



**DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE
Program Committee Meeting
December 12, 2019
12:00 P.M.**

Palm Desert Library
Community Meeting Room
73300 Fred Waring Drive
Palm Desert, CA 92260

This meeting is handicapped-accessible

<i>Page(s)</i>	AGENDA	<i>Item Type</i>
	I. Call to Order – Director Carole Rogers, RN Committee Chairperson	
1	II. Approval of Agenda	Action
2-4	III. Meeting Minutes 1. November 12, 2019	Information
	IV. Public Comments 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 District. The Committee has a policy of limiting speakers to not more than three minutes. The Committee cannot take action on items not listed on the agenda. Public input may be offered on an agenda item when it comes up for discussion and/or action	
5-13	V. Old Business 1. Progress and Final Reports Update 2. Community Health Needs Assessment Update	Information Information
14-18 19-33	VI. New Business 1. Grant Proposals a. Letters of Interest and Pending Applications b. Consideration to approve Grant #104 – Riverside Community Housing Corporation: Oasis Mobile Home Park Drinking Water Initiative - \$15,844 2. Behavioral Health Initiative a. Behavioral Health Workplan 3. Homelessness Initiative	Information Action Information Information
	VII. Committee Member Comments	



**DESERT HEALTHCARE DISTRICT
PROGRAM COMMITTEE MEETING
MEETING MINUTES
November 12, 2019**

Directors Present	District Staff Present	Absent
Chair, Carole Rogers, RN - <i>Telephonic</i> Vice-President Leticia De Lara Director Evett PerezGil Luciano Crespo, Community Member Thomas Smith, Community Member Thomas Thetford, Community Member Allen Howe, Community Member Christine Anderson, Alternate	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Donna Craig, Chief Program Officer Alejandro Espinoza, Program Officer and Outreach Director Meghan Kane, Community Health Analyst Andrea S. Hayles, Clerk of the Board	Nicolas Behrman, Community Member

AGENDA ITEMS	DISCUSSION	ACTION
I. Call to Order	The meeting was called to order at 12:05 p.m. by Vice-President De Lara.	
II. Approval of Agenda	Vice-President De Lara asked for a motion to approve the agenda.	Moved and seconded by Director Thetford and Chair Rogers to approve the agenda. Motion passed unanimously.
III. Meeting Minutes 1. July 09, 2019	Vice-President De Lara asked for a motion to approve the October 9, 2019, minutes.	Moved and seconded by Director PerezGil and Chair Rogers to approve the October 9, 2019, meeting minutes. Motion passed. Abstain – Allen Howe
IV. Public Comment	No public comment	
V. Old Business		
1. Progress and Final Reports Update	Donna Craig, Chief Program Officer, explained that the progress and final reports are in the packet, and inquired on any questions of the committee.	
2. Community Health Needs Assessment Update	Conrado Bárzaga, MD, CEO, explained that three organizations have an interest in submitting a proposal to perform the needs assessment, and a webinar (bidder's conference) is	

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	<p>scheduled for 11:30 a.m. on November 14, 2019.</p>	
<p>VI. New Business</p> <p>1. Letters of Interest and Pending Applications</p> <p>2. Consideration to approve Grant #1021 Neuro Vitality Center – Community Based Adult Services (CBAS) Program - \$143,787</p>	<p>Donna Craig, Chief Program Officer, explained the pending letters of interest and applications.</p> <p>Chair Rogers inquired on the status of applications from any interested organizations in the east valley. Ms. Craig explained that the District has received four applications – ABC Recovery, Volunteers in Medicine, Pueblo Unido, and Angel View. The applications will be presented to the committee at the December meeting.</p> <p>Donna Craig, Chief Program Officer, described the new direction of the Neuro Vitality Center with a Community Based Adult Services (CBAS) Program that includes adult daycare services and dementia patients.</p> <p>Bev Greer, CEO, Neuro Vitality Center, described the project details including, licensing and certification.</p> <p>Chair Rogers explained that the District has funded Neuro Vitality in the past; the programs continue to grow with meaningful outcomes, further explaining the effective programs.</p>	<p>Moved and seconded by Director PerezGil and Community Member Thetford to approve Grant #1021 Neuro Vitality Center – Community Based Adult Services (CBAS) Program - \$143,787, and forward to the Board for approval.</p> <p>Motion passed unanimously.</p>

