Live Well. Health Matters.

February 15th, 2018

TO: Beach Cities Health District Board of Directors

FROM: Dr. Michelle Bholat, President

SUBJECT: Call to Meeting

A regular meeting of the Board of Directors is scheduled as follows:

DATE: February 28th, 2018

TIME: 6:30 P.M.

PLACE: Beach Cities Health District
Beach Cities Room, Lower Level
514 N. Prospect Avenue
Redondo Beach, CA 90277

THE NEXT SPECIAL MEETING OF THE BOARD OF DIRECTORS IS SCHEDULED FOR WEDNESDAY, MARCH 28TH, 2018
IN THE BEACH CITIES ROOM AT THE BEACH CITIES HEALTH DISTRICT

Live Well. Health Matters.

BOARD OF DIRECTORS
REGULAR MEETING

FEBRUARY 28th, 2018
6:30 P.M.

Beach Cities Room
Beach Cities Health District
514 North Prospect Avenue
Redondo Beach, CA 90277

I.	CALL TO ORDER - SALUTE TO THE FLAG	DR. NOEL CHUN
II.	PUBLIC DISCUSSION	
III.	APPOINTMENT OF BOARD MEMBERS TO BCHD COMMITTEES	DR. NOEL CHUN

A. COMMUNITY HEALTH COMMITTEE
B. FINANCE COMMITTEE
C. POLICY COMMITTEE
D. PROPERTIES COMMITTEE
E. STRATEGIC PLANNING COMMITTEE
F. AD-HOC MIND HEALTH COMMITTEE

IV.	CEO REPORT:	
	A. CHIEF EXECUTIVE OFFICER	TOM BAKALY
V.	PROGRAM AND STAFF REPORTS:	
	A. GALLUP POLL WELL BEING INDEX (WBI)	DAN WITTERS
	B. LEGAL COUNSEL	BOB LUNDY
VI.	HEALTHY LIVING CAMPUS UPDATE	TOM BAKALY
VII.	ACTIVITY BREAK/MINDFULLNESS	
VIII.	COMMITTEE REPORTS	
	A. COMMUNITY HEALTH COMMITTEE	DR. MICHELLE BHOLAT
	B. FINANCE COMMITTEE/TREASURER'S REPORT	JANE DIEHL
	C. POLICY COMMITTEE	VISH CHATTERJI
	A. DISCUSSION AND POTENTIAL ACTION ITEM: APPROVAL OF REVISED POLICY NUMBER 4050 FOR:	VISH CHATTERJI

MICRO-ENRICHMENT GRANTS

Go To B. DISCUSSION AND POTENTIAL ACTION ITEM: APPROVAL OF REVISED POLICY NUMBER 2220 FOR: APPOINTMENT OF HIGH SCHOOL STUDENTS FOR AN ADDITIONAL YEAR — VISH CHATTERJI

Go To C. DISCUSSION AND POTENTIAL ACTION ITEM: APPROVAL OF NEW POLICY NUMBER 2075 FOR: BOARD MEETING ADJOURNMENT — VISH CHATTERJI

D. PROPERTIES COMMITTEE — JANE DIEHL

E. AD HOC MIND HEALTH COMMITTEE — DR. NOEL CHUN

F. STRATEGIC PLANNING COMMITTEE — JANE DIEHL

IX. CONSENT ITEMS: — DR. NOEL CHUN

Go To 1. DISCUSSION AND POTENTIAL ACTION ITEM: APPROVAL OF MINUTES OF THE JANUARY 24TH, 2018 REGULAR MEETING

Go To 2. DISCUSSION AND POTENTIAL ACTION ITEM: APPROVAL OF MINUTES OF THE JANUARY 24TH, 2018 SPECIAL MEETING – STUDY SESSION

Go To 3. DISCUSSION AND POTENTIAL ACTION ITEM: APPROVE CHECKS NO. 69941 THROUGH 70197 TOTALING $491,750.61 FOR ACCOUNTS PAYABLE FOR THE MONTH OF JANUARY 2018

Go To 4. RECEIVE AND FILE: MINUTES OF THE SEPTEMBER 20, 2017, POLICY COMMITTEE MEETING

X. OLD BUSINESS

XI. NEW BUSINESS

XII. BOARD MEMBER REPORTS

XIII. ANNOUNCEMENTS/QUESTIONS AND REFERRALS TO STAFF

Go To XIV. ADJOURNMENT IN MEMORY OF LESTER SILVERMAN

THE NEXT REGULAR MEETING OF THE BOARD OF DIRECTORS IS SCHEDULED FOR WEDNESDAY, MARCH 28TH, 2018 IN THE BEACH CITIES ROOM AT THE BEACH CITIES HEALTH DISTRICT

Beach Cities Health District
A Public Agency

Live Well. Health Matters.

MEMORANDUM

To: **Board of Directors**

From: **Tom Bakaly, Chief Executive Officer**

Date: **February 22nd, 2018**

Subject: **Staff Report of Activities**

ADMINISTRATION

Healthy Living Campus: In your packet you will see a staff report that provides an update on the Healthy Living Campus. We are specifically recommending that the Board amend the Guiding Principles to reflect taking a broader look at the Healthy Campus Living Campus as discussed at the January work session. In addition, we continue to work on building our financial model for the District that will be the basis of our 15 year financial plan. Then, as options for the Healthy Living Campus are identified, will be able to input those costs into our long term financial model and see what the impacts are to the District's financial health.

Partnerships: We had a great first partnership meeting with roughly 45 members of our Student Mental Health Provider Task Force. This is part of our effort to collaborate with partners that are currently working to address student mental health and substance use prevention.

LIFESPAN PROGRAMS

Youth Services

On Jan. 30, Dr. Michele Borba, author of "Unselfie," shared her advice on raising empathetic and resilient kids to more than 325 students and families. Additionally, Hermosa Valley School students were featured in a video on kindness. On Feb. 8, Former Dodger player Eric Karros and his daugher, Mikah Maly-Karros, shared their honest and candid story of finding purpose and overcoming substance abuse. More than 280 students and families were in attendance. Both events were part of the Families Connected Speaker Series, presented in partnership with South Bay Families Connected and Hermosa Beach City School District, Manhattan Beach Unified School District and Redondo Beach Unified School District.

The following Families Connected Speaker Series events have been added to your Board calendar:

- **Issues on the Minds of Teens: Teen Panel and Discussion,** Hermosa Valley MPR – Tuesday, March 20, 6:30-8 p.m.
- **Parent Resource Expo and Denise Pope Presentation – Overloaded and Underprepared: Helping Students Find Balance in the South Bay Pressure Cooker,** Redondo Beach Performing Arts Center – Tuesday, April 17,5-8 p.m.

On Jan. 31, BCHD supported the rollout of Manhattan Beach Unified School District's Signs of Suicide (SOS) Prevention Program, joining counselors, administrators, psychologists and local mental health professionals at Mira Costa High School. Students watched a 25-minute video about suicide, and filled out a form indicating if they wanted to talk to someone about themselves or a friend. Over the course of the day, counselors met with 60 students. The SOS program is part of a state-mandated requirement for schools to address suicide prevention.

On Feb. 13, Mindset Coach Adam O'Neil hosted a training for Redondo Union High School staff, part of a professional development session to promote social-emotional well-being. The workshop included the science of mindfulness, along with practical application and tips for teachers to incorporate mindfulness into the classroom. This is the first in a series of staff workshops to promote mindfulness.

On Feb. 22, Youth Services convened its first Student Mental Health Task Force meeting, part of a Beach Cities-wide effort to address student stress and substance use. The Task Force will convene quarterly to offer recommendations on student health issues. Participants include mental health professionals, law enforcement, grief counselors, cancer support, domestic violence prevention and mindfulness experts, among others.

On May 24, BCHD will host the Student Stress & Substance Use Summit, bringing schools, parents, students, providers, law enforcement and the healthcare community together to address mental health and substance use so students have the opportunity to be healthy, happy and to thrive – in and out of school. The event will include a data presentation on student health, youth and school perspectives, a breakout session on mental health and a keynote address on lessons learned from communities with measurable outcomes. The event has been added to your Board calendar.

On Jan. 28, Youth Services partnered with Grades of Green, an environmental non-profit organization, and hosted a booth at the "It's Easy Being Green" Festival. The festival drew 400 attendees and promoted environmental education, eco-games, displays of solar powered watering system, an exhibit from a local bee keeper and stations to recycle old batteries, shoes, bottles and cans at Adams Middle School in Redondo Beach. The festival was hosted by 8th grader Rylee Goldfarb, who was honored at the festival by State Assemblymember Al Muratsuchi for her environmental efforts.

On Feb. 22, Youth Services hosted a booth and provided support to the Redondo Union High School Health Fair for students. The Health Fair was hosted by the Associate Student Body to promote healthy living and included fitness instructors, Blues Zones Restaurants and other health-inspired businesses. The Health Fair was hosted during lunchtime and available to the entire student body.

Blue Zones Project (BZP)

At the February BCHD Board of Directors meeting Dan Witters, Research Director at Gallup and lead on the Gallup|Sharecare Well-Being Index (WBI) will present the 2017 WBI findings for the Beach Cities. Starting in 2010 Gallup oversampled the Beach Cities to provide a better understanding of the key factors that drive greater well-being for individuals and populations. This opportunity has provided the District with city specific data that contributes to and guides our BCHD Community Health Snapshot process and ultimately our District Health Priorities. Over the years, our community has seen upticks in overall well-being, eating healthy and exercising and reductions in smoking and obesity. The last WBI survey was done in 2015. During that time the Beach Cities improved in all seven major risk factors – stress, tobacco use, exercise, nutrition, BMI, blood pressure and total cholesterol. Beach Cities significantly outpaced the U.S. and California in well-being and Manhattan Beach would have ranked 1st compared to the 190 reportable U.S. metropolitan areas in 2015.

In 2017, Beach Cities continues to greatly exceed both U.S. and state levels, but our overall well-being is unchanged since 2015. This is good news given the 2017 results from the Gallup-Sharecare Well-Being Index, which found significant declines in well-being across U.S. states. Findings painted a bleak picture of the well-being of Americans with zero states improving well-being by a statistically significant measure – marking a first in the nearly 10-year history of the Gallup-Sharecare Well-Being Index. But for Beach Cities, there are consistent areas of opportunity in which we could improve. In 2017 purpose well-being remains the weakest link. As we continue to track our progress and adjust our interventions maintaining a high level of well-being is a respectable goal but stress, purpose and social well-being represent the biggest opportunity areas in 2017.

As we plan our strategies and programs, it is important to clarify and define how the WBI represents stress, purpose and social well-being and how BCHD chooses to allocate resources to address these issues. In the current climate in our communities we are exploring STRESS as the galvanizing concept that resonates with residents. We plan to bring an environmental approach to addressing stress in our communities to the Community Health Committee in April. It will propose to build on the wide array of programs and services BCHD already offers, target adults as our primary audience and heightened awareness of individuals around their behaviors and the things they can do to improve their quality of life. Please see an outline of the proposed environmental approach to stress provided in the Board of Directors packet.

Community Services

Providence Trinity Care Hospice and Community Services met to discuss services and collaboration for mutual clients. The presentation and discussion featured such topics as Hospice Philosophy, Common Myths about Hospice, and Comfort Measures for the Final Stages of Life, working with an Interdisciplinary Team throughout the relationship of Hospice services, and dealing with Feelings of loss and grief. The team Community Services team was educated on the Hospice and Bereavement Services that are available through Providence Trinity Care and how to effectively refer clients.

The Community Services department has started another Powerful Tools for Caregivers group series in which members are learning valuable and practical skills. During the six weeks that the group will be meeting they will be developing self-care tools for themselves so they can better balance their caregiver roles. The group sessions will focus on how to reduce personal stress, make tough caregiver decisions and explore various techniques on how to deal with difficult emotions.

The Graduate Club, for those participants that have completed Memory Club, began in January. This once a month group provides ongoing support to those with memory loss. The first hour features a guest speaker that provided information and resources. The second hour divides the group into two hour-long support groups: one for caregivers and another for those with early stage memory loss. This month's group had 8 Graduates attend and all are welcome to attend the ongoing groups held monthly.

In January the entire team assigned to the Healthy Minds Initiative completed certification in human subject research. The team has continued to develop the infrastructure needed to conduct the study. The team has also completed training in the administration and use of the screening and assessment tools. We have received many phone calls from interested community members. Screening will begin as soon as we receive approval from the Loma Linda University Institutional Review Board.

RESOURCE / FITNESS SERVICES

Center for Health and Fitness (CHF)

CHF is also celebrating heart-health month by participating in the American Heart Association (AHA) blood pressure screening program called Check. Change. Control. The kick-off event was launched on February 13 and will have at least 25 members participating in the control group, who will be logging their screening results on the AHA online portal. We are excited to partner with AHA and will be able to refer members with high blood pressure to our partners at Providence Little Company of Mary as a part of our continuum of care we have established under our quest for Medical Fitness Association (MFA) accreditation.

January was a successful month for CHF! We welcomed 200 new members and we are working hard to ensure they take advantage of our complimentary equipment orientations with our certified personal trainers so they feel confident coming to the fitness center and are safe and efficient with their exercise. We are excited to report that our current count of new members from the Little Company of Mary Phase III cardiac program is up to 52!

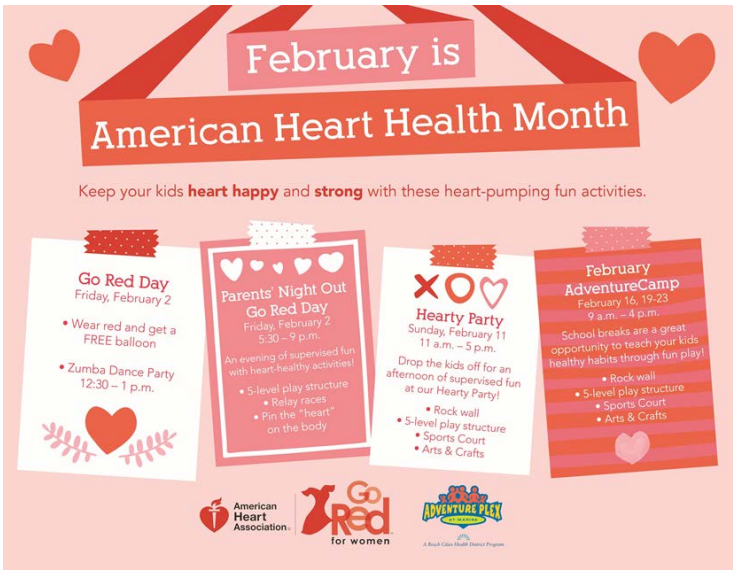
The Medical Exercise Training topic for the next 6 week is Arthritis/Total Joint Replacement. We have 10 members participating in the program, who will have pre and post assessment results calculated as a part of our MFA accreditation standards.

AdventurePlex (APlex)

AdventurePlex is proud to bring awareness to the American Heart Health Month in February. All month long we will celebrate heart health with a wide variety of fun activities, programs and services. You can see a few examples below.

AdventurePlex will be hosting a day camp on February 16 and a week of camp February 19-23. We are also hosting 27 birthday parties in February and are very excited to announce that our Flex Kids Club Membership has grown to 341 members!

We attended and co-sponsored the Redondo Beach Super Bowl 10K weekend and had fun interacting with members of our community. We understand over 400 Blue Zone pledges were collected and we are proud to have been a part of that success for BCHD!



BCHD Employee Wellness

The District is currently half-way through its Winter Wellness Challenge. In the spirit of the 2018 Winter Olympics, the District hosted its first "Office Olympic Challenge" the week of February 12th. Qualifying events took place the first three days featuring Pencil Javelin, Rubber Band Archery, and Bottle Flip. Departments competed internally to select their representative who competed at the BCHD Olympic Games, which were held on Thursday, February 15th at AdventurePlex.

Medical Fitness Facility Certification (MFA)

The Medical Advisory Committee (MAC) met on February 7th, 2018. The agenda items covered specific MFA Standards including: 1) Quarterly Review of Emergency Response Incidents, 2) Quarterly Review CHF Staff Emergency Drills, 3) American Heart

Association 2018 Partnership, 4) Safety emergency-response/sentinel events Review, 5) Emergency Response Protocol Approved by Redondo Beach Fire Department, and 6) Providence Little Company of Mary Cardiac Exercise Program Update.

