





**DESERT HEALTHCARE FOUNDATION  
BOARD MEETING  
Board of Directors  
November 26, 2019  
6:30 P.M.**

**Immediately Following the Adjournment of the Desert Healthcare District Board Meeting**

Regional Access Project Foundation  
Conference Room 103  
41-550 Eclectic Street  
Palm Desert, CA 92260

*This meeting is handicapped-accessible*

**Director Shorr – Telephonic – Renaissance New York Times Hotel Lobby – Two at, 714 7<sup>th</sup> Avenue, W 48<sup>th</sup> Street, New York, NY**

<i>Page(s)</i>	<b>AGENDA</b>	<i>Item Type</i>
	<b>E. DESERT HEALTHCARE FOUNDATION CEO REPORT –</b> Conrado E. Bárzaga, MD	
	1. Behavioral Health Initiative	
	a. Consideration to approve an amendment to the existing EVALCORP contract to assist with the development of a behavioral health workplan	<b>Action</b>
<b>18-20</b>	2. Eastern Coachella Valley Air Quality	<b>Action</b>
	a. Consideration to approve \$500,000 allocation of funds from the Robert Avery Family Trust for the Eastern Coachella Valley Airborne Environmental Hazards that impact pulmonary functions of Eastern Coachella Valley residents	<b>Action</b>
	3. Homelessness Collective Fund	
	a. Consideration to approve \$25,000 from the Homelessness Collective Fund to the City of Palm Springs to assist with the overnight shelters (summer homeless survival fund)	<b>Action</b>
	4. Eastern Coachella Valley Funding Announcement for Core Operating Support – Update	Information
<b>21</b>	<b>G. FINANCE &amp; ADMINISTRATION COMMITTEE</b> 1. Meeting Minutes – November 12, 2019	Information
<b>22-39</b>	<b>H. OLD BUSINESS</b> 1. Homelessness Initiative a. Consideration to approve Grant #1034 to the City of Palm Springs for the Mental Health Housing Crisis Team and Wrap-Around Service Matching Grant - \$225,000	<b>Action</b>



**DESERT HEALTHCARE FOUNDATION  
BOARD MEETING  
Board of Directors  
November 26, 2019  
6:30 P.M.**

**Immediately Following the Adjournment of the Desert Healthcare District Board Meeting**

Regional Access Project Foundation  
Conference Room 103  
41-550 Eclectic Street  
Palm Desert, CA 92260

***This meeting is handicapped-accessible***

***Director Shorr – Telephonic – Renaissance New York Times Hotel Lobby – Two at, 714 7<sup>th</sup> Avenue, W 48<sup>th</sup> Street, New York, NY***

<b><i>Page(s)</i></b>	<b>AGENDA</b>	<b><i>Item Type</i></b>
	<b>I. NEW BUSINESS</b>	
	<b>J. DIRECTORS' COMMENTS, REPORTS, INFORMATIONAL ITEMS, &amp; STAFF DIRECTION AND GUIDANCE</b>	
	<b>K. ADJOURNMENT</b>	

*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  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
October 22, 2019**

<b>Directors Present</b>	<b>District Staff Present</b>	<b>Absent</b>
President Les Zendle, MD Vice-President/Secretary Leticia De Lara Treasurer Mark Matthews Director Carole Rogers, RN Director Evett PerezGil Director Karen Borja Director Shorr	Conrado E. Bárzaga, MD, CEO Chris Christensen, CAO Donna Craig, Chief Program Officer Will Dean, Marketing and Communications Director Alejandro Espinoza, Program Officer and Outreach Director Meghan Kane, Community Health Analyst Andrea S. Hayles, Clerk of the Board  <u>Legal Counsel</u> Jeff Scott	

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>A. Call to Order</b>  <b>Roll Call</b>	President Zendle called the meeting to order at 7:45 p.m.  The Clerk of the Board called the roll with all Directors present.	
<b>B. Approval of Agenda</b>	President Zendle asked for a motion to approve the agenda.	<b>#18-27 MOTION WAS MADE by Director Matthews seconded by Director Rogers to approve the agenda. Motion passed unanimously. AYES – 7 President Zendle, Vice-President De Lara, Director Matthews, Director Rogers, Director PerezGil, Director Borja, and Director Shorr Motion passed unanimously. NOES – 0 ABSENT – 0</b>
<b>C. Public Comment</b>	Sergio Carranza, Executive Director, Pueblo Unido, emphasized and encouraged the Board to pay attention to the needs of the eastern Coachella	



**DESERT HEALTHCARE FOUNDATION  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
October 22, 2019**

	<p>Valley, and commended the District for working on the forthcoming community health needs assessment.</p> <p>Heather Vaikona, Executive Director, Lift to Rise, explained the benefits of building a regional investment fund, and thanked the staff and Board members that attended the investment summit, describing its alignment with the District’s work.</p> <p>President Zandle explained that at the September meeting, the Board directed staff to participate in the investment fund, also asking Director Matthews to represent the Board at the meetings to determine if the District has a role.</p>	
<p><b>D. Consent Agenda</b></p> <ol style="list-style-type: none"> <li><b>1. Board Minutes</b> <ol style="list-style-type: none"> <li><b>a. Board of Directors Meeting – October 8, 2019</b></li> </ol> </li> <li><b>2. Finance and Administration</b> <ol style="list-style-type: none"> <li><b>a. Approval of June Financial Statements F&amp;A approved October 8, 2019</b></li> </ol> </li> </ol>	<p>President Zandle asked for a motion to approve the consent agenda.</p>	<p><b>#18-28 MOTION WAS MADE by Director Borja seconded by Director Rogers approve the consent agenda. Motion passed unanimously. AYES – 7 President Zandle, Vice-President De Lara, Director Matthews, Director Rogers, Director PerezGil, Director Borja, and Director Shorr Motion passed unanimously. NOES – 0 ABSENT – 0</b></p>
<p><b>E. Desert Healthcare Foundation CEO Report</b></p>		