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3. Volunteer Community Members Responsibilities	Chair Rogers explained that the Volunteer Committee Members are advisory to the Board, detailing her confidence in the community members.	
VII. Committee Member Comments	None.	
V. Adjournment	Vice-President De Lara adjourned the meeting at 12:36 p.m.	Audio recording available on the website at http://dhcd.org/Agendas-and-Documents

ATTEST: _____
Carole Rogers, RN, Chair/Director
Program Committee

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

DRAFT

Update for DECEMBER 2019

Progress Reports			
Applicant	Staff Notes	Status	
FIND Food Bank #979: Healthy Food First/Pathways Out of Hunger pilot	Grant term 1/1/19 – 12/31/19 Original Approved Amount: \$396,345 3 rd progress report covering the time period from 7/1/19 – 9/30/19 The grant is on track.	Progress Outcomes: During the third quarter of the grant period, the following milestones were achieved: * FIND distributed 1,639,321 pounds of fresh produce across its service area, for a total of 4,137,560 pounds distributed year to date (83% of the 5-million-pound goal). Within the District, for Q1 - Q3, FIND distributed 1,961,345 pounds of produce, which is 78% of the stated 2.5-million-pound goal. FIND Food Bank is on track to meet or exceed our goals of 5 million pounds of fresh produce and 2.5 million pounds within the District. * Two (2) new Mobile Pantries were launched: Agua Caliente Elementary School, Cathedral City, on 3/29/19 and Painted Hills Middle School, Desert Hot Springs, on 4/8/19. * Two (2) new Community Health Workers (CHWs) were hired and trained. However, one CHW was promoted within FIND and Loma Linda University Healthcare gave FIND the option of extending the one CHW's funding from 18 months to 36 months (rather than rehiring), for sustainability, which has occurred. * The healthcare needs and financial literacy survey development, in partnership with Loma Linda University, has been completed. * Client-needs assessment survey has	District

		<p>been conducted at both pilot sites.</p> <p>* Community needs data has been analyzed by Loma Linda University Health and FIND Food Bank focusing on financial literacy, nutrition education, etc. Analysis reveals that 20-30% of those surveyed lack a basic understanding of the basics of checking accounts, check cashing, credit card interest, and other finance fundamentals.</p> <p>* Community partners have been identified and cultivated. Bank of America, in partnership with Khan Academy, has a course called "Better Money Habits" with basic information on "How Banks Work", "How Credit Cards Work" and "Managing Bank Accounts". The course also offers easy to understand lessons on Saving & Budgeting, Taxes & Income, Buying a Car, etc. FIND Food Bank is currently reaching out to our contacts at Bank of America. In response to the community need for dental care, FIND Food Bank has cultivated a new partnership with SAGE Initiative, a non-profit organization that provides free dental care to low income individuals, veterans, and undocumented immigrants. SAGE refers clients who are food-insecure to FIND Food Bank and FIND refers clients needing dental care to SAGE.</p>	
<p>HARC: Health Assessment & Research for Communities #974: 2019 Coachella Valley Community Health Survey</p>	<p>Grant term 11/1/18 -10/31/20 Original Approved Amount: \$399,979 2nd progress report covering the time period from 5/1/19 – 10/31/19 The grant is not on track.</p>	<p>Progress Outcomes: The following activities were identified as on-going throughout the project:</p> <ol style="list-style-type: none"> 1. Contributions sought annually from regular contributors 2. Grants applied for regularly; 24 proposals per fiscal year submitted 	District