HUMAN RESOURCES

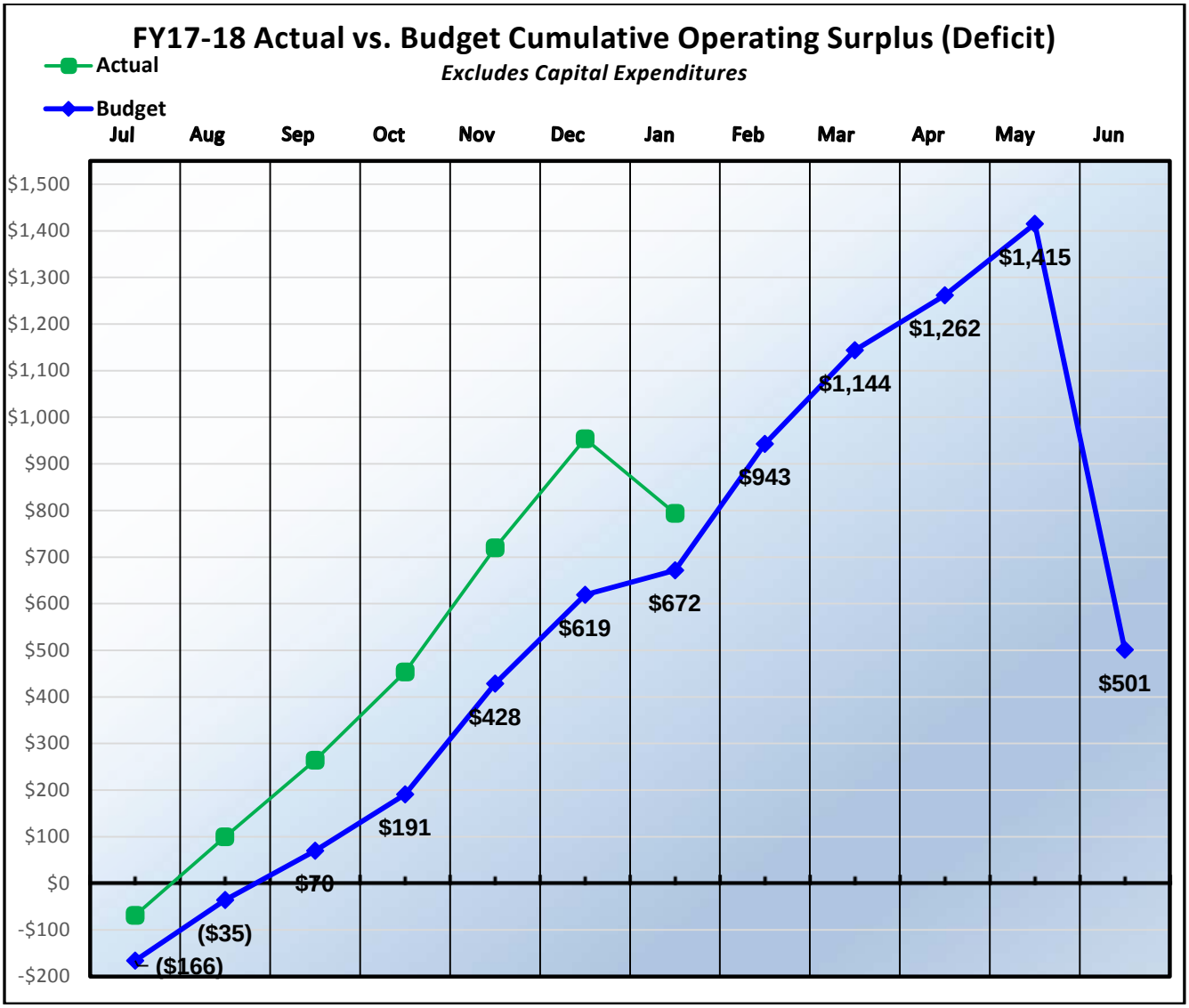
Spearheaded by Human Resources, a task force made up of department representatives will convene over the next five months to develop a comprehensive onboarding program in order to 1). implement a program that is designed by employees themselves of what they find most important to new hires; 2). acclimate new employees quickly to the BCHD culture; and 3). ensure new employees are set up for success through each step of the onboarding process. Task force members will present their recommended onboarding program to the Leadership Team for review and approval and train managers on the new process by June 2018.

On February 12th, Human Resources kicked off the next round of BCHD's Mentor Program. Twelve employees were matched with members of senior management for a six-month mentorship that will focus on developing leadership competencies and achieving individualized set goals that further professional development. Participants will deliver a presentation on goal achievement at the end of the mentorship to the group and their supervisors.

FINANCE

FY17-18 JANUARY 2018

Financial Reporting. As shown by the chart below, the BCHD fiscal year-to-date January actual (green line) operating results is a Net Income of 794,000. The budgeted (blue line) Operating Income fiscal year-to-date January 2018 is $672,000, resulting in a favorable variance to budget of $122,000 before capital expenditure payments.



In the month of January 2018, BCHD expenses exceeded revenues, resulting in Net Loss of <$160,000>, <$212,000> variance to the budget. The Net Loss and negative variance to the budget is due to a fiscal year-to-date catch-up of Realized and Unrealized loss in investment income of <$365,000

To improve the presentation of the BCHD financial statements and to monthly conform to the required Government Fund accounting standards, Finance will going forward start recording monthly (rather than annually) Realized and Unrealized investment gain or loss.

In addition, Finance will also start recording receipt and payment of Note Receivable and Payable principals which together nets to zero. Please refer to the section "Financial Reporting Update" below for further information on changes incorporated into the monthly financial statements for improved presentation.

While the year-to-date Realized and Unrealized investment loss caused the overall BCHD Net Loss in January, the improved year-to-date Sunrise Joint Venture income offset half the loss by a $128,000 favorable variance to the budget.

The Fitness Centers also made their budget and exceeded revenue by $5,000 in January. This includes a $10,000 fee income for professional consulting services provided to Living Spaces about AdventurePlex operations.

Therefore, in the month of January, excluding the Realized and Unrealized investment loss, BCHD would have had a Net Income of $205,000 and a favorable variance to the budget of $152,000 due to better than budget Sunrise Joint Venture income and savings mainly in payroll, community relations and utilities.

Fiscal year-to-date, the District's operating Net Income is $794,000, which is $122,000 favorable to the budget due to lower than budgeted expenses. Below are some further detailed budget variances.

Total Revenues. Actual district-wide fiscal year-to-date January 2018 revenues are $7,632,000. Budgeted district-wide year-to-date January 2018 revenues are $7,631,000. Therefore, the actual revenue variance to the budget is a positive $1,000.

The notable revenue variances in January compared to the budget are as follows:

- Consolidated Fitness Operations User Fee fiscal year-to-date revenues are $1,653,000 compared to budgeted revenues of $1,668,000, variance of <$14,000>.
    - Center for Health and Fitness (CHF) revenues are $810,000 compared to budgeted revenues of $840,000, resulting in a <$30,000> year-to-date variance; membership dues are <$24,000>, Personal Training is <$12,000> offset by successful fee based classes, like nutrition consultations that are favorable to the budget by $6,000.
    - AdventurePlex (APlex) revenues are $843,000 compared to budgeted revenues of $827,000, $16,000 favorable. Adventure Plex has caught up the beginning of the year revenue deficit to the budget. January was another positive month. Regular revenues combined exceeded the budget by $1,000 and together with the Living Spaces consulting income for $10,000, APlex was $11,000 favorable to the budget in revenues. The December and November revenues were $13,000 and $16,000 favorable to the budget, respectively. While Toddler Town fiscal year-to-date revenues are <$27,000> to the budget, Camps combined with One-Time visit from programming and Facility rental offset the unfavorable variance resulting in the $16,000 positive variance to the budget year-to-date.

- Other revenues combined are $5,978,000 compared to budgeted revenues of $5,963,000, favorable to the budget by $14,000.
    - Sacks on the Beach, included in Lease income, submitted $510 for December,

their third full month of business. They are paying BCHD $100.00 per month in rent, plus 7% of Net Sales. They operate the café Monday through Friday 8:30 AM to 3:30 PM. BCHD is receiving and recording the income on a month lag.

- Lease income is $2,523,000 ($239,000 positive to the budget). Lease income for the first time includes Building Operating Expense (BOE) reimbursements from tenants and BCHD Principal Note Receivable receipt from Ducot. The Note receipt is $237,000 and was not budgeted, thus causing the major positive variance of $239,000. The other $2,000 positive variance to the Lease budget is the renewal of a two-year lease agreement by tenant Prader-Willi also not in the budget.
- Interest income is $243,000, <$355,000> variance to the budget and for the first time includes Realized and Unrealized investment gain or loss. The other sources of interest income are combined $10,000 favorable to budget and offset some of <$365,000> investment loss (<$136,000> Realized and <$229,000> Unrealized loss.)
- Joint Ventures are $1,235,000, $132,000 favorable to the budget:
  - Sunrise Senior Living revenue is reported on a one month lag. After six months results are favorable to the BCHD budget by $138,000.
  - The Surgery Center has submitted five months, July through November for $72,000, <$6,000> below budget.

Total Expenses. District-wide fiscal year-to-date actual January 2018 operating expenditures are $6,838,000. District-wide fiscal year-to-date January 2018 budgeted operating expenditures are $6,959,000, resulting in a favorable operating expense variance of $121,000 reflected in each department as follows.

- **Life Span Services (Blue Zone, Youth Services and Community Services)** total operating expenses fiscal year-to-date are $1,615,000, favorable to budget by $86,000. Payroll is favorable by $87,000 due to a couple of open positions during the year, unused instructor hours and employee leave. One position was filled in September by a Social-Emotional Health Coordinator, and the other position has now been filled by a Care Manager starting in March. The remaining expenses nets <$1,000> variance to the budget due to the increased costs to the Senior Health Funds. The Senior Health Fund will experience a budget short fall for the remainder of the year due to increase in costs of delivering services.

- **Other Program Services (WorkWell, Volunteer, Health Promotions and IT Services)** total operating expenses fiscal year-to-date are $934,000, favorable to budget by $107,000. The favorable variance is mainly from timing of expenses in Health Promotions ($69,000), IT expenses ($16,000), Volunteer uniforms, recruiting, etc. ($18,000) and an additional net Payroll savings of $4,000; $44,000 savings in payroll due to open Sr. Graphic Designer positions offset by overage of <$40,000> in Professional Services for coverage of the open Sr. Graphic Designer position.

  "Other Programs and Services" is a new BCHD unit total combining departments formerly included in the Support Services and Administration total (discussed in the next paragraph). Please refer to the section "Financial Reporting Update" below for further information on changes incorporated into the BCHD monthly financial statements for improved presentation.

- **Support Services (Executive, Finance, Administration and Human Resources)** total operating expenses fiscal year-to-date are $1,267,000, favorable to budget by $90,000. Payroll and related expenses are favorable by $34,000 due to open positions, part-time labor not used and lower unemployment expenditures then budgeted. Another $40,000 in savings is due to a BETA Workers Comp refund, and the remaining savings of net $16,000 is due to timing of expenses like employee wellness, tuition reimbursements and travel costs. Some of the saving is offset by budget overages in professional services from the usage of a Lobbyist in Sacramento and legal services requested to research matters like the Healthy Minds initiatives and Prospect One By-Laws.

- **Property** total operating expenses fiscal year-to-date are $1,335,000, <$252,000> to the budget due to the Note Payable principal payment of $237,000 fiscal-year-to-date as there is no budget included. Engineering wages are <$26,000> to the budget due to some over-time required and adjustment to prevailing wages late in the year and not accounted for in the budget. Further overages are due to unanticipated one time maintenance costs like pressure washing the parking garage, restoring a power outage and repairs to HVAC system supply fan motor. Savings in utilities offsets some of the overages. The net overage, excluding the payment for Note Payable principal is <$15,329>.

Fitness Centers Performance.

Center for Health and Fitness (CHF) fiscal year-to-date revenues are $810,000, which is a <$30,000> variance to the budgeted revenues of $840,000 from lower than anticipated memberships and personal training revenues. The Center's operating expenses are $758,000, which is $39,000 favorable to the budget mainly from savings in variable payroll. CHF revenues of $810,000 exceeds expenses of $758,000 resulting in fiscal year-to-date Net Income of $52,000, which is $9,000 favorable to the budget.

Adventure Plex (APlex) fiscal year-to-date revenues are $843,000, which is $16,000 favorable to the budgeted revenues of $827,000. Mainly camp and special programming revenues, like ropes and rock course events, exceed the Toddler Town revenue shortfall. In January, APlex also received $10,000 for consulting services provided to Living Spaces.

APlex operating expenses are $820,000, which is $49,000 favorable to the budget due to savings in miscellaneous expenses like some variable payroll, lagged IT expenses, building maintenance, equipment purchases and independent contractors cost not utilized. APlex revenues of $843,000, less operating expenses of $820,000 results in fiscal year-to-date Net Income of $23,000, which is $64,000 favorable to the budget.

Financial Reporting Update

As noted in the preceding Finance section paragraphs describing P&L variances to the annual budget, BCHD has started to record certain revenues and expenditures that in the past only were recorded annually at fiscal-year-end. To better understand the impact of these transactions on the BCHD Financial Statements as they occur, the revenues and expenditures that will be added to the BCHD Financial Statements monthly are as follows:

- Notes Receivable – Principal receipt recorded as revenue in Lease income,
- Notes Payable – Principal payment recorded as Other expenditures, and
- Realized and Unrealized Investment gain or loss recorded as Interest income/loss.

While all the above noted revenues and expenditures have been recorded at fiscal-year-end, these transactions have not been included in the annual budget. BCHD management will be reviewing the budget process and determine necessary inclusions in the up-coming budget.

In addition, to further improve presentation of the BCHD operations certain expenditures and activities have been relocated as follows:

- Expenditures previously sub-totaled as General and Administrative (G&A) expenditures are now labeled more accurately as Program Costs and those expenditures that are not Programs costs, like Employee Travel/Parking costs have been relocated to the Human Resources (HR) expenditure category.
- Building Operating Expenditure (BOE) reimbursements from tenants have been relocated from showing a reduction to expenses to now be included as a revenue item in the Lease income line.
- Other Program Services was added as a BCHD sub-unit totaling the departments WorkWell, Volunteers, Health Promotions and IT. Having these activities separated from the Support Services unit will better present the expenditures related to those additional BCHD programs, like WorkWell and Volunteer programs. Health Promotions and IT was also separated as those department costs can be directly tied to programs offered by BCHD.

With the above mentioned inclusions to the BCHD monthly Financial Statements, the presentation will match to the Comprehensive Annual Financial Report (CAFR) and Government-wide financial statements presented therein. Further, the monthly financial statements will better articulate the type of expenditures incurred, like cost of programs or costs for support and administrative activities.

Contract Management
The contracts noted below are newly issued contracts in the reporting period or changed within the CEO authority and within the Board approved budgetary limits. Unless otherwise noted all contracts are issued for one year or less, and the annual (or total) contract amount is included if applicable.

General In January, management executed three BCHD general contracts as follows:

- Daxco Spectrum Health & Fitness Operations
  $57,924
  - 3 Year Contract totaling $177,804; H&F Point of Sale (POS) and Operations Software
- Living Spaces Furniture, LLC Health & Fitness Operations
  +10,000
  - 2 Month Contract; Adventure Plex income

- VetSource, Inc. Flagler Rental Income +14,000
    - Reviewed and approved by the Board in the January 24th board meeting.

Healthy Living Campus (HLC) In January, management executed one new HLC contract and one extension to an existing contract as noted below.

- LSA Associates, Inc. HLC (Historic Recourse Assessment) $14,765
- Nabih Youssef & Ass Structural Engineers 36,000
    - Extension – Design relocation of existing cooling tower and future location for two (2) new cooling towers
    - Extension – Provide seismic analysis of the three level parking structure

The BCHD Board also approved an extension for VMA Communication in the January 24th, 2018 board meeting, which is being executed by management in February 2018.

Healthy Living Campus Capital Expenditures

Healthy Living Campus	Jul 15- Jun 18 Total Budget	Payments	Remaining Budget	Board Approved Commitments
Flagler Project	$ 700,000	$ 167,722	$ 532,278	$ 408,260
Right of Way (ROW) Project	525,000	144,561	380,439	393,760
Prospect Way Project	500,000	143,470	356,530	385,260
HLC Other	775,000	627,174	147,826	100,000
	$ 2,500,000	$ 1,082,926	$ 1,417,074	$ 1,287,280
514 Renovation Project	1,250,000	139,527	1,110,473	165,550
Total	**$ 3,750,000**	**$ 1,222,453**	**$ 2,527,547**	**$ 1,452,830**

Board Date	Name	Amount	PAID
09/15/15	HCL Contingency	$ 100,000	$ 59,315
11/18/15	Denn Engineers	12,000	9,000
02/24/16	Converse Consultants	21,780	19,780
02/24/16	MDS Research	27,000	16,500
03/23/16	Orbach, Huff, Suarez & Henderson, LLP	50,000	44,187
07/05/16	KFA Architecture	495,000	18,048
09/28/16	International Parking Design	18,500	18,500
02/22/17	VMA Communications	30,000	30,000
04/26/17	VMA Communications	120,000	91,957
07/26/17	Withee Malcolm Architects, LLP	165,000	116,499
09/27/17	International Parking Design	13,000	-
09/27/17	Withee Malcolm Architects, LLP	100,000	-
11/15/17	Acacia Financial Group, Inc.	25,000	-
11/15/17	Westmont Living	25,000	-
11/15/17	Kisco Senior Living	25,000	-
01/24/18	VMA Communications	60,000	-
	HCL Project	**$ 1,287,280**	**$ 423,786**
07/26/17	Nabih Youssef & Ass Structural Engineers	79,800	71,645
09/27/17	D7 Consulting	10,000	9,450
09/27/17	Withee Malcolm Architects, LLP	39,750	-
01/24/18	Nabih Youssef & Ass Structural Engineers	36,000	-
	514 Renovation Project	**$ 165,550**	**$ 81,095**
		$ 1,452,830	**$ 504,881**

COMMUNICATIONS

Health Promotions supported Youth Services by continuing to promote the South Bay Families Connected Parent Chat and spring Speakers Series. The first event in the series (1/30) featured author of "Unselfie," Michele Borba in Manhattan Beach, the second event in the series (2/8) featured former Dodger Eric Karros. The events drew more than 600 parents and teens. The series was promoted through post cards, flyers, posters, social media, bchd.org, e-blasts, a resource card, local calendars, fence banners and events.

Beach Cities Health District (BCHD) launched Beach Cities Free Fitness Weekends Feb. 9. The Center for Health & Fitness (CHF) and more than 25 local fitness studios partnered with BCHD to provide more opportunities for residents to be healthy, physical active and have fun. Starting Feb. 9-11, and continuing March 9-11 and April 13-15, studios throughout the Beach Cities will offer 35+ free classes to help residents connect and find a fitness opportunity they love.

Media Coverage

- ***Daily Breeze***
  - Why former Dodger Eric Karros and his daughter are talking teen wellness in Redondo Beach
- ***DigMB***
  - Community Groups Launch Parent Education Series
- ***Easy Reader***
  - Former Dodger to Speak at RBHS
  - Redondo Beach About Town-Former Dodger and daughter visit Redondo Union High School

Community Events

The Health Promotions team attended six (6) community events including the Redondo Beach Super Bowl 5K/10K and Kids Run Feb. 3-4. The team helped organize various activities from departments and collected more than 400 Blue Zones Project pledges, nudging residents toward healthy behaviors. In addition, BCHD's programs, services and facilities were showcased and promoted over the weekend to thousands of participants. AdventurePlex led free kid's activities on Saturday and sponsored the 2nd Annual Kids Run on Sunday. Tom Bakaly was the official to start the kids race and more than 30 BCHD volunteers lined the route to help keep the kids safe on course. Youth Services was also present with a Plant a Seed activity teaching participations about gardens and the LiveWell program in schools.