**DESERT HEALTHCARE FOUNDATION  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
October 22, 2019**

<p><b>1. EVALCORP Research &amp; Consulting – Mental Health and Behavioral Health Needs Assessment Next Steps</b></p>	<p>Item E.1. was previously discussed in the District meeting.</p>	
<p><b>F. Program Committee</b></p> <p><b>1. Meeting Minutes – October 8, 2019</b></p> <p><b>2. Funding Announcement – Eastern Coachella Valley</b></p>	<p>Meghan Kane, Community Health Analyst, provided a presentation on the funding announcement for the Eastern Coachella Valley to distribute the remaining \$525k. The presentation included the background, community listening forum results, an overview of the current funds for the Eastern Coachella Valley, the purpose of the proposal, timeline, and eligibility.</p>	<p><b>#18-29 MOTION WAS MADE by Director Borja seconded by Director Rogers to approve the funding announcement for the Eastern Coachella Valley. Motion passed unanimously. AYES – 7 President Zendle, Vice-President De Lara, Director Matthews, Director Rogers, Director PerezGil, Director Borja, and Director Shorr Motion passed unanimously. NOES – 0 ABSENT – 0</b></p>
<p><b>G. Finance &amp; Administration Committee</b></p> <p><b>1. Meeting Minutes – October 8, 2019</b></p> <p><b>2. FY 2019 Audit Report – Moss Levy &amp; Hartzheim</b></p>	<p>Director Matthews explained the minutes of the meeting and moved for approval of the FY 2019 Audit Report.</p>	<p><b>#18-28 MOTION WAS MADE by Director Matthews seconded by Director Rogers to approve the FY 2019 Audit Report. Motion passed unanimously. AYES – 5 President Zendle, Vice-President De Lara, Director Matthews, Director PerezGil, and Director Shorr. Motion passed unanimously. NOES – 0 ABSENT – 0 ABSTAIN – 2 Director Rogers and Director Borja</b></p>
<p><b>I. Old Business</b></p> <p><b>1. Homeless Initiative Update</b></p>	<p>Chris Christensen, CAO, explained that to-date the District received \$19k in</p>	



**DESERT HEALTHCARE FOUNDATION  
 BOARD OF DIRECTORS MEETING MINUTES  
 MEETING MINUTES  
 October 22, 2019**

<p><b>a. Summer Homeless Survival Fund</b></p>	<p>donations with a Foundation match of \$38k. Disbursements to-date are \$26k to the Coachella Valley Rescue Mission for operating the cooling centers and \$5k for the utilities of the cooling centers. The \$50k match was approved by the Board and allocated to Homelessness Fund.</p> <p>President Zendle explained that if the evening centers are open, the Foundation should draw down from the \$50k allocated to the fund.</p> <p>Greg Rodriguez, Government Relations and Public Affairs Advisor, Supervisor Perez, explained that Cathedral City and Desert Hot Springs closed their cooling centers at the end of September. The Palm Springs shelter is still open and Mr. Rodriguez is working with Tom Kirk, Executive Director, Coachella Valley Association of Governments (CVAG), to allocate Homeless Emergency Aid Program (HEAP) funding to turn the Palm Springs location into a pilot navigation center, also describing the challenges of connecting</p>
--	---



**DESERT HEALTHCARE FOUNDATION  
BOARD OF DIRECTORS MEETING MINUTES  
MEETING MINUTES  
October 22, 2019**

	people experiencing homelessness to services in the evening. There are discussions to make the facility a daytime shelter with the city covering the costs.	
<b>J. New Business</b>	There was no new business.	
<b>K. Directors' Comments, Reports, Informational Items, &amp; Staff Direction and Guidance</b>	President Zendle explained that Director Matthews will represent the Board with the housing investment fund meetings, the District will partner with the city of Palm Springs to assist with the navigation center and evening shelters, and President Zendle will participate in that committee.	
<b>L. Adjournment</b>	President Zendle adjourned the meeting at 8:12 p.m.	<b>Audio recording available on the website at <a href="https://www.dhcd.org/Agendas-and-Documents">https://www.dhcd.org/Agendas-and-Documents</a></b>

ATTEST: \_\_\_\_\_  
Leticia De Lara, Vice-President/Secretary  
Desert Healthcare District Board of Directors

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



**DESERT HEALTHCARE FOUNDATION  
OCTOBER 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 through October 2019

	MONTH			TOTAL		
	Oct 19	Budget	\$ Over Budget	Jul - Oct 19	Budget	\$ Over Budget
<b>Income</b>						
4000 · Gifts and Contributions	5,329	-	5,329	20,381	-	20,381
4003 · Grants	-	29,167	(29,167)	200,000	116,667	83,333
4116 · Bequests - Frederick Lowe	3,828	5,417	(1,588)	19,711	21,667	(1,956)
4130 · Misc. Income	-	83	(83)	-	333	(333)
8015 · Investment Interest Income	26,041	8,333	17,708	61,442	33,333	28,109
8040 · Restr. Unrealized Gain/(Loss)	(6,696)	14,583	(21,280)	112,346	58,333	54,012
<b>Total Income</b>	<b>28,502</b>	<b>57,583</b>	<b>(29,081)</b>	<b>413,879</b>	<b>230,333</b>	<b>183,546</b>
<b>Expense</b>						
5001 · Accounting Services Expense	661	667	(6)	2,643	2,667	(23)
5035 · Dues & Memberships Expense	25	42	(17)	25	167	(142)
5057 · Investment Fees Expense	7,039	2,500	4,539	18,595	10,000	8,595
5065 · Legal Costs Ongoing Expense	-	83	(83)	-	333	(333)
5101 · DHCD-Exp Alloc Wages& benefits	25,473	27,854	(2,381)	101,892	111,416	(9,524)
5106 · Marketing & Communications	189	3,958	(3,769)	1,252	15,833	(14,581)
5110 · Other Expenses	356	417	(61)	971	1,667	(695)
5115 · Postage & Shipping Expense	-	8	(8)	-	33	(33)
5120 · Professional Fees Expense	-	83	(83)	-	333	(333)
5210 · RSS Jr - Overhead Allocation	(898)	(1,417)	519	(3,472)	(5,667)	2,195
8051 · Major grant expense	3,912	20,833	(16,922)	218,716	83,333	135,383
8052 · Grant Expense - Collective/Mini	-	27,500	(27,500)	-	110,000	(110,000)
8053 · Grant Expense - RSS Jr	-	5,000	(5,000)	-	20,000	(20,000)
<b>Total Expense Before Social Services Fund</b>	<b>36,756</b>	<b>87,529</b>	<b>(50,773)</b>	<b>340,623</b>	<b>350,116</b>	<b>(9,494)</b>
5054 · Social Services Fund	-	3,333	(3,333)	6,000	13,333	(7,333)
<b>Net Income</b>	<b>(8,254)</b>	<b>(33,279)</b>	<b>25,025</b>	<b>67,257</b>	<b>(133,116)</b>	<b>200,373</b>

**Desert Healthcare Foundation**  
**Balance Sheet**

As of October 31, 2019

		Oct 31, 19
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
<b>100 · CASH</b>		
	146 · Checking - Pacific Premier 6718	500,646
	149 · Money Market - Pacific Premier	1,944
	150 · Petty Cash	200
	151 · Checking - Union Bank 7611	710,811
	155 · Summer Homeless Survival Fund	4,734
<b>Total Checking/Savings</b>		<b>1,218,336</b>
<b>Other Current Assets</b>		
<b>476-486 · INVESTMENTS</b>		
<b>477 · Morgan Stanley-Investments</b>		
	477.2 · Unrealized Gain/(Loss)	111,095
	477 · Morgan Stanley-Investments - Other	3,946,535
<b>Total 477 · Morgan Stanley-Investments</b>		<b>4,057,630</b>
<b>486 · Merrill Lynch</b>		
	486.1 · Merrill Lynch Unrealized Gain	423,569
	486 · Merrill Lynch - Other	1,681,084
<b>Total 486 · Merrill Lynch</b>		<b>2,104,653</b>
<b>Total 476-486 · INVESTMENTS</b>		<b>6,162,283</b>
<b>500 · CONTRIBUTIONS -RCVB -CRTS</b>		
	515 · Contrib RCVB-Pressler CRT	63,217
	530 · Contrib RCVB-Guerts CRT	126,022
<b>Total 500 · CONTRIBUTIONS -RCVB -CRTS</b>		<b>189,239</b>
	601 · Prepaid Payables	4,357
<b>Total Other Current Assets</b>		<b>6,355,878</b>
<b>Total Current Assets</b>		<b>7,574,213</b>
<b>TOTAL ASSETS</b>		<b>7,574,213</b>

