



**DESERT HEALTHCARE FOUNDATION**  
**Special Finance, Legal, Administration, & Real Estate Committee Meeting**  
**February 11, 2020**

A special meeting of the Finance, Legal, Administration, & Real Estate Committee of the Desert Healthcare Foundation will be held at 4:00 PM (or immediately following the adjournment of the Desert healthcare District's F&A Committee meeting) Tuesday, February 11, 2020, in the conference room on the 2<sup>nd</sup> floor of the Jerry Stergios Building, 1140 N. Indian Canyon Drive, Palm Springs, California.

---

**AGENDA**

**I. CALL TO ORDER**

**II. APPROVAL OF AGENDA**

**III. PUBLIC COMMENT**

At this time, comments from the audience may be made on items not listed on the agenda that are of public interest and within the subject-matter jurisdiction of the District. The Committee has a policy of limiting speakers to not more than three minutes. The Committee cannot take action on items not listed on the agenda. Public input may be offered on an agenda item when it comes up for discussion and/or action.

**IV. APPROVAL OF MINUTES**

**ACTION**

1. Minutes – Meeting January 14, 2019 - Pg. 2-3

**V. CEO REPORT**

**VI. FINANCIAL REPORT**

**ACTION**

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

**VII. OTHER MATTERS**

1. N/A

**VIII. ADJOURNMENT**

*If you have any disability which would require accommodation to enable you to participate in this meeting, please email Andrea S. Hayles, Special Assistant to the CEO and Board Relations Officer, at [ahayles@dhcd.org](mailto:ahayles@dhcd.org) or call (760) 323-6110 at least 24 hours prior to the meeting.*



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE**  
**MEETING MINUTES**  
**January 14, 2020**

<b>Directors Present</b>	<b>District Staff Present</b>	<b>Absent</b>
Chair/Treasurer Mark Matthews President Leticia De Lara	Conrado E. Bárzaga, MD, Chief Executive Officer Chris Christensen, Chief Administration Officer Stephen Huyck, Accounting Manager Andrea S. Hayles, Clerk to the Board	Director Arthur Shorr

<b>AGENDA ITEMS</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>I. Call to Order</b>	Chair Matthews called the meeting to order at 3:44 p.m.	
<b>II. Approval of Agenda</b>	Chair Matthews asked for a motion to approve the Agenda.	<b>Moved and seconded President De Lara and Chair Matthews to approve the agenda. Motion passed unanimously.</b>
<b>III. Public Comment</b>	No public comment.	
<b>IV. Approval of Minutes</b>  1. Minutes – Meeting November 12, 2019	Chair Matthews asked for a motion to approve the minutes of the November 12, 2019 F&A Committee meeting.	<b>Moved and seconded President De Lara and Chair Matthews to approve the agenda. Motion passed unanimously.</b>
<b>V. CEO Report</b>	No report was provided.	
<b>VI. Financial Reports</b> 1. Financial Statements 2. Deposits 3. Check Register 4. Credit Card Expenditures 5. General Grants Schedule	Chris Christensen, CAO, explained the December financial reports.  President De Lara inquired on the West Valley Homelessness fund. Mr. Christensen explained that there is \$16k remaining from the original \$2M commitment in 2017 with an additional \$1M.	<b>Moved and seconded President De Lara and Chair Matthews to approve the December 2019 Foundation Financial Reports – items 1-5 and forward to the Board for approval. Motion passed unanimously.</b>
<b>VII. Other Matters</b>		
<b>VIII. Adjournment</b>	Chair Matthews adjourned the meeting at 3:46 p.m.	<b>Audio recording available on the website at <a href="http://dhcd.org/Agendas-and-Documents">http://dhcd.org/Agendas-and-Documents</a></b>

ATTEST: \_\_\_\_\_  
Mark Matthews, Chair/ Treasurer Finance & Administration Committee  
Desert Healthcare Foundation Board of Directors



**DESERT HEALTHCARE FOUNDATION**  
**FINANCE, ADMINISTRATION, REAL ESTATE AND LEGAL COMMITTEE**  
**MEETING MINUTES**  
**January 14, 2020**

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

DRAFT

DESERT HEALTHCARE FOUNDATION					
JANUARY 2020 FINANCIAL STATEMENTS					
INDEX					
Statement of Operations					
Balance sheet					
Allocation of Restricted Funds					
Deposit Detail					
Check Register					
Credit Card Expenditures					
Schedule of Grants					