- Families Connected Speaker Series (Jan. 17)
- Redondo Beach Super Bowl 1k/5k/10k Run (Feb. 3 & 4)
- Mindfulness Drop-in (Feb. 7)
- Families Connected Speaker Series (Feb. 8)
- Free Fitness Weekends (Feb. 9 – 11)
- Monthly Social Hour (Feb. 13)

Media coverage for the month included:

- ***VentureBeat***
    - Esther Dyson to discuss what makes a healthy local economy at VentureBeat's Blueprint event
- ***Daily Breeze***
    - Why Manhattan Beach is getting Bicycle 'Fix-it' Stations
    - The Source Cafe restaurant advertorial
- ***The Beach Reporter***
    - Why Manhattan Beach is getting Bicycle 'Fix-it' Stations
- ***Easy Reader***
    - Free Fitness Weekends to Kick Off
    - Free Bike Repair Stations in the Works
    - Civic Group Plans Strand Distance Markers
    - As public agencies prepare for the Baby Boomer generation's approach to old age, those same boomers take steps to enjoying their golden years
    - BCHD Holds Off on Permits Until Fall
- ***South Bay by Jackie***
    - February Blue Plate Special
    - Free Fitness Weekends
    - Mindfulness Drop-in

CENTER FOR HEALTH AND FITNESS	Jan. 2017	Jan. 2018	YTD 2017-2018
Fee Paying Members	1,973	1,853	1,853
New Members - CHF	208	200	610
Total Member Visits	13,448	14,318	92,047

ADVENTUREPLEX	Jan. 2017	Jan. 2018	YTD 2017-2018
Toddler Town Members	-	344	344
New Toddler Town Members	-	101	386
Drop-in or Single Day Visits	1,273	1163	7,349
Toddler Town Visits	2,013	1,436	11,122
Class Participants	42	54	123
Toddler Town Class Participants	-	-	239
Toddler Town Birthday Parties	17	10	67
Birthday Parties	30	11	129
Camp	485	399	5,018
Camp Extended Care	300	306	3,737

Category	Jan 2017	Jan 2018	YTD 17-18	$ Value**
Volunteer Hours	2,669	2,483	19,659	$559,495
# of Active Volunteers	456	627	855	

*** Cost of volunteer time (in California) = $28.46 per hour*

COMMUNITY SERVICES	Jan 2017	Jan 2018	YTD 2017-18
Officer of the Day Requests for Information	154	92	758
Insurance Enrollments	36	17	127
Insurance Counseling Visits	3	3	28
Insurance Advocacy Clients	3	10	26
Health Authorizations	1	1	7
New Care Management Clients	23	12	117
YTD Unduplicated Care Management Clients	369	373	433
Care Management Visits With Clients	111	69	631
Support Line Contacts	12	21	151
YTD Unduplicated Support Group Participants	50	57	57
Volunteer Visits	243	197	884

BLUE ZONES PROJECT	Jan 2018	Cumulative
Pledge and Complete 1 Action	22	25,676
Number of Restaurants Designated	1	138

HEALTH PROMOTION

BEACH CITIES HEALTH DISTRICT	Jan 2017	Jan 2018	YTD 2017-18
Web Visits	7,627	5,529	53,713
Web Page Views	15,644	8,085	90,589
New Facebook Fans	11	11	80
New Twitter Followers	(6)	6	61

ADVENTUREPLEX	Jan 2017	Jan 2018	YTD 2017-18
Web Visits	13,214	12,024	98,208
Web Page Views	78,032	34,644	341,376
New Facebook Fans	20	77	236
New Twitter Followers	2	(3)	(19)

CENTER FOR HEALTH AND FITNESS	Jan 2017	Jan 2018	YTD 2017-18
Web Visits	3,142	3,448	19,884
Web Page Views	25,l364	9,161	57,940
New Facebook Fans	4	(2)	39
New Twitter Followers	(2)	(2)	(26)

WORK REQUESTS	Jan 2017	Jan 2018	YTD 2017-18
	56	46	295

Addressing Stress in the Beach Cities

The emotional health and well-being of our community has consistently been the area of greatest opportunity and growth. The following goals will guide the development of BCHD's strategy:

- Create an overarching strategy to impact stress, anger and worry targeting Beach Cities adult population.
- Heighten community awareness around mental health and stress identifying effective environmental strategies and connect individuals to programs and services.
- Engage individuals to take action in support of positive mental health.

Below provides an example of a few existing programs and services being implemented to address stress within sectors as well as samples of additional approaches that will be considered.

SECTOR	BCHD PROGRAMS/SERVICES	UNDER CONSIDERATION
	• Community Workshops - mindfulness and purpose • Volunteer Engagement Programs • Mindful Meditation & Aging Series	• New Individual Pledge • Tips & Tools – practices individuals can use to reduce stress
	• MindUp for Schools (K-5) • Second Step - social emotional learning curriculum • WEB (Where Everyone Belongs) – peer mentoring and anti-bullying • High School Purpose Series	• Know the Signs - mental health awareness campaign • Social Emotional Learning High School Curriculum
	• BZP Community Policy Pledge • Community Education Workshops	• Charter for Compassion • Community Engagement - workshops and walking audits • Safe Routes to School
	• BZP Worksite Pledge • Worksite Wellness	• WorkWell Program • Volunteer, family-friendly and corporate kindness policies

Next Steps

Based on the 2017 WBI results, staff will use these data to inform the evolution of a Blue Zones Project 2.0 Plan. Staff recommend the following:

- Explore and solidify a partnership with Healthways/Sharecare in the development and piloting of a collective impact model to practically address stress in the Beach Cities. (Sharecare contract renewal Fall 2018)
- Present the collective impact approach to the BCHD Community Health Committee for input and direction. (April 2018)

Memorandum

To: Board of Directors

From: Tom Bakaly, CEO

Date: February 22, 2018

Subject: **APPROVAL OF REVISED 'GUIDING PRINCIPLES' FOR HEALTHY LIVING CAMPUS**

At the January 2018 BCHD Board of Directors meeting, staff received direction from the board to augment the Guiding Principles based on the recent evolution of the project and in response to community input gathered during the past 9-10 months.

The revised set of Guiding Principles are as follows (new additions italicized):

- Include a Community for Older Adults
- Create integrated hub of well-being
- Incorporate Blue Zones Project concepts
- Focus on emerging technologies & innovation
- Grow the enterprise to support the mission
- Actively engage the community
- Prioritize environmental sustainability & accessibility
- Create open space at the campus core by moving parking to the perimeter
- *Incorporate intergenerational programs and broad community benefits*
- *Voluntarily and proactively mitigate structural risks*
- *Pursue community partnerships*
- *Integrate campus with surrounding community*
- *Plan campus holistically, considering all district assets*
- *Align campus design with community health snapshot report*
- *Grow continuum of services to help older adults age at home for as long as safely possible*

Additionally, staff is in the process of organizing public study circles – facilitated by subject-matter experts – to further examine and plan critical elements of the proposed Healthy Living Campus, including intergenerational programs. Staff will also be reconvening the Community Working Group in March to study and provide input on these key elements of the project.

Staff will continue to give updates on findings and community input gathered as this project continues to mindfully move forward in the coming months.

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RECOMMENDATION

Authorize and approve the revised set of Guiding Principles for the Healthy Living Campus project.

BCHD Beach Cities Health District
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Memorandum

To: **Board of Directors**

From: **Kerianne Lawson**

Date: **February 21, 2018**

Subject: **Revised Policy 4050: Micro-Enrichment Grants**

(AGENDA ITEM: VIII.C.A)

Background:

Policy 4050 enables the community to access support for small health initiatives called Micro-Enrichment Grants (MEG). The revisions to the policy clarify the following:

- Micro-Enrichment Grants (MEG) are to support projects, not staff positions or general operating expenses.
- The MEG provides up to $5,000 per year per organization. An organization may submit only one application per year. An organization may bundle several requests in one application. However, there is no expectation for an organization to receive the full amount.

The revisions will provide clarity to organizations that wish to apply for funds.

Action Item:

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

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POLICY TITLE: MICRO-ENRICHMENT GRANTS
POLICY NUMBER: 4050

COMMITTEE APPROVAL DATE: ~~06/22/2015~~02/13/2018
WRITTEN/REVISED BY: ~~S. BURDEN~~K. LAWSON
BOARD APPROVAL DATE: 07/22/2015 **SUPERSEDES:** 10/24/2007

POLICY:

4050 It is the policy of the Beach Cities Health District ("District") to support large and small health initiatives based on fund availability.

4050.1 Policy 4050 enables the community to access support for small health initiatives called Micro-Enrichment Grants (MEG).

GUIDELINES:

4050.2 Each year the BCHD Board of Directors may choose to allocate funds for Micro-Enrichment Grants during the budget adoption process.

4050.3 The MEG provides up to $5,000 per request in any fiscal year. The request must be processed through the MEG Form provided by the Chief Executive Officer's office. Requests must meet the criteria established within the scope of the District Mission and Board Adopted Health Priorities ~~of BCHD~~. Funding is awarded on a first come-first serve basis. Organizations may apply only once per fiscal year (July 1 – June 30). Multiple projects may be bundles on one application not to exceed $5,000.

Criteria:

4050.4

4050.4.1 Individuals or groups requesting MEG must be legal residents of or provide services to residents in the three Beach Cities.

4050.4.2 Funding cannot in any way be related to fundraising activities.

4050.4.3 Funding cannot be related to the general operating budget of the applicant organization.

4050.4.~~3~~4 The project must impact the health of the community within the scope of the BHCD health priorities.

4050.4.~~4~~5 The applicant must complete the MEG application form in its entirety for consideration. Incomplete applications will be returned.

4050.4.~~5~~6 The applicant must sign an agreement and submit a final summary report

at the completion of the project.

Funding Determination

4050.5 The MEG application will be processed by the administration of BCHD within agency procedures. Consideration will be given contingent upon the availability of funds, community health priorities, and ability of the applicant to effectively administer the project. At no time will an application be considered as an agreement to fund any project. BCHD may award less than the requested funding amount. Awards of less than $5,000 do not imply that the applicant organization has any remaining balance for future applications.

EXCEPTIONS:

4050.6 The Chief Executive Officer is the only person authorized to make exceptions to this policy.

Beach Cities Health District
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Memorandum

To: **Board of Directors**

From: **Kerianne Lawson**

Date: **February 21 2018**

Subject: **Revised Policy 2220: Appointment of High School Students as Community Committee Members**

(AGENDA ITEM:VIII.C.B)

Background:

This policy was initially written in March 2016 to appoint high school students as members on the Community Health Committee, Finance Committee and Strategic Planning Committee. We have had the students on the committees since July 2017. The students have been active participants and welcome additions to the committees. The policy set one-year terms (July – June) for the students. The revision gives the Committee Chair the discretion to reappoint the students for an additional year.

Action Item:

The Policy Committee Recommends Approval to the Board of Directors of Revised Policy Number 2220 for: Appointment of High School Students as Committee Members.

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POLICY TITLE: APPOINTMENT OF HIGH SCHOOL STUDENTS AS COMMUNITY COMMITTEE MEMBERS
POLICY NUMBER: 2220
COMMITTEE APPROVAL DATE: ~~03/08/2016~~02/13/2018 **WRITTEN/REVISED BY**: ~~M. RAFKIN~~K. LAWSON
BOARD APPROVAL DATE: 03/23/2016 **SUPERSEDES:** N/A

POLICY:

2220 It is the policy of the Board of Directors of the Beach Cities Health District ("District") to encourage community participation in District activities for high school students through opportunities to serve as community members on certain standing committees of the Board.

GUIDELINES:

2220.1 High school students will be provided the opportunity to serve on the Finance Committee, the Community Health Committee and the Strategic Planning Committee.

2220.2 Two high school students may be appointed to each committee. Students will have voting privileges but will not be part of meeting a quorum.

2220.3 The student members must meet the following requirements:

2220.3.1 Senior or junior attending a high school in Hermosa Beach, Manhattan Beach or Redondo Beach.
2220.3.2 All candidates shall be residents of the beach cities and complete an application.
2220.3.3 Have written recommendation by one school administrator, one teacher, and one friend.

2220.4 All student members of committees shall be recommended by the committee Chair and approved by the Board of Directors for a one-year term in June or July of each year. The term will begin on July 1 or the date of the Board meeting when the committee member is approved and end on June 30. Students shall be eligible for one reappointment of one year at the discretion of the committee chair and staff.

2220.5 The Chair of each committee shall present the nominees to the Board for approval either at the Regular Meeting of the Board of Directors each June or as a vacancy occurs on a committee. In the case of a vacancy of a student member on a committee, the newly appointed student member will serve the unexpired term of the member being replaced.

2220.6 At the Chair's discretion, candidates may be interviewed or screened prior to selection.

2220.7 Students must agree to attend District orientation.

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Memorandum

To: **Board of Directors**

From: **Marilyn Rafkin**

Date: **February 21, 2018**

Subject: **New Policy 2075: Board Meeting Adjournment**

(AGENDA ITEM: VIII.C.C)

Background:

This is a new policy addressing the opportunity to adjourn meetings of the Board of Directors in memory or honor of someone. It designates those a meeting may be adjourned in memory of or in honor of, how a memoriam or honor may be requested, the approval process, and the creation of a certificate. This policy formalizes Board practice.

Action Item:

The Policy Committee Recommends Approval to the Board of Directors of New Policy Number 2075 for: Board Meeting Adjournment.

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POLICY TITLE: BOARD MEETING ADJOURNMENT
POLICY NUMBER: 2075

COMMITTEE APPROVAL DATE: 02/13/2018 **WRITTEN/REVISED BY**: M. RAFKIN
BOARD APPROVAL DATE: xx/xx/20xx **SUPERSEDES:** N/A

POLICY:

2075 It is the policy of the Beach Cities Health District ("District") to provide an opportunity to adjourn meetings of the Board of Directors in memory or in honor of someone.

GUIDELINES:

2075.1 A meeting of the Board of Directors may be adjourned in memory of:

- **2075.1.1** Member of the Board of Directors
- **2075.1.2** District staff member
- **2075.1.3** Former member of the Board of Directors
- **2075.1.4** District volunteer
- **2075.1.5** Close family member of Board of Director or staff, e.g., spouse, child, parent, sibling, grandparent
- **2075.1.6** Members of the Beach Cities community with a relationship to the District

2075.2 A meeting of the Board of Directors may be adjourned in honor of:

- **2075.2.1** District volunteer celebrating a significant anniversary, e.g., 20th volunteer anniversary
- **2075.2.2** District volunteer retiring from a significant tenure of service
- **2075.2.3** Person who has made a significant achievement in health in the community

2075.3 This request may be submitted by a Board member or the Chief Executive Officer. The request should be made to the Board President or Chief Executive Officer no later than 5:00 p.m. five (5) business days prior to the meeting date.

2075.4 Upon approval by the President of the Board of Directors and the Chief Executive Officer, the memoriam or honor shall be added to the adjournment of the meeting agenda during the preparation of the agenda.

2075.5 The District will create a certificate for the special adjournment and all board members will sign the certificate for the District to provide to the individual being recognized.

EXCEPTIONS:

2075.6 The Chief Executive Officer is the only person authorized to make exceptions to this policy.

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REGULAR MEETING
BOARD OF DIRECTORS
BEACH CITIES HEALTH DISTRICT
January 24th, 2016

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 6:55 p.m.

Members Present: Dr. Michelle Bholat
Dr. Noel Chun
Jane Diehl
Vanessa Poster
Vish Chatterji

Members Not Present:

Legal Counsel Present: Robert Lundy, Hooper, Lundy & Bookman
Staff Present: Tom Bakaly, CEO

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
I. Call to Order-Salute to the Flag	Dr. Michelle Bholat opened the meeting and led the salute to the flag.	
II. Public Discussion	Dr. Bholat asked if any member of the public would like to address the Board on any issue not on the agenda. Mr. Tom Bakaly read a letter sent by Ms. Mary Drummer regarding The Medical Reserve Corps (MRC) in response to the threat of mosquito – borne illnesses, which include zika, dengue and yellow fever, and chikungunya and how our district that includes the Beach Cities never participated so the MRC could not train or support our district, affecting the South Bay. It is Ms. Drummers request that the BCHD Board use the weight of the organization to rectify the issue. Ms. Poster stated that BCHD should give city council a nudge to get information on the status on this and possibly take to the Policy Committee. Dr. Bholat stated that we have a supervisor in the district from the LA County so this would be a point of contact.	

