



**DESERT HEALTHCARE FOUNDATION  
BOARD MEETING  
Board of Directors  
December 17, 2019  
6:30 P.M.**

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

Family YMCA of the Desert  
Gymnasium  
43-930 San Pablo  
Palm Desert, CA 92260

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

<b>Page(s)</b>	<b>AGENDA</b>	<b>Item Type</b>
	<i>Any item on the agenda may result in Board Action</i>	
	<p><b>A. CALL TO ORDER – President Zendle, MD</b>            Roll Call            _____ Director Shorr _____ Director Borja _____ Director PerezGil _____            Director Rogers, RN _____ Director Matthews _____            Vice-President/Secretary De Lara _____ President Zendle</p>	
1-2	<p><b>B. APPROVAL OF AGENDA</b></p>	<b>Action</b>
	<p><b>C. PUBLIC COMMENT</b>            At this time, comments from the audience may be made on items <u>not</u> listed on the agenda that are of public interest and within the subject-matter jurisdiction of the Foundation. The Board has a policy of limiting speakers to no more than three minutes. The Board cannot take action on items not listed on the agenda. Public input may be offered on agenda items when they come up for discussion and/or action.</p>	
	<p><b>D. CONSENT AGENDA</b>            All Consent Agenda item(s) listed below are considered to be routine by the Board of Directors and will be enacted by one motion. <u>There will be no separate discussion of items unless a Board member so requests, in which event the item(s) will be considered following approval of the Consent Agenda.</u></p>	<b>Action</b>
3-7	<p>1. BOARD MINUTES            a. Board of Directors Meeting – November 26, 2019</p>	



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<i>Page(s)</i>	<b>AGENDA</b>	<i>Item Type</i>
	<b>E. DESERT HEALTHCARE FOUNDATION CEO REPORT –</b> Conrado E. Bázquez, MD 1. Homelessness Initiative	Information
<b>8-23</b>	<b>F. PROGRAM COMMITTEE –</b> Chair/Director Carole Rogers, RN, Vice-President De Lara and Director Evett PerezGil 1. Letters of Interest and Pending Applications a. Consideration to approve Grant #104 – Riverside Community Housing Corporation: Oasis Mobile Home Park Drinking Water Initiative - \$15,844	<b>Action</b>
<b>24-40</b>	2. Behavioral Health Initiative a. Consideration to approve the Behavioral Health Workplan that incorporates a Senior Program Officer and Senior Development Officer	<b>Action</b>
	<b>G. OLD BUSINESS</b>	
	<b>H. NEW BUSINESS</b>	
	<b>I. DIRECTORS' COMMENTS, REPORTS, INFORMATIONAL ITEMS, &amp; STAFF DIRECTION AND GUIDANCE</b>	
	<b>J. 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 or call (760) 323-6110 at least 24 hours prior to the meeting.*



**DESERT HEALTHCARE FOUNDATION  
BOARD OF DIRECTORS  
MEETING MINUTES  
November 26, 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 Evett PerezGil Director Karen Borja Director Shorr - <i>Telephonic</i>	Conrado E. Bárzaga, MD, CEO Donna Craig, Senior Program Officer Will Dean, Marketing and Communications Director Alejandro Espinoza, Program Officer and Outreach Director Meghan Kane, Community Health Analyst Vanessa Smith, Health Coordinator Andrea S. Hayles, Clerk of the Board  <u>Legal Counsel</u> Jeff Scott	Director Carole Rogers, RN Chris Christensen, CAO

<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 6:13 p.m.  The Clerk of the Board called the roll with all Directors present except Director Rogers.	
<b>B. Approval of Agenda</b>	President Zendle asked for a motion to approve the Agenda.  Conrado E. Bárzaga, MD, CEO, requested to amend the agenda and postpone the Behavioral Health Initiative – E.1. to the December meeting.	<b>#18-29 MOTION WAS MADE by Director De Lara seconded by Director Shorr to approve the agenda with amendment of postponing the Behavioral Health Initiative.</b> <b>Motion passed unanimously.</b> <b>AYES – 6 President Zendle, Vice-President De Lara, Director Matthews, Director PerezGil, Director Borja, and Director Shorr</b> <b>NOES – 0</b> <b>ABSENT – 1 Director Rogers</b>
<b>C. Public Comment</b>	None	
<b>D. Consent Agenda</b> <b>1. Board Minutes</b>	President Zendle asked for a motion to approve the consent agenda.	<b>#18-30 MOTION WAS MADE by Director De Lara seconded by Director Shorr to approve the consent agenda.</b>

**DESERT HEALTHCARE FOUNDATION  
BOARD OF DIRECTORS  
MEETING MINUTES  
November 26, 2019**

<p>a. Board of Directors Meeting – October 22, 2019</p> <p>2. Finance and Administration</p> <p>a. Approval of June Financial Statements F&amp;A approved November 12, 2019</p>		<p>Motion passed unanimously. AYES – 6 President Zendle, Vice-President De Lara, Director Matthews, Director PerezGil, Director Borja, and Director Shorr NOES – 0 ABSENT – 1 Director Rogers</p>
<p>E. Desert Healthcare Foundation CEO Report</p> <p>1. Behavioral Health Initiative</p> <p>a. Consideration to approve an amendment to the existing EVALCORP contract to assist with the development of a behavioral health workplan</p> <p>2. Eastern Coachella Valley Air Quality</p> <p>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</p>	<p>The Behavioral Health Initiative is postponed.</p> <p>Dr. Bárzaga, CEO, described the public comments in the District meeting from representatives of Congressman Ruiz and Assemblymember Garcia’s offices. The population in the east has a rate of asthmas that is three times the average of the state and the nation. The Board was directed by staff to review the funds from the Avery Family Trust to potentially assist with the environmental hazards.</p>	<p>#18-31 MOTION WAS MADE by Vice-President De Lara seconded by Director PerezGil to approve a \$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. Motion passed unanimously. AYES – 6 President Zendle, Vice-President De Lara, Director Matthews, Director PerezGil, Director Borja, and Director Shorr NOES – 0 ABSENT – 1 Director Rogers</p>

**DESERT HEALTHCARE FOUNDATION  
BOARD OF DIRECTORS  
MEETING MINUTES  
November 26, 2019**

<p><b>3. Homelessness Collective Fund</b></p> <p><b>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></p> <p><b>4. Eastern Coachella Valley Funding Announcement for Core Operating Support – Update</b></p>	<p>Vice-President De Lara explained approval of the allocation of funds with a stipulation that the monies are used for the matters outlined by Congressman Ruiz.</p> <p>Dr. Bárzaga, CEO, explained that in July the Board approved matching funds to support the City of Palm Springs' cooling center throughout the summer. Given the current weather conditions, the city needs to continue to operate the warming center until the end of the year.</p> <p>David Ready, City Manager, City of Palm Springs, explained the warming center, the need for matching funds, and the city's future endeavors with homelessness.</p> <p>Dr. Bárzaga, CEO, explained that the funding announcement proposal was released, an information session was held with 18 different agencies, the District received four letters of intent, and site visits of the organizations are underway. The grant applications will be presented to the Program</p>	<p><b>#18-32 MOTION WAS MADE by Director Zendle seconded by Director De Lara 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></p> <p><b>Motion passed unanimously.</b></p> <p><b>AYES – 6 President Zendle, Vice-President De Lara, Director Matthews, Director PerezGil, Director Borja, and Director Shorr</b></p> <p><b>NOES – 0</b></p> <p><b>ABSENT – 1 Director Rogers</b></p>
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**DESERT HEALTHCARE FOUNDATION  
BOARD OF DIRECTORS  
MEETING MINUTES  
November 26, 2019**