	<p>On track issues: It has proven far more difficult than in prior years to get people to answer the phone and take the survey. In the last cycle, data collection was complete by this time of year. Currently, we are 90% complete (our target is, as always, 500 child completes and 2,000 adult completes). The child survey is always more difficult to complete than the adults, and this remains true this cycle: we are approximately 95% finished with adult data collection, but only 67% finished with child data collection.</p> <p>On Track Course Corrections: We adapted by extending the survey data collection effort by about four months; we had originally hoped to be done collecting data by July/August, while we currently plan to stop collecting data just prior to Christmas.</p> <p>This meant we needed to allocate more money towards incentives; we had initially budgeted \$3,300 for 30 weeks, but data collection is anticipated to continue for 46 weeks total, and thus, we will go over on this line item by about \$1,760 for a total spend of about \$5,060.</p> <p>We also extended our advertising (all campaigns were ending in June; select ones were extended to September), and are spending more staff time</p>	<p>3. HARC is responsive to public inquiries about the data via email, phone calls, etc., and helps data users to gather the data they need and to understand it</p> <p>HARC has continued to do all of those activities as well as most of the month-to-month activities.</p> <p>In total, HARC has now secured \$739,179 of the \$767,701 needed for the project (96.3% of the total cost for the three-year project). This means that HARC needs to raise approximately \$28,522 more in the next year.</p> <p>RESPONSIVE TO DATA USERS HARC staff continue to help data users with the 2016 data, including running analyses that would otherwise not be available.</p> <p>RAISING AWARENESS HARC worked hard to raise awareness that the survey data collection was happening, it was legitimate, local, and truly helpful. This included attending events to convey this message.</p> <p>DATA COLLECTION HARC had planned that data collection would be complete by the end of July; this proved to be much too optimistic. Data collection is taking significantly longer this cycle than the last cycle. Instead, data collection is ongoing and will likely continue up until Christmas in order to get our target sample size. Thus, several of</p>	
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	<p>towards getting the word out.</p> <p>We were able to negotiate an accelerated data weighting process with Kent State, as well as an accelerated printing process with Ace Printing. Thus, with a lot of staff overtime during the months of January, February, and March, we'll be able to release the data to the public on March 31st. This is only two months later than planned, thanks to a lot of staff hustle and our vendors working with our timeline.</p> <p>Specifically, Kent State has promised that if we close data collection on Friday, December 20th, and we provide them with the weights that same day, they will have the cleaned, weighted dataset to us by January 17th (including one week of back-and-forth testing to ensure the weights are correct). This will allow us to use the most recent data for weighting, as the Census ACS release of the 2018 5-year estimates are released on December 20th.</p> <p>Our editors (Board Members) have agreed to review the report during a very specific three-day span (cyclical, so one editor will review, then we'll revise, then another will review, and we'll revise again).</p> <p>Ace Printing has agreed that if we provide the final draft of the report to</p>	<p>the activities that were planned for these months (e.g., data weighting, data analyses) cannot occur until data collection is complete (i.e., December). HARC continues each week to work with Kent State, and to award the \$100 incentives to randomly selected participants.</p> <p>Despite running four to five months behind on data collection, HARC has tried to complete many of the other tasks as planned. For example, the narrative and framework of the Executive Report is finished, and ready to drop results into. The syntax is being cleaned and prepared currently, and "local features" are being collected now (planned completion by the end of November).</p>	
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	<p>them on March 11, they will deliver the reports on Monday, March 30th, the day before the data release event. This is a week faster than usual for them.</p> <p>With these agreements in place, and a lot of staff overtime, we can turn a four-month delay into only a two-month delay. We have created a very detailed internal week-by-week workflow to ensure that no pieces are forgotten, and the March 31 event goes smoothly.</p> <p>We may need to ask DHCD for a one-month no-cost extension towards the end of the grant, as our deliverables in Year 2 extend beyond simply releasing the data to the public. Specifically, the DHCD grant contingencies require that we co-create four reports with DHCD staff on the topics of health insurance coverage/utilization, mental health, social economic needs, and key diseases, as well as offer 15 trainings/workshops to the public by the end of the grant period. We will revisit the need for such a delay in our next progress report in six months (report #3 of 4).</p>		
<p>Pegasus Therapeutic Riding – All Ages, All Special Needs #989: Covering the Hard Costs of Clients West of Cook Street</p>	<p>Grant term 6/1/19 – 5/31/20 Original Approved Amount: \$109,534 1st progress report covering the time period from 6/1/19 – 11/30/19</p>	<p>Progress Outcomes: Pegasus has been able to add elementary schools to its program by deleting High School special needs students such as Rancho Mirage High School and adding Gerald Ford Elementary. Our program best serves "special needs" younger</p>	<p>District</p>

