REGULAR MEETING BOARD OF DIRECTORS BEACH CITIES HEALTH DISTRICT June 25, 2014

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 6:35 p.m.

Members Present: Marie Corr

Dr. Noel Chun Joanne Edgerton Dr. Robert Grossman Vanessa Poster

Members Absent:

<u>Legal Counsel Present</u>: Bob Lundy, Hooper, Lundy & Bookman

Staff Present: Susan Burden, CEO

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
Call to Order	Dr. Noel Chun opened the meeting and invited Ms. Lauren Nakano, Director of the Blue Zones Project, to lead the salute to the flag.	
Public Discussion	Dr. Chun asked if any member of the public would like to address the Board on any issue not on the agenda.	
	Ms. Vanessa Poster, President Pro Tem of the Board of Directors, stated that due to illness she was unable to attend the Kentucky Derby Themed Volunteer Appreciation Brunch. However, she is wearing the hat that she decorated for the event. Ms. Poster expressed her appreciation to the volunteers for what they do for us in the community.	
Review and Approval of the Minutes of the May 22, 2014 Regular Meeting	The Board reviewed the Minutes of the May 22, 2014 Regular Meeting.	After review, it was Moved and Seconded (Poster/Corr) to Approve the Minutes of the May 22, 2014 Regular Meeting. Motion Carried Unanimously
Community Partner Presentation: By Jens Brandt, Assistant Principal, Redondo Union High School, to BCHD Staff Member, Staci Boretzky,	Dr. Chun invited Mr. Jens Brandt, Assistant Principal, Redondo Union High School, and BCHD Staff Member, Staci Boretzky, School Health Coordinator, to the podium. Mr. Brandt stated that at the Board Meeting of	

Prepared By: Gloria Carroll

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
School Health Coordinator,	the Redondo Beach Unified School District	
in Appreciation of Her	(RBUSD), Ms. Boretzky was presented with a	
Dedication and Support of	plaque in recognition of her efforts in the RBUSD. Mr. Brandt stated that at their	
the Healthy Living of All Stakeholders in the	monthly Leadership Team Meetings, when	
Redondo Beach Unified	the discussion is regarding RBUSD's	
School District	partnership with Beach Cities Health District,	
	the Blue Zones Project and the Alliance for a	
	Healthier Generation, everyone expresses	
	their appreciation for Ms. Boretzky.	
	Ms. Boretzky stated that she is grateful that	
	she gets to work with such an amazing	
	school district and looks forward to the next	
	year and continuing to build on the success	
	they had this year.	
	Dr. Chun extended his appreciation to the	
	Dr. Chun extended his appreciation to the Redondo Beach Unified School District and	
	Mr. Brandt for their participation and support	
	of the Beach Cities Health District's	
	programs.	
Beach Cities Health District	Dr. Chun invited Dr. Lisa Santora, Chief	
Staff Recognition:	Medical Officer, to the podium.	
Twonty Voor Anniversary:	Dr. Santora invited Mc. Lauren Nakana	
Twenty Year Anniversary: Lauren Nakano, Blue Zones	Dr. Santora invited Ms. Lauren Nakano, Director of the Blue Zones Project, to join her	
Project	at the podium.	
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	Dr. Santora commended Ms. Nakano for her	
	many accomplishments during her tenure at	
	the District and presented her with a plaque	
	in recognition and appreciation for beach cities residents living longer and happier lives	
	due to her leadership and pioneering vision in	
	her twenty years of service.	
	Dr. Chun, on behalf of the Board of Directors,	
	expressed his appreciation to Ms. Nakano for	
	her years of commitment, service, and her work that has made such a difference in the	
	lives of the community.	
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	Ms. Nakano stated that it is an honor and a	
	privilege to have the opportunity to work as a	
	team with all of the departments at the District.	
Program and Staff Reports	District.	
AdventurePlex Department	Dr. Chun invited Ms. Cindy Foster, General	
Update	Manager of AdventurePlex and the Center for	
	Health and Fitness, to the podium.	

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	Ms. Foster presented an overview of AdventurePlex, the District's youth health educational facility located in Manhattan Beach. Ms. Foster's presentation covered the current structure, the new and unique programs that are being developed, marketing potential, and marketing competition.	
	A discussion period followed Ms. Foster's presentation.	
Chief Medical Officer	Dr. Chun announced that this item will be taken out of order due to the fact that Dr. Santora has to depart the meeting early for her flight to New York City.	
	Dr. Santora informed the Board of her upcoming presentation as a panelist at the SOCAP (Social Capitalism) Health Conference in NYC, sponsored by the Federal Reserve Bank of San Francisco. Her panel, "The Tight/Loose Model: Government Innovation Through Partnerships", will be featuring Jeff Levi, President, Trust for America's Health, Dr. Stephanie Whyte, Chief Medical Officer of the Chicago Public Schools, and a representative from the Seattle/King County Department of Public Health. Dr. Santora stated that she will be introducing BCHD as a national model of a collaborative, innovative, and sustainable health system.	
	Dr. Santora announced that the Older Adult Services department recently relocated to the First Floor of the 514 N. Prospect Avenue Building and has a new name, "Community Services", and will provide easy access in connecting people to resources in the community.	
Chief Executive Officer	Dr. Chun invited Ms. Susan Burden, Chief Executive Officer, to address the Board of Directors.	
	Ms. Burden congratulated Ms. Kerianne Lawson, Director of Community Services, and her team for a successful Open House and Ribbon-Cutting today that was attended by some key members of the community.	

