

**REGULAR MEETING  
BOARD OF DIRECTORS  
BEACH CITIES HEALTH DISTRICT  
May 27, 2015**

A Regular Meeting of the Board of Directors of the Beach Cities Health District was called to order in the Beach Cities Room of the Beach Cities Health Center at 6:45 p.m.

Members Present: Dr. Michelle Bholat  
Dr. Noel Chun  
Jane Diehl  
Dr. Robert Grossman

Members Absent: Vanessa Poster

Legal Counsel Present: Bob Lundy, Hooper, Lundy & Bookman  
Staff Present: Susan Burden, CEO

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION OR FOLLOW-UP</b>
<b>Call to Order</b>	Dr. Grossman opened the meeting and invited Dr. Noel Chun, Board Member, to lead the salute to the flag.	
<b>Public Discussion</b>	Dr. Grossman asked if any member of the public would like to address the Board on any issue not on the agenda. No one from the public stepped forward.	
<b>Review and Approval of the Minutes of the April 22, 2015 Regular Meeting</b>	The Board reviewed the Minutes of the April 22, 2015 Regular Meeting.	After review, it was <b>Moved and Seconded</b> (Chun/Bholat) to approve the minutes of the April 22, 2015 Regular Meeting. Dr. Bholat, Dr. Chun, Ms. Diehl, and Dr. Grossman voted yes. Ms. Poster was not in attendance. <b>Motion Carried</b>
<b>Community Service Recognition &amp; Appreciation: Steven Nicholson, Finance Committee Brian Parker, Finance Committee Marie Puterbaugh, Finance &amp; Strategic Planning Committees David Schmidt, Strategic Planning Committee</b>	Dr. Grossman invited Dr. Chun to the podium.  Dr. Chun thanked the outgoing community members of the Finance Committee for their six years of service and presented them with a certificate: Brian Parker Steve Nicholson Marie Puterbaugh, in absentia  Dr. Grossman invited Dr. Bholat to the podium.  Dr. Bholat gave a tribute to all the community	

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	committee members. She thanked outgoing Strategic Planning Committee member David Schmidt for his six years of service and presented him with a certificate.	
<p><b>Staff Reports</b></p> <p><b>A. Chief Executive Officer</b></p>	<p>Dr. Grossman invited Ms. Susan Burden, Chief Executive Officer, to address the Board of Directors.</p> <p>Ms. Burden thanked all the community committee members for their service.</p> <p>Ms. Burden introduced Ms. Monica Suua, CPA, as the new Director of Finance and invited her to the podium to give a summary of her background. Ms. Suua expressed her excitement in coming to work for BCHD. She said that she was born in Sweden and has been in the United States for over twenty years. She previously worked for Hilton Hotels Corporation and Spectrum Athletic Club and has financial management experience in both the hospitality and fitness industries.</p> <p>Ms. Burden thanked Ms. Misty Cheng, Interim Finance Director, for her work in putting together the annual budget.</p> <p>Ms. Burden introduced Mr. Leslie Dickey as the new Owner Representative to manage the senior living project and invited him to the podium to give a summary of his background. Mr. Dickey said he is a professional program and construction manager and has twenty-four years of experience at Heery International, a design phase and construction firm.</p> <p>Ms. Burden gave an update on BCHD committees and a summary of reappointments and recruitment for openings on committees:</p> <ul style="list-style-type: none"> <li>• Community Health Committee has one opening and 2 candidates to date</li> <li>• Finance Committee has three openings and three candidates, including Joanne Edgerton</li> <li>• Strategic Planning Committee has one opening and two candidates</li> </ul> <p>Ms. Burden said that Ms. Gloria Carroll, Executive Assistant, will be contacting Board member chairs of the committees to set up</p>	