**Desert Healthcare Foundation**  
**Balance Sheet**

As of October 31, 2019

				Oct 31, 19
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
		1000 · Accounts Payable		540
		1052 · Account payable-DHCD Exp Alloc		107,456
<b>Total Accounts Payable</b>				<b>107,996</b>
<b>Other Current Liabilities</b>				
		2101 · Payroll Liabilities		(882)
		2111 · Direct Deposit Liabilities		(2,284)
		2190 · Current - Grants payable		2,847,273
<b>Total Other Current Liabilities</b>				<b>2,844,108</b>
<b>Total Current Liabilities</b>				<b>2,952,104</b>
<b>Long Term Liabilities</b>				
		2186 · Grants payable		2,260,000
<b>Total Liabilities</b>				<b>5,212,104</b>
<b>Equity</b>				
		3900 · Retained Earnings		2,294,853
		Net Income		67,257
<b>Total Equity</b>				<b>2,362,109</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>				<b>7,574,213</b>

DESERT HEALTHCARE FOUNDATION					
BALANCE SHEET 10/31/19					
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES					
		T/B	GENERAL Fund	Restricted Funds	Trusts
<b>ASSETS</b>					
	146 · Checking Pacific Premier 6718	500,646	500,646		
	149 · Money Market Pacific Premier Bank	1,944	1,944		
	150 · Petty Cash	200	200		
	151 · Checking - Union Bank 7611	710,811	710,811		
	155 · Summer Homeless Survival Fund	4,734		4,734	
	<b>Total 100 · CASH - UNRESTRICTED</b>	<b>1,218,336</b>	<b>1,213,602</b>	<b>4,734</b>	<b>-</b>
	477 · Invt-Morgan Stanley				
	477.2 · Unrealized Gain	111,095	111,095		
	477 · Invt-Morgan Stanley	3,946,535		3,946,535	
	<b>Total 477 · Invt-Morgan Stanley</b>	<b>4,057,630</b>	<b>111,095</b>	<b>3,946,535</b>	
6441	486.1 · Merrill Lynch Unrealized Gain	423,569	423,569		
	486 · Merrill Lynch	1,681,084	525,079	1,156,004	
	<b>Total 486 · Merrill Lynch</b>	<b>2,104,653</b>	<b>948,649</b>	<b>1,156,004</b>	
	515 · Contrib RCVB-Pressler CRT	63,217			63,217
	530 · Contrib RCVB-Guerts CRT	126,022			126,022
	601 - Prepaid payables	4,357	4,357		
	<b>Total Current Assets</b>	<b>7,574,213</b>	<b>2,277,702</b>	<b>5,107,273</b>	<b>189,239</b>
	<b>TOTAL ASSETS</b>	<b>7,574,213</b>	<b>2,277,702</b>	<b>5,107,273</b>	<b>189,239</b>
<b>LIABILITIES &amp; EQUITY</b>					
<b>Liabilities</b>					
Current Liabilities					
Accounts Payable					
	1000 · Accounts Payable	540	540		
	1052 - Account Payable - DHCD - Alloc Expenses	107,456	107,456		
	Other Current Liabilities	(3,165)	(3,165)		
	2190 - Grants Payable - Current Portion	2,847,273		2,847,273	
	<b>Total Current Liabilities</b>	<b>2,952,104</b>	<b>104,831</b>	<b>2,847,273</b>	<b>-</b>
	2186 - Grant Payable - Long Term	2,260,000		2,260,000	
	<b>Total Liabilities</b>	<b>5,212,104</b>	<b>104,831</b>	<b>5,107,273</b>	<b>-</b>
<b>Equity</b>					
	3900 · Retained Earnings	2,294,853	2,105,614		189,239
	Net Income	67,257	67,257		
	<b>Total Equity</b>	<b>2,362,109</b>	<b>2,172,871</b>	<b>-</b>	<b>189,239</b>
	<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>7,574,213</b>	<b>2,277,702</b>	<b>5,107,273</b>	<b>189,239</b>

**Desert Healthcare Foundation**  
**Deposit Detail**  
 October 2019

Type	Date	Name	Account	Amount
<b>Deposit</b>	<b>10/10/2019</b>		<b>151 · Checking - Union Bank 7611</b>	<b>200,000</b>
Payment	10/10/2019	Desert Healthcare Dist. - Grant#1025 RSS	1499 · Undeposited Funds	(200,000)
TOTAL				(200,000)
<b>Deposit</b>	<b>10/15/2019</b>		<b>151 · Checking - Union Bank 7611</b>	<b>3,828</b>
		American Society of Composers	4116 · Bequests - Frederick Lowe	(3,828)
TOTAL				(3,828)
<b>Deposit</b>	<b>10/17/2019</b>		<b>155 · Summer Homeless Survival Fund</b>	<b>5,329</b>
		Desert Healthcare Foundation	4000 · Gifts and Contributions	(5,329)
TOTAL				(5,329)
			<b>Total - Foundation Checking 7611</b>	<b>203,828</b>
			<b>Total - Summer Homeless Survival Fund</b>	<b>5,329</b>

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

Type	Date	Num	Name	Amount
<b>100 · CASH</b>				
<b>146 · Checking - Pacific Premier 6718</b>				
Bill Pmt -Check	10/03/2019	11045	Meghan Kane-	(89)
Bill Pmt -Check	10/03/2019	11046	Vanessa Smith	(70)
Bill Pmt -Check	10/08/2019	11047	Alejandro Espinoza	(1,101)
Bill Pmt -Check	10/08/2019	11048	Boys & Girls Club of Palm Springs	(7,460)
Bill Pmt -Check	10/08/2019	11049	City of Palm Springs	(25)
Bill Pmt -Check	10/08/2019	11050	Coachella Valley Assoc of Governments	(200,000)
Bill Pmt -Check	10/08/2019	11051	Desert Recreation District	(698)
Bill Pmt -Check	10/08/2019	11052	EVALCORP	(8,700)
Bill Pmt -Check	10/08/2019	11053	Vanessa Smith	(43)
Total 146 · Checking - Pacific Premier 6718				(218,186)
<b>151 · Checking - Union Bank 7611</b>				
Bill Pmt -Check	10/16/2019	5000	Desert Healthcare Foundation-Summer Homeless FDN Match	(5,329)
Check	10/25/2019		Bank Service Charge	(196)
Bill Pmt -Check	10/29/2019	5001	Attorney General's Registry of Charitable	(150)
Bill Pmt -Check	10/29/2019	5002	Cardmember Services	(2,000)
Bill Pmt -Check	10/29/2019	5003	Franchise Tax Board	(10)
Bill Pmt -Check	10/29/2019	5004	Palms to Pines Printing	(1,846)
Total 151 · Checking - Union Bank 7611				(9,531)
<b>155 · Summer Homeless Survival Fund</b>				
Bill Pmt -Check	10/08/2019	1006	Community Presbyterian Church of CC	(682)
Bill Pmt -Check	10/16/2019	1007	Community Presbyterian Church of CC	(1,568)
Bill Pmt -Check	10/16/2019	1008	Word of Life Fellowship Center	(1,274)
Bill Pmt -Check	10/29/2019	1009	Community Presbyterian Church of CC	(388)
Total 155 · Summer Homeless Survival Fund				(3,912)
Total 100 · CASH				(231,629)
<b>TOTAL</b>				<b>(231,629)</b>