	Committee and forwarded to the Board in January.	
<b>F. Finance &amp; Administration Committee</b> <b>1. Meeting Minutes – November 12, 2019</b>	Director Matthews described the minutes of the November meeting.	
<b>G. Old Business</b> <b>1. Consideration to approve Grant #1034 to the City of Palm Springs for the Mental Health Housing Crisis Team and Wrap-Around Service Matching Grant - \$225k</b>	Donna Craig, Chief Program Officer, explained the matching dollars to support the mental health housing crisis team and wrap-around services matching grant.	<b>#18-33 MOTION WAS MADE by Director Matthews seconded by Director Shorr approve Grant #1034 to the City of Palm Springs for the Mental Health Housing Crisis Team and Wrap-Around Service Matching Grant - \$225k.</b> <b>Motion passed unanimously.</b> <b>AYES – 6 President Zendle, Vice-President De Lara, Director Matthews, Director PerezGil, Director Borja, and Director Shorr</b> <b>Motion passed unanimously.</b> <b>NOES – 0</b> <b>ABSENT – 1 Director Rogers</b>
<b>J. New Business</b>	There was no new business.	
<b>K. Directors’ Comments, Reports, Informational Items, &amp; Staff Direction and Guidance</b>	Dr. Bázquez explained that since the Board approved \$500k to address the environmental hazards, a portion is for research and the other portion to support hiring a consultant to assist with meeting facilitation and produce a report, inquiring on the appropriate level of information the Board would require as he pursues the consultant.  President Zendle explained that it is important to keep	



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BOARD OF DIRECTORS  
MEETING MINUTES  
November 26, 2019**

	<p>the Board informed, and the Board has an opportunity to comment on matters as staff brings forth service agreement(s) to the Board for approval.</p> <p>Vice-President De Lara requested that the President assign her the task of representing the Board in the Thermal area at various meetings with Present Zandle’s approval given that it is her zone. As staff considers a facilitator, Vice-President De Lara wants to ensure that the facilitator is culturally competent and familiar with the area.</p>	
<b>L. Adjournment</b>	President Zandle adjourned the meeting at 6:43 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*



**Date:** 12/17/19

**To:** Board of Directors

**Subject:** Grant # 1043 Riverside Community Housing Corporation

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**Grant Request:** Oasis Mobile Home Park Drinking Water Project

**Amount Requested:** \$15,844.00

**Project Period:** 1/2/2020 to 3/2/2020

**Project Description and Use of District Funds:** Riverside Community Housing Corp. is proposing to supplement drinking water for families by purchasing drinking water from the Coachella Valley Water District to ensure that the requirements as set forth by the Environmental Protection Agency are met. The drinking water will be hauled in by CVWD staff on a daily basis, it will be hauled in a 500 gallon portable water tank pulled by a CVWD truck and set directly in front of the mobile home park so that individuals may walk up to the water tank and fill up their water containers. The proposed operation will be monitored by CVWD staff, the proposed hours of operation will be Monday thru Friday from 4pm to 7pm and Saturday and Sunday from 2pm to 5pm. The requested grant amount will be matched by dollar by Riverside County, dollar for dollar to ensure that there is enough funding for an extended amount of time if necessary.

**Strategic Plan Alignment:** Primary Care & Behavioral Health Care Access

**Geographic Area(s) Served:** Oasis

**Action by Program Committee: (Please select one)**

- Full recommendation and forward to the Board for consideration with the Committee's recommendation that a grant amount of \$15,844.00 be approved.
- Recommendation with modifications
- Deny



## **2019 Grant Request Summary**

### **Riverside Community Housing Corporation, Grant #1043**

#### **About the Organization**

Riverside Community Housing Corporation  
5555 Arlington Avenue  
Riverside, CA 92504  
Tel:

#### **Organization Type:**

501(c)(3)

#### **Primary Contact:**

Mike Walsh  
Tel: (951) 343-5461  
mfwalsh@rivco.org

#### **Historical (approved Requests)**

#### **Proposal**

**Project Title:** Oasis Mobile Home Park Drinking Water Project

**Total Project Budget:** \$31,688

**Requested Amount:** \$15,844

**Length of Project:** 60 months

**Start Date:** 1/2/2020

**End Date:** 3/2/2020

#### **Background:**

Background

Riverside Community Housing Corp. proposes to provide supplemental drinking water to the residents of the Oasis mobile home park, located in the community of Oasis. The supplemental water will be provided to residents on site because families are not being provided sufficient water to meet their family needs. The current designated pick up location and business operation hours makes it difficult for families to pick up their water. Additionally, the obstacles that are put in place by the property owner for each family member to prove their park residency prohibits families from receiving sufficient drinking water to meet their needs.

#### **Community Health Focus Area**

Healthy Eating, Active Living

#### **Community Need:**

In September 2019, the Environmental Protection Agency issued the owner of the Oasis mobile home park, a Torres-Martinez tribal member, located on allottee land a violation notice because the main drinking water source contained extremely high arsenic levels and may cause health issues to individuals who consumed it. Simultaneously, an emergency order was provided to the owner from the EPA to provide bottled water to the families until such time that the main drinking water source was deemed in compliance. Unfortunately, over the course of the last few months, families have consistently appeared at various community and local organizational meetings requesting assistance because the property owner has failed to provide sufficient

water for their families. The circumstances and conditions that have been placed upon the families to be able to obtain the appropriate water for their family size and to meet their needs have been proven to be a hardship and ultimately deterrent by the property owner. During this same time, Riverside County staff has heard and has been eagerly searching for solutions for this vulnerable community that continues to be overlooked in an effort to supplement the minimal efforts the property owner has put forth. County staff is proposing to supplement drinking water for families by purchasing drinking water from the Coachella Valley Water District and setting it on site so that individuals may walk up to the site and fill their own containers. The water will be placed on site in a water tank provided by the CVWD and monitored by CVWD staff to ensure that it meets all requirements as set forth by the EPA. The grant dollar amount being asked will be matched by Riverside County, dollar for dollar to ensure that there is enough funding for an extended amount of time if necessary.

The residents of the Oasis mobile home park are currently experiencing an emergency need for drinking water. There are approximately 1200-1400 individuals living in the mobile home park, of which a large percentage consist of the most vulnerable individuals, women, children and the elderly. The families residing in the mobile home park are members of the community that are often times exploited and taken advantage of because of their personal circumstances. Specifically, in this situation the health of entire families is at risk because of the high arsenic content in mobile home parks main drinking water source. By providing supplemental drinking water on site to families, this project purposely and positively increases a targeted communities health benefit by meeting their need of basic drinking water.