		<p>children in elementary and middle schools. They need our program and we have given them priority. Additionally, a new program for 29 Palms Marine Families with special needs children who receive no therapy has 3 clients that will begin our program in Jan. 2020. We have 3 children coming, 2 Autistic and 1 with Cerebral Palsy. We continue to forge a closer alliance of sharing data and program opportunities with United Cerebral Palsy of the Inland Empire.</p> <p><i>Describe any unexpected successes during this reporting period other than those originally planned:</i> Pegasus is currently in deal memo stage with Equestrian Center International (ECI), Rancho Mirage to lease their facility with an option to purchase beginning June 2020. This free-standing equestrian center has an indoor air-conditioned riding arena, restrooms, tack rooms and stalls for horses. Our Stable Manager would have a new trailer as her home placed on this property. We shall see how the owner and business partners continue to move forward on this transaction. The acquisition of this property would give Pegasus a final home in the center of the valley with opportunity for greater expansion and growth for the future.</p>	
Final Grant Reports			
Applicant	Staff Notes	5 things to be done differently	

<p>Desert ARC #981: Desert ARC Health Care Program</p>	<p>Grant term 11/1/18 – 10/31/19 Original Approved Amount: \$164,738</p> <p>FINAL RESULTS TO BE ACHIEVED: The Health Care Program is estimated to provide 12,000 medical services serving 2,500 duplicated clients averaging 50-75 clients per day with 30 clients needed daily medication.</p> <ul style="list-style-type: none"> • A daily wellness check of each client in the Adult Day Center Program is performed by staff and if a problem is noted the nurses decide if they client remain in program or not. If conditions such as ring worm, Conjunctivitis or flu-like symptoms are detected, the client is sent home with directions to see their own physician (a doctor’s release is required to return to program). • A rigid reporting system for attendance of each client in the Adult Day Center and the Behavior Management Program is use as an indicator to evaluate the program response by the clients. The numbered served by the daily attendance record is a benchmark for the programs. <p>The staff and nurses maintain the wellness records of each client in the Adult Day Center and the Behavior Management programs using best practices methods.</p> <ul style="list-style-type: none"> • All clients in the Adult Day Center and the Behavior Management programs have annual physicals 	<ol style="list-style-type: none"> 1. Would provide more training opportunities in a digital format so more easily access by all staff. 2. Develop program description for nurses. 3. Complete the development of a nursing manual. 4. Create a nursing supervisor position that would contain a training component for training line staff. 5. Consulting physician to assist in the update of all policies; and the provision of vendor for vaccines and TB testing to reduce costs. 	
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	<p>conducted by their own physicians and the nurses monitored to be sure they are completed on time.</p> <ul style="list-style-type: none"> • All 286 Desert Arc staff receive an TB test performed by the nurse, and staff HEP –B vaccines are provided by the nurse as needed. • The nurses are also responsible for training 26 Adult Day Center staff, keeping all agency first aid kits updated, and maintaining contact with clients’ physicians in all on-site programs at Desert Arc ensuring all client medical needs are met. • The Behavior Specialist is available to train the 22 staff in the Behavior Modification Program. Training programs available include both 1:1 training and group training, as well as the creation of behavior plans for the 90 clients in the program. <p>RESULTS ACHIEVED: The results statements above were met. The number of clients from ADC with improved barriers is indicated by the number of clients attending program because the licensed vocational nurses were available. The training programs and the creation of behavior plans exceeded the number of training sessions available. Desert Arc achieved a comprehensive program for clients in the Adult Day Center and the Behavior Modification program as indicated in the reduction in absenteeism and the increase in clients in each program over the</p>		
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	funding cycle. Currently, the Adult Day Center now has 163 clients and the Behavior Modification now has 92.		
OneFuture CV #995 HCC Summer 2019 Internships for DHCD and FIND	Grant term 5/31/19 – 10/31/19 Original approved amount: \$14,628 FINAL RESULTS: - Two students completed a10-week paid internship, one at Desert Healthcare District and one at FIND Food Bank, expanding their awareness of health needs and career opportunities in the Coachella Valley. - Desert Healthcare District and FIND Food Bank identified a priority project which was completed for their organization by an OFCV/HCC summer intern by October 1, 2019 - The student interns built a peer network through the HCC 2019 Southern CA Network leadership series workshops between June – September 2019 - Two students participated in five leadership workshops with approximately 100 student peers as part of the HCC Southern CA summer intern co-hort leadership series. - Two staff leads from the host organizations had an opportunity to network with OFCV/HCC host site leads from across the Coachella Valley during the 2019 HCC program mid-point mixer event, and the culminating celebration event.	<ol style="list-style-type: none"> 1. The strategy and format for this program has been well refined over the past ten years of implementation, so not many things to do differently. 2. We will continue aggressive outreach to new employers to expand these internship opportunities and are always looking for new funding resources to support program expansion. 	