DESERT HEALTHCARE FOUNDATION							
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE							
October 31, 2019							
TWELVE MONTHS ENDED JUNE 30, 2020							
A/C 2190 and A/C 2186-Long term			6/30/2019	New Grants	Total Paid	10/31/2019	
Grant ID Nos.	Name		Open	Current Yr	July-June	Open	
			BALANCE	2019-2020		BALANCE	
	Mayor's Check recorded - \$100K HP		\$ 31,898		\$ 6,832	\$ 25,066	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		\$ 1,125,712		\$ 654,510	\$ 471,201	Homelessness
BOD - 9/26/17- RSS	RSS Funds-From Investment Funds for additional 4th year		\$ 53,810		\$ -	\$ 53,810	RSS
TCE Grant 01/31/18	Cal Endowment - Community & Health Policy Analysts 12/1/17- 11/30/18		\$ 64,817		\$ 27,128	\$ 37,689	TCE
BOD - 04/24/18	Behavioral Health Initiative Collective Fund		\$ 1,985,200		\$ 33,200	\$ 1,952,000	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		\$ 16,762		\$ 5,818	\$ 10,945	
BOD - 5/28/19 BOD (#993)	Galilee Center - Emergency Services		\$ 41,250		\$ -	\$ 41,250	
BOD - 6/25/19 BOD (#1006)	DHCD - Homelessness Initiative Collective Fund		\$ 1,000,000		\$ -	\$ 1,000,000	
F&A - 06/11/19	\$300k East Valley Grant Funding - \$225k Balance		\$ 225,000		\$ -	\$ 225,000	
BOD - 09/24/19 BOD (#1025)	RSS Grant from Desert Healthcare District			\$ 200,000	\$ 9,689	\$ 190,311	
<b>TOTAL GRANTS</b>			<b>\$ 5,644,450</b>	<b>\$ 200,000</b>	<b>\$ 737,177</b>	<b>\$ 5,107,273</b>	
<b>Summary: As of 10/31/19</b>			\$ 217,292		A/C 2190	\$ 2,847,273	
Health Portal (CVHIP):	\$ 125,066		\$ 200,000		A/C 2186	\$ 2,260,000	
Ready Set Swim	\$ 255,066		\$ 417,292		Total	\$ 5,107,273	
West Valley Homelessness Initiative	\$ 1,471,201		\$ 5,227,158		Diff	\$ -	
Cal Endowment-Analysts	\$ 37,689						
Behavioral Health Initiative Collective Fund	\$ 1,952,000						
Avery Trust - Pulmonary Services	\$ 1,000,000						
Galilee Center - Emergency Services	\$ 41,250						
\$300k East Valley Grant Funding - \$225k Balance	\$ 225,000						
<b>Total</b>	<b>\$ 5,107,273</b>						
* West Valley Homelessness Initiative - COMMITTED FUNDS \$1,980,044 (BALANCE \$1,019,956)							
<b>Amts available/remaining for Grant/Programs - FY 2019-20:</b>			<b>FY20 Grant Budget</b>				
<b>Amount budgeted 2019-2020</b>		\$ 640,000		\$ 250,000			
<b>Amount granted year to date</b>		\$ (200,000)		\$ 390,000			
Mini Grants:							
Net adj - Grants not used:							
<b>Balance available for Grants/Programs</b>		<b>\$ 440,000</b>					

LAW OFFICES OF  
**JEFFREY G. SCOTT**

16935 WEST BERNARDO DRIVE, SUITE 170  
SAN DIEGO, CA 92127

=====  
(858) 675-9896  
FAX (858) 675-9897

JEFFREY G. SCOTT

*Of Counsel*  
JAMES R. DODSON

DATE: November 21, 2019

TO: Dr. Conrado Barzaga, CEO  
Chris Christensen, CPA, CAO

FROM: Jeffrey G. Scott, General Counsel

RE: Use of Avery Family Trust Funds for research into airborne environmental hazards affecting eastern Coachella Valley residents

---

**Question:**

You have asked whether funds from the Avery Family Trust which were donated to the Desert Healthcare District Foundation (Foundation), can be used to research, address, mitigate, and prevent the significantly high levels of airborne environmental hazards that are affecting residents (primarily children) in the eastern Coachella Valley of the Desert Healthcare District (District).

**Conclusion:**

Yes, funds from the Avery Family Trust can be used to research, address, mitigate, and prevent the significantly high levels of airborne environmental hazards that are affecting residents (primarily children) in the eastern Coachella Valley of the Desert Healthcare District (District).

**Analysis:**

On November 25, 1982, Robert N. Avery passed away. As part of Mr. Avery's estate, upon the death of his surviving spouse, his trust bequeathed \$1 million to Desert Hospital, Palm Springs, California. On June 29, 2012, the Superior Court of Monterey County, California issued an order that confirmed \$1 million of the estate should be distributed to the Foundation and the use of said funds, would be restricted to pulmonary research and rehabilitation and/or for purchase and/or construction of facilities used for those purposes.

Pulmonology is a medical specialty that deals with diseases involving the human respiratory tract. Pulmonologists are specially trained in diseases and conditions of the lungs and respiratory system. Scientific research into pulmonary diseases includes looking for causes and possible treatment of diseases such as asthma, pulmonary tuberculosis, and lung cancer.

Recent studies have found that residents (particularly children) in the eastern Coachella Valley are disproportionately affected by airborne environmental hazards, which have manifested in significantly higher incidences of asthma, bronchitis, wheezing, allergies, and dry coughs. It is also estimated that a high number of children and adults with asthma and other respiratory illnesses in the eastern Coachella Valley are underdiagnosed.

The Foundation would like to allocate \$500,000 from the Avery Family Trust to address the airborne environmental hazards which are affecting eastern Coachella Valley District residents for use to advance research and rehabilitation solution. It is clear that there is a legally sufficient nexus between a bequest restricted for use for pulmonary research and rehabilitation and the use of those funds to advance research into airborne environmental hazards affecting residents of the eastern Coachella Valley.