The Desert Health Care District's Community Health and Wellness Priority, and specifically the Targeted community health initiative is in alignment with the proposed project. The increased health benefit that the supplemental drinking water project will provide families aligns with meeting basic care to a vulnerable and often times forgotten community.

**Program Area**

Direct Services\Emergency Services ;Direct Services\Healthy Eating Active Living

**Project Description:**

Riverside Community Housing Corp. is proposing to supplement drinking water for families by purchasing drinking water from the Coachella Valley Water District to ensure that the requirements as set forth by the Environmental Protection Agency are met. The drinking water will be hauled in by CVWD staff on a daily basis, it will be hauled in a 500 gallon portable water tank pulled by a CVWD truck and set directly in front of the mobile home park so that individuals may walk up to the water tank and fill up their water containers. The proposed operation will be monitored by CVWD staff, the proposed hours of operation will be Monday thru Friday from 4pm to 7pm and Saturday and Sunday from 2pm to 5pm. The requested grant amount will be matched by dollar by Riverside County, dollar for dollar to ensure that there is enough funding for an extended amount of time if necessary.

**Proposed Program / Project Evaluation Plan**

The current owner of Oasis Mobile Home Park Scott Lawson, is required by the Environmental Protection Agency to provide one gallon of water to each resident of Oasis Mobile Home Park per day. Per residents of Oasis Mobile Home Park the this water is only made available to families during limited hours, and fails to provide water to the true number of people within the park. As part of this program RCHC/Housing Authority will track the total number of families and the amount of water each family receives through this program. The intent of this program is not to alleviate the park owner from their responsibility, but to meet the current needs of the residents of Oasis Mobile Home Park. The intent for tracking is to compare numbers with the information that the park owner is providing to the EPA. As the Federal Government is the

enforcement body in this instance this information will be used as a tool to hold the park owner accountable.

**Program/Project Goals and Evaluation**

<p><b>Goal #1:</b> Specific-The Riverside Community Housing Corp. will provide supplemental drinking water to the families of the Oasis Mobile Home Park whose main drinking water source is contaminated and contains extremely high arsenic levels and pose severe health issues to individuals who consume it.                  Measurable- The project will provide supplemental drinking water to families that have not been able to receive sufficient water for their family needs. Water on site will be available to residents of the park after work hours and will not require that park residents provide stringent identification of park residency as the mobile home park owner currently requires.                  Ambitious-The RCHC will attain its goal of providing supplemental drinking water to the residents of the Oasis Mobile Home Park by entering into an agreement with the primary public water agency in the Coachella Valley to provide the service.                  Realistic- Based on the best estimate received by the Coachella Valley Water District supplemental drinking water is attainable for the families at the Oasis Mobile Home Park.                  Time-Bound- The RCHC will have achieved its goal of providing sufficient supplemental drinking for the residents of the Oasis mobile home park for a period of 8 weeks, at which time the main water source is expected to be in compliance.</p>	<p><b>Evaluation #1:</b> As part of this program RCHC/Housing Authority will track the total number of families and the amount of water each family receives through this program. The intent of this program is not to alleviate the park owner from their responsibility, but to meet the current needs of the residents of Oasis Mobile Home Park. The intent for tracking is to compare numbers with the information that the park owner is providing to the EPA. As the Federal Government is the enforcement body in this instance this information will be used as a tool to hold the park owner accountable.</p>
<p><b>Goal #2:</b></p>	<p><b>Evaluation #2:</b></p>
<p><b>Goal #3:</b></p>	<p><b>Evaluation #3:</b></p>
<p><b>Goal #4:</b></p>	<p><b>Evaluation #4:</b></p>
<p><b>Goal #5:</b></p>	<p><b>Evaluation #5:</b></p>

**Participants:**

**Population Served**

Adults (25-64 years old)

**Geographical Area Served**

Oasis

**Age Group**

- (0-5) Infants
- (06-17) Children
- (18-24) Youth
- (25-64) Adults

(65+) Seniors

**Number Served Per Age Group**

- 0-5:** 400
- 6-17:** 400
- 18-24:** 300
- 25-64:** 250
- 65 or more:** 150
- Total:**

**Participant Community**

The beneficiaries of the project are the residents of the Oasis mobile home park. there are approximately 1200 to 1400 individuals living in the mobile home park, of which a large percentage consist of the most vulnerable individuals, women, children and the elderly. The families residing in the mobile home park are members of the community that are often times exploited and taken advantage of because of their personal circumstances.

**Organizational Capacity and Sustainability**

**Organizational Capacity**

The staff allocation for this project is minimal as the resource that will be provided is being contracted out to the Coachella Valley Water District, the primary public water entity in the Coachella Valley. The service that is being provided includes on site, supplemental bulk drinking water for families that live at the Oasis mobile home park. Via an agreement, the Coachella Valley Water District will provide a portable water tank, a truck and operator on site at the Oasis mobile home park so that families may fill their water containers during times that they are available to retrieve water. As the water expert, the Coachella Valley Water District has provided the RCHC with a best estimate of what it will take to accomplish the goal, at which time the mobile home park main water source will be back into compliance.

**Organizational Sustainability:**

The Riverside Community Housing Corp. believes that affordable housing, economic opportunity and health are matters of unalienable human dignity. Specifically, in this situation this project identifies with our organizational strategies because the health of entire families is at risk due to the high arsenic content in mobile home parks main drinking water source. By providing supplemental drinking water on site to families, this project purposely and positively increases a targeted communities health benefit by meeting their need of basic drinking water. The project will allow the RCHC to assist families residing in the mobile home park are members of the community that are often times exploited and taken advantage of because of their personal circumstances.

**Partnerships:**

**Key Partners:**

The RCHC, as the non profit arm of the Housing Authority of the County of Riverside has been working thru its designated Ombudsman to the farmworker community in the Eastern Coachella Valley to address the emergency need of on site drinking water for the families that reside at the Oasis mobile home park. The Ombudsman has direct line of communication with the farmworker community and has received concerns and complaints from residents regarding the shortage of drinking water being provided to families as required by the Environmental Protection Agency by the property owner. On two separate occasions, the families of the Oasis mobile home park have attended the Housing Review Committee meetings to seek assistance and ask for help regarding their water needs. Partners at the Housing Review Committee such as Fourth District V. Manuel Perez's Office, Congressman Raul Ruiz's Office, Assemblyman Eduardo Garcia's office, various Riverside County agencies, local grass roots organizations and

individual community residents have discussed how to accomplish providing this much needed resource.

As it specifically relates to this project, the Coachella Valley Water District and the Riverside County Transportation and Land Management Agency have been instrumental in this effort. The CVWD will be presenting this item to their Board of Directors with a recommendation for approval, CVWD staff has worked in partnership with RCHC to ensure that a plan/project is prepared to provide the families with drinking water. The TLMA department has worked to provide invaluable information to ensure that a safe location could be secured to safely place a portable water tank that families have direct access to on site. Additionally, the Housing Authority of the County of Riverside will match the allocation if approved by the Desert Health Care District to ensure that families have access to the basic necessity, drinking water.

