



Live Well. Health Matters.

August 30, 2018

TO: Policy Committee
FROM: Vish Chatterji, Chair
SUBJECT: CALL TO MEETING

A Special Meeting of the Policy Committee is scheduled as follows:

Date: Wednesday, September 5, 2018
Time: 10:00 a.m.
Place: Beach Cities Health District
Administrative Offices
First Floor Large Conference Room
1200 Del Amo Street
Redondo Beach, CA 90277

Policy Committee Members:

- Vish Chatterji, BCHD Board of Directors
- Vanessa Poster, BCHD Board of Directors



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**SPECIAL POLICY COMMITTEE MEETING
AGENDA
September 5, 2018**

I. Public Discussion

II. Action Item: Approval of Minutes – April 2, 2018

III. Discussion and Potential Action Item:

Recommend Approval to the Board of Directors of New Policy Number 4110 for:
Health Insurance Portability Accountability Act (HIPAA) Compliance

IV. Policies: Contracts and Grants

A. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 4050 for:
Micro-Enrichment Grants

B. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 5010 for:
Contracts for Public Agency Services

C. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 5040 for:
Contracts for Non-Profit Agencies

V. Policies: Series 3000 Human Resources

A. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3040 for:
Conditions of Employment

B. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3050 for:
Holidays, Vacation and Sick Leave

C. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3060 for:
Employment

D. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3070 for: Use of Mobile Devices

E. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3075 for: Employee Use of Automobiles

F. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3080 for: Confidentiality

G. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3090 for: Computer and Electronic Messaging

H. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3095 for: Social Media

I. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3220 for: Compensation

J. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3230 for: Benefits

K. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3240 for: Hours of Work and Overtime

L. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3250 for: Payroll Pay Periods

M. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3260 for: Advancement of Wages

N. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3410 for: Leave of Absence: Medical

O. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3420 for: Leave of Absence: Non-Medical

P. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3610 for: Internal Posting and Transfers

Q. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3620 for: Education Assistance

R. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3630 for: Employee Service Awards

S. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3640 for: Performance Evaluation

T. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3700 for: Volunteer Services

U. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3810 for: Guidelines on Accepting and Providing Gifts, Entertainment and Services

V. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3820 for: Outside Activities and Employment

W. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3825 for: Alcohol and Drug Abuse

X. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3830 for: Anti-Harassment

Y. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3835 for: Employee Conduct and Working Environment

Z. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3840 for: Workplace Safety and Security

AA. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3845 for: Inspection of Personnel Files

BB. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3850 for: Employment References and Letters of Recommendation

CC. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3910 for: Severance

DD. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 3920 for: Separation from Employment

EE. Action Item:

Recommend Approval to the Board of Directors of New Policy Number 2230 for: Health Benefits for District Board Members

FF. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 4100 for: Travel and Reimbursement

GG. Action Item:

Recommend Approval to the Board of Directors of Revised Policy Number 6200 for: Fraud

VI. Old Business

Update: Los Angeles West Vector Hermosa Beach and Redondo Beach appointment status.

VII. New Business

VIII. Action Item: Motion to Adjourn