It will however, be essential that the Foundation keep complete and accurate records of all expenses that utilize Avery Family Trust funds and the use of those funds be carefully tracked to demonstrate that the use of the funds benefit and are related to advancing research into airborne environmental hazards in the eastern Coachella Valley.



**DESERT HEALTHCARE**  
DISTRICT & FOUNDATION

Date: November 26, 2019  
To: Board of Directors  
Subject: Airborne Environmental Hazards and Protecting the Public's Pulmonary Health

---

**Staff Recommendation:** Consideration to approve an allocation of \$500,000 from the Avery Family Trust to address the protection of pulmonary/respiratory health of the eastern Coachella Valley population against airborne environmental hazards.

**Background:**

- DHCD's childhood population in eastern Coachella Valley (ECV) and Imperial Valley is disproportionately affected by airborne environmental hazards, which is manifested in a higher prevalence of asthma amongst its residents (22.4%) compared to the state of California (7.9%).
- According to the CDC, asthma episodes have declined in children from all races and ethnicities since 2001; however ECV residents continue to exhibit higher than state and national average rates of asthma and other respiratory symptoms, including wheezing (35.3%), allergies (36.1%), bronchitis (28.6%), and dry cough (33.3%).
- It is estimated that a high number of children and adults with asthma and other respiratory illnesses are underdiagnosed.
- The region is unprepared to address recurrent airborne environmental hazards; therefore, it is imperative that the District and Foundation address this issue and develop an action plan to address, mitigate, and prevent the high levels of airborne environmental hazards.
- Mr. Robert N. Avery left, upon his death in 1982, a \$1Million bequest through the Robert N. Avery Family Trust to the Desert Hospital and that its use be generally restricted to pulmonary research and rehabilitation, and/or acquisition or construction of facilities for these purposes. The Desert Healthcare Foundation is the recipient of the \$1Million Trust bequest since 2012.
- Staff recommends approval to allocate an initial \$500,000 fund from the Avery Family Trust to address the airborne environmental hazards affecting ECV to advance research and rehabilitation solutions for the ECV population.

**Fiscal Impact:**

\$500,000 of the \$1Million included in the Foundation's FY19-20 and 20-21 annual budgets.



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE**  
**MEETING MINUTES**  
**November 12, 2019**

Directors Present	District Staff Present	Absent
Chair/Treasurer Mark Matthews Vice-President Leticia De Lara Director Arthur Shorr	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Alejandro Espinoza, Program Officer and Outreach Director Stephen Huyck, Accounting Manager Meghan Kane, Community Health Analyst Andrea S. Hayles, Clerk to the Board	

AGENDA ITEMS	DISCUSSION	ACTION
<b>I. Call to Order</b>	Chair Matthews called the meeting to order at 3:24 p.m.	
<b>II. Approval of Agenda</b>	Chair Matthews asked for a motion to approve the Agenda.	<b>Moved and seconded Vice-President De Lara and Chair Matthews to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	No public comment.	
<b>IV. Approval of Minutes</b>  <b>1. Minutes – Meeting October 8, 2019</b>	Chair Matthews asked for a motion to approve the minutes of the October 8, 2019 F&A Committee meeting.	<b>Moved and seconded Director Shorr and Vice-President De Lara to approve the agenda. Motion passed unanimously.</b>
<b>V. CEO Report</b>	No report was provided.	
<b>VI. Financial Reports</b> <b>1. Financial Statements</b> <b>2. Deposits</b> <b>3. Check Register</b> <b>4. Credit Card Expenditures</b> <b>5. General Grants Schedule</b>	Chris Christensen, CAO, explained the October financial reports.  Vice-President De Lara requested a re-designation for lunches as staff development.	<b>Moved and seconded Vice-President De Lara and Director Shorr to approve the October 2019 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.</b>
<b>VII. Other Matters</b>		
<b>VIII. Adjournment</b>	Chair Matthews adjourned the meeting at 3:27 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*



**DESERT HEALTHCARE**  
**DISTRICT & FOUNDATION**

**Date:** November 26, 2019

**To:** Board of Directors

**Subject:** Grant # 1034 The City of Palm Springs

---

**Grant Request:** City of Palm Springs Crisis Team and Wrap Around Services

- **Amount Requested from the City of Palm Springs:** \$900,000 for 2 years or (\$450,000 annually) as a matching grant
  - **STAFF RECOMMENDATION: \$225,000 as bridge funding for one year (\$175,000 Crisis teams + \$50,000 Wrap Around Services) as the City of Palm Springs seeks other sources of funding.**
- **Project Period:** 7/1/2019 to 6/30/2021 (two years)
  - **STAFF RECOMMENDATION FOR PROJECT PERIOD: 12/1/19 – 11/30/20**

**Project Description and Use of District Funds:**

- The City program reaches out to those who are homeless, have substance abuse problems, or mental illness. *District Grant Funds would fund two Behavior Health Specialists, two Mental Health Peer Specialists, two Community Services Officers, and two Police Officers.* Crisis Teams help homeless individuals secure long term housing, emergency housing (typically provided in the form of motel vouchers), bridge housing (temporary housing with the use of vouchers), and help them to work with street outreach and engagement workers who also provide access to other housing resources. Crisis Teams engage the hard to reach homeless at the street-level who suffer from a serious mental illness or substance use disorder and link them to all available mental health and community resources in a coordinated manner.
- *It would also fund Case Managers and Employment Specialist positions to help individuals obtain permanent and supportive housing; secure health, disability, social security and other benefits; train for computer skills, internet searches for employment, completing on-line employment applications, and interview techniques; employment assessment of an*

individual's employment strengths and weaknesses; basic first aid training; and assistance with securing food handler's certificates.

- District Grant Funds will allow the City to contact more individuals, and to address their needs more expeditiously. It also expands the City's ability coverage to include evenings and weekends.

**Geographic Area(s) Served:** Palm Springs specific

**Background:**

- On April 25, 2017, the Desert Healthcare Board of Directors approved a collaborative/collective fund, up to \$2 million, that supports programs and infrastructure to address the homelessness crisis in the Coachella Valley.
  - In June 2019, an additional \$1 million was allocated to the collective fund, for a grand total of \$3 million to be utilized towards the homelessness focus area of the strategic plan.
- Dated October 23, 2017, a Memorandum of Understanding (Matching Grant) for matching funds of \$450,000 from the Desert Healthcare Foundation's Homelessness Initiative was executed between the Desert Healthcare Foundation and The City of Palm Springs to provide, during fiscal year 2018/2019, the following:
  - \$350,000 towards an additional (second) Mental Health Housing Crisis Team and
  - \$100,000 towards Wrap Around Services.
- Due to a delay in contracting with the County of Riverside's Department of Mental Health, the MOU was extended until June 30, 2019.
- A final report was completed October 31, 2019.