## Line Item Budget

## Operational Costs

PROGRAM OPERATIONS		Total Program/Project Budget	Funds from Other Sources <i>Detail on sheet 3</i>	Amount Requested from DHCD
<b>Total Staffing Costs</b> <i>Detail on sheet 2</i>		24347	12173.5	12173.5
<b>Equipment (itemize)</b>				
1	Water Truck/Tank	6781	3390.5	3390.5
2				0
3				0
4				0
<b>Supplies (itemize)</b>				
1	Water	560	280	280
2				0
3				0
4				0
<b>Printing/Duplication</b>				0
<b>Mailing/Postage</b>				0
<b>Travel/Mileage</b>				0
<b>Education/Training</b>				0
<b>Office/Rent/Mortgage</b>				0
<b>Telephone/Fax/Internet</b>				0
<b>Utilities</b>				0
<b>Insurance</b>				0
<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>31688</b>	<b>15844</b>	<b>15844</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					
2					
3					
4					
5					
6					
7					
8					
<b>Total Employee Benefits</b>					
<b>Enter this amount in Section 1;Staffing Costs</b>			<b>Total &gt;</b>		
<b>Budget Narrative</b>					
<b>Budget Narrative</b>					
Professional Services / Consultants	Hourly Rate	Hours/Week	Monthly Fee	Fees Paid by DHCD Grant	
<b>Company and Staff Title</b>					
1	CVWD- Water Truck Operator	120578	42	24347	24347
2					
3					
4					
5					
<b>Enter this amount in Section 1;Staffing Costs</b>			<b>Total &gt;</b>	<b>24347</b>	
<b>Budget Narrative</b>	<p style="color: red;">A Coachella Valley Water District employee will mobilize and set up the water tank(s) on site each day. This involves pick up, delivery, set up, monitoring of water supply and refilling when necessary on site. Then the employee will disassemble and return equipment back to CVWD. A CVWD employee is required because they are a public utility company authorized to handle water and approved by the Environmental Protection Agency.</p>				

**Program Funds**

Other funding received (actual or projected) SPECIFIC to this program/project		Amount
Fees		
Donations		
<b>Grants (List Organizations)</b>		
1	Community Development Block Grant	15844
2		
3		
4		
<b>Fundraising (describe nature of fundraiser)</b>		
1		
2		
<b>Other Income, e.g., bequests, membership dues, in-kind services, investment income, fees from other agencies, etc. (Itemize)</b>		
1		
2		
3		
4		
<b>Total funding in addition to DHCD request</b>		<b>15844</b>
<b>Budget Narrative</b>	The Riverside Community Housing Corp., has applied and anticipates receiving an allocation of CDBG funding as a matching contribution.	



## Grant Scoring Review

**Reviewer:** Alejandro Espinoza

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**Executive Summary:** 9

**Need and Alignment:** 10

**Goals:** 9

**Evaluation:** 7

**Organizational Capacity:** 10

**Organizational Sustainability:** 8

**Budget:** 10

**Percent of Funding Requested:** 9

**Fiduciary Compliance:** 9

**Financial Stability:** 9

**Key Partners/Collaborations:** 10

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**Total Score:**

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**Reviewer Comments:**

**Response Notes:**

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**Average Review Score:** Staff Review Stage: n/a (0 of 2)

**Sum of all Reviews:** Staff Review Stage: 0 (0 of 2)

## Grant Scoring Review

**Reviewer:** Donna Craig

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**Executive Summary:** 10

**Need and Alignment:** 10

**Goals:** 9

**Evaluation:** 9

**Organizational Capacity:** 9

**Organizational Sustainability:** 5

**Budget:** 9

**Percent of Funding Requested:** 8

**Fiduciary Compliance:** 5

**Financial Stability:** 5

**Key Partners/Collaborations:** 8

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**Total Score:** 87.00

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**Reviewer Comments:** Although the park owner has the responsibility to provide clean drinking water to the residents, this collaborative effort with Riverside County to provide access to clean water (primary care) and relieve the stress (behavioral health) the families have in not being able to drink and/or bathe with clean water.

The business plan is out of date (2016) and the 990 filed is 2017. The District's CAO has reviewed the audited financials and has some concerns regarding the ratio; however, this grant request is small and is being matched by Riverside County to continue the clean water access until the EPA comes through.

**Response Notes:**

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**Average Review Score:** Staff Review Stage: 93.5 (2 of 2)

**Sum of all Reviews:** Staff Review Stage: 187 (2 of 2)



## Grant Application Scoring Rubric

Category	Exceeds expectations <i>(7-10 points)</i>	Meets expectations <i>(3-6 points)</i>	Does not meet expectations <i>(0-2 points)</i>
<b>Executive Summary</b> (10 points)	The applicant <b>includes and effectively describes</b> the project’s mission and vision, the specific population the project will serve, the expected benefits to the community, the support for applicant’s project in the community with evidence based proposed methods, approaches and strategies are realistic, reasonable, effective, outcome-oriented.	The applicant <b>includes and describes</b> the project’s mission and vision, the population the project will serve, the expected benefits to the community, the support for applicant’s project in the community with evidence based proposed methods, approaches and strategies are realistic, reasonable, effective, outcome-oriented.	The applicant is unclear or does not <b>include or describe</b> the project’s mission and vision, the general population the project will serve, the expected benefits to the community, the support for applicant’s project in the community with proposed methods, approaches and strategies are realistic, reasonable, effective, outcome-oriented.
<b>Need &amp; Alignment and Demonstrate</b> (10 points)	The applicant <b>explicitly defines a specific</b> need for the project within the identified community and <b>effectively describes</b> the alignment of that need to one of the Community Focus Areas of the District/Foundation’s Strategic Plan by using data, case studies, interviews, focus group results, media attention, etc.	The applicant <b>identifies</b> a need within the identified community for the project and <b>describes</b> the alignment of that need to one of the Community Focus Areas of the District/Foundation’s Strategic Plan by using data, case studies, interviews, focus group results, media attention, etc.	The applicant <b>does not clearly describe</b> a need for the project that its alignment to one of the Community Focus Areas of the District/Foundation’s Strategic Plan by using data, and/or case studies, and/or interviews/focus group results, and/or media attention, etc.
<b>Goals</b> (10 points)	The applicant has provided SMART goals with an evaluation plan that is <b>fully developed</b> . The <b>SMART</b> goals are <b>specific, measurable, ambitious, realistic and time-bound</b> , and the evaluation plan will <b>accurately</b> measure the project’s effectiveness.	The applicant has provided SMART goals with an evaluation plan. The <b>SMART</b> goals are <b>mostly specific, measurable, ambitious, realistic, and time-bound</b> , and the evaluation plan will measure <b>the aspects</b> of the project’s effectiveness.	The applicant has provided very limited goals and evaluation plan. The goals are not specific, measurable, timebound and will weakly measure the project’s effectiveness.