**Desert Healthcare Foundation**  
**Profit & Loss Budget vs. Actual**  
July 2019 through January 2020

	MONTH			TOTAL		
	Jan 20	Budget	\$ Over Budget	Jul '19 - Jan 20	Budget	\$ Over Budget
<b>Income</b>						
4000 · Gifts and Contributions	25,445	5,000	20,445	102,021	5,000	97,021
4003 · Grants	-	29,167	(29,167)	200,000	204,169	(4,169)
4116 · Bequests - Frederick Lowe	12,305	5,417	6,888	41,194	37,919	3,275
4130 · Misc. Income	-	83	(83)	-	581	(581)
8015 · Investment Interest Income	7,685	8,333	(648)	100,970	58,331	42,639
8040 · Restr. Unrealized Gain/(Loss)	26,796	14,583	12,213	244,988	102,081	142,907
<b>Total Income</b>	<b>72,231</b>	<b>62,583</b>	<b>9,648</b>	<b>689,173</b>	<b>408,081</b>	<b>281,092</b>
<b>Expense</b>						
5001 · Accounting Services Expense	661	667	(6)	4,627	4,669	(42)
5035 · Dues & Memberships Expense	-	42	(42)	25	294	(269)
5057 · Investment Fees Expense	3,745	2,500	1,245	26,973	17,500	9,473
5065 · Legal Costs Ongoing Expense	-	83	(83)	-	581	(581)
5101 · DHCD-Exp Alloc Wages& benefits	25,473	27,854	(2,381)	178,311	194,978	(16,667)
5106 · Marketing & Communications	21	3,958	(3,937)	4,205	27,706	(23,501)
5110 · Other Expenses	1,550	417	1,133	4,351	2,919	1,432
5115 · Postage & Shipping Expense	-	8	(8)	-	56	(56)
5120 · Professional Fees Expense	-	83	(83)	-	581	(581)
5210 · RSS Jr - Overhead Allocation	-	(1,417)	1,417	(3,947)	(9,919)	5,972
8051 · Major grant expense	-	20,833	(20,833)	218,716	145,831	72,885
8052 · Grant Expense - Collective/Mini	-	27,500	(27,500)	-	192,500	(192,500)
8053 · Grant Expense - RSS Jr	-	5,000	(5,000)	-	35,000	(35,000)
<b>Total Expense Before Social Services Fund</b>	<b>31,450</b>	<b>87,528</b>	<b>(56,078)</b>	<b>433,263</b>	<b>612,696</b>	<b>(179,433)</b>
5054 · Social Services Fund	-	3,333	(3,333)	12,000	23,331	(11,331)
<b>Net Income</b>	<b>40,781</b>	<b>(28,278)</b>	<b>69,059</b>	<b>243,910</b>	<b>(227,946)</b>	<b>471,856</b>



**Desert Healthcare Foundation**  
**Balance Sheet**  
As of January 31, 2020

				Jan 31, 20
<b>ASSETS</b>				
Current Assets				
Checking/Savings				
100 · CASH				
146 · Checking - Pacific Premier 6718				10,644
149 · Money Market - Pacific Premier				1,945
150 · Petty Cash				200
151 · Checking - Union Bank 7611				592,301
155 · Summer Homeless Survival Fund				11,374
Total Checking/Savings				616,464
Accounts Receivable				25,000
Other Current Assets				
476-486 · INVESTMENTS				
477 · Morgan Stanley-Investments				
477.2 · Unrealized Gain/(Loss)				132,656
477 · Morgan Stanley-Investments - Other				3,986,803
Total 477 · Morgan Stanley-Investments				4,119,459
486 · Merrill Lynch				
486.1 · Merrill Lynch Unrealized Gain				502,486
486 · Merrill Lynch - Other				1,704,130
Total 486 · Merrill Lynch				2,206,615
Total 476-486 · INVESTMENTS				6,326,075
500 · CONTRIBUTIONS -RCVB -CRTS				
515 · Contrib RCVB-Pressler CRT				63,217
530 · Contrib RCVB-Guerts CRT				126,022
Total 500 · CONTRIBUTIONS -RCVB -CRTS				189,239
601 · Prepaid Payables				3,804
Total Other Current Assets				6,519,117
Total Current Assets				7,160,581
<b>TOTAL ASSETS</b>				<b>7,160,581</b>