The City of Palm Springs is currently requesting another matching funding opportunity, this time for a two-year time period, at \$450,000 annually or \$900,000 total.

District staff is recommending one year of bridge funding of \$225,000 to support the second crisis team and wrap around services as the City of Palm Springs seeks and secures other means of funds to support the programs.

**Fiscal Impact:** funds are available from the Desert Healthcare Foundation's Homelessness Collective Fund

# 1. Organization Information

## Organization Information

### Organization Name

City of Palm Springs

### Also Known As

### Organization Type

Municipal Government

### Tax ID

95-6000757

### Address

3200 E. Tahquitz Canyon Way

### City

Palm Springs

### State

CA

### Postal Code

92262

## Primary Contact

### First Name

David

### Last Name

Ready



**Title**

City Manager

**E-mail**

David.Ready@palmspringsca.gov

**Program Director / Coordinator**

**First Name**

Jay

**Last Name**

Virata

**Title**

Director, Community & Economic Development

**Office Phone**

760-323-8228

**E-mail**

jay.virata@palmspringsca.gov

**Grant Writer (if different from above)**

**First Name**

**Last Name**

**Office Phone**

**E-mail**

## 2. Program/Project Information

### Background

Please provide a brief background on the project/program (100 word limit)

The City operates Mental Health Housing Crisis Teams (Crisis Team) and provides Wrap Around services to reach out to those who are homeless, have substance use problems, or mental illness.

The Crisis Teams engage the hard to reach homeless at the street-level who suffer from a serious mental illness or substance use disorder and link them to all available mental health and community resources in a coordinated manner in collaboration with local law enforcement.

Wrap Around Services assist homeless individuals with exiting homelessness to safe and affordable permanent housing with entitlements and income.

### Community Health Focus Areas

Please select the Community Health Focus Area that best aligns with your program / project

The City program aligns with the following Community Health Focus Areas:

- Homelessness. Participate in community efforts and support programs and services to address homelessness in the Coachella Valley.
- Primary Care and Behavioral Health Access. Support programs, services and workforce development efforts that increase access to primary care and behavioral health services for Coachella Valley residents.

### Community Need

Define a specific need(s) for the program/project and describe the alignment to the DHCD Strategic Plan Community Focus Areas (300 word limit)

A nationally recognized leader in achieving solutions for homelessness, Barbara Poppe, commented on homelessness in the Coachella Valley, “The Coachella Valley provides a disproportionate share of the crisis housing response for the Riverside County: 63% of all emergency shelter beds within Riverside County are located in the Coachella Valley; 58% of all transitional housing beds within Riverside County are located in the Coachella Valley.” Based on the 2019 Point in Time Count, thirty-two percent (32%) of those who are unsheltered in the Coachella Valley reside in Palm Springs. With an increasing cost of living, an insufficient supply of affordable housing, the need to reach out and provide guidance to

individuals in need of shelter and social services will only increase.

The City program is a targeted initiative that addresses homelessness. As a municipal government agency the City formulates public policy to address homelessness based on past program results and case studies. The City has played a lead role in building relationships among homeless and housing and other social service providers.

The City program addresses the DHCD Strategic Plan Community Focus Area of Homelessness - participate in community efforts and support programs and services to address homelessness in the Coachella Valley.

The City program also funds behavioral health workforce positions and links homeless individuals with behavioral health services. It cultivates a network of service providers, healthcare institutions and others to reinforce the delivery system. As a municipality, the City program promotes awareness of behavioral health access issues through its many neighborhood meetings, boards and commissions, and City Council activities.

In this regard it addresses the DHCD Strategic Plan Community Focus Area of Primary Care and Behavioral Health Access - support programs, services and workforce development efforts that increase access to primary care and behavioral health services for Coachella Valley residents.

### **Project/Program Area**

Please select a Primary and, if applicable, a Secondary program area.

The Primary program area is to sustain homeless services in the community (Crisis Team outreach and Wrap Around Services).

### **Briefly describe the program/project and the specific use of District grant funds.**

(250 word limit)

The City program reaches out to those who are homeless, have substance abuse problems, or mental illness. District Grant Funds would fund two Behavior Health Specialists, two Mental Health Peer Specialists, two Community Services Officers, and two Police Officers. Crisis Teams help homeless individuals secure long term housing, emergency housing (typically provided in the form of motel vouchers), bridge housing (temporary housing with the use of vouchers), and help them to work with street outreach and engagement workers who also provide access to other housing resources. Crisis Teams engage the hard to reach homeless at the street-level who suffer from a serious mental illness or substance use disorder and link them to all available mental health and community resources in a coordinated manner.

It would also fund Case Managers and Employment Specialist positions to help individuals obtain permanent and supportive housing; secure health, disability, social security and other benefits; train for computer skills, internet searches for employment, completing on-line employment applications, and interview techniques; employment assessment of an

individual's employment strengths and weaknesses; basic first aid training; and assistance with securing food handler's certificates.

District Grant Funds allowed the City to contact more individuals, and to address their needs more expeditiously. It also expanded the City's ability coverage to include evenings and weekends.

**Project Title**

City of Palm Springs Crisis Team and Wrap Around Services

**Project Start Date**

July 1, 2019

**Project End Date**

June 30, 2021

**Term**

Length of project/program

Two years

**Program / Project Budget**

\$900,000 (annually)

**Request Amount**

\$450,000 (annually)

**Geographical Area Served**

Select all that apply

Western end of the Coachella Valley (Palm Springs, Desert Hot Springs, Cathedral City, Thousand Palms, Rancho Mirage, Mountain Center, San Geronio, and Palm Desert)

**Participant Community**

Description of District residents who will benefit from the project/program (100 word limit)

Homeless individuals would benefit from the services and shelter provided through the City program. District residents and businesses, the City of Palm Springs, surrounding Cities (Desert Hot Springs, Cathedral City, Thousand Palms, Rancho Mirage, Mountain Center, San Geronio, and Palm Desert), and visitors would benefit from a healthier environment.

**Population Served**

Select all that apply

**Age Group**

Please check the age group your program / project will serve and in the next section the number served for each age group.

According to the 2019 Point in Time Count the homeless population in Riverside County includes individuals with mental health issues (18%), substance use (24%), physical disabilities (18%) and experience post-traumatic stress syndrome (18%). The largest categories of individuals are white, male, adults. However, the population also includes children ages 17 and below, families with children, youth (ages 18 – 24), and elderly (62 years and older).

**Ages 0-5**

Yes

**Ages 6-17**

Yes

**Ages 18-24**

Yes

**Ages 25-64**

Yes

**Ages 65+**

Yes

**Proposed Program / Project Evaluation Plan**

Please describe a specific detailed plan of action for evaluation, that includes both qualitative and quantitative assessment of the program/project that is well-defined with data reporting mechanisms and narrative that are clear and transparent. (300 word limit)

The City and its service provider partners (contracted services for the Crisis Team and Wrap Around services) will track services and outcomes in HMIS and compare to the SMART goals provided below to provide a quantitative assessment of program performance. The goals and outcomes are also reviewed by the City’s Affordable Housing and Homelessness Sub-committee which, in collaboration with the community partners listed in Section 5, provide qualitative feedback on the Crisis Team and Wrap Around services operations.