<p><b>Proposed Program/Project Evaluation Plan</b> (10 points)</p>	<p>The applicant describes a <b>specific detailed plan of action for</b> evaluation, that includes both qualitative and quantitative assessment of the project that is well-defined with data reporting mechanisms and narrative that are clear and transparent. Evaluation is in alignment with Goals of the project.</p>	<p>The applicant describes a <b>plan of action for evaluation</b> that includes both qualitative and/or quantitative assessment of the project that is well-defined with data reporting mechanisms and /or narrative that are clear and transparent. Evaluation is in alignment with the Goals of the project.</p>	<p>The applicant <b>does not describe, or vaguely describes a reasonable plan of action</b> that can be completed during the grant period, involves some identified partners appropriately, and might make the project a reality.</p>
<p><b>% of Funding Requested – Leveraging of Outside Funds</b> (10 points)</p>	<p><b>0-50%</b> Budget shows mostly committed funds, in-kind funds for professional services and balance is from proposed funds have been identified and in place</p>	<p><b>51-70%</b> Budget shows some committed funds, in-kind funds for professional services and proposed funds making up the majority, have been identified.</p>	<p><b>71 - 100%</b> Budget shows limited to no committed funds, balance is made up of mostly identified proposed funds</p>
<p><b>Applicant Capacity and Infrastructure to Execute Proposal</b> (10 points)</p>	<p>The applicant includes concrete examples that <b>strongly demonstrate</b> that the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.)</p> <p>The <b>applicant strongly demonstrates</b> credibility for this kind of work (strength, name recognition, a history or track record of achievements, related mission and letters of support)</p>	<p>The applicant includes solid examples that <b>demonstrate</b> that the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.).</p> <p>The <b>applicant demonstrates</b> credibility for this kind of work (strength, name recognition, a history or track record of achievements, related mission and letters of support)</p>	<p>The applicant <b>does not include</b> examples that would demonstrate the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.).</p> <p>The <b>applicant is limited in its ability to demonstrate</b> credibility for this kind of work (strength, name recognition, a history or track record of achievements, related mission and letters of support).</p>

<p><b>Organizations Sustainability</b> (10 Points)</p>	<p>The applicant <b>strongly demonstrates that it</b> has a current strategic plan and/or business plan with measurable outcomes. Strong board engagement and governance. The proposed program is <b>identified within</b> the strategic plan.</p>	<p>The applicant <b>demonstrates</b> that it has a current strategic plan and/or business plan with measurable outcomes Shows Board engagement and governance. Applicant has clearly identified that the program is <b>supported by</b> the strategic plan</p>	<p>The applicant does not <b>demonstrate</b> that it has a strategic plan and/or business plan. The program only reflects the applicant's mission.</p>
<p><b>Budget</b> (10 points)</p>	<p>The budget is <b>specific</b> and <b>reasonable</b>, and all items <b>strongly align</b> with the described project. The budget <b>strongly demonstrates</b> financial clarity/value and tells the same story as the proposal narrative. There are no unexplained amounts. The overall value of the project (the relationship of benefits and/or participants) to costs is <b>effective</b>. Additional leveraged funding sources and in-kind services are included. Staff FTE is identified clearly. Budget includes \$XXX amounts and how these ties to staff time.</p>	<p>The budget is clear and <b>reasonable</b>, with the items <b>aligned</b> with the described project. There are no unexplained amounts. The overall value of the project (the relationship of benefits and/or participants to costs) is <b>reasonable</b> and/or <b>some</b> additional funding sources and/or in-kind services are included.</p>	<p>The budget is <b>not specific</b> and/or <b>reasonable</b>, and the items are <b>somewhat aligned</b> with the described project. The budget somewhat <b>demonstrates</b> financial clarity. There are no unexplained amounts.</p>
<p><b>Fiduciary Compliance</b> (10 Points)</p>	<p>The applicant <b>strongly demonstrates</b> a financial history that shows a continuous cycle of fiduciary responsibility of the Board through unmodified audited financials produced in a timely fashion, positive cash flow at the end of each fiscal year, asset ratio meets required debt load, and the Board reviews financials on a regular basis.</p>	<p>The applicant <b>demonstrates</b> a financial history that shows a continuous cycle of fiduciary responsibility of the Board through unmodified audited financials produced in a timely fashion, and the board reviews financials on a regular basis.</p>	<p><b>The applicant demonstrates</b> a financial history that shows a continuous cycle of fiduciary responsibility of the Board through audited financials produced. A positive cash flow at the end of each fiscal year is not consistent. and the Board does not review financials on a regular basis.</p>

<p><b>Financial Stability</b> (10 Points)</p>	<p>Funding sources for operations and programs are coming from multiple sources and is driven by a <b>strategic plan</b> for stability for both short- and long-term growth.</p>	<p>Source of funds for operations and programs are coming from multiple sources. There is a <b>limited plan</b> in place for stability for short term only.</p>	<p>Source of funds for operations and programs are coming from limited sources. There is <b>no plan</b> for stability in place currently.</p>
<p><b>Key Partners / Collaboration</b> (10 points)</p>	<p>The applicant <b>strongly demonstrates</b> solid partnerships and collaborative approach with letters of commitment or an MOU that includes a scope of work.</p>	<p>The applicant <b>demonstrates</b> partnerships and collaborative approach with letters of commitment.</p>	<p>The applicant <b>demonstrates</b> limited or no partnerships and has not included any letters of commitment.</p>
<p><b>Comments/Notes:</b></p>			

**Total Score:** \_\_\_\_ / 110 = \_\_\_\_%

<b>Exceeds expectations:</b>	77% or Higher	Fully Funded
<b>Meets expectations:</b>	50%- 76%	Full to Partial – Possible restrictions/conditions
<b>Does not meet expectations:</b>	49% or Lower	No funding to Partial funding with restrictions/conditions

## EXHIBIT B Grant #1043

### PAYMENT SCHEDULES, REQUIREMENTS & DELIVERABLES

<u>Project Title</u>	<u>Start/End</u>
Oasis Mobile Home Park Drinking Water Project	01/02/2020 02/02/2020

**PAYMENTS:**

(1) Payment: \$14,259.60  
10% Retention: \$1,584.40

**Total request amount: \$15,844.00**

**GRANT AND PAYMENT SCHEDULE REQUIREMENTS**

Scheduled Date	Grant Requirements for Payment	Payment
01/02/2020	Signed Agreement submitted and accepted.	Advance of \$14,259.60 for time period 01/02/2020- 02/02/2020
03/01/2020	Final report (01/02/2020- 02/20/2020), final budget report & receipts are submitted and accepted	\$1,584.40 (10% retention)