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	<p>interviews.</p> <p>Ms. Burden reported:</p> <ul style="list-style-type: none"> <li>• Members of the Policy Committee will be polled for a meeting in June. We review one section of the manual each year and the section for this year has only minor changes and is being reviewed by the District’s legal counsel.</li> <li>• The budget to be presented represents a lot of hard work by the staff. She thanked Ms. Misty Cheng for her leadership, the Chief Medical Officer and the Directors for their work.</li> <li>• BCHD is going to continue offering Purpose and Mindfulness workshops to the public. The next Purpose workshop is June 4<sup>th</sup> and the next Mindfulness workshop will be in the fall. She said that the Purpose workshops bring people full circle—they go the workshop, discover their purpose, and return to BCHD to become volunteers.</li> </ul>	
<p><b>B. Chief Medical Officer</b></p>	<p>Dr. Grossman invited Dr. Lisa Santora, Chief Medical Officer, to the podium.</p> <p>Dr. Santora invited the Board members and the public to the following events:</p> <ul style="list-style-type: none"> <li>• Power of Purpose Workshop—June 4<sup>th</sup></li> <li>• Beach Cities Free Fitness—June 1<sup>st</sup> at Manhattan Beach Pier for yoga</li> <li>• Wine @ Five at Establishment in Hermosa Beach--June 9<sup>th</sup></li> <li>• Redondo Beach Harbor Gateway and Bike Improvement Project—June 13<sup>th</sup> at 10 a.m.</li> </ul> <p>Dr. Santora discussed the Blue Zones Project focus on measureable improvements in the health of the community. One of the objectives was to have a hallmark, built environment project where people could see the impact. The transformation of the North Harbor Gateway Project exemplifies this effort. The project includes reverse angle parking on Herondo Street, new bike lanes, new stop signs and public artwork. She invited the Board members to ride their bicycles to the opening and to wear their helmets.</p> <p>Ms. Burden commented that the Blue Zones Project was the inspiration for the Harbor</p>	

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	<p>Gateway transformation. The project includes living streets standards that are promoted by the Blue Zones Project. It is a collaboration between the city, the chambers of commerce, leadership classes and BCHD.</p> <p>Dr. Santora gave an update on the BCHD research and evaluation agenda. The goal is to measure health improvement in the District. The only local data we previously had was the Gallup Healthways Poll. BCHD didn't have the capacity to do extensive research on its own, so we contracted with the UCLA Center for Health Policy Research for research and evaluation.</p> <p>UCLA has submitted the final reports for everything we contracted for:</p> <ul style="list-style-type: none"> <li>• LiveWell Kids BMI data 2007-2013: <ul style="list-style-type: none"> <li>○ Overweight/Obesity rate in Redondo Beach Unified School District (RBUSD) elementary schools decreased from 21% to 10%</li> <li>○ Overweight rate decreased from 19% to 14%</li> </ul> </li> <li>• LiveWell Tots: <ul style="list-style-type: none"> <li>○ 2010—24% of children entering Kindergarten in RBUSD were overweight or obese</li> <li>○ After receiving LiveWell Tots program with the children, pre-school educators report an increase in their own healthy eating behavior and deep breathing</li> </ul> </li> <li>• Project Alert, a Rand substance abuse prevention program: <ul style="list-style-type: none"> <li>○ No changes in rate of reported past 30 days use of alcohol or drugs</li> <li>○ Rates are rising incrementally</li> <li>○ Perception of marijuana harm is decreasing</li> </ul> </li> <li>• Community Services <ul style="list-style-type: none"> <li>○ Services were true to social work practice and principle but were not measured objectively</li> <li>○ UCLA and Community Services staff worked together to define measureable objectives that can be measured on an ongoing basis using the department's</li> </ul> </li> </ul>	