FUNDING REQUESTS UPDATE for December 2019

Information only – status update of new letters of interest and pending applications

Letters of Interest			
Agency	Staff Notes	Status & Staff Notes	Funding Allocation
Coachella Parks and Recreation Foundation	LOI – Stage 1 received requesting \$120,578 to fund the purchase of 2 outdoor fitness gyms; 2 shade structures; and 8 drinking and water bottle-refilling stations at 2 public parks.	<p>The request, if approved, will not begin until February 2020. This is contingent on Coachella being awarded grant funding under the Statewide Park Program (Prop. 68).</p> <p><i>A site visit was conducted on October 24, 2019. Stage 2 – the Application – will be generated if and when Prop 68 funding is awarded.</i></p> <p><i>As part of the continued due diligence, State officials from the Statewide Park Program (Prop 68) visited both park sites on December 3rd. DHCD staff participated in the site visit and answered questions regarding the wellness aspect of the parks.</i></p>	Foundation
Coachella Valley Association of Governments (CVAG)	LOI – Stage 1 – received to begin the process of finalizing a grant contract related to the executed MOU dated September 16, 2013 for \$10 million towards the CV Link project	<p>Stage 2 – the Application - of the process has been generated. This is a necessary step as it will ascertain the deliverables and a payment schedule when the contract is written.</p> <p><i>Update: at the CVAG Executive Committee meeting of December 2nd, the following item was placed on the consent calendar: Authorize the Executive Director to finalize and sign a grant contract with the Desert Healthcare District providing \$10 million for CV Link. The committee members did not pull this item</i></p>	District

		out for discussion. It was approved with the City of Indian Wells and the City of Rancho Mirage abstaining.	
Mizell Senior Center	LOI – Stage 1 – received requesting \$450,000 for two years towards the continuation of the Matter of Balance Falls Prevention program, expanding the program to include the East Valley (Phase 3)	DHCD has been sustaining this program since 2015, starting with funding for the start up as a pilot program. Total dollars granted to the Matter of Balance program equals \$808,450. With this request, total funding by DHCD would equal \$1,258,450. Update: in emails received from the Program Manager of the MOB and the Executive Director stated respectively, that the program manager was laid off, as well as the Master Trainer, in that “lack of funding” was the reason cited. The ED indicated that Mizell intends to move forward with the MOB program but not without funding renewal from the Desert Healthcare District. If funding was to be re-established the Program Manager and Master Trainer would be brought back onboard. The grant team will be meeting with Mizell staff on December 16 th .	
Lift To Rise	Stage 1 – LOI received to reflect the Health CAN & Healthy Eating/Active Living health outcomes	Stage 2 – the application - generated Update: DHCD staff and LTR staff have had subsequent meetings to periodically discuss LTR’s Housing CAN; data portal; and other areas in efforts to align activities and research with the District’s plan. LTR will complete a data analysis around income levels. There will be an Economic Opportunity Planning Action meeting on December 10 th .	District
Hidden Harvest	LOI received requesting \$50,000 for low-income senior markets.	Grant request on hold (per grantee’s decision) until more current audited financials are completed.	District – could increase grant request

			to cover senior markets in East Valley through Foundation
Loma Linda University Children's Hospital	LOI received requesting \$519,472 to financially sustain the Pediatric Clinic in Indio - \$400,000 for medical staff and \$119,472 for requisite equipment.	<p>Staff concerns and observations: LLU Indio Clinic does not anticipate revenue stability until year 4 of operation, which will be the result of patient volumes. Patient volumes are at 1,500 annually now but need to reach 18,000 annual visits. Operations show a current \$886,397 annual deficit.</p> <p>Chief Administration Officer's review of the audited financials: The audit looked okay for June 30, 2018. It is concerning the operations of the Indio Clinic show a deficit of almost \$900,000.</p> <p>The LLU SACHS (Social Action Corp Health System) Indio Pediatric Clinic is a Federally Qualified Health Center (FQHC), receiving federal HRSA funding.</p> <p>Next step: Site visit is scheduled for December 9, 2019.</p>	
EASTERN COACHELLA VALLEY FUNDING OPPORTUNITY REQUESTS: (NTE \$50,000 for core operating support for access to primary healthcare and behavioral health care)	Stage 1 – Letters of Interest received from: <ul style="list-style-type: none"> • Angel View - \$50,000 to support Children's Outreach Program East Valley • ABC Recovery Center - \$50,000 renovation of sober living facilities 	<ul style="list-style-type: none"> • AV: Site visit/grant discussion: December 9th • ABC: Grant team met with ABC Recovery on December 4th to discuss the LOI and next steps. ABC Recovery was made aware of the District hold on capital grants. It was suggested that ABC 	Foundation