**Desert Healthcare Foundation**  
**Balance Sheet**  
As of January 31, 2020

					Jan 31, 20
<b>LIABILITIES &amp; EQUITY</b>					
	<b>Liabilities</b>				
	<b>Current Liabilities</b>				
	<b>Accounts Payable</b>				
		1000 · Accounts Payable			126,790
		1052 · Account payable-DHCD Exp Alloc			54,888
		<b>Total Accounts Payable</b>			<b>181,678</b>
	<b>Other Current Liabilities</b>				
		2190 · Current - Grants payable			2,180,136
	<b>Total Current Liabilities</b>				<b>2,361,814</b>
	<b>Long Term Liabilities</b>				
		2186 · Grants payable			2,260,000
	<b>Total Liabilities</b>				<b>4,621,814</b>
	<b>Equity</b>				
		3900 · Retained Earnings			2,294,853
		<b>Net Income</b>			<b>243,915</b>
	<b>Total Equity</b>				<b>2,538,767</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>					<b>7,160,581</b>

DESERT HEALTHCARE FOUNDATION						
BALANCE SHEET 1/31/20						
ALLOCATION OF MAJOR CATEGORIES/LIABILITIES						
			T/B	GENERAL Fund	Restricted Funds	Trusts
ASSETS						
	146 ·	Checking Pacific Premier 6718	10,644	10,644		
	149 ·	Money Market Pacific Premier Bank	1,945	1,945		
	150 ·	Petty Cash	200	200		
	151 ·	Checking - Union Bank 7611	592,301	592,301		
	155 ·	Summer Homeless Survival Fund	11,374		11,374	
Total 100 · CASH - UNRESTRICTED			616,464	605,090	11,374	-
Accounts Receivable						
	315 ·	A/C Rec- Homeless Initiative	25,000		25,000	
Total Accounts Receivable			25,000	-	25,000	-
477 · Invt-Morgan Stanley						
	477.2 ·	Unrealized Gain	132,656	132,656		
	477 ·	Invt-Morgan Stanley	3,986,803		3,986,803	
Total 477 · Invt-Morgan Stanley			4,119,459	132,656	3,986,803	
6441	486.1 ·	Merrill Lynch Unrealized Gain	502,486	502,486		
	486 ·	Merrill Lynch	1,704,130	1,287,171	416,958	
Total 486 · Merrill Lynch			2,206,615	1,789,657	416,958	
	515 ·	Contrib RCVB-Pressler CRT	63,217			63,217
	530 ·	Contrib RCVB-Guerts CRT	126,022			126,022
	601 ·	Prepaid payables	3,804	3,804		
Total Current Assets			7,160,581	2,531,207	4,440,136	189,239
TOTAL ASSETS			7,160,581	2,531,207	4,440,136	189,239
LIABILITIES & EQUITY						
Liabilities						
Current Liabilities						
Accounts Payable						
	1000 ·	Accounts Payable	126,790	126,790		
	1052 ·	Account Payable - DHCD - Alloc Expenses	54,888	54,888		
	2190 ·	Grants Payable - Current Portion	2,180,136		2,180,136	
Total Current Liabilities			2,361,814	181,678	2,180,136	-
	2186 ·	Grant Payable - Long Term	2,260,000		2,260,000	
Total Liabilities			4,621,814	181,678	4,440,136	-
Equity						
	3900 ·	Retained Earnings	2,294,853	2,105,614		189,239
		Net Income	243,915	243,915		
Total Equity			2,538,767	2,349,529	-	189,239
TOTAL LIABILITIES & EQUITY			7,160,581	2,531,207	4,440,136	189,239



**Desert Healthcare Foundation**  
**Deposit Detail**  
January 2020

Type	Date	Name	Account	Amount
Deposit	01/22/2020		151 · Checking - Union Bank 7611	12,305
		American Society of Composers	4116 · Bequests - Frederick Lowe	(3,830)
		Music Theater International	4116 · Bequests - Frederick Lowe	(8,475)
TOTAL				(12,305)
Deposit	01/29/2020		155 · Summer Homeless Survival Fund	445
		Misc.	4000 · Gifts and Contributions	(10)
		Misc.	4000 · Gifts and Contributions	(425)
		Misc.	4000 · Gifts and Contributions	(10)
TOTAL				(445)
			Total - Foundation Checking 7611	12,305
			Total - Summer Homeless Survival Fund	445