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	<p>program software</p> <ul style="list-style-type: none"> <li>○ Developed a triage system in 2008 that provides telephonic support to clients who don't need intensive care management</li> <li>○ Data on Activities of Daily Living and Independent Activities of Daily Living showed that 36% of clients need assistance with stairs, 30% need assistance with medications and 86% need assistance with housework in order to stay at home</li> <li>○ Move Well Program developed in 2010 with Partners in Care Foundation—falls were reduced from 13.1% in 2010 to 5.3% in 2013</li> </ul> <p>One goal of the evaluation project is to publish peer review articles in professional journals. The first manuscript for LiveWell Tots is being finalized now. BCHD is working with UCLA on the articles. The articles will be both process and outcome articles.</p> <p>BCHD hired an evaluation specialist in July 2014 to provide follow up on the benchmarks that UCLA and the BCHD internal team created and to boost internal capacity. The same data points are now being used across departments, providing efficiency and effectiveness in reporting.</p>	
<b>D. Legal Counsel</b>	Mr. Lundy had no report.	
<p><b>Community Health Committee</b></p> <p><b>Action Item:</b>  <b>Reappointments of Community Members to the Community Health Committee</b></p>	<p>Dr. Michelle Bholat reported that the Community Health Committee did not meet.</p> <p>Dr. Bholat made a motion to approve the reappointments of Stephen Cannella, Michael Fleischer, Fred Manna and Mitch Ward to the Community Health Committee effective July 1, 2015 through June 30, 2017.</p>	<p>It was <b>Moved and Seconded</b> (Bholat/Diehl) to approve the reappointments of Stephen Cannella, Michael Fleischer, Fred Manna and Mitch Ward to the Community Health Committee effective July 1, 2015 through June 30, 2017.</p> <p>Dr. Bholat, Dr. Chun, Ms. Diehl, and Dr. Grossman voted yes. Ms. Poster was</p>

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		not in attendance. <b>Motion Carried</b>
<p><b>Finance Committee Treasurer’s Report</b></p> <p><b>1. Action Item:</b> <b>Approve Checks No. 63078 through 63311 totaling \$505,527.37 for Accounts Payable for the Month of April 2015</b></p> <p><b>2. Discussion and Potential Action Item:</b> <b>Review and Approval of District Budget for Year Ending June 30, 2016</b></p> <p><b>3. Action Item:</b> <b>Approve Resolution No. 233 of the Beach Cities Health District Adopting the Final Operating and Capital Budget for Year Ending June 30, 2016</b></p>	<p>Dr. Chun reported that the Finance Committee met on May 19, 2015 to review the budget.</p> <p>Dr. Chun made a motion to approve Checks No. 63078 through 63311 totaling \$505,527.37 for Accounts Payable for the Month of April 2015.</p> <p>Dr. Chun invited Ms. Misty Cheng, Interim Finance Director, to the podium.</p> <p>Ms. Cheng presented an overview of the Budget for Year Ending June 30, 2016 to the Board for approval.</p> <p>Revenue is expected to increase by 3.2% and operating expenses by 1%. The increase in capital expenditure is due to the need for large repairs and upgrades on the 514 N. Prospect Avenue building.</p> <p>Ms. Cheng highlighted the changes to revenue:</p> <ul style="list-style-type: none"> <li>• Increase in property taxes, leases, and limited partnerships</li> <li>• Decrease in user fees, revenue and “other”</li> </ul> <p>Ms. Cheng highlighted the changes to operating expenses:</p> <ul style="list-style-type: none"> <li>• All departments tasked with budgeting at or less than current year actuals.</li> <li>• Café at AdventurePlex closed and food operations was outsourced to Fresh Brothers, resulting in a net savings of \$75,000</li> <li>• Toddler Town expected to open in January 2016, thereby increasing salaries and capital outlay; however, it</li> </ul>	<p>It was <b>Moved and Seconded</b> (Chun/Diehl) to approve Checks No. 63078 through 63311 totaling \$505,527.37 for Accounts Payable for the Month of April 2015. Dr. Bholat, Dr. Chun, Ms. Diehl, and Dr. Grossman voted yes. Ms. Poster was not in attendance. <b>Motion Carried</b></p>