	<ul style="list-style-type: none"> • Pueblo Unido - \$50,000 to support staffing and associated costs for the continuation of water quality & infiltration systems maintenance (short term) at various mobile home parks as well as outreach & education efforts in the usage of such treatment systems. • Healthy Family Foundation, a division of JFK Memorial Foundation - \$50,000 to support the hiring and training of one additional SafeCare Provider to provide the evidence-based SafeCare in-home parent-training curriculum/program for families with children 0-5 years of age. 	<p>Recovery apply for funding in guidance of integrating their outdated EMR system with others so that outcome studies and quality improvement would be sustained. Stage 2 – the application – has been generated and is planned to be presented at the January 202 Program Committee meeting.</p> <ul style="list-style-type: none"> • Pueblo: Grant team met with Pueblo Unido on December 4th to discuss the LOI and next steps. Stage 2 – the application – has been generated and is planned to be presented at the January 2020 Program Committee meeting. • Healthy Families: a site visit is scheduled for December 19th 	
Pending Applications			
Grantee	Staff Notes	Status	

Pending Applications			
Grantee	Staff Notes	Status	
Grant #1043 Riverside Community Housing Corporation	LOI – Stage 1 – received requesting \$30,000 in matching funds to support and supplement drinking water for families at the Oasis Mobile Home Park 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.	Stage 2 – the application – has been generated and is planned to be presented to the Program Committee at the December 12, 2019 meeting.	Foundation – East Coachella Valley funding opportunity
Grant # 1038 Volunteers in Medicine	LOI – Stage 1 – received requesting \$50,000 District funds would be used to support staffing costs for identified patient care staff, clinical supplies and care delivery costs related to the provision of care (one-to-one visits; case management; education; homeless outreach services) for 350 contacts with approximately 120 qualified east Valley residents.	The grant team conducted a site visit on December 4, 2019. Stage 2 – the application – has been generated and is planned to be presented to the Program Committee at the December 12, 2019 meeting.	Foundation – East Coachella Valley funding opportunity



Date: 12/12/19

To: Program Committee

Subject: Grant # 1043 Riverside Community Housing Corporation

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: Healthy Eating, Active Living

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>Goal #1: 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>Evaluation #1: 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>Goal #2:</p>	<p>Evaluation #2:</p>
<p>Goal #3:</p>	<p>Evaluation #3:</p>
<p>Goal #4:</p>	<p>Evaluation #4:</p>
<p>Goal #5:</p>	<p>Evaluation #5:</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
Total Staffing Costs <i>Detail on sheet 2</i>		24347	12173.5	12173.5
Equipment (itemize)				
1	Water Truck/Tank	6781	3390.5	3390.5
2				0
3				0
4				0
Supplies (itemize)				
1	Water	560	280	280
2				0
3				0
4				0
Printing/Duplication				0
Mailing/Postage				0
Travel/Mileage				0
Education/Training				0
Office/Rent/Mortgage				0
Telephone/Fax/Internet				0
Utilities				0
Insurance				0
Other facility costs not described above (itemize)				
1				0
2				0
3				0
4				0
Other program costs not described above (itemize)				
1				0
2				0
3				0
4				0
Total Program Budget		31688	15844	15844

Line Item Budget Staffing Costs

Staff Salaries		Annual Salary	% of Time Allocated to Program	Actual Program Salary	Amount of Salary Paid by DHCD Grant
Employee Position/Title					
1					
2					
3					
4					
5					
6					
7					
8					
Total Employee Benefits					
Enter this amount in Section 1; Staffing Costs				Total >	
Budget Narrative					
Budget Narrative					
Professional Services / Consultants		Hourly Rate	Hours/Week	Monthly Fee	Fees Paid by DHCD Grant
Company and Staff Title					
1	CVWD- Water Truck Operator	120578	42	24347	24347
2					
3					
4					
5					
Enter this amount in Section 1; Staffing Costs				Total >	24347
Budget Narrative	<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>				

Line Item Budget

Other

Program Funds

Other funding received (actual or projected) SPECIFIC to this program/project		Amount
Fees		
Donations		
Grants (List Organizations)		
1	Community Development Block Grant	15844
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		
Total funding in addition to DHCD request		15844
Budget Narrative	The Riverside Community Housing Corp., has applied and anticipates receiving an allocation of CDBG funding as a matching contribution.	