**TOTAL GRANT AMOUNT: \$15,844.00**

**DELIVERABLES:**

<p><b>Goal #1:</b> Specific-The Riverside Community Housing Corp. will provide supplemental drinking water to the families of the Oasis Mobile Home Park whose main drinking water source is contaminated and contains extremely high arsenic levels and pose severe health issues to individuals who consume it. Measurable- The project will provide supplemental drinking water to families that have not been able to receive sufficient water for their family needs. Water on site will be available to residents of the park after work hours and will not require that park residents provide stringent identification of park residency as the mobile home park owner currently requires. Ambitious-The RCHC will attain its goal of providing supplemental drinking water to the residents of the Oasis Mobile Home Park by entering into an agreement with the primary public water agency in the Coachella Valley to provide the service. Realistic- Based on the best estimate received by the Coachella Valley Water District service supplemental drinking water is attainable for the families at the Oasis Mobile Home Park. Time-Bound- The RCHC will have achieved its goal of providing sufficient supplemental drinking for the residents of the Oasis mobile home park for a period of 8 weeks, at which time the main water source is expected to be in compliance</p>
<p><b>Evaluation #1:</b> As part of this program RCHC/Housing Authority will track the total number of families and the amount of water each family receives through this program. The intent of this program is not to alleviate the park owner from their responsibility, but to meet the current needs of the residents of Oasis Mobile Home Park. The intent for tracking is to compare numbers with the information that the park owner is providing to the EPA. As the Federal Government is the enforcement body in this instance this information will be used as a tool to hold the park owner accountable.</p>



**DESERT HEALTHCARE**  
DISTRICT & FOUNDATION

Date: December 17, 2019  
To: Board of Directors  
Subject: DHCD/F Behavioral Health Initiative: Improving Access to Behavioral Health in the Coachella Valley: A Collective Impact Framework by CEO Conrado E. Bárzaga, MD

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**Recommendation:**  
Information Only

**Background:**

- In March 2019 the DHCD/F Board of Directors approved a proposal from EVALCORP Research and Consulting to conduct a comprehensive community behavioral/mental health needs assessment.
- The Mental & Behavioral Health Needs Assessment was completed in September 2019 and presented to the Board of Directors.
- In October, the findings and recommendations of the Mental & Behavioral Health Needs Assessment were presented at a learning summit of the Riverside County 4<sup>th</sup> District Supervisor's Green Ribbon Committee.
  - Additional action items, recommendations and commitments (immediate, mid- and long-term) were added by the Summit attendees.
- At the October 22, 2019 Board of Directors meeting, the directors unanimously agreed that the District should take a strong leadership role in facilitating the implementation of the Needs Assessment. The District should be proactive with bold steps, such as identifying funding to allow key decision-making on accomplishments and ensure there are resources and accountability of the District for reaching goals.
  - The CEO was directed to bring forward a proposal and budget with a behavioral health coordinator from the District.

**Updates:**

- As per direction from the Board a proposal for a *Behavioral Health Collective Impact Framework*, developed by the CEO, is attached for Program Committee members' review.

**Fiscal Impact:**

- Allocation from the board-approved \$2 million Behavioral Health Collective Fund



Improving Access to Behavioral Health in Coachella Valley

Conrado E. Bázaga

Desert Healthcare District & Foundation

Desert Healthcare District & Foundation.

1140 N. Indian Canyon Drive. Palm Springs, CA 92262

Table of Contents

Background..... 3

**Improving Access to Behavioral Health in Coachella Valley** ..... 4

Key Findings..... 4

    Barriers to Accessing Mental and Behavioral Health Care ..... 4

Recommendations..... 6

    Recommendation # 1: Improving Access to Mental & Behavioral Health Resources. .. 6

    Recommendation # 2: Education and Stigma Reduction. .... 6

    Recommendation # 3: Professional Development..... 7

    Recommendation # 4: Workforce Expansion. .... 7

Green Ribbon Committee ..... 8

    Green Ribbon Committee Recommended Actions ..... 8

        Backbone Organization..... 9

        Evaluation and Development of Existing services ..... 9

        Increasing Services/Service Providers..... 9

        Reduce Barriers & Increase Access ..... 9

        Community Health Workers, Promotores, and Junior Promotores..... 9

        School-based Services ..... 10

Collective Impact Approach ..... 10

    DHCD as Backbone Organization. .... 10

    Current Resources.....11

Additional Staff..... 12

    Senior Program Officer, Behavioral Health..... 12

    Senior Development Officer ..... 12

Addendum 1 ..... 13

## Background

The Desert Healthcare District's mission is to achieve optimal health at all stages of life for all District residents. Optimal health cannot be achieved without appropriate access to behavioral healthcare services. During 2019, the Desert Healthcare District & Foundation (DHCD) conducted a needs assessment (NA) to inform strategies to enhance the mental and behavioral health service provision across the Coachella Valley. The primary goals were to identify the needs of District residents, understand gaps in available service provision, and to develop recommendations to ensure that future efforts are targeted to best meet community needs. The following document is produced at the request of the Board of Directors of the Desert Healthcare District & Foundation to inform future activities and resource allocations necessary to improve access to behavioral healthcare services in Coachella Valley.

*Keywords:* Behavioral Health, Collective Impact, Backbone Organization

## **Improving Access to Behavioral Health in Coachella Valley**

The Desert Healthcare District & Foundation (DHCD) conducted a needs assessment (NA) to inform strategies to enhance the mental and behavioral health service provision across the Coachella Valley. The primary goals were to identify the needs of District residents, understand gaps in available service provisions, and to develop recommendations to ensure that future efforts are targeted to best meet community needs. DHCD partnered with EVALCORP Research & Consulting to engage with key stakeholders and community members, collect and analyze qualitative and quantitative data, and develop recommendations resulting from the assessment.

### **Key Findings**

The Behavioral Health Needs Assessment revealed that there are gaps in the provision of mental and behavioral health services in the Coachella Valley which can create barriers to accessing existing services including:

- Limited availability of services
- Shortage of behavioral healthcare providers
- Services are often unaffordable or not covered by insurance
- Unequal geographic distribution of services
- Limited transportation options for those who rely on public transportation

### **Barriers to Accessing Mental and Behavioral Health Care**

Many of the barriers to care for residents are also considerable gaps in the provision of those same services. These include accessibility such as location, transportation, hours of operation; high costs and low insurance coverage; low awareness of available services and how to utilize

them (n=9); and provider shortages. Barriers identified by interview and focus group participants are closely aligned with the top four barriers identified by respondents to the provider survey as being either ‘somewhat of a barrier’ or a ‘major barrier’ were client knowledge of available services (90%), service availability (89%), insurance coverage/cost (83%), and transportation (81%). Additional barriers identified through interviews and focus groups are listed below:

- Stigma, attitudes, and beliefs about minority populations and seeking care
- Eligibility requirements
- Language barriers (Spanish, Indigenous, ASL)

## **Recommendations**

The report raised recommendations for a Coachella Valley-wide collaborative effort across multiple agencies. It highlighted that some strategies may already be implemented by one or more individuals/ organizations, but that additional resources are required to adequately address the issue. It also stressed that existing services do not adequately meet the high demand, and that many necessary services are not available locally. Additionally, services that are available are often difficult to access due to cost, hours of operation, and location.