### 3. Goals and Evaluation

**For each project/program goal (up to 5) please provide a corresponding evaluation plan.**

#### **Goal #1**

SMART goals - specific, measurable, ambitious, realistic and time-bound.  
(300 word limit)

On an annual basis, 200 individuals receiving services through the City of Palm Springs Crisis Team and Wrap Around Services program will be provided with shelter.

#### **Evaluation #1**

Detailed plan of action for evaluation that monitors and tracks the progress of Goal #1 (200 word limit)

The Crisis Team and Wrap Around team track services and outcomes in HMIS and reports them to the City. Last fiscal year 195 individuals were beneficiaries of housing placement. Housing placements include permanent housing, emergency housing, bridge housing, shelter housing, and family reunification.

#### **Goal #2**

SMART goals - specific, measurable, ambitious, realistic and time-bound.  
(300 word limit)

On an annual basis, 75 individuals receiving services through the City of Palm Springs Crisis Team and Wrap Around Services program will become employed.

#### **Evaluation #2**

Detailed plan of action for evaluation that monitors and tracks the progress of Goal #1 (200 word limit)

The Crisis Team and Wrap Around team track services and outcomes in HMIS and reports them to the City. Last fiscal year, 59 individuals were beneficiaries of the employment services provided through the City program and were successfully employed.

#### **Goal #3**

SMART goals - specific, measurable, ambitious, realistic and time-bound.  
(300 word limit)

On an annual basis, 725 individuals receiving services through the City of Palm Springs Crisis Team and Wrap Around Services program will obtain mainstream benefits.

#### **Evaluation #3**

Detailed plan of action for evaluation that monitors and tracks the progress of Goal #1 (200 word limit)

The Crisis Team and Wrap Around team track services and outcomes in HMIS and reports them to the City. Last fiscal year 705 individuals obtained mainstream benefits. Mainstream benefits includes obtaining birth certificates and identification cards, Supplemental Security Income, Social Security Disability Insurance, CalWORKS, CalFresh, General Assistance, and Medi-Cal.

**Goal #4**

SMART goals - specific, measurable, ambitious, realistic and time-bound. (300 word limit)

On an annual basis, 30 individuals receiving services through the City of Palm Springs Crisis Team and Wrap Around Services program will be put in contact with behavioral and substance use treatments and/or clinics.

**Evaluation #4**

Detailed plan of action for evaluation that monitors and tracks the progress of Goal #1 (200 word limit)

The Crisis Team and Wrap Around team track services and outcomes in HMIS and reports them to the City. Last fiscal year 25 individuals were put in contact with behavioral and substance use treatments and/or clinics.

**Goal #5**

SMART goals - specific, measurable, ambitious, realistic and time-bound. (300 word limit)

**Evaluation #5**

Detailed plan of action for evaluation that monitors and tracks the progress of Goal #1 (200 word limit)

## 4. Capacity and Sustainability

### Organizational Capacity

Describe the staff resource allocation to the project/program and capacity for this kind of work. (200 word limit)

The Crisis Teams consist of two (2) Behavioral Health Specialist IIs, two (2) Mental Health Peer Specialists, two (2) Community Service Officers, and two (2) Police Officers. The Crisis Teams have two shifts 1) Monday through Friday 7am to 4pm, and 2) evening (Wednesday through Friday, 12:00 pm to 9:00 pm) and weekend (Saturday and Sunday 8am to 5pm).

The Wrap Arounds services are staffed through a contract with Martha's Village and Kitchen. Martha's Village and Kitchen provides case managers and employment services. Martha's is able to utilize their 52 trained front line staff at their central office to assign and provide additional appropriate services almost immediately. Martha's also operates a 120-bed Housing First facility with 95 beds for homeless families and 25 beds for homeless single adults. Martha's Case Managers are trained in SSI/SSDI Outreach, Access, and Recovery (SOAR) certified to address the needs of client Social Security Disability applications, and numerous other client entitlements. The Case Managers are also trained in the Vulnerability Index Service Prioritization Decision Assistance Tool (VISPDAT) process, Riverside County Coordinated Entry System (CES), Rapid Rehousing process and Housing First.

### Organizational Sustainability

Describe how the proposed program/project is identified within your organizational strategic and business plans (200 word limit)

The City's Housing Element is the City's strategic plan for addressing affordable housing and homeless. It includes several goals, strategies, and objectives. Below are strategies and objectives included in the Housing Element.

HS3.2 Assist in the funding of the development of emergency, transitional, and permanent supportive housing and shelters, together with the provision of supportive services for people who are homeless.

HS3.6 Support Emergency Shelter and Transitional Housing Program. State law requires all cities to identify adequate sites, development standards, and implement a permitting process to facilitate and encourage the development of emergency shelters and transitional housing. In 2006, the City established a Homeless Task Force to identify locations for a homeless shelter in Palm Springs.

5-Year Objectives:

- Continue to support and fund services for homeless people through the Consolidated Planning process.
- Continue to work in collaboration with the Homeless Task Force and other providers of assistance to homeless people.



## 5. Partnerships

### **Key Partners/Collaboration**

Please provide a detailed list of community partners and their roles directly supporting the program/project. (300 word limit)

The City partners and strategizes with several community partners to address homelessness.

Riverside University Health System – Behavioral Health – Behavior Health Specialists, and Mental Health Peer Specialists.

Martha’s Village and Kitchen – Provides case managers, employment specialists and wrap around services.

Coachella Valley Association of Governments – The City participates with the Coachella Valley Association of Governments Homelessness Committee (along with the Desert Healthcare District and several other cities to fund homeless services throughout the Coachella Valley).

Coachella Valley Rescue Mission – The City collaborated with the Coachella Valley Rescue Mission to provide an overnight cooling center in Palm Springs.

Well in the Desert – The City funds the well in the Desert which provides daytime cooling, referral, and transportation services to homeless individuals.

Jewish Family Services – The City provides financial assistance to Jewish Family Services to assist individuals at risk of homelessness.

## 6. Attachments

**Please provide the following attachments as part of your application.**

### **Most recent organizational budget**

See attached PS Budget 2020 2021

### **Program/Project budget**

Please use DHCD line item budget template which is available on the DHCD website

See attached PS Program Budget

**Organizational Monthly Cash-Flow for the current fiscal or calendar year.**

Please use DHCD cash-flow template which is available on the DHCD website

See attached PS CAFR

**Profit and Loss Statement (P&L)**

NA

**Most current financial statement for the last month prepared that compares budget to actual.**

See attached PS CAFR

**Form 990 (most recently filed)**

NA

**Strategic Plan or Business Plan**

See Attached PS Housing Element

**Board minutes displaying Board acceptance of latest audited financial statements.**

See attached PS Council Minutes for Latest Financial Statements

**List of Board Members and Terms**

See attached Palm Springs Mayor and City Council Member Terms

**Letters of Support / MOU from community partners**

Please provide up to 3

See attached letter of support.