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	Ms. Burden reported that the relocation of the Administrative Offices to 1200 Del Amo Street, on the campus of Redondo Union High School, will take place on July 11, 2014. Ms. Burden stated that the Redondo Beach Unified School District has granted access to the athletic facilities on the campus for on-site BCHD staff.	
	Ms. Burden reported that the Association of California Health Care Districts is offering a certification process, "Best Practices In Governance", that demonstrates compliance in conducting business that is open and transparent and BCHD will be applying for certification.	
	Ms. Burden presented a recap to the Board of the number of applicants for membership on the Community Heath, Finance and Strategic Planning Committees. Ms. Burden stated that we would like to confirm the committee appointments at the July Board of Directors meeting.	
	Ms. Burden expressed her appreciation to Ms. Corr and Ms. Poster, Ms. Jackie Berling and Ms. Megan Vixie, for their efforts in reviewing the policies that are on this evening's Agenda for board review.	
	Ms. Burden announced that prior to the July 31, 2014 Board of Directors meeting, at 6:00 p.m., there will be a reception for Ms. Marie Corr in recognition and appreciation for her years of service on the Board of Directors.	
	Ms. Poster stated that she will not be in attendance at the July 31, 2014 Board of Directors Meeting, and Dr. Chun, Ms. Edgerton and Dr. Grossman will have to be in attendance in order to have a quorum. Dr. Grossman reported that he will not be in attendance. Dr. Chun announced that due to a lack of a quorum, the July 31, 2014 meeting will have to be rescheduled.	
Legal Counsel	Mr. Lundy had no report.	
Community Health Committee	Dr. Grossman reported that the Community Health Committee did not meet.	
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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
Finance Committee		
1. Action Item: Approve Checks No. 60463 through 60693 Totaling \$620,497.78 For Accounts Payable For the Month of May 2014		It was Moved and Seconded (Edgerton/Poster) to Approve Checks No. 60463 Through 60693 Totaling \$620,497.78 for Accounts Payable for the Month of May 2014. Motion Carried Unanimously
2. Action Item:	Ms. Edgarton procented a rocen of the	
Approval of the Selection of New Independent Auditor	Ms. Edgerton presented a recap of the selection process for the new independent auditor that, after ten years, is required by law. Ms. Edgerton reported that she and Mr. Steve Groom, Chief Financial Officer, interviewed two finalists and she is recommending Mayer Hoffman McCann, P.C.	
	Ms. Edgerton made a motion to approve the selection of the New Independent Auditor, Mayer Hoffman McCann, P.C.	It was Moved and Seconded (Edgerton/Poster) to approve the Selection of the New Independent Auditor, Mayer Hoffman McCann P.C. Motion Carried Unanimously
Policy Committee 1. Action Item:	Dr. Chun invited Ms. Jackie Berling, Chief	
Approve Human	Resources Officer, to present an overview of the policies that are on the Agenda.	
Resource Policies:	Ms. Berling presented an overview of the four	
a. Revised Policy No. 3050: Holidays, Vacation	new policies, eleven revised policies and two polices for deletion that are on the Agenda for	
and Sick Leave	review by the Board as follows:	
b. Revised Policy No. 3080: Confidentiality	New Policy No. 3260: Advancement of Wages	
c. Revised Policy No. 3220: Compensation	New Policy No. 3640: Performance Evaluation	
d. Revised Policy No. 3230: Benefits	New Policy No. 3835: Employee Conduct and Working Environment	
e. Revised Policy No. 3240: Hours of Work and Overtime	New Policy No. 3850: Employment References and Letters of Recommendation	