### **Recommendation # 1: Improving Access to Mental & Behavioral Health Resources.**

- Expand low cost service provision, provide financial assistance, or reduce eligibility requirements for free/reduced cost services.
- Offer services in nontraditional setting and during nontraditional service hours.
- Increase availability of same day/walk-in services
- Increase services providers across the continuum of care including prevention, inpatient, and crisis care for all ages and income levels.
- Improve access to services through vouchers for ride sharing, offering van services, or working with local transportation agencies to expand public transit.
- Support interagency collaboration and integration between service providers to pool resources and increase organizational capacity.

### **Recommendation # 2: Education and Stigma Reduction.**

- Launch a social media campaign to increase community member knowledge of mental and behavioral health, available resources, and to reduce stigma.
- Provide education through local schools to increase knowledge, awareness, and reduce stigma among youth and parents.

- Utilize community sites such as libraries and churches to distribute information about mental and behavioral health in communities with little to no internet access.

**Recommendation # 3: Professional Development.**

- Ensure educators and other school staff are equipped with the necessary knowledge, tools, and interventions to refer students to appropriate services.
- Provide training for cultural competency and trauma informed care to all service providers.
- Partner with local law enforcement agencies to provide Crisis Intervention Training (CIT) to all first responders.
- Work with primary care providers to increase their confidence to discuss mental and behavioral health with their patients, in addition to informing them about available services and how to refer to them.
- Increase access to intervention training such as Mental Health First Aid (MHFA) for community members.

**Recommendation # 4: Workforce Expansion.**

- Expand mental and behavioral health pathways and academies in high schools, and work with local universities to create educational pipelines for these students.
- Incentivize practitioners to move to or stay in the Coachella Valley (e.g., paid internships, loan repayment)
- Hire practitioners that are linguistically competent (e.g., Spanish, indigenous).
- Maximize Health Professional Shortage Area (HPSA) designation for underserved areas.

### **Green Ribbon Committee**

The Desert Healthcare District has been at the forefront of addressing the behavioral health crisis in the Coachella Valley for many years. In collaboration with Riverside County 4<sup>th</sup> District Supervisor's Office, a Blue Ribbon (now Green Ribbon) Committee was created and tasked with raising further actionable recommendations to address behavioral health needs in Coachella Valley. The Green Ribbon committee convened at a Summit on October 3, 2019. The recommendations elevated by the EvalCorp Report were reinforced by Summit attendees. Additional, immediate, and recommended actions were added by Summit attendees. These recommended actions stem from four critical questions added to deepen into the community's will and readiness to tackle behavioral health challenges.

### **Green Ribbon Committee Recommended Actions**

The October 3<sup>rd</sup> meeting of the Green Ribbon Committee meeting had attendees divided in different groups. The following questions guided their discussions. All attendees discussed all four questions.

- 1- What solutions or best practices could improve mental and behavioral health needs and service provision in the Coachella Valley?
- 2- What resources, outside of money, are needed to address mental and behavioral health?
- 3- How can interagency collaboration be improved?
- 4- In what ways can the Valley attract, create opportunities for, and retain a mental and behavioral health workforce?

The questions elicited a rich discussion. It was clear that one of the conditions to ensure success in addressing such complex systemic challenge is organizing and coordinating efforts



while securing additional resources, financial and otherwise, and facilitating a multi-sector collaboration. Below are some of the key actions recommended:

**Backbone Organization.** Determine ‘who holds the work’, identify *backbone agency* to coordinate – have a structure, “drive the train”, someone to hold people accountable.

*Nominate DHCD to take the lead*, continuing Green Ribbon Committee. *Collective impact model*. Identify and implement clear strategies that are action oriented.

**Evaluation and Development of Existing services.** Utilize gaps analysis and performance metrics. Measure outcomes ensure accountability. Evolve services from within. More support for existing resources (consistent funding).

**Increasing Services/Service Providers.** Increase number of providers. Workforce Development. Expand number of FQHC’s and services. Increase 24-hour triages and urgent cares support programs. Integration of behavioral health and primary care. Expanding case management services. Integrated wraparound services. Need for emergent mental health services, especially for children (5150s). Supportive housing for those with severe mental illness.

**Reduce Barriers & Increase Access.** Better coverage. Transportation. Better training to providers. Cultural and linguistic competency. Fear of being reported to ICE prevents undocumented from accessing services

**Community Health Workers, Promotores, and Junior Promotores.** Community health workers and promotores bring strengths to the table. They are a bridge between the community and service providers. Need to address sustainability of model. Promotores have easier access to community. Expanding model beyond Latino communities to African American communities. Broaden the education across the CV on the role of promotores. Junior Promotores may have easier access to a younger audience; create incentives and paid opportunities.

**School-based Services.** Peer support programs. LGBT services. Peer-to-peer in school settings – to direct people to services. Make sure schools have funding (lower the barrier)

### **Collective Impact Approach**

The report highlighted the complex nature of addressing behavioral health in our region. It called for a cross-sector collaboration, which may be only achieved through a *collective impact* approach. This approach was also recommended by the Green Ribbon Committee. Collective Impact is a framework for collaborating across sectors to advance work that no one agency can do alone. Five conditions are necessary to create a foundation for successful collaborative work: a common agenda; commitment to shared measurement; support for mutually reinforcing activities; continuous communication; the existence of a dedicated *backbone organization*.

#### **DHCD as Backbone Organization.**

All collective impact work requires a backbone agency – someone who can coordinate, facilitate, and drive the work. DHCD would fill this role for the Coachella Valley Behavioral Health Initiative. As a backbone agency, the DHCD's role will be to lead the collaboration of community stakeholders to create and continuously improve an exceptional behavioral health system of care for Coachella Valley.

The core functions of Coachella Valley Behavioral Health Initiative will include:

- Guiding vision and strategy by building a common understanding of the problem
- Supporting aligned activities by facilitating communication and collaboration
- Building public will to create a sense of urgency and articulate the call to action
- Establishing shared measurement practices

- Advancing and advocate for an aligned policy agenda
- Mobilizing funding to support collective goals

DHCD will also ensure the five pillars of Collective Impact are firmly in place for the Coachella Valley Behavioral Health Initiative. The Green Ribbon Committee recommended DHCD to serve as the Backbone Organization for a Collective Impact on Behavioral Health in Coachella Valley.

**Current Resources.** DHCD's Board of Directors allocated *\$2million* to the Desert Healthcare Foundation to support a Behavioral Health Initiative. Additionally, there are several nonprofit and county agencies working to address behavioral health in CV. DHCD funds may be used to attract and leverage additional financial resources to provide further support to local actors and better coordinate their efforts and implement the multiple recommendations of the Green Ribbon Committee.

**Additional Resources.** It is critical that in order to increase efficiency of resources, drive alignment, and, most importantly, amplify the collective impact, additional resources must be gathered. State and private foundations funds may be leveraged and matched by DHCD.