**Consultant/Professional services (if applicable)**

Contract or MOU with a detailed scope of work

See attached 1) PS Consultant Services RUHS-BH agreement; and 2) PS Consultant Services Martha's Village&Kitchen agreement

**EXHIBIT B**

**PAYMENT SCHEDULE, REQUIREMENTS & DELIVERABLES**

<u>Project Title</u>	<u>Start/End</u>
City of Palm Springs Crisis Team & Wrap Around Services	12/1/2019 11/30/2020

**PAYMENTS:**

(2) Payments: \$101,250.00  
 10% Retention: \$22,500.00

**Total request amount:** \$225,000.00

**GRANT AND PAYMENT SCHEDULE REQUIREMENTS:**

Scheduled Date	Grant Requirements for Payment	Payment
12/01/2019	Signed Agreement submitted & accepted	Advance of \$101,250.00 for time period 12/01/2019- 5/31/2020
06/01/2020	1 <sup>st</sup> six-month (12/01/2019 - 05/31/2020) progress and budget reports submitted & accepted	Advance of \$101,250.00 for time period 06/01/2020 -11/30/2020
12/01/2020	2 <sup>nd</sup> six-month (06/01/2020- 11/30/2020) progress and budget reports submitted and accepted	\$0
12/31/2020	Final report (12/01/2019 - 11/30/2020) submitted & accepted	\$22,500.00 (10 % retention)

**TOTAL GRANT AMOUNT: \$225,000.00**

**DELIVERABLES:**

**Program/Project Goals and Evaluation**

<p><b>GOAL #1</b>                  On an annual basis, 200 individuals receiving services through the City of Palm Springs Crisis Team and Wrap Around Services program will be provided with shelter.</p>	<p><b>EVALUATION #1</b>                  The Crisis Team and Wrap Around team track services and outcomes in HMIS and reports them to the City. Last fiscal year 195 individuals were beneficiaries of housing placement. Housing placements include permanent housing, emergency housing, bridge housing, shelter housing, and family reunification.</p>
--	---

<p><b>GOAL #2</b> On an annual basis, 75 individuals receiving services through the City of Palm Springs Crisis Team and Wrap Around Services program will become employed</p>	<p><b>EVALUATION #2</b> The Crisis Team and Wrap Around team track services and outcomes in HMIS and reports them to the City. Last fiscal year, 59 individuals were beneficiaries of the employment services provided through the City program and were successfully employed.</p>
<p><b>GOAL #3</b> On an annual basis, 725 individuals receiving services through the City of Palm Springs Crisis Team and Wrap Around Services program will obtain mainstream benefits.</p>	<p><b>EVALUATION #3</b> The Crisis Team and Wrap Around team track services and outcomes in HMIS and reports them to the City. Last fiscal year 705 individuals obtained mainstream benefits. Mainstream benefits include obtaining birth certificates and identification cards, Supplemental Security Income, Social Security Disability Insurance, CalWORKS, CalFresh, General Assistance, and Medi-Cal.</p>
<p><b>GOAL #4</b> On an annual basis, 30 individuals receiving services through the City of Palm Springs Crisis Team and Wrap Around Services program will be put in contact with behavioral and substance use treatments and/or clinics.</p>	<p><b>EVALUATION #4</b> The Crisis Team and Wrap Around team track services and outcomes in HMIS and reports them to the City. Last fiscal year 25 individuals were put in contact with behavioral and substance use treatments and/or clinics.</p>

## Line Item Budget Operational Costs

PROGRAM OPERATIONS	Total Program/Project Budget	Funds from Other Sources <span style="color: red;">Detail on sheet 3</span>	Amount Requested from DHCD
<b>Total Staffing Costs</b> <span style="color: red;">Detail on sheet 2</span>	933,800	708,800	225,000
<b>Equipment (itemize)</b>			
1			0
2			0
3			0
4			0
<b>Supplies (itemize)</b>			
1			0
2			0
3			0
4			0
<b>Printing/Duplication</b>			
<b>Mailing/Postage</b>			
<b>Travel/Mileage</b>			
<b>Education/Training</b>			
<b>Office/Rent/Mortgage</b>			
<b>Telephone/Fax/Internet</b>			
<b>Utilities</b>			
<b>Insurance</b>			
<b>Other facility costs not described above (itemize)</b>			
1			0
2			0
3			0
4			0
<b>Other program costs not described above (itemize)</b>			
1			0
2			0
3			0
4			0
<b>Total Program Budget</b>			
	<b>933,800</b>	<b>708,800</b>	<b>225,000</b>

## Line Item Budget Staffing Costs

Staff Salaries		Annual Salary	% of Time Allocated to Program	Actual Program Salary	Amount of Salary Paid by DHCD Grant
<b>Employee Position/Title</b>					
1	Community Service Officers (2)	170,560	100%	170,560	-
2	Police Officers (2)	233,240	100%	233,240	-
3					
4					
5					
6					
7					
8					
<b>Total Employee Benefits</b>					
<b>Enter this amount in Section 1;Staffing Costs</b>				<b>Total</b>	-
<b>Budget Narrative</b>	Police Officers and Community Service Officers assigned exclusively to working with homeless related issues regularly patrol areas where homeless individuals may congregate.				
<b>Budget Narrative</b>	Benefits include Medicare, Uniform Allowance, General Leave, and healthcare.				
Professional Services / Consultants		Hourly Rate	Hours/Week	Annual Fee	Fees Paid by DHCD Grant (Annually)
<b>Company and Staff Title</b>					
1	Riverside University Health System - Behavioral Health			330,000	150,000
2	Martha's Village and Kitchen			200,000	75,000
3					
4					
5					
<b>Enter this amount in Section 1;Staffing Costs</b>				<b>Total</b>	<b>225,000</b>
<b>Budget Narrative</b>	Riverside University Health System - Behavioral Health (RUHS-BH) provides two Behavioral Health Specialists, and two Mental Health Peer Specialists pursuant to an agreement between the City and RUHS-BH. Martha's Village and Kitchen Case Managers and Employment Specialists provide Wrap Around services pursuant to an agreement between Martha's and the City.				

## Line Item Budget Other Program Funds

Other funding received (actual or projected) SPECIFIC to this program/project		Amount
Fees (City General Fund)		708,800
Donations		
Grants (List Organizations)		
	1	
	2	
	3	
	4	
Fundraising (describe nature of fundraiser)		
	1	
	2	
Other Income, e.g., bequests, membership dues, in-kind services, investment income, fees from other agencies, etc. (Itemize)		
	1	
	2	
	3	
	4	
<b>Total funding in addition to DHCD request</b>		<b>708,800</b>
<b>Budget Narrative</b>	Source of funds is City General Fund.	