DRAFT

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
III. Election of Officers for the Board of Directors		
President	Dr. Bholat called for nominations of Officers for the Board of Directors Dr. Bholat called for nominations for the office of President 2018 Ms. Poster nominated Dr. Chun. Ms. Diehl seconded the nomination There were no further nominations and Dr. Bholat closed the nominations Dr. Chun accepted the nomination Dr. Chun was elected to the office of President for the 2018.	It was **Moved and Seconded** (Poster/Diehl) to elect Dr. Noel Chun to the office of President for 2018. Ms. Diehl, Ms. Poster, Dr. Chun, Dr. Bholat Mr. Chatterji voted yes. **Motion Carried**
President Pro-Tem	Dr. Chun called for nominations for the office of President Pro-Tem for 2018. Ms. Diehl nominated Ms. Poster. Mr. Chatterji seconded the nomination. There were no further nominations and Dr. Chun closed the nominations. Ms. Poster accepted the nomination Ms. Poster was elected to the office of President Pro-Tem for 2018 and the gavel was turned over to him.	It was **Moved and Seconded** (Diehl/Chatterji) to elect Ms. Vanessa Poster to the office of President Pro-Tem for 2018. Ms. Diehl, Ms. Poster, Dr. Chun, Dr. Bholat Mr. Chatterji voted yes. **Motion Carried**
Secretary/Treasurer	Dr. Chun called for nominations for the office of Secretary/Treasurer for 2018. Mr. Chatterji nominated Ms. Diehl. Ms. Poster seconded the nomination. There were no further nominations and Dr. Chun closed the nominations. Ms. Diehl accepted the nomination Ms. Diehl was elected to the office of Secretary/treasurer for 2018.	It was **Moved and Seconded** (Chatterji/Poster) to elect Ms. Jane Diehl to the office of Secretary/Treasurer for 2018. Ms. Diehl, Ms. Poster, Dr. Chun, Dr. Bholat Mr. Chatterji voted yes. **Motion Carried**

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
IV. CEO Report **A. Chief Executive Officer**	Dr. Chun Invited Mr. Tom Bakaly, Chief Executive Officer, to address the Board of Directors Mr. Bakaly referred the Board to the written report. Mr. Bakaly highlighted the following: • Worked on a BCHD video that gives a big picture view of BCHD and our work with the community • Pleased with the relationship with Little Company of Mary. Over 40 people from this partnership are now using Center for Health & Fitness • Working with City of Redondo Beach on comprehensive worksite wellness program that is modelled after the one we are currently implementing with our own staff called, "My Year of Well-Being" • Super Bowl 5K/10K will be held on February 4th in Redondo beach and we are coordinating the Kids Run again this year which starts at 7:00am	
V. Beach Cities Health District Staff Recognition **Fifteen Year Anniversary** **Harvey Diamond Center for Health & Fitness**	Ms. Cindy Foster, General Manager for AdevnturePlex and Center for Health and Fitness highlighted the following: • Mr. Diamond is very active in the community • Gives thoughtful tours to those that some in to CHF and finds out what people want and need Mr. Harvey Diamond highlighted the following: • Retired form a long term executive position at a corporation. Being in international marketing was used to communicating every single day. • His wife taught yoga at AdventurePlex and there was a job fair and was interviewed and was offered a job in	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	CHF. • Enjoys talking to people and can relate to all the members in making the sales and established friendships	
Aja Jordan AdventurePlex	Ms. Cindy Foster, General Manager for AdevnturePlex and Center for Health and Fitness highlighted the following: • Aja was at the same Job Fair as Mr. Diamond and was hired. Started as a floor staff and worked her way up to Manager • Appreciate her as she is good and skilled and is talented as developing staff Ms. Aja Jordan highlighted the following: • Gave thanks and is very fortunate to work with everyone • Learned and grown so much and working with staff is very rewarding	
Five Year Anniversary		
Brenda Reyes AdventurePlex	Ms. Aja Jordan, AdventurePlex Manager highlighted the following: • Thanked Ms. Reyes for her services as she is very organized and delivers excellent customer services	
Emily Retana AdventurePlex	Ms. Aja Jordan, AdventurePlex Manager highlighted the following: • Thanked Ms. Retana for her top notch customer service in dealing with birthday parties	
Ruby Salazar AdventurePlex	Ms. Aja Jordan, AdventurePlex Manager highlighted the following: • Thanked Ms. Salazar for her services and stated that she is the point of contact at AdventurePlex and admires her so much	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
VI. Program and Staff Reports **A. Mid-Year Financial Update**	Dr. Chun Invited Ms. Monica Suua, Chief Financial Officer up to the podium. Ms. Suua highlighted the following: • The actual cumulative six months July through December 2017 operating income is $954,000 • The budgeted cumulative six months July through December 2017 operating income is $619,000 • District wide revenues year-to-date December 2017 are $6,211,000, a -$4000 variance to the budget • District wide expenses year to date December 2017 are $5,257,000, $339,000 favorable to the budget • After deducting budget overages, the net remaining $88,000 are mostly temporary savings that exist because of the timing of actual expenses incurred versus budgeted expenses • Looking forward, revenues for year-to-date are trending higher than budget; lease, property taxes and sunrise partnership are strong; health and fitness operations user fees close to budget; and interest is slightly favorable to the budget • Looking forward, expenses for legal, outside services, engineering and senior health fund services are expected to continue being over budget • All capitol approved will be used and rolled forward if not spent Dr. Bholat asked if the Senior Health Find is an area where we would need additional money. Ms. Kerianne Lawson, Director of Life Span Services stated that it's the pool of money where we subsidize the purchase of service for low income seniors for things like non-medical healthcare and bathing assistance. The laws governing non-medical homecare have changed in California in the last 6 months, most significantly in overtime hours, so all agencies we are contracted with are coming back to us and it was unforeseen to see all these agencies	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	coming back to us at the same time. She continued that this is something we are going to look at for next year.	
B. Legal Council	Mr. Lundy reported that we corrected a problem we had with Prospect One Articles of Corporation. This problem was during the formation of the Corporation. The article stated that the assets and cash were dedicated exclusively to educational and scientific activities. Secondly, upon dissolution of Prospect One Corporation, all of the assets would be distributed to non-profit 501c3. It did not say it would go to the District. Went back and did some research and it turns out the Board in Prospect One in 1989 had in fact made an amendment on these articles but the certificate had never been signed by the officers by that point. It turns out no action was required by the Board. It may have taken a number of years to get the Attorney General to approve the change, which explains why it was never signed. We have filed and Dr. Bholat and Ms. Poster have signed the certificate of amendment and it has been filed with the secretary of state's office	
VII. Activity Break/Mindfulness	Dr. Chun called for a break. Ms. Ali Steward, Director of Youth Services stated that we were at Hermosa Valley with the 8th grade class leading them through a series of activities on mindfulness, gratitude, empathy, and communication. Ms. Steward led led a Mindfulness activity.	
VIII. Committee Reports **A. Community Health Committee**	Dr. Bholat reported that the Community Health Committee met on Monday, January 22nd, 2018. Dr. Steven Shoptaw from UCLA addressed the committee on Cannabis Use – Update on scientific and clinical perspectives. The committee had the opportunity to hear the latest information on the effects of cannabis on the brain and body throughout the lifespan. The committee also discussed the progress in the implementation of the Youth Substance	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	Use Prevention Plan and the next steps for the last months of this school year. The committee provided feedback and discussed ideas for the Student Stress and Substance Use summit.	
B. Finance Committee/ Treasurer's Report	Ms. Poster reported that the Finance Committee met on January 17th, 2018. The following items were on the agenda: • BCHD FY17-18 Mid-Year Results • Presentation on BCHD Q4 2017 Investment Portfolio Review • Presentation: BCHD FY2016-17 Audit Summary • Presentation: BCHD FY2016-17 Audit Summary The Committee reviewed and recommended for Board approval of the BCHD FY2016-17 Audit and also recommended for Board approval of BCHD Resolution 543 – "to join with other agencies as a participant of the California asset management trust and to invest in shares of the trust and in individual portfolios"	
1. Discussion and potential Action Item: Review and approval of BCHD FY2016-2017 Audit	Ms. Poster stated that there was no negative comments on the Audit. Ms. Poster recommended approval of BCHD FY2016-2017 Audit.	It was **Moved and Seconded** (Posterl/Diehl) to approve the BCHD FY2016-2017 Audit. Ms. Diehl, Ms. Poster, Dr. Chun, Dr. Bholat and Mr. Chatterji voted yes. **Motion Carried**
2. Discussion and potential action item: Review and approval of BCHD Resolution 543 – To join with other public	Ms. Poster stated that we have a lot of money in LAIF and this is a program like that that has shown good results and returns and the committee had a presentation on why we should put money into this and the committee recommended to take to the Board for approval.	

DRAFT

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
agencies as a participant of the California Asset Management Trust and to invest in shares of the trust and in individual portfolios	Dr. Chun added that this was also recommended by our financial advisors Ms. Poster recommended approval of Resolution 543 – To join with other public agencies as a participant of the California Asset Management Trust and to invest in shares of the trust and in individual portfolios	It was **Moved and Seconded** (Poster/Chun) to approve Resolution 543 – To join with other public agencies as a participant of the California Asset Management Trust and to invest in shares of the trust and in individual portfolios. Ms. Diehl, Ms. Poster, Dr. Chun, Dr. Bholat and Mr. Chatterji voted yes. **Motion Carried**
C. Policy Committee	Mr. Chatterji reported that The Policy Committee has not met. The committee meets on a quarterly basis. The committee will next meet on Tuesday, February 13th, 2018 at 4pm at the 1200 Del Amo St. Small conference room.	
D. Properties Committee	Ms. Diehl reported that The Properties Committee met on January 17th, 2018. The following items were on the agenda for discussion: • Update on the Healthy Living Campus • Discussion on approval to award contract extension to VMA Communications Inc. for community engagement services in the amount of $60,000 from January 31st, 2018 through July 31st, 2018 • Discussion on approval to amend contract with Nabih Youssef & associates structural engineers for structural engineering services required to analyze the existing above grade parking structure as part of the Healthy Living Campus Projects • Discussion on approval for the proposed lease to Vetsource Inc (ARB) in the amount of $3,500 per month for an estimated four months for the use of the Flagler lot as storage area The committee recommends we move forward with each of the mentioned items for board approval.	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
1. Discussion and potential action item: Approval to award contract extension to VMA Communications Inc. for community engagement services in the amount of $60,000 from January 31st, 2018 through July 31st, 2018	Mr. Chatterji asked what the scope of this would be and Mr. Bakaly replied that the scope is a continuation of the services with community outreach. Dr. Chun added that they would assist with public relations and legislative assistance. Ms. Poster stated that we have spoken with someone who has experience on a ground view with community needs and asked about status. Mr. Bakaly replied that we did have a meeting and asked that a formal proposal be submitted. Ms. Diehl recommended approval to award contract extension to VMA Communications Inc. for community engagement services in the amount of $60,000 from January 31st, 2018 through July 31st, 2018	It was **Moved and Seconded** (Diehl/Bholat) to approve awarding a contract extension to VMA Communications Inc. for community engagement services in the amount of $60,000 from January 31st, 2018 through July 31st, 2018. Ms. Diehl, Ms. Poster, Dr. Chun, Dr. Bholat and Mr. Chatterji voted yes. **Motion Carried**
2. Discussion and potential action item: Approval to amend contract with Nabih Youssef & associates structural engineers for structural engineering services in the amount of	Ms. Diehl asked Mr. Leslie Dickey, Executive Director of Real Estate to the podium. Mr. Dickey highlighted the following: • The Board approved a contract for this service in July 2017 • We are recommending that we have an amendment to their contract to include a structural analysis of the above grade parking structure at the 514 N. Prospect location Dr. Chun asked if he believes they should also take a look at the 510 building. Mr. Dickey	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
$30,300 required to analyze the existing above grade parking structures part of the Healthy Living Campus Projects	replied that this is something we have been thinking about. He continued that there is an allowance in the contract for reimbursable expenses and he can ask them to get the copies of the drawing which would fall under this. He continued that once they see them they can put together a proposal for it and bring it back to the Board. Dr. Chun and Ms. Poster agreed to this. Mr. Chatterji asked if we have to do this analysis to which Mr. Dickey replied that we are not under legal required to do so but we know through age of structure that it's subject to constructional problems and gives us the opportunity to do some mitigation work. Ms. Diehl recommended approval to amend contract with Nabih Youssef & associates structural engineers for structural engineering services in the amount of $30,300 required to analyze the existing above grade parking structure as part of the Healthy Living Campus Projects	It was **Moved and Seconded** (Chun/Poster) to approve to amend contract with Nabih Youssef & associates structural engineers for structural engineering services in the amount of $30,300 required to analyze the existing above grade parking structure as part of the Healthy Living Campus Projects. Ms. Diehl, Ms. Poster, Dr. Chun, Dr. Bholat and Mr. Chatterji voted yes. **Motion Carried**
3. Discussion and potential action item: Approval for the proposed lease to Vetsource Inc (ARB) in the amount of $3,500 per month for an estimated four months for the use of the Flagler lot as storage area	Ms. Diehl asked Mr. Leslie Dickey, Executive Director of Real Estate to the podium. Mr. Dickey highlighted the following: • ARB is the general contractor that was hired by the gas company to work on the gas line project on 190th street • They asked us to lease the lot to Vetsource Inc., a company they own • They have all the proper licensing and insurances • They will provide insurance and will be required to provide traffic control if need • At the end of the lease they will restore	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	the lot for any damages Ms. Diehl recommended approval for the proposed lease to Vetsource Inc (ARB) in the amount of $3,500 per month for an estimated four months for the use of the Flagler lot as storage area	It was **Moved and Seconded** (Chun/Chatterji) to approve the proposed lease to Vetsource Inc (ARB) in the amount of $3,500 per month for an estimated four months for the use of the Flagler lot as storage area. Ms. Diehl, Ms. Poster, Dr. Chun, Dr. Bholat and Mr. Chatterji voted yes. **Motion Carried**
E. Ad-Hoc Properties Committee	Ms. Poster reported that The Ad-Hoc Mind Health Committee met on November 27th, 2017 at 3pm at 1200 Del Amo St. The committee reviewed the Healthy Mind Initiative research protocol and provided feedback. The research protocols were submitted to the Loma Linda University Institutional Review Board in December.	
F. Strategic Planning Committee	Ms. Diehl reported that The Strategic Planning Committee has not met. The committee meets on a quarterly basis. The committee is scheduled to meet on Monday, March 5th, 2018 at 6pm at the 1200 Del Amo St Large Conference room. Ms. Poster asked about committee chair appointments and Mr. Bakaly replied that we will look into this and bring it to the Board next month.	
IX. Consent Items **1. Discussion and potential action item: Approval of minutes of the November 15th, 2017 Regular Meeting** **2. Discussion and**	The Board reviewed the Minutes of the November 15th, 2017 Regular Meeting, Checks No. 69549 through No. 69801, totaling $470,489.23 for Accounts Payable for the month of November 2017, Checks No. 69802 through No. 69940, totaling $425,447.40 for Accounts Payable for the month of December 2017.	It was **Moved and Seconded** (Diehl/Bholat) to approve the Minutes of the November 15th, 2017 Regular Meeting; approve Checks No. 69549 through No. 69801, totaling $470,489.23 for Accounts Payable for the month of November 2017; approve

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
potential action item: Approve checks No. 69549 through 69801 totaling $470,489.23 for accounts payable for the month of November 2017		Checks No. 69802 through No. 69940, totaling $425,447.40 for Accounts Payable for the month of December 2017. Ms. Diehl, Ms. Poster, Dr. Chun, Dr. Bholat and Mr. Chatterji voted yes. **Motion Carried**
3. Discussion and potential action item: Approve checks No. 69802 through 69940 totaling $425,447.40 for accounts payable for the month of December 2017		
4. Receive and File: Minutes of the October 26th, 2017 Finance Committee Meeting	The Board noted to file the Minutes of the October 26th, 2017, Finance Committee Meeting	
5. Receive and File: Minutes of the November 1st, 2017 Community Health Committee Meeting	The Board noted to file the Minutes of the November 1st, 2017, Community Health Committee Meeting	
X. Old Business	There was no old business.	
XI. New Business	There was no new business.	
XII. Board Member Reports	Mr. Chatterji reported that she attended: • Board training retreat • Dan Burden Breakfast • Baleen Social Hour • Meetings with 3 Redondo Beach Residents • Hermosa Beach Chamber Dinner	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	• Community Health Committee Meeting Ms. Poster reported that she attended: • Board Training Retreat • Finance Committee Meeting • Hermosa Beach Chamber Dinner • Two ACHD committee meetings • Phone calls with ACHD • Redondo Beach Leadership • Redondo Beach Round Table Dr. Bholat reported that she attended: • Board Training Retreat • Dan Burden Breakfast • Community Health Committee Meeting • Executive Board meeting at ACHD • American Heart Association Meeting Dr. Chun reported that he attended: • Board Training Retreat • Dan Burden Breakfast • Finance Committee Meeting • Living Streets Meeting • Properties Committee Meeting • Ad Hoc Mind Health Committee Ms. Diehl reported that she attended: • Board Training Retreat • Properties Committee Meeting • Living Streets Meeting • Manhattan Beach Chamber Event • Redondo Beach Round Table • Kensington Assisted Living ceremony	
XIII. Announcements/ Questions and Referrals to Staff	Ms. Poster stated that she was thinking about the guiding principle about maximizing the financial return and wanted to recommend include language around on how we recycle the financial return back to the community. It should be stated that we are not talking about profits, but money that is recycled back into the community with the programs that we have. She continued that it should include that it is a priority of the District to keep people living in their homes longer and that they live longer better. Dr. Chun added that we can add something	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	along the lines of we are leveraging the financial commitment of our community through the other enterprises that were involved so we can expand and grow our services and meet the needs.	
XIV. Adjournment	Dr. Chun moved to adjourn the meeting.	There being no further business, Dr. Bholat **Moved** to adjourn the meeting. Meeting adjourned at 8:17 p.m.

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
I. Re-Call to Order	Dr. Chun moved to re-open the meeting for Prospect One Corporation.	Dr. Chun **Moved** to re-open the meeting. Meeting re-opened at 8:17 p.m.
II. Public Discussion	Dr. Chun 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.	
III. Election of Officers	Ms. Poster nominated the elected slate of candidates from the January 24th, 2018 Board of Directors election of officers: President – Dr. Noel Chun President Pro Tem – Ms. Vanessa Poster Secretary/Treasurer – Ms. Jane Diehl Dr. Chun seconded the nominated slate	It was **Moved and Seconded** (Poster/Chun) to elect the elected slate of candidates from the January 24th, 2018 Board of Directors election of officers. **Motion Carried Unanimously**
IV. Staff Report **A. Chief Financial Officer**	Dr. Chun invited Ms. Monica Suua, Director of Finance, to address the Board of Directors. Ms. Suua highlighted the following: • Prospect One Corporation due to its designated purpose of constructing and owning a medical office building is designated as a Special Revenue fund, separated from the District's General Fund • We removed a receivable that had $50,053 and transferred it to the General Fund as there is no reason to	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	have this receivable there because we are not moving any money • The Fund Balance decreased by $50,053 • The audit we received was a clean option with no internal control findings	
V. Old Business	There was no Old Business	
VI. New Business	There was no New Business	
VII. Adjournment	Dr. Chun moved to adjourn the meeting.	There being no further business, Dr. Bholat **Moved** to adjourn the meeting. Meeting adjourned at 8:19 p.m.

The next Regular Meeting of the Beach Cities Health District Board of Directors is scheduled for Wednesday, February 28th, 2018 at 6:30 p.m. in the Beach Cities Room of the Beach Cities Health District, located at 514 N. Prospect Avenue, Redondo Beach, California

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SPECIAL MEETING
BOARD OF DIRECTORS
BEACH CITIES HEALTH DISTRICT
January 24th, 2016

A Special 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 5:14 p.m.