**Desert Healthcare Foundation**  
**Check Register**  
As of January 31, 2020

Type	Date	Num	Name	Amount
<b>100 · CASH</b>				
<b>146 · Checking - Pacific Premier 6718</b>				
Check	01/31/2020		Service Charge	(153)
Total 146 · Checking - Pacific Premier 6718				(153)
<b>151 · Checking - Union Bank 7611</b>				
Bill Pmt -Check	01/06/2020	5018	Chris Christensen	(1,363)
Bill Pmt -Check	01/06/2020	5019	Galilee Center	(33,750)
Bill Pmt -Check	01/14/2020	5020	City of Desert Hot Springs	(1,500)
Bill Pmt -Check	01/14/2020	5021	Riverside Community Housing Corporation	(14,260)
Bill Pmt -Check	01/23/2020	5022	Cardmember Services	(1,189)
Check	01/26/2020		Service Charge	(228)
Total 151 · Checking - Union Bank 7611				(52,290)
<b>TOTAL</b>				<b>(52,443)</b>



DESERT HEALTHCARE FOUNDATION								
OUTSTANDING GRANTS AND GRANT PAYMENT SCHEDULE								
January 31, 2020								
TWELVE MONTHS ENDED JUNE 30, 2020								
A/C 2190 and A/C 2186-Long term			6/30/2019	New Grants		1/31/2020		
Grant ID Nos.	Name		Open	Current Yr	Total Paid	Open		
			BALANCE	2019-2020	July-June	BALANCE		
	Mayor's Check recorded - \$100K HP		\$ 31,898		\$ 9,050	\$ 22,848	100 HP-cvHIP	
	Mayor's Check recorded - \$100K HP		\$ 100,000		\$ -	\$ 100,000	100 HP - cvHIP	
BOD - 7/25/17 (#937)	*West Valley Homelessness Initiative - Matching Grant		\$ 1,125,712		\$ 1,125,712	\$ -	Homelessness	
BOD - 9/26/17- RSS	RSS Funds-From Investment Funds for additional 4th year		\$ 53,810		\$ -	\$ 53,810	RSS	
TCE Grant 01/31/18	Cal Endowment - Community & Health Policy Analysts 12/1/17- 11/30/18		\$ 64,817		\$ 30,768	\$ 34,049	TCE	
BOD - 04/24/18	Behavioral Health Initiative Collective Fund		\$ 1,985,200		\$ 33,200	\$ 1,952,000	Behavioral Health	
BOD - 06/26/18 BOD	Avery Trust Funds-Committed to Pulmonary services		\$ 1,000,000		\$ -	\$ 1,000,000		
BOD - 10/23/18 BOD	RSS Grant from Desert Healthcare District		\$ 16,762		\$ 5,818	\$ 10,945		
BOD - 5/28/19 BOD (#993)	Galilee Center - Emergency Services		\$ 41,250		\$ 33,750	\$ 7,500		
BOD - 6/25/19 BOD (#1006)	DHCD - Homelessness Initiative Collective Fund		\$ 1,000,000		\$ 109,607	\$ 890,393		
F&A - 06/11/19	\$300k East Valley Grant Funding FY18-19 - \$225k Balance		\$ 225,000		\$ 14,260	\$ 210,740		
BOD - 09/24/19 BOD (#1025)	RSS Grant from Desert Healthcare District			\$ 200,000	\$ 42,150	\$ 157,850		
<b>TOTAL GRANTS</b>			<b>\$ 5,644,450</b>	<b>\$ 200,000</b>	<b>\$ 1,404,314</b>	<b>\$ 4,440,136</b>		
<b>Summary: As of 1/31/20</b>			\$ 217,292		A/C 2190	\$ 2,180,136		
Health Portal (CVHIP):	\$ 122,848		\$ 200,000		A/C 2186	\$ 2,260,000		
Ready Set Swim	\$ 222,605		\$ 417,292		Total	\$ 4,440,136		
West Valley Homelessness Initiative	\$ 890,393		\$ 5,227,158		Diff	\$ -		
Cal Endowment-Analysts	\$ 34,049							
Behavioral Health Initiative Collective Fund	\$ 1,952,000							
Avery Trust - Pulmonary Services	\$ 1,000,000							
Galilee Center - Emergency Services	\$ 7,500							
\$300k East Valley Grant Funding - \$225k Balance	\$ 210,740							
<b>Total</b>	<b>\$ 4,440,136</b>							
* West Valley Homelessness Initiative - COMMITTED FUNDS \$2,233,357 (BALANCE \$766,643)								
<b>Amts available/remaining for Grant/Programs - FY 2019-20:</b>				<b>FY20 Grant Budget</b>				
<b>Amount budgeted 2019-2020</b>		\$ 640,000		\$ 250,000				
<b>Amount granted year to date</b>		\$ (200,000)		\$ 390,000				
Mini Grants:								
Net adj - Grants not used:								
<b>Balance available for Grants/Programs</b>		<b>\$ 440,000</b>						