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	<p>will be offset by increased revenues</p> <ul style="list-style-type: none"> <li>• 4% salary increase pool—approved according to the BCHD merit policies</li> <li>• New position of Owner Representative in Real Estate Services department added</li> </ul> <p>Ms. Cheng summarized the FY 2015-16 budget:</p> <ul style="list-style-type: none"> <li>• Balanced budget with Operating Revenues exceeding Operating Expenditures by \$700,000</li> <li>• Due to \$916,000 of capital expenditures needed, fund balance will be reduced by \$216,000</li> <li>• Capital Expenditures will continue to decrease fund balance in FY16-17; then replenishment of fund balance will resume in FY17-18</li> <li>• Submission to California Society of Municipal Finance Officers for Meritorious Budget Award consideration</li> </ul> <p>Dr. Chun made a motion to approve the District Budget for Year Ending June 30, 2015 and Resolution No. 233 of the Beach Cities Health District Adopting the Final Operating and Capital Budget for Year Ending June 30, 2016.</p>	<p>It was <b>Moved and Seconded</b> (Chun/Diehl) to to approve the District Budget for Year Ending June 30, 2016 and Resolution No. 233 of the Beach Cities Health District Adopting the Final Operating and Capital Budget for Year Ending June 30, 2016. Dr. Bholat, Dr. Chun, Ms. Diehl, and Dr. Grossman voted yes. Ms. Poster was not in attendance. <b>Motion Carried</b></p>
<b>Policy Committee</b>	Dr. Grossman reported that the Policy Committee did not meet. The committee will be polled for a meeting in June 2015.	
<b>Properties Committee</b>	Ms. Diehl reported that the Properties Committee did not meet.	
<b>Strategic Planning Committee</b>  <b>Action Item:</b> <b>Reappointment of Community Member to the Strategic Planning Committee</b>	<p>Ms. Burden reported that the Strategic Planning Committee is scheduled to meet on Monday, June 8, 2015.</p> <p>Dr. Bholat made a motion to approve the reappointment of Richard Propster to the Strategic Planning Committee effective July 1, 2015 through June 30, 2017.</p>	<p>It was <b>Moved and Seconded</b> (Chun/Diehl) to approve the reappointment of Richard Propster to the Strategic Planning Committee effective July 1,</p>

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		2015 through June 30, 2017. Dr. Bholat, Dr. Chun, Ms. Diehl, and Dr. Grossman voted yes. Ms. Poster was not in attendance. <b>Motion Carried</b>
<p><b>Old Business</b></p> <p><b>Update on Attendance at the Association of California Healthcare Districts' Annual Meeting, May 6-8, 2015, Monterey Plaza Hotel &amp; Spa, Monterey, CA</b></p>	<p>Dr. Grossman reported that he attended the meeting, along with Dr. Chun, Ms. Diehl and Ms. Poster.</p>	
<p><b>Board Member Reports</b></p>	<p>This item was taken out of order.</p> <p>Dr. Chun reported that he attended:</p> <ul style="list-style-type: none"> <li>• Association of California Healthcare Districts' Annual Meeting</li> <li>• Go Red American Heart Association event at the Manhattan Beach Marriott</li> </ul> <p>Dr. Bholat reported that she attended:</p> <ul style="list-style-type: none"> <li>• American Heart Association event at the Stub Hub Center</li> <li>• Memorial Day ceremony at Veterans Park</li> </ul> <p>Ms. Diehl reported that she attended:</p> <ul style="list-style-type: none"> <li>• Association of California Healthcare Districts' Annual Meeting</li> <li>• Manhattan Beach Chamber of Commerce Bite at the Beach</li> <li>• Manhattan Beach Coordinating Council meeting</li> </ul> <p>Dr. Grossman reported that he attended:</p> <ul style="list-style-type: none"> <li>• Association of California Healthcare Districts' Annual Meeting</li> <li>• Women in Heart Disease continuing medical education symposium at Cedars Sinai Medical Center</li> </ul>	
<p><b>New Business</b></p>	<p>There was no New Business.</p>	
<p><b>Announcements/ Questions and Referrals to Staff</b></p>	<p>There were no announcements or questions and referrals to staff.</p>	



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<b>Adjournment</b>	Dr. Grossman moved to adjourn the meeting.	There being no further business, Dr. Grossman <b>Moved</b> to adjourn the meeting. Meeting adjourned at 7:50 p.m.

The next Regular Meeting of the Beach Cities Health District Board of Directors is scheduled for Wednesday June 24, 2015 at 6:30 p.m. in the Beach Cities Room of the Beach Cities Health Center, located at 514 N. Prospect Avenue, Redondo Beach, California