Members Present: Dr. Michelle Bholat
Dr. Noel Chun
Jane Diehl
Vanessa Poster
Vish Chatterji

Members Not Present:

Staff Present: Tom Bakaly, CEO

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
I. Call to Order	Ms. Poster opened the meeting.	
II. Update on Healthy Living Campus located at 514 N. Prospect Ave, Redondo Beach, 90277	Dr. Noel Chun and Dr. Michelle Bholat walked in during this agenda item. Ms. Poster Invited Mr. Tom Bakaly, Chief Executive Officer to give an update: Mr. Bakaly highlighted the following: • During this Study Session there will not be any formal action taken by the Board. • The board will give staff direction or thoughts on the Healthy Living Campus • Meetings with the community working group, community members and experts took place and it has changed how we will proceed • Two months ago we contemplated requesting authorization to formally apply for the project, but we are now not recommending this • We want to broaden the perspective by using community input, project experts and guiding principles to foster a program-level discussion • Recommending to revise the guiding principles and what should be on the site	

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Back

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	• We value community input as it helps shape our project and organization and the community is getting this much earlier in the process than it is done with private developers • Regarding community outreach, we have done 47 meetings and presentations with over 1,000 attendees • Top suggestions from community input include: o Mitigate impacts to adjacent property owners o Consider # of RCFE units & potential impacts, including traffic o Ensure project aligns with BCHD's mission o Maximize open/green space o Provide adequate convenient parking o Increase community benefits • Project experts initial feedback include: o Market Analysis – growing need for older adult housing in Beach Cities o Geotechnical Analysis – Current 11-acre medical campus will support new development that meets this burgeoning health need o Architect & Blue Zones Innovation Director: Great opportunity to maximize green space &opportunity to incorporate livability principles o Structural engineer – HLC program presents opportunity to mitigate by making structural upgrades to the 514 building sooner than the law requires o Cost Estimator - More structural and architectural information is needed to support cost decisions o Financial Advisor – Additional information is needed to analyze business case o Operating Partner – Would prefer RCFE buildings to be contiguous • Conceptual Site Plan includes: o Community Green space,	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	residential care for seniors o Walking paths/bike paths, outdoor meeting space, community gardens, CA native plant-scaping, protected bike path, outdoor fitness spaces, warm water exercise pool, medical exercise center, bicycle parking, intergenerational programs and public transportation nodes	
III. Presentation: Structural Engineer	Mr. Bakaly invited Mr. Nabih Youssef, Structural Engineer up to the podium. Mr. Youssef highlighted the following: • Original 1958 4-story (north) tower with an additional 4-story addition of the south tower in 1967 at the 514 N. Prospect property were constructed of concrete roof, floors and columns • Designed and constructed in conformance with building code requirements in effect at time of construction • Building code requirements have evolved over time based on research, best practice, and experience from past earthquakes – more stringent today • There is no mandatory seismic upgrade required by City of Redondo Beach • In October 2015 the City of Los Angeles adopted a mandatory earthquake hazard reduction in existing concrete buildings • Applies to existing concrete buildings built under building code standards enacted before January 13, 1977 • BCHD not required to abide by this as building not located in the city of Los Angeles and any seismic retrofit work done on the towers will be considered voluntary at this time • An institutional approach includes identifying vulnerable buildings, prioritizing high risk buildings and developing a long-term plan to reduce risk • Summary recommendations on the BCHD assessment include: o North Tower (original) - extensive	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	o South Tower (Addition) – extensive o Elevator tower – none o Low-rise building – none o Central Plant – limited • General scope of strengthening for the North and South towers include strengthening foundations, add new exterior steel braced frames (south tower), add new and/or strengthening existing concrete walls (north tower), slot cut perimeter spandrel beams, FRP wrap interior columns. • It will be challenging to maintain occupancy during construction	
IV. Discussion: Guiding Principles & Next Steps	Mr. Bakaly highlighted the following: • If we are taking into account the existing 514 building into the bigger campus that we address everything we are hearing to meet the goals of the guiding principles • We are recommending that the Board reconsider some changes to the guiding principles • Guiding Principles as of today: o Include a Community for Older Adults o Create integrated hub of well-being o Incorporate Blue Zones Project concepts o Focus on emerging technologies & innovation o Grow the enterprise to support the mission o Actively engage community/stakeholders o Prioritize environmental sustainability & accessibility o Create open space at the campus core by shifting parking to the perimeter • After more than 40 community meetings and receiving expert input from a half-dozen consultants, BCHD is still working to adhere to the following principles: o Fulfill our guiding principles o Meet the health needs of our	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	community o Ensure the project has a strong business case • Challenge includes developing a holistic campus. BCHD believes the RCFE buildings should be contiguous, should create a campus of consolidated solutions and facilities must be modern and be outfitted for the future in order to create an integrated hub of well-being • Another challenge includes the Medical Building at 514 Prospect. BCHD believes by mitigating construction impacts on current tenants and improving safety onsite and minimizing probability of structure issues, we can prioritize environmental sustainability & accessibility. • Another challenge is solidifying a long-term financial viability. BCHD believes it needs consider redeveloping the 514 building and how it affects the Number of residential care for the elderly residents. We are learning that a below-ground parking is four times more expensive. • Updated guiding principles would include: o Intergenerational programs & more community benefits o Voluntarily and proactively mitigate structural risks o Pursue community partnerships o Ensure campus is integrated with surrounding community o Take a holistic view of the project – consider all assets o Sync project with community health snapshot report • Asking Board for confirmation and/or expansion of guiding principles, requesting next 6-9 months for synthesizing and analyzing all input and findings & revise plan accordingly • Recommending Board to begin EIR process after all experts have completed reports & plan has been revised accordingly, and vetted by the community with a strong business case • The community working group can be instrumental in a deeper and broader look	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	• Proposed timeline: o 2017 – concept planning o 2018 – project experts: input and analysis o 2019 – EIR process o 2020 – Design & Plan Check o 2021-2023 – Construction • What we can expect includes: o Monthly meetings with scope to include programs & aspirational goals o Fewer drawings, renderings, concept plans, etc. for next 6 months o Information that is more concrete, complex and quantifiable o Focused meetings for particular topics such as programs, green space planning, intergenerational ideas, etc.	
V. Public Comment	Dr. Bholat asked if any member of the public would like to address the board on any issue not on the agenda. Ms. Rosann Taylor stepped up to the podium and asked for the Board to reconsider the housing project. Does not want to see development near our homes as this will bring more traffic and more concrete buildings. Mr. Tom Bakaly and Mr. Eric Garner have been working with us on the redesign but still ask the Board not to build. Mr. Bob Pinzler stepped up to the podium and stated that he expressed concerns and impacts on the neighborhood and has taken a fresh look at how BCHD can best serve the people. Believes BCHD is attempting to solve today's problems with yesterday's solutions. Asking BCHD to become leaders and to become better with more innovative ways to serve people to age in their own homes. Asking to seize this opportunity to think past buildings to serve our aging population and possibly collaborate with other non-profits. Ms. Rebecca James stepped up to the podium and asked BCHD to anticipate something better than what has been laid out to the community. This do-over is a chance for	

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	BCHD to embrace this challenge as an opportunity to show true leadership, vison and commitment none of which is encapsulated in the previous plans. The community won't be satisfied with an agency that does not represent innovative ways to address the real need which is how to extend the ability to stay in our homes. We want more than high density housing. BCHD should forge ahead with new ideas and approaches by including technology. Ms. Sheila Lamb stepped up to the podium and stated that she supports the effort to postpone the plans for the future but building an assisted living facility is not what the community needs for the aging population. It is not reflective of the BCHD mission. It perpetuates the narrative that aging is a death sentence. Wants BCHD to reconsider this idea and challenges to think differently and move away from 20th century models and look into the 21st century models. Mr. Dency Nelson stepped up to the podium and stated that he is part of the community working group. Brought into the project very early on and was the first time that he got a look at the building as a whole from the inside. There are a lot of elements in the campus, like the open spaces and meeting spaces. Became aware of Center for Health & Fitness and became a member through this process and believes that expanding the Gym is a major plus. In terms of the residences being planned, they would be not just compartmentalizing the elderly, but providing residential spaces that would be in synergy with other services that are offered. This is a very exciting project and is supportive of it. Ms. Betsy Ryan stepped up to the podium and stated that she is looking at this from different perspectives. (1) Is a landlord and thinks the place should be beautiful that she would want to live in it herself. Needs to build a strong place where people feel strong, safe and loved. (2) Almost a senior citizen and does not want to be a burden on her children. Likes the way BCHD provides the Blue Zones and always reaches out to the community. As she ages she may need assisted living and it's nice to know that there is one that has the holistic attitude and the warmth that BCHD has.	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	Mr. Bruce Steele stepped up to the podium and complimented the staff for being flexible in what they are trying to do and realize that from time to time there may be come changes that need to be made. How can those that age in place be able to get around and be mobile? This would be a campus where people can get out and interface with other people of different ages. There could be a café to grab a cup of coffee after the gym, and is in favor in building an assisted living environment. Ms. Sue Allard stepped up to the podium and stated that she has been working with the elderly for 10 years. Interested in the openness that has been carried on by the Board and the openness to incorporate the programs that keep seniors going and keep seniors alive. This plan incorporates all of this. Not everyone can stay in their own home as they age and some people don't have a house that accommodates that. Some need to be in assisted living so believes there is a place for all. BCHD offers programs that can help with this as the programs offered are fabulous. Mr. George Smeltzer stepped up to the podium and stated he has gone every which way for this project. He came here to be disappointed but it seems it's much more. Would not be as dismissive as earlier speakers for assisted living as his wife's mother lives in assisted living facility and it has been a godsend to her and the family. Many items discussed in the working group were real down to earth issues that were being addressed. Strongly supports continuing to move forward and would not stop the project because of the "not in my backyard" or "you can't build anything next to anything" that people are stating. Ms. Poster stated that her favorite words have been mindfully moving forward. It has always been our priority as a health district to keep people in their own homes for as long as possible. The Board has been very actively involved in all of the committee meetings, expert meetings and community. She continued that we are not here rubber stamping what staff tells us to do. Ms. Poster continued	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	that she wanted to thank the community working group for giving their time, energy and mind power to us. Ms. Poster stated that she liked what was presented in the guiding principles. Mr. Chatterji agreed and loved the inter-generational approach. Thinks we got lost in the senior housing conversation perspective and the inter-generational being added is fantastic. Dr. Chun stated that the inter-generational aspect is very important. Our goal is to try to develop this campus as a center of excellence for aging with different levels of care and incorporate much of the programing we offer to older people. Ms. Diehl stated some of the guiding posts create restrictions but now have more opportunities with the new information that we have. The lay of the land can be different so what is being requested can be more efficient. We have a much bigger open canvas to create something of what everyone is talking about. Dr. Bholat stated that she supports the 514 Prospect infrastructure work. Believes guiding posts are excellent. Prevention is the cornerstone of what we do and we are going to look at the entire family community to showcase what we do. She continued that we should think of planning ahead. Mr. Bakaly stated that we will take these additions to the guiding principles and add them to the existing ones. We will bring back next month to the Board Meeting to formally review.	
VI. Adjournment	Dr. Bholat moved to adjourn the meeting.	There being no further business, Dr. Bholat **Moved** to adjourn the meeting. Meeting adjourned at 6:38 p.m.

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BCHD Beach Cities Health District
A Public Agency

Live Well. Health Matters.

Date: February 20, 2018

To: Board of Directors

From: Monica Suua, CFO

Subject: TREASURER'S REPORT, January 2018 Activity
(FOR AGENDA ITEM IX.3.)

Please find attached January fiscal year-to-date 2017-18 actual-to-budget Revenue and Expenditures Financial variance reports and investment portfolio summary reports.

Cash Disbursements

January disbursements were **$491,750.61 check # 69941 thru 70197**. There was one check greater than $50,000 that required three (3) signatures:

- #70185 Dean Sherzai $52,500.00 – Healthy Minds initiative

Investment Activities

Safety - To protect principle is the foremost objective of the District: For an overview of each of the District's bonds, notes and securities with associated market prices and Moody's and S&P ratings see the PFM Reports, "Managed Account Detail of Securities Held," (pages 5-11).

Liquidity – Availability of sufficient funds to pay for the District's current expenditures. The PFM Report page 1 Consolidated Summary Statement "Portfolio Summary" shows the State Pool (LAIF) investment of $1,855,601.90.

The LAIF investment, in January, is 7.02% of the total BCHD portfolio. LAIF has a maturity date of 6 months or less and is sufficient to meet current operational and capital liquidity needs.

Yield. The average BCHD portfolio yield to maturity at cost for the month of January was 1.85% shown on page 2 in the PFM report. The yield increased by 4 basis point from the December 1.81%. Yield to maturity at market value in December was 27 basis points better than cost or 2.08%. In January, the difference between yield to maturity at cost and market has increased to 50 basis points, resulting in yield to maturity at market at 2.35%.

Purchases, Sales, Maturities and Calls. During the month of January, three (3) notes were purchased as follows:

Purchases			
Date	**Security Description**	**Par Value**	**Principal Cost**
01/03/2018	US Treasury Notes	$500,000.00	$493,652.34
01/23/2018	TAOT (Toyota Asset Backed Security)	125,000.00	124,998.56
01/25/2018	CCCIT (Citigroup Asset Backed Security)	250,000.00	249,965.40
	TOTAL	**$875,000.00**	**$868,616.30**

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Three (3) notes were sold as follows:

Sales			
Date	**Security Description**	**Par Value**	**Principal Proceeds**
01/03/2018	Pfizer Inc. Global Notes	$500,000.00	$502,295.50
01/23/2018	FHLMC (Federal Home Loans) Notes	125,000.00	123,012.50
01/25/2018	US Treasury Notes	200,000.00	199,634.45
	TOTAL	**$825,000.00**	**$824,260.63**

The BCHD portfolio activity is shown in the PFM Report "Managed Account Security Transactions & Interest" on pages 19-22.

The current holdings are shown in the PFM Report "Managed Account Issuer Summary" pages 3-4 and "Managed Account Detail of Securities Held" pages 5-11.

LAIF (Local Agency Investment Fund). The average yield for LAIF for the month of January 2018 was 1.350%. Up from December's yield that was 1.239%. The average monthly yield reached 1% in July 2017 for the first time since July 2009. 2015 started out at 0.262% and ended in December 2015 at 0.400%. In 2016, the average yield continued to increase slowly from 0.446% in January to 0.719% to in December.

CAMP (California Asset Management Program). In January, the Board of Directors approved for BCHD to join the CAMP program as a participant and as an alternative to LAIF. BCHD submitted $750,000 as an initial investment in CAMP in February. Next month this Treasury report will include yield statistics similar to the LAIF section noted above.

Beach Cities Child Development Center Note Receivable

The BCCDC note receivable balance at January 31 2018 was $163,559 earning 7.00% interest.

Ducot Note Receivable

The ending Ducot note receivable balance at January 31 2018 was $6,145,992 earning 7.94% interest.

This report accurately reflects all Beach Cities Health District pooled investments, which conform to all State laws and the investment policy statement approved by the Board of Directors. A copy of the policy is available on-line at http://www.bchd.org/certified-investment-policy and at the main offices of the District.

Monica Suua, Chief Financial Officer

02/20/2018
Date

General Fund **4**

Life Span Services **7**
- Blue Zones
- Case Management
  - Senior Services, Care Management, Contract Services, Grants
  - Center for Health Connection. Case Management, Contract Services
- Youth and School Health
  - School Health Admin and Grants
  - LiveWell Tots
  - LiveWell Kids
  - School Health

Fitness Operations.....**9**
- Fitness & Health Administration
- Center for Health and Fitness
  - CHF Fitness Gym
  - Personal Training
  - Pilates
  - Yoga
  - Fee Based
- AdventurePlex
  - Operations
  - Programs
  - Events
  - Camps

Other Program Services **11**
- WorkWell
- Volunteer Management
- Health Promotions
- Information Systems

Support Services.....**13**
- Executive
- Finance (Investments, Property Tax & Partnerships)
- Human Resources

Property **15**
- Property Management & Facilities
  - 514 Prospect Campus
  - Prospect Parking
  - Outlying Properties
  - Prospect One Corp

Investment Reports – January 2018.....**17**

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
REVENUE							
Classes & Group	16,587	16,676	(89)	69,159	76,527	(7,368)	90.%
CHF Membership	70,337	71,610	(1,274)	476,910	487,037	(10,127)	98.%
One-time Visits & Consults	75,286	78,129	(2,843)	541,546	531,986	9,560	102.%
Toddler Town Revenues	36,212	40,443	(4,231)	209,858	237,027	(27,169)	89.%
Camp Revenue	28,285	24,083	4,202	304,671	284,150	20,521	107.%
Food & Beverage	4,792	2,724	2,068	18,461	15,114	3,347	122.%
Retail	823	767	55	8,958	8,495	463	105.%
Childcare	823	843	(21)	5,328	6,589	(1,261)	81.%
Balances Due on Account	(2,059)	0	(2,059)	(13,868)	0	(13,868)	0.%
Facility Rental	11,920	1,425	10,495	20,115	2,830	17,285	711.%
Equipment Rental	10,981	12,064	(1,083)	13,061	17,904	(4,843)	73.%
Total User - Fees	**253,984**	**248,763**	**5,221**	**1,654,199**	**1,667,658**	**(13,459)**	**99.%**
Property Tax	281,559	281,559	0	1,970,913	1,970,913	0	100.%
Lease	563,678	324,776	238,902	2,522,658	2,284,070	238,588	110.%
Interest	(270,364)	95,805	(366,169)	243,474	598,805	(355,331)	41.%
Limited Partnership	236,495	109,500	126,995	1,235,072	1,102,500	132,572	112.%
Donations	293	0	293	5,587	7,000	(1,413)	80.%
Total Government	**811,661**	**811,640**	**21**	**5,977,704**	**5,963,288**	**14,416**	**100.%**
TOTAL REVENUES	**1,065,645**	**1,060,403**	**5,242**	**7,631,903**	**7,630,946**	**957**	**100.%**
Payroll							
Salaries - Reg FT	290,739	301,719	10,980	1,897,195	1,973,063	75,868	96.%
Salaries - Reg PT	74,029	80,390	6,362	565,921	620,774	54,853	91.%
Salaries - Instructor (non-benefit)	23,047	24,482	1,435	159,693	177,741	18,049	90.%
Cafeteria Plan Contribution	39,948	43,013	3,065	257,265	278,987	21,722	92.%
Payroll Taxes	27,844	29,682	1,838	178,808	199,160	20,352	90.%
LTD Insurance	931	882	(49)	7,319	6,165	(1,153)	119.%
Pension Plan Contribution	19,992	20,642	650	278,582	291,497	12,915	96.%
Unemployment Insurance	0	1,667	1,667	768	10,000	9,232	8.%
Employee Incentive Bonus	0	0	0	5,903	0	(5,903)	0.%
Employee Serv award exp	610	225	(385)	1,400	1,575	175	89.%
Total Payroll Expenses	**477,140**	**502,702**	**25,563**	**3,352,853**	**3,558,963**	**206,110**	**94.%**
Program Costs							
COGS - Cost of Goods Sold - non-food	2,134	1,404	(730)	10,287	9,829	(458)	105.%
Cafe Supplies - cost of good sold - food	1,915	798	(1,117)	9,709	12,182	2,472	80.%
Consumables (food used as supplies)	255	1,928	1,673	4,270	13,746	9,476	31.%
Client Transportation	0	0	0	11,579	12,750	1,171	91.%
Office Supplies	1,987	1,844	(143)	17,879	12,567	(5,312)	142.%
Gym/Locker Room Supplies	2,920	2,570	(350)	14,704	17,991	3,287	82.%
Program Supplies	2,878	3,867	988	46,379	41,484	(4,895)	112.%
Janitorial Supplies	4,907	4,484	(423)	34,594	31,386	(3,208)	110.%
Other Supplies	0	270	270	1,599	1,890	291	85.%
Total Program Costs	**16,997**	**17,165**	**168**	**151,001**	**153,824**	**2,824**	**98.%**
Human Resources							
Employee Retention & Recognition	941	858	(83)	5,433	6,966	1,533	78.%
Employee Wellness	2,307	4,947	2,640	22,665	29,829	7,164	76.%
ADP Payroll Processing Fees	2,720	5,011	2,291	23,810	35,077	11,267	68.%
Education & Training Seminars	8,048	6,004	(2,044)	18,861	30,253	11,393	62.%
Insurance - Worker's Comp	3,709	4,884	1,175	(14,362)	34,188	48,550	(42.%)
Recruitment	1,753	1,870	117	11,097	23,473	12,377	47.%
Tuition Reimbursement	2,090	1,261	(829)	3,960	11,629	7,669	34.%
Uniforms	743	1,568	825	6,506	9,638	3,132	68.%
Employee Travel/Parking	1,157	2,709	1,552	10,465	19,688	9,223	53.%
CSI Over/Short Deposit	10	0	(10)	908	0	(908)	0.%