Grant Scoring Review

Reviewer: Donna Craig

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

Total Score: 87.00

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:

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

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

Grant Scoring Review

Reviewer: Alejandro Espinoza

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

Total Score: 100.00

Reviewer Comments: Access to safe and drinkable water has been a growing and well documented concern to the residents of the Oasis Mobile Home Park. This grant provides a temporary solution to the problem.

Response Notes:

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>
Executive Summary (10 points)	The applicant includes and effectively describes 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 includes and describes 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 include or describe 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.
Need & Alignment and Demonstrate (10 points)	The applicant explicitly defines a specific need for the project within the identified community and effectively describes 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 identifies a need within the identified community for the project and describes 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 does not clearly describe 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.
Goals (10 points)	The applicant has provided SMART goals with an evaluation plan that is fully developed . The SMART goals are specific, measurable, ambitious, realistic and time-bound , and the evaluation plan will accurately measure the project’s effectiveness.	The applicant has provided SMART goals with an evaluation plan. The SMART goals are mostly specific, measurable, ambitious, realistic, and time-bound , and the evaluation plan will measure the aspects 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>Proposed Program/Project Evaluation Plan (10 points)</p>	<p>The applicant describes a specific detailed plan of action for 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 plan of action for evaluation 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 does not describe, or vaguely describes a reasonable plan of action that can be completed during the grant period, involves some identified partners appropriately, and might make the project a reality.</p>
<p>% of Funding Requested – Leveraging of Outside Funds (10 points)</p>	<p>0-50% 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>51-70% Budget shows some committed funds, in-kind funds for professional services and proposed funds making up the majority, have been identified.</p>	<p>71 - 100% Budget shows limited to no committed funds, balance is made up of mostly identified proposed funds</p>
<p>Applicant Capacity and Infrastructure to Execute Proposal (10 points)</p>	<p>The applicant includes concrete examples that strongly demonstrate that the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.)</p> <p>The applicant strongly demonstrates 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 demonstrate that the human resource allocation to this project is appropriate (internal staff expertise, use of external consultants, advisory committee, etc.).</p> <p>The applicant demonstrates 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 does not include 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 applicant is limited in its ability to demonstrate credibility for this kind of work (strength, name recognition, a history or track record of achievements, related mission and letters of support.</p>

<p>Organizations Sustainability (10 Points)</p>	<p>The applicant strongly demonstrates that it has a current strategic plan and/or business plan with measurable outcomes. Strong board engagement and governance. The proposed program is identified within the strategic plan.</p>	<p>The applicant demonstrates 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 supported by the strategic plan</p>	<p>The applicant does not demonstrate that it has a strategic plan and/or business plan. The program only reflects the applicant’s mission.</p>
<p>Budget (10 points)</p>	<p>The budget is specific and reasonable, and all items strongly align with the described project. The budget strongly demonstrates 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 effective. 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 reasonable, with the items aligned 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 reasonable and/or some additional funding sources and/or in-kind services are included.</p>	<p>The budget is not specific and/or reasonable, and the items are somewhat aligned with the described project. The budget somewhat demonstrates financial clarity. There are no unexplained amounts.</p>
<p>Fiduciary Compliance (10 Points)</p>	<p>The applicant strongly demonstrates 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 demonstrates 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>The applicant demonstrates 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>Financial Stability (10 Points)</p>	<p>Funding sources for operations and programs are coming from multiple sources and is driven by a strategic plan 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 limited plan in place for stability for short term only.</p>	<p>Source of funds for operations and programs are coming from limited sources. There is no plan for stability in place currently.</p>
<p>Key Partners / Collaboration (10 points)</p>	<p>The applicant strongly demonstrates solid partnerships and collaborative approach with letters of commitment or an MOU that includes a scope of work.</p>	<p>The applicant demonstrates partnerships and collaborative approach with letters of commitment.</p>	<p>The applicant demonstrates limited or no partnerships and has not included any letters of commitment.</p>
<p>Comments/Notes:</p>			

Total Score: ____ / 110 = ____%

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