The District must also hire at minimum two new staff: A Senior Program Officer, Behavioral Health and a Development Coordinator. Together with the District and Foundation's CEO, these new personnel will create a clear value proposition for collective impact, cultivate donors, and harness the collective efforts to better coordinate services and create a robust coalition.

### **Additional Staff**

Below are the job summaries of the recommended staff. Complete job descriptions, including salary range, are included as Addendum 1.

#### **Senior Program Officer, Behavioral Health**

The Senior Program Officer, Behavioral Health works in collaboration with the Chief Executive Officer, program staff and grantees to identify collaboration opportunities and implement a collective impact approach to the Coachella Valley Behavioral Health Coalition. He/She will further advance the District/Foundation's charitable purpose and advance the realization of the Board-approved policies. The Senior Program Officer, Behavioral Health is a key District and Foundation external ambassador in the community. He/she must be able to perform a variety of public health planning, trainings, assessment, evaluation and capacity-building activities impacting mental/behavioral health.

#### **Senior Development Officer**

The Senior Development Officer will report to the Chief Executive Officer and work collaboratively with DHCD&F program leads to secure funding and resources on an ambitious scale to advance a Collective Impact approach and achieve landmark behavioral health policy and system change. The ideal candidate will be able to manage a foundation portfolio with ease, know how and where to prospect for grants and other resources, and excels at keeping communication with funders. He/she will be an excellent grant writer.

Addendum 1 (Job Descriptions)

**Senior Program Officer, Behavioral Health**

**Description**

The Senior Program Officer, Behavioral Health works in collaboration with the Chief Executive Officer, program staff and grantees to identify collaboration opportunities and implement a collective impact approach to the Coachella Valley Behavioral Health Coalition. He/She will further advance the District/Foundation's charitable purpose and advance the realization of the Board-approved policies. The Senior Program Officer, Behavioral Health is a key District and Foundation external ambassador in the community. He/she must be able to perform a variety of public health planning, trainings, assessment, evaluation and capacity-building activities impacting mental/behavioral health.

**Community Health Improvement Planning:**

- Coordinates planning activities that involve broad stakeholder participation, assessments, priority setting, action plan development, work plan oversight, sustainability planning, and evaluation to improve community health and create more equitable health conditions.
- Serves as a liaison and facilitator for other community planning activities internal and external to DHCD&F to identify and advance priority public health issues at a systems and policy level.
- Engages the public directly in planning, problem-solving, and decision making for community health improvement initiatives.
- Coordinates and assists with strategic planning, monitoring and evaluating behavioral/mental health programmatic activities.
- Identifies and promotes equitable, best practice strategies to inform and address public health practice internal and external to DHCD&F.
- Responsible for reporting progress to supervisor and for public information/utilization as well as provide advice regarding regulations and funding.
- Utilizes various communication and outreach tools to support stakeholder engagement activities.
- Possess oversight and implementation of special projects to mental/behavioral health internal and external to DHCD&F.

**Assessment:**

- Coordinates and implements strategies to assess targeted public health issues and root causes (e.g. social determinants of health) across various populations.
- Identifies and gathers qualitative and quantitative data, and other information (e.g. health-related literature, policy briefs, legislative and regulatory documents, etc.).
- Works collaboratively with internal and external stakeholders (i.e. traditional and non-traditional partners) to analyze population and community health indicators in a coordinated fashion, achieve standardization where appropriate and to ultimately guide community health improvement planning and policy efforts related to mental/behavioral health.

**Additional Requirements:**

- Intermediate proficiency skills in Microsoft Office Suite.
- Must have thorough understanding of the principles of public health practice and mental health systems.
- Must have knowledge of the principles, tools and strategies used in stakeholder engagement, assessment, planning and evaluation.

**Reporting Relationship**

Reports to the Chief Executive Officer.

**Qualifications and Requirements**

- Advanced degree in Social Science, Social Work or Public Health and at least five (5) years of relevant work experience (A combination of education and experience may be substituted for the education requirements.)
- Licensed Clinical Social Worker (LCSW) preferred
- Five (5) years of experience with community engagement, including, but not limited to coalition building and participation, relevant/related field experience in public health areas such as research, evaluation and project management, and experience giving public presentations.
- Commitment to the District/Foundation’s vision, mission and values
- Proven ability to work well with diverse groups with flexibility, efficiency, enthusiasm, and diplomacy both individually and as member of a team
- Ability to listen critically, learn from others, and build consensus
- Demonstrated ability to lead and build relationships by gaining the respect and trust of others
- Well-developed set of organizational skills; experience handling multiple priorities effectively and meeting deadlines
- Excellent analytical, written and verbal communication skills, including oral presentation skills
- Ability to travel, including site visits and representation at outside meetings

**Working Conditions**

- General office environment
- Physical demands include lifting and moving equipment and supplies up to 25 pounds
- Occasional weekend, late afternoon, and evening hours required
- Punctuality and satisfactory attendance are essential functions of the job

**Compensation**

Salary range: \$90,000 - \$120,000

Exempt position commensurate with experience. The District/Foundation offers a competitive benefits package.

## **Senior Development Officer**

### **Description**

The Senior Development Officer will report to the Chief Executive Officer and work collaboratively with DHCD&F program leads to secure funding and resources on an ambitious scale to advance a Collective Impact approach and achieve landmark behavioral health policy and system change. The ideal candidate will be able to manage a foundation portfolio with ease, know how and where to prospect for grants and other resources, and excels at keeping communication with funders. He/she will be an excellent grant writer.

### **Key Responsibilities:**

- Supports and coordinates with the CEO and program staff to, apply for, land, and report on large foundation grants;
- Writes and submits concept papers, proposals, and grant applications to funders in a timely manner;
- Works with our Senior Program Officer, Behavioral Health to pitch funders on the importance of Collective Impact to advance the Coachella Valley Behavioral Health Coalition;
- Prospects small and family foundations, as well as major donors;
- Coordinates and assists with strategic planning, monitoring and evaluating behavioral/mental health programmatic activities;
- Works collaboratively with internal and external stakeholders to writes grant applications to support behavioral/mental health and other activities.

### **Additional Requirements:**

- Proficiency skills in Microsoft Office Suite.
- Must have knowledge of the principles, tools and strategies used in stakeholder engagement, assessment, planning and evaluation.

### **Reporting Relationship**

Reports to the Chief Executive Officer.

### **Qualifications and Requirements**

- Minimum of five (5) years of fundraising experience.
- Ability to passionately and effectively communicate with funders and the public about our work and issues.
- Demonstrated results in securing funding from Federal, State, individuals, corporations and/or foundations.
- Demonstrated ability to develop, foster and sustain relationships with institutional program officers and with individual donors.
- Excellent verbal and written communication skills.

- Strong detail orientation and very organized.
- Commitment to the District/Foundation's vision, mission and values.
- Ability to work collaboratively as part of a small staff team.
- Ability to work effectively with diverse groups and people.
- Ability to produce quality work in a flexible and fast-paced environment.
- Availability for travel.

**Compensation**

Salary range: \$70,000 - \$100,000

Exempt position commensurate with experience.

The District/Foundation offers a competitive benefits package.