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
Total Human Resources Expenses	**23,479**	**29,112**	**5,633**	**89,343**	**200,742**	**111,399**	**45.%**
Information Systems							
IT/ Hardware/Electronics	0	0	0	0	2,380	2,380	0.%
IT Server Equipment	364	700	336	364	4,200	3,836	9.%
IT Workstations	0	42	42	0	2,612	2,612	0.%
Presentational Equipment	0	200	200	0	1,200	1,200	0.%
Phone Equipment	0	600	600	163	3,600	3,437	5.%
IT Repair & Maint Parts	0	120	120	709	740	31	96.%
IT Website / Internet Equipment	0	0	0	1,560	2,353	793	66.%
IT Monitors & Printers	0	42	42	614	792	178	78.%
IT Network Expense	0	200	200	924	1,200	276	77.%
IT Software Expense	7,806	6,899	(907)	90,175	98,253	8,078	92.%
Total Information Systems Expenses	**8,170**	**8,803**	**633**	**94,509**	**117,329**	**22,821**	**81.%**
Community Relations							
Advertising	14,550	19,474	4,924	62,821	92,009	29,188	68.%
Community Education Materials	0	167	167	0	1,169	1,169	0.%
Community Outreach	989	2,297	1,308	13,190	16,604	3,414	79.%
Dues & Memberships	3,703	337	(3,367)	24,916	25,234	318	99.%
Educational Materials	165	145	(19)	458	1,417	959	32.%
Mailing Services	2,906	2,585	(321)	5,468	8,310	2,842	66.%
Management of Volunteers	722	673	(49)	4,444	7,883	3,439	56.%
Meetings	5,376	9,210	3,834	25,701	24,900	(801)	103.%
Postage	3,432	8,904	5,472	37,900	43,029	5,130	88.%
Printing	26,684	26,298	(386)	78,859	89,721	10,862	88.%
Promotional Items/Materials	848	5,500	4,652	6,596	20,980	14,384	31.%
Subscriptions	0	12	12	571	84	(487)	682.%
Total Community Relations	**59,374**	**75,601**	**16,227**	**260,923**	**331,340**	**70,417**	**79.%**
Facilities							
Building Maintenance & Repair	18,368	12,614	(5,754)	101,680	91,932	(9,747)	111.%
Equipment/Furniture < $5,000	1,796	5,191	3,395	23,922	38,089	14,167	63.%
Equipment/Lease	12,315	13,163	848	86,680	88,541	1,861	98.%
Equipment/General Maintenance & Repair	9,298	7,595	(1,703)	76,878	82,147	5,269	94.%
Landscape Maintenance	6,253	7,357	1,104	44,934	42,126	(2,808)	107.%
Electricity	25,706	30,186	4,480	238,984	243,108	4,124	98.%
Gas	10,898	12,070	1,172	64,344	84,490	20,146	76.%
Water	5,766	8,700	2,934	53,977	60,900	6,923	89.%
Waste Removal	1,421	1,245	(176)	8,345	8,715	371	96.%
Plant Service	265	595	330	2,063	4,165	2,102	50.%
Telephone	6,438	4,745	(1,693)	35,574	33,215	(2,359)	107.%
Janitorial Services	25,880	19,440	(6,440)	142,390	136,080	(6,310)	105.%
Total Facilities Expenses	**124,404**	**122,902**	**(1,502)**	**879,770**	**913,509**	**33,738**	**96.%**
Professional Services							
Accounting Services	7,500	1,750	(5,750)	36,210	27,750	(8,460)	130.%
Banking Services	9,820	8,725	(1,095)	45,656	52,350	6,694	87.%
Laundry Services	7,718	8,497	779	50,461	59,478	9,017	85.%
Legal Services	8,287	7,541	(746)	60,219	36,789	(23,430)	164.%
Outside Services	39,927	26,168	(13,759)	370,685	330,851	(39,834)	112.%
Outside Service-Research	55,000	55,000	0	55,000	55,000	0	100.%
Outside Services - H&F	6,519	7,200	681	73,410	80,902	7,493	91.%
Outside Services - Property	9,000	9,000	0	39,000	39,000	0	100.%
Engineering/Maintenance Services	28,057	21,297	(6,760)	173,380	150,116	(23,264)	115.%
Service Contracts	4,302	7,158	2,856	65,471	74,591	9,119	88.%
Taxes & Licensing	(314)	81	395	10,953	9,016	(1,936)	121.%

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
Total Professional Services Expenses	**175,816**	**152,417**	**(23,399)**	**980,445**	**915,843**	**(64,601)**	**107.%**
Other Expenses							
Prospect South Bay	5,875	5,000	(875)	42,931	35,000	(7,931)	123.%
Debt Service - Principal Pmt.	236,645	0	(236,645)	236,645	0	(236,645)	0.%
Interest Expense	25,521	25,521	(0)	183,355	183,355	0	100.%
Insurance - General	0	0	0	207,253	209,694	2,441	99.%
Total Other Expenses	**268,041**	**30,521**	**(237,520)**	**670,184**	**428,049**	**(242,135)**	**157.%**
Grants & Health Fund							
Grants	47,532	47,532	0	217,547	208,256	(9,291)	104.%
Health Fund - Youth	0	450	450	672	2,700	2,028	25.%
Health Fund - Adults	0	517	517	1,316	3,102	1,786	42.%
Health Fund - Seniors	24,262	19,750	(4,512)	132,304	118,500	(13,804)	112.%
Holiday Assistance	7	0	(7)	7,084	7,000	(84)	101.%
Total Funds & Grants Expenses	71,801	68,249	(3,552)	358,924	339,558	(19,366)	106.%
TOTAL EXPENSES	**1,225,222**	**1,007,472**	**(217,750)**	**6,837,951**	**6,959,157**	**121,207**	**98.%**
Income (Loss) Before Cap Ex	**(159,576)**	**52,932**	**(212,508)**	**793,952**	**671,789**	**122,164**	**118.%**
MIS	5,825	0	(5,825)	57,487	84,500	27,013	68.%
FF&E	0	0	0	6,213	13,224	7,011	47.%
Building	104,278	25,415	(78,863)	671,598	4,997,470	4,325,872	13.%
Total Capital Expenditures	**110,103**	**25,415**	**(84,688)**	**735,297**	**5,095,194**	**4,359,897**	**14.%**
Net Income (Loss)	**(269,679)**	**27,517**	**(297,196)**	**58,655**	**(4,423,406)**	**4,482,061**	**(1.%)**
Net Income (Loss)	**(269,679)**	**27,517**	**(297,196)**	**58,655**	**(4,423,406)**	**4,482,061**	**(1.%)**

Beach Cities Health District
ACTUAL TO BUDGET VARIANCE STATEMENT
For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
REVENUE							
Classes & Group	450	0	450	830	0	830	0.%
Facility Rental	0	0	0	40	0	40	0.%
Total User - Fees	**450**	**0**	**450**	**870**	**0**	**870**	**0.%**
Donations	293	0	293	5,587	7,000	(1,413)	80.%
Total Government	**293**	**0**	**293**	**5,587**	**7,000**	**(1,413)**	**80.%**
TOTAL REVENUES	**743**	**0**	**743**	**6,458**	**7,000**	**(542)**	**92.%**
Payroll							
Salaries - Reg FT	105,008	112,106	7,098	677,569	727,309	49,740	93.%
Salaries - Reg PT	6,438	10,132	3,694	55,197	65,736	10,540	84.%
Salaries - Instructor (non-benefit)	2,341	3,080	739	12,983	19,980	6,998	65.%
Cafeteria Plan Contribution	15,964	17,521	1,557	102,610	113,521	10,911	90.%
Payroll Taxes	7,933	8,735	802	52,459	56,670	4,211	93.%
LTD Insurance	344	327	(17)	2,719	2,292	(426)	119.%
Pension Plan Contribution	6,742	7,282	540	93,587	98,437	4,850	95.%
Total Payroll Expenses	**144,769**	**159,183**	**14,414**	**997,122**	**1,083,945**	**86,822**	**92.%**
Program Costs							
Consumables (food used as supplies)	225	1,075	850	3,985	6,525	2,540	61.%
Office Supplies	367	462	95	4,129	2,694	(1,435)	153.%
Program Supplies	208	994	786	12,134	15,328	3,194	79.%
Total Program Costs	**800**	**2,531**	**1,731**	**20,248**	**24,547**	**4,299**	**82.%**
Human Resources							
Employee Retention & Recognition	0	125	125	300	875	575	34.%
Education & Training Seminars	795	2,056	1,261	1,860	5,644	3,784	33.%
Insurance - Worker's Comp	391	521	130	2,737	3,647	910	75.%
Recruitment	0	42	42	119	794	675	15.%
Tuition Reimbursement	0	500	500	0	1,500	1,500	0.%
Uniforms	0	0	0	2,120	1,000	(1,120)	212.%
Employee Travel/Parking	488	535	47	2,658	4,745	2,087	56.%
Total Human Resources Expenses	**1,674**	**3,779**	**2,105**	**9,794**	**18,205**	**8,411**	**54.%**
Information Systems							
IT Software Expense	1,234	900	(334)	18,453	18,900	447	98.%
Total Information Systems Expenses	**1,234**	**900**	**(334)**	**18,453**	**18,900**	**447**	**98.%**
Community Relations							
Community Education Materials	0	167	167	0	1,169	1,169	0.%
Community Outreach	686	798	112	4,857	5,561	704	87.%
Dues & Memberships	110	19	(91)	110	133	23	83.%
Educational Materials	0	125	125	0	875	875	0.%
Management of Volunteers	98	0	(98)	877	0	(877)	0.%
Meetings	3,034	700	(2,334)	7,050	5,400	(1,650)	131.%
Postage	102	123	21	869	961	92	90.%
Printing	730	1,100	370	12,922	13,385	463	97.%
Promotional Items/Materials	25	500	475	675	2,750	2,075	25.%
Total Community Relations	**4,786**	**3,532**	**(1,254)**	**27,360**	**30,234**	**2,874**	**90.%**
Facilities							
Equipment/Furniture < $5,000	0	42	42	0	544	544	0.%
Plant Service	0	45	45	284	315	32	90.%
Total Facilities Expenses	**0**	**87**	**87**	**284**	**859**	**576**	**33.%**
Professional Services							
Outside Services	12,023	6,317	(5,706)	163,095	164,921	1,826	99.%
Outside Service-Research	55,000	55,000	0	55,000	55,000	0	100.%
Service Contracts	0	84	84	730	588	(142)	124.%

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
Total Professional Services Expenses	**67,023**	**61,401**	**(5,622)**	**218,825**	**220,509**	**1,684**	**99.%**
Other Expenses							
Grants & Health Fund							
Grants	35,032	35,032	0	181,047	171,756	(9,291)	105.%
Health Fund - Youth	0	450	450	672	2,700	2,028	25.%
Health Fund - Adults	0	517	517	1,316	3,102	1,786	42.%
Health Fund - Seniors	24,262	19,750	(4,512)	132,304	118,500	(13,804)	112.%
Holiday Assistance	7	0	(7)	7,084	7,000	(84)	101.%
Total Funds & Grants Expenses	59,301	55,749	(3,552)	322,424	303,058	(19,366)	106.%
TOTAL EXPENSES	**279,587**	**287,162**	**7,575**	**1,614,510**	**1,700,257**	**85,747**	**95.%**
Income (Loss) Before Cap Ex	**(278,843)**	**(287,162)**	**8,318**	**(1,608,052)**	**(1,693,257)**	**85,205**	**95.%**
MIS	0	0	0	16,325	20,000	3,675	82.%
Total Capital Expenditures	**0**	**0**	**0**	**16,325**	**20,000**	**3,675**	**82.%**
Net Income (Loss)	**(278,843)**	**(287,162)**	**8,318**	**(1,624,377)**	**(1,713,257)**	**88,880**	**95.%**
Net Income (Loss)	**(278,843)**	**(287,162)**	**8,318**	**(1,624,377)**	**(1,713,257)**	**88,880**	**95.%**

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
REVENUE							
Classes & Group	16,137	16,676	(539)	68,329	76,527	(8,198)	89.%
CHF Membership	70,337	71,610	(1,274)	476,910	487,037	(10,127)	98.%
One-time Visits & Consults	75,286	78,129	(2,843)	541,546	531,986	9,560	102.%
Toddler Town Revenues	36,212	40,443	(4,231)	209,858	237,027	(27,169)	89.%
Camp Revenue	28,285	24,083	4,202	304,671	284,150	20,521	107.%
Food & Beverage	4,792	2,724	2,068	18,461	15,114	3,347	122.%
Retail	823	767	55	8,958	8,495	463	105.%
Childcare	823	843	(21)	5,328	6,589	(1,261)	81.%
Balances Due on Account	(2,059)	0	(2,059)	(13,868)	0	(13,868)	0.%
Facility Rental	11,920	1,425	10,495	20,075	2,830	17,245	709.%
Equipment Rental	10,981	12,064	(1,083)	13,061	17,904	(4,843)	73.%
Total User - Fees	**253,534**	**248,763**	**4,771**	**1,653,329**	**1,667,658**	**(14,329)**	**99.%**
TOTAL REVENUES	**253,534**	**248,763**	**4,771**	**1,653,329**	**1,667,658**	**(14,329)**	**99.%**
Payroll							
Salaries - Reg FT	48,234	51,172	2,938	330,696	329,551	(1,145)	100.%
Salaries - Reg PT	63,939	63,890	(48)	471,608	499,894	28,286	94.%
Salaries - Instructor (non-benefit)	20,706	21,182	476	145,587	155,921	10,334	93.%
Cafeteria Plan Contribution	8,373	9,799	1,426	59,588	63,707	4,119	94.%
Payroll Taxes	9,940	10,181	241	68,970	73,323	4,353	94.%
LTD Insurance	197	213	16	1,736	1,484	(251)	117.%
Pension Plan Contribution	4,866	4,897	31	59,710	59,114	(596)	101.%
Employee Incentive Bonus	0	0	0	5,903	0	(5,903)	0.%
Total Payroll Expenses	**156,255**	**161,335**	**5,080**	**1,143,798**	**1,182,995**	**39,197**	**97.%**
Program Costs							
COGS - Cost of Goods Sold - non-food	2,134	1,404	(730)	10,287	9,829	(458)	105.%
Cafe Supplies - cost of good sold - food	1,915	798	(1,117)	9,709	12,182	2,472	80.%
Consumables (food used as supplies)	0	41	41	78	287	209	27.%
Client Transportation	0	0	0	11,579	12,750	1,171	91.%
Office Supplies	736	549	(187)	4,895	3,842	(1,053)	127.%
Gym/Locker Room Supplies	2,920	2,570	(350)	14,704	17,991	3,287	82.%
Program Supplies	2,646	2,175	(471)	32,842	21,508	(11,333)	153.%
Janitorial Supplies	842	1,884	1,042	12,022	13,186	1,164	91.%
Total Program Costs	**11,194**	**9,421**	**(1,772)**	**96,117**	**91,575**	**(4,542)**	**105.%**
Human Resources							
Employee Retention & Recognition	172	260	88	2,226	1,720	(506)	129.%
Education & Training Seminars	598	746	148	1,444	5,223	3,779	28.%
Insurance - Worker's Comp	2,971	3,965	994	20,797	27,755	6,958	75.%
Recruitment	271	115	(156)	1,944	1,935	(9)	100.%
Uniforms	743	568	(175)	4,386	5,038	652	87.%
CSI Over/Short Deposit	10	0	(10)	908	0	(908)	0.%
Total Human Resources Expenses	**4,765**	**5,654**	**890**	**31,704**	**41,670**	**9,966**	**76.%**
Information Systems							
IT/ Hardware/Electronics	0	0	0	0	2,380	2,380	0.%
IT Workstations	0	42	42	0	2,612	2,612	0.%
IT Software Expense	4,969	5,149	181	34,647	36,045	1,398	96.%
Total Information Systems Expenses	**4,969**	**5,191**	**222**	**34,647**	**41,037**	**6,390**	**84.%**
Community Relations							
Dues & Memberships	2,638	0	(2,638)	2,638	2,824	186	93.%
Educational Materials	165	20	(144)	165	142	(22)	116.%
Meetings	0	0	0	72	0	(72)	0.%