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
f. Revised Policy No. 3250:	Revised Policy No. 3050: Holidays, Vacation	ACTION ON TOLLOW-OF
Payroll Pay Periods	and Sick Leave	
g. New Policy No. 3260: Advancement of	Revised Policy No. 3080: Confidentiality	
Wages	Revised Policy No. 3220: Compensation	
h. Revised Policy No. 3630: Employee Service Awards	Revised Policy No. 3230: Benefits	
i. New Policy No. 3640: Performance Evaluation	Revised Policy No. 3240: Hours of Work and Overtime	
j. Revised Policy No. 3830:	Revised Policy No. 3250: Payroll Pay Periods	
Anti-Harassment	Revised Policy No. 3630: Employee Service Awards	
k. New Policy No. 3835: Employee Conduct and Working Environment	Revised Policy No. 3830: Anti-Harassment	
I. Revised Policy No. 3840: Workplace Safety and	Revised Policy No. 3840: Workplace Safety and Security	
Security	Revised Policy No. 3845: Inspection of Personnel Files	
m. Revised Policy No. 3845: Inspection of Personnel Files	Revised Policy No. 3920: Separation from Employment	
n. New Policy No. 3850: Employment References and Letters of Recommendation	After review and discussion Ms. Corr made a motion to approve the New and Revised Human Resource Policies.	After Review, it was Moved and Seconded (Corr/Poster) to approve
o. Revised Policy No. 3920: Separation from Employment		the New and Revised Human Resources Policies.
		Motion Carried Unanimously
2. Action Item: Deletion of Human Resources Policies:	After review and discussion, Ms. Corr made a motion to approve deletion of Article XVIII.:	After Review, it was Moved and Seconded
Article XVIII.: Employee Conduct and Working	Employee Conduct and Working Environment and Human Resources Policy 2080: Pay	(Corr/Poster) to approve the deletion of : Article
Environment Human Resources Policy	Classification and Employee Status.	XVIII.: Employee Conduct and Working Environment
2080: Pay Classification and Employee Status		and Human Resources Policy 2080: Pay Classification and
		Employee Status. Motion Carried Unanimously
Properties Committee	Dr. Chun reported that the Properties Committee did not meet.	Chammousty
	Committee did not meet.	

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
1. Action Item	Dr. Chun made a motion to Approve the	Motion was Withdrawn.
Approve the Formation	Formation of an Ad Hoc Joint Venture	
of an Ad Hoc Joint	Committee and Approve the Authority of the	
Venture Committee and	Chief Executive Officer and the Ad Hoc	
Approve the Authority of	Joint Venture Committee to Negotiate a Joint	
the Chief Executive	Venture and Lease Agreement with Wound	
Officer and the Ad Hoc	Care Partners and appoint Dr. Chun and Dr.	
Joint Venture Committee	Grossman to the committee.	
to Negotiate a Joint		
Venture and Lease	Mr. Robert Lundy, Legal Counsel, stated that	
Agreement with Wound	that there are four requirements to be met in	
Care Partners	formation of an Ad Hoc Joint Venture	
	Committee to make sure that it is not subject	
	to the Brown Act:	
	Two Members of the Board have to be	
	appointed to committee	
	Advisory only with no authority to make	
	any decisions, only recommendations	
	back to the Board.	
	3. Has a limited purpose which is expressly	
	for the Wound Care potential joint venture	
	analysis.	
	4. A limited time period	
	Dr. Chun amandad his mation to Annual the	It was Mayord and
	Dr. Chun amended his motion to Approve the	It was Moved and
	Formation of an Ad Hoc Joint Venture	Seconded (Chun/Poster) to Approve the Formation
	Committee for a two-year period, Approve the Authority of the Chief Executive Officer and	of an Ad Hoc Joint Venture
	the Ad Hoc Joint Venture Committee to	Committee for a two-year
	Negotiate a Joint Venture and Lease	period, Approve the
	Agreement with Wound Care Partners and	Authority of the Chief
	approve the appointments of Dr. Chun and	Executive Officer and the
	Dr. Grossman to the Ad Hoc Committee and	Ad Hoc Joint Venture
		Committee to Negotiate a
	includes the four requirements highlighted by Robert Lundy, Legal Counsel.	Joint Venture and Lease
	Robert Lundy, Legal Counsel.	Agreement with Wound
		Care Partners and approve
		the appointments of Dr.
		Chun and Dr. Grossman to
		the Ad Hoc Committee and
		includes the four
		requirements highlighted
		by Robert Lundy, Legal
		Counsel.
		Motion Carried
		Unanimously
Strategic Planning	Ms. Poster reported that the Strategic	Onaminousiy
Committee	Planning Committee did not meet. Interviews	
	are being scheduled for several candidates	
	who have applied for membership on the	
	Strategic Planning Committee.	
Old Business	There were no reports.	
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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
New Business	There were no reports.	
Board Member Reports	Ms. Corr reported that she attended the following meetings/events: •Annual Volunteer Appreciation Brunch •Policy Committee Meeting	
	Dr. Grossman reported that he attended the following meetings/events: ◆Reception for the South Bay Elected Officials and Leaders of the Fourth District sponsored by Supervisor Don Knabe ◆Association of California Health Care District's Annual Meeting in Pasadena, CA	
	Ms. Poster attended the following meetings/events: ◆Association of California Health Care District's Annual Meeting in Pasadena, CA ◆Art Walk in Hermosa Beach ◆Zumba in the Park for a photo op for an article featuring Beach Cities Health District and Ms. Susan Burden, in the Beach magazine ◆Policy Committee Meeting	
	Dr. Chun had no events to report. Dr. Chun expressed his appreciation to the Board of Directors, Ms. Burden, and staff for their condolences on the loss of his father, Dr. Newton Chun.	
	Ms. Edgerton had no events to report.	
Announcements/Questions and Referrals to staff	There were no reports.	
Adjournment	Ms. Joanne Edgerton moved to adjourn the meeting in memory of Dr. Newton Chun, father of Board Member, Dr. Noel Chun	There being no further business, Ms. Edgerton Moved 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, July 30, 2014 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