total Paid	Open	
			BALANCE	2024-2025	July-June	BALANCE	
BOD-04-24-18 & 06-28-22		Behavioral Health Initiative Collective Fund + Expansion	\$ 851,542		\$ 54,553	\$ 802,993	Behavioral Health
2018-BOD-06-26-18		Avery Trust Funds-Committed to Pulmonary services	\$ 485,052		\$ -	\$ 485,052	Avery Trust
2019-1006-BOD-06-25-19		DHCD - Homelessness Initiative Collective Fund	\$ 19,345		\$ 729	\$ 18,616	Homelessness
2021-1288-BOD-07-27-21		DAP Health (Borrego Community) - Improving Access to Healthcare - 3 Yrs	\$ 273,693		\$ 21,628	\$ 252,065	
F&A-06-11-19, 06-09-20, 06-22-21 Res. NO. 21-02, 22-17		Prior Year Commitments & Carry-Over Funds*	\$ 1,477,916		\$ -	\$ 1,477,916	
2024-MOU-BOD-06-25-24		HARC - 2025 Coachella Valley Health Survey - 2 Yrs.	\$ 66,240		\$ -	\$ 66,240	
TOTAL GRANTS			\$ 3,173,789	\$ -	\$ 76,910	\$ 3,102,882	
YTD Summary:			Uncommitted & Available				
Behavioral Health Initiative Collective Fund	\$	802,993	\$	685,406			
Avery Trust - Pulmonary Services	\$	485,052	\$	485,052			
West Valley Homelessness Initiative	\$	18,616	\$	-			
Prior Year Commitments & Carry-Over Funds	\$	1,477,916	\$	1,477,916			
Total	\$	2,784,578	\$	2,648,374			
Amts available/remaining for Grant/Programs - FY 2024-25:			FY25 Grant Budget		Social Services Fund #5054		
Amount budgeted 2024-2025			\$ 10,000	\$ 10,000	Budget	\$ 96,000	
Amount granted year to date			\$ -	\$ -	DRMC Auxiliary	\$ -	Spent YTD
Mini Grants:					Eisenhower	\$ -	
Net adj - Grants not used:	1318		\$ 6,004		Balance Available	\$ 96,000	
Contributions / Additional Funding							
Prior Year Commitments & Carry-Over Funds			\$ 1,477,916				
Balance available for Grants/Programs			\$ 1,493,920				

* Value listed in Total Paid column reflects funds granted from carryover funds. Actual grant payments will be reflected under the respective grant.

DESERT HEALTHCARE FOUNDATION								
OUTSTANDING PASS-THROUGH GRANTS AND GRANT PAYMENT SCHEDULE								
August 31, 2024								
FISCAL YEAR ENDING JUNE 30, 2025								
			TOTAL	6/30/2024	Current Yr	Total Paid	8/31/2024	Remaining
Grant ID Nos.	Name		Grant	Open	2024-2025	July-June	Payable	Funds
			BALANCE	BALANCE			BALANCE	BALANCE
BOD - 07/25/23 - USAging: Aging and Disability Vaccination Collaborative - End date 3/31/25								
Grant # 90HDCR0001-01-00	TOTAL CBOs		\$ 222,332	\$ 25,000	\$ -	\$ -	\$ -	\$ 25,000
	Total DHCF		\$ 119,316	\$ 57,347	\$ -	\$ -	\$ -	\$ 57,347
TOTAL GRANTS		TOTAL	\$ 341,648	\$ 82,347	\$ -	\$ -	\$ -	\$ 82,347
						Account 2183	\$ -	
Amts available/remaining for Grant/Programs - FY 2024-25:								
Pass-Through Organizations billed to date			\$ -					Grant Funds
Foundation Administration Costs			\$ -					RFP
Contributions / Additional Funding	Reimbursements received and pending		\$ -		Total Grant		\$ 341,648	
Balance available for Grants/Programs			\$ -		Received to Date		\$ 307,483	
					Balance Remaining		\$ 34,165	