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
Postage	130	98	(33)	714	683	(31)	105.%
Printing	1,679	435	(1,245)	6,769	3,043	(3,726)	222.%
Subscriptions	0	12	12	36	84	48	43.%
Total Community Relations	**4,612**	**564**	**(4,048)**	**10,394**	**6,775**	**(3,618)**	**153.%**
Facilities							
Building Maintenance & Repair	566	1,929	1,363	9,094	15,297	6,203	59.%
Equipment/Furniture < $5,000	604	2,758	2,154	5,412	19,308	13,896	28.%
Equipment/Lease	4,944	5,075	131	34,610	35,525	915	97.%
Equipment/General Maintenance & Repair	2,348	1,491	(857)	10,763	10,439	(324)	103.%
Landscape Maintenance	685	697	12	4,795	4,881	86	98.%
Electricity	2,537	4,167	1,629	29,178	29,167	(11)	100.%
Gas	179	70	(109)	452	490	38	92.%
Waste Removal	484	238	(246)	1,781	1,666	(115)	107.%
Plant Service	138	125	(13)	925	875	(50)	106.%
Janitorial Services	13,950	10,000	(3,950)	73,800	70,000	(3,800)	105.%
Total Facilities Expenses	**26,435**	**26,550**	**115**	**170,810**	**187,648**	**16,838**	**91.%**
Professional Services							
Laundry Services	7,718	8,497	779	50,461	59,478	9,017	85.%
Outside Services	0	980	980	5,531	6,857	1,325	81.%
Outside Services - H&F	6,519	7,200	681	73,410	80,902	7,493	91.%
Service Contracts	3,393	5,329	1,936	32,171	40,922	8,750	79.%
Taxes & Licensing	(242)	81	322	904	564	(339)	160.%
Total Professional Services Expenses	**17,389**	**22,086**	**4,697**	**162,476**	**188,722**	**26,246**	**86.%**
Other Expenses							
Insurance - General	0	0	0	37,393	38,039	646	98.%
Total Other Expenses	**0**	**0**	**0**	**37,393**	**38,039**	**646**	**98.%**
Grants & Health Fund							
TOTAL EXPENSES	**225,617**	**230,802**	**5,185**	**1,687,339**	**1,778,461**	**91,122**	**95.%**
Income (Loss) Before Cap Ex	**27,917**	**17,962**	**9,956**	**(34,010)**	**(110,803)**	**76,793**	**31.%**
FF&E	0	0	0	6,213	13,224	7,011	47.%
Building	0	0	0	22,862	22,033	(829)	104.%
Total Capital Expenditures	**0**	**0**	**0**	**29,074**	**35,257**	**6,182**	**82.%**
Net Income (Loss)	**27,917**	**17,962**	**9,956**	**(63,084)**	**(146,060)**	**82,976**	**43.%**
Net Income (Loss)	**27,917**	**17,962**	**9,956**	**(63,084)**	**(146,060)**	**82,976**	**43.%**

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
REVENUE							
Payroll							
Salaries - Reg FT	49,812	50,648	836	304,911	328,583	23,672	93.%
Salaries - Reg PT	3,652	5,526	1,874	22,058	35,927	13,869	61.%
Salaries - Instructor (non-benefit)	0	220	220	1,123	1,840	717	61.%
Cafeteria Plan Contribution	5,953	5,462	(491)	33,658	35,427	1,769	95.%
Payroll Taxes	3,852	4,041	189	23,116	26,251	3,135	88.%
LTD Insurance	148	120	(28)	1,151	839	(312)	137.%
Pension Plan Contribution	3,070	2,953	(117)	44,651	45,481	830	98.%
Total Payroll Expenses	**66,487**	**68,970**	**2,483**	**430,669**	**474,348**	**43,679**	**91.%**
Program Costs							
Consumables (food used as supplies)	0	250	250	0	3,000	3,000	0.%
Office Supplies	7	67	60	1,894	969	(925)	196.%
Program Supplies	24	698	674	1,404	4,648	3,244	30.%
Other Supplies	0	0	0	486	0	(486)	0.%
Total Program Costs	**31**	**1,015**	**984**	**3,784**	**8,617**	**4,832**	**44.%**
Human Resources							
Employee Retention & Recognition	120	183	63	459	1,181	722	39.%
Employee Wellness	1,250	2,722	1,472	20,908	14,254	(6,654)	147.%
Education & Training Seminars	0	644	644	225	4,533	4,308	5.%
Insurance - Worker's Comp	147	195	48	1,029	1,365	336	75.%
Recruitment	1,401	1,671	270	8,156	19,853	11,697	41.%
Tuition Reimbursement	0	100	100	0	600	600	0.%
Uniforms	0	1,000	1,000	0	3,600	3,600	0.%
Employee Travel/Parking	4	523	519	217	3,386	3,169	6.%
Total Human Resources Expenses	**2,922**	**7,038**	**4,116**	**30,993**	**48,772**	**17,779**	**64.%**
Information Systems							
IT Server Equipment	364	700	336	364	4,200	3,836	9.%
Presentational Equipment	0	200	200	0	1,200	1,200	0.%
Phone Equipment	0	600	600	163	3,600	3,437	5.%
IT Repair & Maint Parts	0	100	100	250	600	350	42.%
IT Website / Internet Equipment	0	0	0	1,560	2,353	793	66.%
IT Monitors & Printers	0	42	42	614	792	178	78.%
IT Network Expense	0	200	200	924	1,200	276	77.%
IT Software Expense	1,604	850	(754)	33,283	39,558	6,275	84.%
Total Information Systems Expenses	**1,968**	**2,692**	**724**	**37,157**	**53,503**	**16,345**	**69.%**
Community Relations							
Advertising	14,550	19,474	4,924	62,821	92,009	29,188	68.%
Community Outreach	0	1,000	1,000	7,901	7,550	(351)	105.%
Dues & Memberships	0	105	105	904	1,160	256	78.%
Mailing Services	2,906	2,585	(321)	5,468	8,310	2,842	66.%
Management of Volunteers	623	673	49	3,567	7,883	4,316	45.%
Meetings	0	0	0	122	0	(122)	0.%
Postage	2,071	8,525	6,454	33,943	40,275	6,332	84.%
Printing	24,275	24,763	489	58,697	73,093	14,396	80.%
Promotional Items/Materials	823	5,000	4,177	5,921	18,230	12,309	32.%
Subscriptions	0	0	0	535	0	(535)	0.%
Total Community Relations	**45,248**	**62,125**	**16,876**	**179,879**	**248,510**	**68,631**	**72.%**
Facilities							
Equipment/Furniture < $5,000	647	0	(647)	6,213	1,500	(4,713)	414.%

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
Telephone	6,438	4,745	(1,693)	35,574	33,215	(2,359)	107.%
Total Facilities Expenses	**7,085**	**4,745**	**(2,340)**	**41,786**	**34,715**	**(7,071)**	**120.%**
Professional Services							
Legal Services	721	208	(513)	721	1,956	1,235	37.%
Outside Services	18,309	15,285	(3,024)	179,202	139,190	(40,012)	129.%
Service Contracts	250	1,400	1,150	28,797	29,896	1,099	96.%
Total Professional Services Expenses	**19,280**	**16,893**	**(2,387)**	**208,720**	**171,042**	**(37,678)**	**122.%**
Other Expenses							
Insurance - General	0	0	0	1,288	1,300	12	99.%
Total Other Expenses	**0**	**0**	**0**	**1,288**	**1,300**	**12**	**99.%**
Grants & Health Fund							
TOTAL EXPENSES	**143,020**	**163,477**	**20,457**	**934,277**	**1,040,806**	**106,529**	**90.%**
Income (Loss) Before Cap Ex	**(143,020)**	**(163,477)**	**20,457**	**(934,277)**	**(1,040,806)**	**106,529**	**90.%**
MIS	0	0	0	30,827	32,000	1,173	96.%
Total Capital Expenditures	**0**	**0**	**0**	**30,827**	**32,000**	**1,173**	**96.%**
Net Income (Loss)	**(143,020)**	**(163,477)**	**20,457**	**(965,104)**	**(1,072,806)**	**107,702**	**90.%**
Net Income (Loss)	**(143,020)**	**(163,477)**	**20,457**	**(965,104)**	**(1,072,806)**	**107,702**	**90.%**

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
REVENUE							
Property Tax	281,559	281,559	0	1,970,913	1,970,913	0	100.%
Interest	(270,364)	95,805	(366,169)	243,474	598,805	(355,331)	41.%
Limited Partnership	236,495	109,500	126,995	1,235,072	1,102,500	132,572	112.%
Total Government	**247,690**	**486,864**	**(239,174)**	**3,449,459**	**3,672,218**	**(222,759)**	**94.%**
TOTAL REVENUES	**247,690**	**486,864**	**(239,174)**	**3,449,459**	**3,672,218**	**(222,759)**	**94.%**
Payroll							
Salaries - Reg FT	81,813	81,781	(32)	545,156	548,618	3,462	99.%
Salaries - Reg PT	0	842	842	17,059	19,217	2,158	89.%
Cafeteria Plan Contribution	9,207	9,772	565	58,445	63,364	4,919	92.%
Payroll Taxes	5,659	6,308	649	32,372	40,281	7,909	80.%
LTD Insurance	230	211	(20)	1,598	1,476	(122)	108.%
Pension Plan Contribution	4,970	5,169	199	77,667	83,877	6,210	93.%
Unemployment Insurance	0	1,667	1,667	768	10,000	9,232	8.%
Employee Serv award exp	610	225	(385)	1,400	1,575	175	89.%
Total Payroll Expenses	**102,489**	**105,975**	**3,486**	**734,465**	**768,408**	**33,943**	**96.%**
Program Costs							
Consumables (food used as supplies)	29	562	533	207	3,934	3,727	5.%
Office Supplies	877	766	(111)	6,960	5,062	(1,898)	137.%
Janitorial Supplies	178	200	22	1,180	1,400	220	84.%
Other Supplies	0	270	270	725	1,890	1,165	38.%
Total Program Costs	**1,084**	**1,798**	**714**	**9,072**	**12,286**	**3,214**	**74.%**
Human Resources							
Employee Retention & Recognition	650	290	(360)	2,449	3,190	741	77.%
Employee Wellness	1,058	2,225	1,167	1,758	15,575	13,817	11.%
ADP Payroll Processing Fees	2,720	5,011	2,291	23,810	35,077	11,267	68.%
Education & Training Seminars	6,655	2,558	(4,097)	15,332	14,854	(478)	103.%
Insurance - Worker's Comp	184	182	(2)	(39,037)	1,274	40,311	(3064.%)
Recruitment	81	42	(39)	878	892	14	98.%
Tuition Reimbursement	2,090	661	(1,429)	3,960	9,529	5,569	42.%
Employee Travel/Parking	665	1,651	986	7,586	11,557	3,971	66.%
Total Human Resources Expenses	**14,103**	**12,620**	**(1,483)**	**16,736**	**91,948**	**75,212**	**18.%**
Information Systems							
IT Repair & Maint Parts	0	20	20	459	140	(319)	328.%
IT Software Expense	0	0	0	3,793	3,750	(43)	101.%
Total Information Systems Expenses	**0**	**20**	**20**	**4,251**	**3,890**	**(361)**	**109.%**
Community Relations							
Community Outreach	304	499	195	432	3,493	3,061	12.%
Dues & Memberships	955	213	(743)	21,264	21,118	(147)	101.%
Educational Materials	0	0	0	293	400	107	73.%
Meetings	2,341	8,510	6,169	18,307	19,500	1,193	94.%
Postage	1,128	159	(969)	2,360	1,110	(1,250)	213.%
Printing	0	0	0	471	200	(271)	236.%
Total Community Relations	**4,728**	**9,380**	**4,652**	**43,128**	**45,821**	**2,693**	**94.%**
Facilities							
Equipment/Furniture < $5,000	0	141	141	1,116	2,487	1,371	45.%
Equipment/Lease	0	925	925	1,722	2,875	1,153	60.%
Equipment/General Maintenance & Repair	1,460	1,500	40	4,902	4,500	(402)	109.%
Plant Service	127	125	(2)	855	875	20	98.%
Total Facilities Expenses	**1,587**	**2,691**	**1,104**	**8,595**	**10,737**	**2,142**	**80.%**

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
Professional Services							
Accounting Services	7,500	1,750	(5,750)	36,210	27,750	(8,460)	130.%
Banking Services	9,795	8,725	(1,070)	45,481	52,350	6,869	87.%
Legal Services	7,566	7,333	(233)	59,498	34,833	(24,665)	171.%
Outside Services	8,920	3,587	(5,334)	21,762	19,883	(1,878)	109.%
Taxes & Licensing	(73)	0	73	4,618	4,800	182	96.%
Total Professional Services Expenses	**33,709**	**21,395**	**(12,314)**	**167,569**	**139,617**	**(27,952)**	**120.%**
Other Expenses							
Interest Expense	25,521	25,521	(0)	183,355	183,355	0	100.%
Insurance - General	0	0	0	63,356	64,247	892	99.%
Total Other Expenses	**25,521**	**25,521**	**(0)**	**246,711**	**247,602**	**892**	**100.%**
Grants & Health Fund							
Grants	12,500	12,500	0	36,500	36,500	0	100.%
Total Funds & Grants Expenses	12,500	12,500	0	36,500	36,500	0	100.%
TOTAL EXPENSES	**195,721**	**191,899**	**(3,822)**	**1,267,026**	**1,356,808**	**89,783**	**93.%**
Income (Loss) Before Cap Ex	**51,969**	**294,965**	**(242,996)**	**2,182,433**	**2,315,410**	**(132,977)**	**94.%**
MIS	5,825	0	(5,825)	10,335	32,500	22,165	32.%
Total Capital Expenditures	**5,825**	**0**	**(5,825)**	**10,335**	**32,500**	**22,165**	**32.%**
Net Income (Loss)	**46,144**	**294,965**	**(248,821)**	**2,172,098**	**2,282,910**	**(110,812)**	**95.%**
Net Income (Loss)	**46,144**	**294,965**	**(248,821)**	**2,172,098**	**2,282,910**	**(110,812)**	**95.%**

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
REVENUE							
Lease	563,678	324,776	238,902	2,522,658	2,284,070	238,588	110.%
Total Government	**563,678**	**324,776**	**238,902**	**2,522,658**	**2,284,070**	**238,588**	**110.%**
TOTAL REVENUES	**563,678**	**324,776**	**238,902**	**2,522,658**	**2,284,070**	**238,588**	**110.%**
Payroll							
Salaries - Reg FT	5,873	6,012	139	38,863	39,002	139	100.%
Cafeteria Plan Contribution	452	460	8	2,964	2,968	4	100.%
Payroll Taxes	461	417	(44)	1,891	2,635	744	72.%
LTD Insurance	11	11	(0)	115	74	(41)	155.%
Pension Plan Contribution	344	341	(3)	2,966	4,588	1,622	65.%
Total Payroll Expenses	**7,140**	**7,240**	**100**	**46,799**	**49,267**	**2,469**	**95.%**
Program Costs							
Janitorial Supplies	3,888	2,400	(1,488)	21,392	16,800	(4,592)	127.%
Other Supplies	0	0	0	388	0	(388)	0.%
Total Program Costs	**3,888**	**2,400**	**(1,488)**	**21,780**	**16,800**	**(4,980)**	**130.%**
Human Resources							
Insurance - Worker's Comp	16	21	5	112	147	35	76.%
Employee Travel/Parking	0	0	0	4	0	(4)	0.%
Total Human Resources Expenses	**16**	**21**	**5**	**116**	**147**	**31**	**79.%**
Information Systems							
Community Relations							
Meetings	0	0	0	150	0	(150)	0.%
Postage	0	0	0	12	0	(12)	0.%
Total Community Relations	**0**	**0**	**0**	**162**	**0**	**(162)**	**0.%**
Facilities							
Building Maintenance & Repair	17,802	10,685	(7,117)	92,586	76,635	(15,951)	121.%
Equipment/Furniture < $5,000	545	2,250	1,705	11,181	14,250	3,069	78.%
Equipment/Lease	7,371	7,163	(208)	50,349	50,141	(208)	100.%
Equipment/General Maintenance & Repair	5,490	4,604	(886)	61,214	67,208	5,994	91.%
Landscape Maintenance	5,568	6,660	1,092	40,139	37,245	(2,894)	108.%
Electricity	23,169	26,020	2,851	209,806	213,942	4,135	98.%
Gas	10,719	12,000	1,281	63,892	84,000	20,108	76.%
Water	5,766	8,700	2,934	53,977	60,900	6,923	89.%
Waste Removal	938	1,007	69	6,563	7,049	486	93.%
Plant Service	0	300	300	0	2,100	2,100	0.%
Janitorial Services	11,930	9,440	(2,490)	68,590	66,080	(2,510)	104.%
Total Facilities Expenses	**89,298**	**88,829**	**(469)**	**658,296**	**679,550**	**21,253**	**97.%**
Professional Services							
Banking Services	25	0	(25)	175	0	(175)	0.%
Outside Services	675	0	(675)	1,096	0	(1,096)	0.%
Outside Services - Property	9,000	9,000	0	39,000	39,000	0	100.%
Engineering/Maintenance Services	28,057	21,297	(6,760)	173,380	150,116	(23,264)	115.%
Service Contracts	659	345	(314)	3,773	3,185	(588)	118.%
Taxes & Licensing	0	0	0	5,431	3,652	(1,779)	149.%
Total Professional Services Expenses	**38,416**	**30,642**	**(7,774)**	**222,855**	**195,953**	**(26,902)**	**114.%**
Other Expenses							
Prospect South Bay	5,875	5,000	(875)	42,931	35,000	(7,931)	123.%
Debt Service - Principal Pmt.	236,645	0	(236,645)	236,645	0	(236,645)	0.%
Insurance - General	0	0	0	105,216	106,108	892	99.%
Total Other Expenses	**242,520**	**5,000**	**(237,520)**	**384,792**	**141,108**	**(243,684)**	**273.%**

Beach Cities Health District

ACTUAL TO BUDGET VARIANCE STATEMENT

For the Period Ending January 31, 2018

	January			YTD			
	ACTUAL	BUDGET	VARIANCE	ACTUAL	BUDGET	VARIANCE	%
Grants & Health Fund							
TOTAL EXPENSES	**381,277**	**134,132**	**(247,145)**	**1,334,799**	**1,082,825**	**(251,975)**	**123.%**
Income (Loss) Before Cap Ex	**182,401**	**190,644**	**(8,243)**	**1,187,858**	**1,201,245**	**(13,387)**	**99.%**
Building	104,278	25,415	(78,863)	648,736	4,975,438	4,326,702	13.%
Total Capital Expenditures	**104,278**	**25,415**	**(78,863)**	**648,736**	**4,975,438**	**4,326,702**	**13.%**
Net Income (Loss)	**78,123**	**165,229**	**(87,106)**	**539,122**	**(3,774,192)**	**4,313,314**	**(14.%)**
Net Income (Loss)	**78,123**	**165,229**	**(87,106)**	**539,122**	**(3,774,192)**	**4,313,314**	**(14.%)**

Consolidated Summary Statement

BEACH CITIES HEALTH DISTRICT

Portfolio Summary

Portfolio Holdings	Cash Dividends and Income	Closing Market Value
PFM Managed Account	(45,492.98)	24,605,051.61
State Pool	0.00	1,855,601.90
Total	**($45,492.98)**	**$26,460,653.51**

Investment Allocation

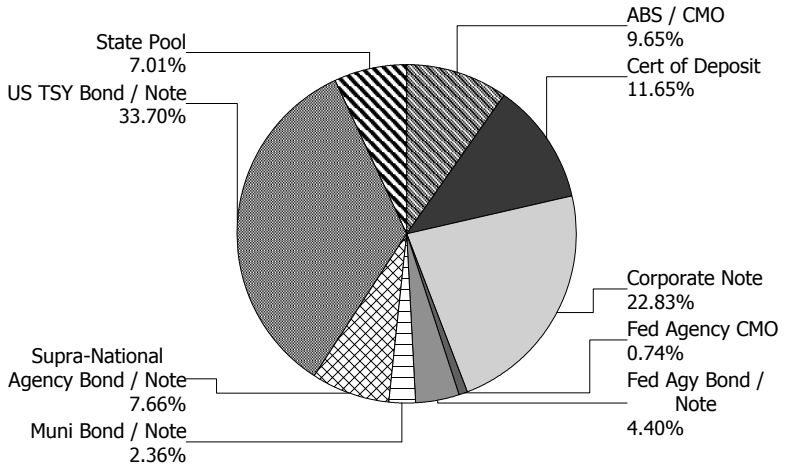
Investment Type	Closing Market Value	Percent
Asset-Backed Security / Collateralized Mortgage C	2,553,244.18	9.65
Certificate of Deposit	3,082,156.18	11.65
Corporate Note	6,039,698.89	22.83
Federal Agency Collateralized Mortgage Obligatio	195,765.43	0.74
Federal Agency Bond / Note	1,165,143.60	4.40
Municipal Bond / Note	625,736.40	2.36
Supra-National Agency Bond / Note	2,025,694.17	7.66
U.S. Treasury Bond / Note	8,917,612.76	33.70
State Pool	1,855,601.90	7.01
Total	**$26,460,653.51**	**100.00%**

Maturity Distribution (Fixed Income Holdings)

Portfolio Holdings	Closing Market Value	Percent
Under 30 days	1,855,601.90	7.02
31 to 60 days	29,339.50	0.11
61 to 90 days	0.00	0.00
91 to 180 days	396,240.32	1.50
181 days to 1 year	858,500.66	3.24
1 to 2 years	4,591,568.29	17.35
2 to 3 years	4,833,971.77	18.27
3 to 4 years	11,178,164.82	42.24
4 to 5 years	2,717,266.25	10.27
Over 5 years	0.00	0.00
Total	**$26,460,653.51**	**100.00%**

Weighted Average Days to Maturity **977**

Sector Allocation



Managed Account Summary Statement

For the Month Ending **January 31, 2018**

BCHD GENERAL FUND - 08501000

Transaction Summary - Managed Account	
Opening Market Value	**$24,796,284.65**
Maturities/Calls	(66,018.71)
Principal Dispositions	(824,260.63)
Principal Acquisitions	868,616.30
Unsettled Trades	0.00
Change in Current Value	(169,570.00)
Closing Market Value	**$24,605,051.61**

Cash Transactions Summary - Managed Account	
Maturities/Calls	0.00
Sale Proceeds	833,367.90
Coupon/Interest/Dividend Income	36,968.62
Principal Payments	66,018.71
Security Purchases	(870,299.66)
Net Cash Contribution	0.00
Reconciling Transactions	0.00

Earnings Reconciliation (Cash Basis) - Managed Account	
Interest/Dividends/Coupons Received	46,075.89
Less Purchased Interest Related to Interest/Coupons	(1,683.36)
Plus Net Realized Gains/Losses	(89,885.51)
Total Cash Basis Earnings	**($45,492.98)**

Cash Balance	
Closing Cash Balance	**$188,093.27**

Earnings Reconciliation (Accrual Basis)	Total
Ending Amortized Value of Securities	24,987,945.81
Ending Accrued Interest	133,566.87
Plus Proceeds from Sales	833,367.90
Plus Proceeds of Maturities/Calls/Principal Payments	66,018.71
Plus Coupons/Dividends Received	36,968.62
Less Cost of New Purchases	(870,299.66)
Less Beginning Amortized Value of Securities	(25,018,950.58)
Less Beginning Accrued Interest	(136,622.51)
Total Accrual Basis Earnings	**$31,995.16**

Portfolio Summary and Statistics

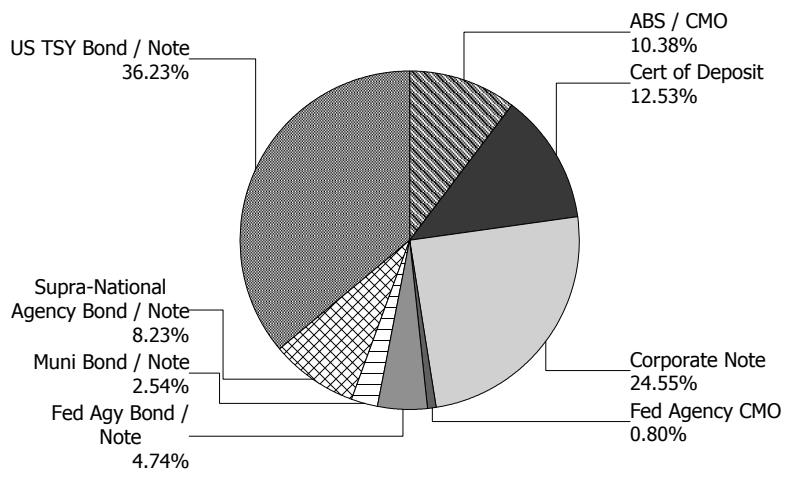
For the Month Ending **January 31, 2018**

BCHD GENERAL FUND - 08501000

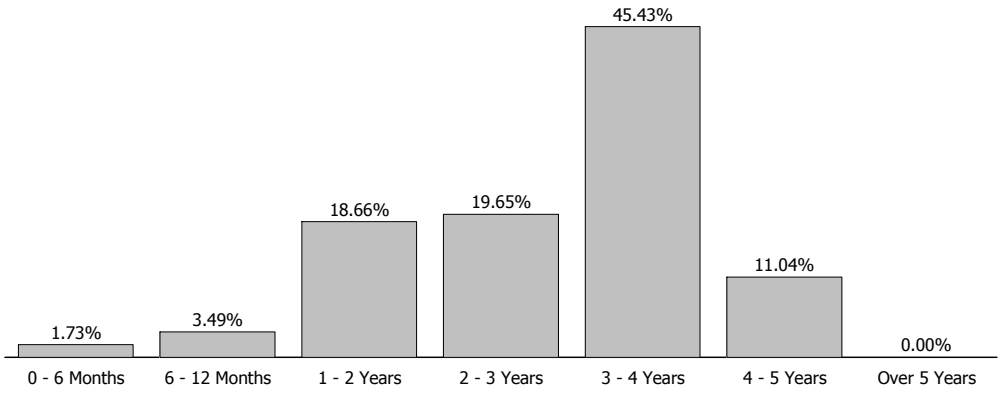
Account Summary

Description	Par Value	Market Value	Percent
U.S. Treasury Bond / Note	9,085,000.00	8,917,612.76	36.23
Supra-National Agency Bond / Note	2,055,000.00	2,025,694.17	8.23
Municipal Bond / Note	630,000.00	625,736.40	2.54
Federal Agency Collateralized Mortgage Obligation	196,379.74	195,765.43	0.80
Federal Agency Bond / Note	1,210,000.00	1,165,143.60	4.74
Corporate Note	6,075,000.00	6,039,698.89	24.55
Certificate of Deposit	3,100,000.00	3,082,156.18	12.53
Asset-Backed Security / Collateralized Mortgage Obligation	2,567,460.68	2,553,244.18	10.38
Managed Account Sub-Total	**24,918,840.42**	**24,605,051.61**	**100.00%**
Accrued Interest		133,566.87	
Total Portfolio	**24,918,840.42**	**24,738,618.48**	
Unsettled Trades	**0.00**	**0.00**	

Sector Allocation



Maturity Distribution



Characteristics

Yield to Maturity at Cost	1.85%
Yield to Maturity at Market	2.35%
Duration to Worst	2.66
Weighted Average Days to Maturity	1051

Managed Account Issuer Summary

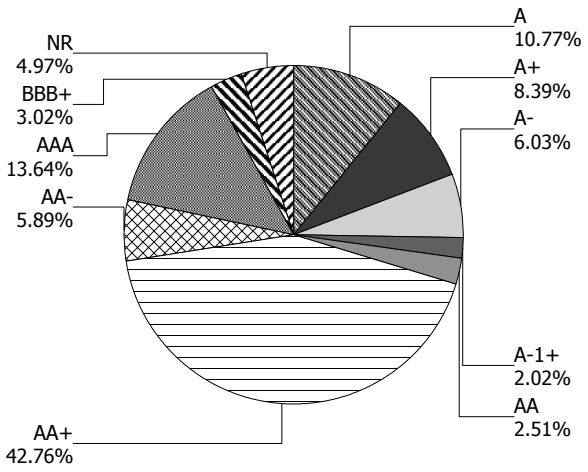
For the Month Ending **January 31, 2018**

BCHD GENERAL FUND - 08501000

Issuer Summary

Issuer	Market Value of Holdings	Percent
ALLY AUTO RECEIVABLES TRUST	535,092.33	2.17
AMERICAN EXPRESS CO	326,155.53	1.33
AMERICAN HONDA FINANCE	499,079.00	2.03
APPLE INC	242,151.75	0.98
BANK OF AMERICA CO	248,659.25	1.01
BANK OF MONTREAL	500,108.50	2.03
BB&T CORPORATION	185,949.82	0.76
BURLINGTON NORTHERN SANTA FE	129,569.50	0.53
CISCO SYSTEMS INC	234,793.20	0.95
CITIGROUP INC	877,777.71	3.57
DEERE & COMPANY	241,978.00	0.98
FANNIE MAE	625,717.74	2.54
FEDERAL HOME LOAN BANKS	488,369.37	1.98
FORD CREDIT AUTO OWNER TRUST	475,201.00	1.93
FREDDIE MAC	246,821.92	1.00
GENERAL ELECTRIC CO	368,569.95	1.50
GOLDMAN SACHS GROUP INC	247,719.50	1.01
HOME DEPOT INC	98,700.30	0.40
HONDA AUTO RECEIVABLES	239,377.75	0.97
HSBC HOLDINGS PLC	324,885.60	1.32
HYUNDAI AUTO RECEIVABLES	178,157.08	0.72
INTER-AMERICAN DEVELOPMENT BANK	1,122,092.32	4.57
INTERNATIONAL BUSINESS MACHINES	242,747.75	0.99
INTL BANK OF RECONSTRUCTION AND DEV	903,601.85	3.68
JP MORGAN CHASE & CO	472,387.98	1.92
MITSUBISHI UFJ FINANCIAL GROUP INC	248,396.25	1.01
MORGAN STANLEY	246,865.00	1.00
NISSAN AUTO RECEIVABLES	108,926.29	0.44
PACCAR FINANCIAL CORP	123,467.63	0.50
SKANDINAVISKA ENSKILDA BANKEN AB	443,547.73	1.80
STATE OF CONNECTICUT	255,359.00	1.04
STATE STREET CORPORATION	68,320.00	0.28

Credit Quality (S&P Ratings)



Managed Account Issuer Summary

For the Month Ending **January 31, 2018**

BCHD GENERAL FUND - 08501000

Issuer	Market Value of Holdings	Percent
SUMITOMO MITSUI FINANCIAL GROUP INC	499,046.50	2.03
SVENSKA HANDELSBANKEN AB	497,685.00	2.02
SWEDBANK AB	495,433.00	2.01
THE BANK OF NEW YORK MELLON CORPORATION	248,127.25	1.01
TOYOTA MOTOR CORP	710,091.47	2.89
UNITED STATES TREASURY	8,917,612.76	36.25
UNIVERSITY OF CALIFORNIA	370,377.40	1.51
US BANCORP	249,493.50	1.01
WAL-MART STORES INC	246,920.00	1.00
WELLS FARGO & COMPANY	421,778.93	1.71
WESTPAC BANKING CORP	397,939.20	1.62
Total	**$24,605,051.61**	**100.00%**

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 11/15/2010 2.625% 11/15/2020	912828PC8	70,000.00	AA+	Aaa	05/03/16	05/06/16	74,342.19	1.21	395.93	72,699.96	70,628.88
US TREASURY NOTES DTD 02/28/2014 2.000% 02/28/2021	912828B90	575,000.00	AA+	Aaa	07/06/16	07/08/16	603,121.09	0.92	4,892.27	593,741.97	569,452.40
US TREASURY NOTES DTD 05/02/2016 1.375% 04/30/2021	912828Q78	465,000.00	AA+	Aaa	01/03/17	01/05/17	455,772.66	1.86	1,642.59	458,004.66	450,868.19
US TREASURY NOTES DTD 05/31/2016 1.375% 05/31/2021	912828R77	650,000.00	AA+	Aaa	03/15/17	03/17/17	633,115.23	2.02	1,546.88	636,533.83	629,458.70
US TREASURY NOTES DTD 06/02/2014 2.000% 05/31/2021	912828WN6	800,000.00	AA+	Aaa	09/01/16	09/02/16	828,750.00	1.22	2,769.23	820,340.56	790,875.20
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	350,000.00	AA+	Aaa	10/03/16	10/05/16	363,138.67	1.21	2,977.90	359,655.34	345,255.75
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	675,000.00	AA+	Aaa	04/03/17	04/05/17	680,220.70	1.82	5,743.09	679,274.28	665,850.38
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	1,125,000.00	AA+	Aaa	12/01/16	12/05/16	1,128,339.84	1.93	9,571.82	1,127,559.45	1,109,750.63
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	1,150,000.00	AA+	Aaa	07/06/17	07/11/17	1,156,962.89	1.85	9,784.53	1,156,053.61	1,134,411.75
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	1,275,000.00	AA+	Aaa	06/27/17	06/29/17	1,288,895.51	1.73	10,848.07	1,286,978.37	1,257,717.38
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021	912828T67	550,000.00	AA+	Aaa	10/05/17	10/10/17	537,259.77	1.85	1,766.23	538,215.40	527,140.90
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	500,000.00	AA+	Aaa	01/03/18	01/04/18	493,652.34	2.18	2,408.49	493,762.43	487,929.50
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	900,000.00	AA+	Aaa	12/04/17	12/06/17	890,648.44	2.12	4,335.29	890,971.64	878,273.10
Security Type Sub-Total		**9,085,000.00**					**9,134,219.33**	**1.75**	**58,682.32**	**9,113,791.50**	**8,917,612.76**

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Supra-National Agency Bond / Note											
INTER-AMERICAN DEVELOPMENT BANK DTD 04/12/2016 1.000% 05/13/2019	458182DX7	335,000.00	AAA	Aaa	04/05/16	04/12/16	333,995.00	1.10	725.83	334,577.78	329,998.12
INTL BK RECON & DEVELOP NOTES DTD 03/21/2017 1.875% 04/21/2020	459058FZ1	370,000.00	AAA	Aaa	03/14/17	03/21/17	369,678.10	1.90	1,927.08	369,764.52	366,551.60
INTER-AMERICAN DEVEL BK NOTE DTD 04/12/2017 1.625% 05/12/2020	4581X0CX4	300,000.00	AAA	Aaa	04/05/17	04/12/17	299,289.00	1.70	1,069.79	299,469.60	295,687.20
INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 09/19/2017 1.561% 09/12/2020	45905UP32	550,000.00	AAA	Aaa	09/12/17	09/19/17	548,680.00	1.64	3,148.02	548,838.66	537,050.25
INTER-AMERICAN DEVELOPMENT BANK DTD 11/08/2013 2.125% 11/09/2020	4581X0CD8	500,000.00	AAA	Aaa	10/02/17	10/10/17	504,634.55	1.81	2,420.14	504,184.31	496,407.00
Security Type Sub-Total		**2,055,000.00**					**2,056,276.65**	**1.65**	**9,290.86**	**2,056,834.87**	**2,025,694.17**
Municipal Bond / Note											
UNIV OF CAL TXBL REV BONDS DTD 10/02/2013 2.054% 05/15/2018	91412GSZ9	370,000.00	AA	Aa2	09/26/13	10/02/13	370,000.00	2.05	1,604.40	370,000.00	370,377.40
CT ST TXBL GO BONDS DTD 08/17/2016 1.300% 08/15/2019	20772J3D2	260,000.00	A+	A1	08/03/16	08/17/16	260,561.60	1.23	1,558.56	260,291.13	255,359.00
Security Type Sub-Total		**630,000.00**					**630,561.60**	**1.72**	**3,162.96**	**630,291.13**	**625,736.40**
Federal Agency Collateralized Mortgage Obligation											
FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018	3136ANJY4	29,376.26	AA+	Aaa	04/15/15	04/30/15	29,669.92	0.83	37.94	29,376.26	29,339.50
FHLMC SERIES K705 A1 DTD 09/24/2014 1.626% 07/01/2018	3137AKKB6	25,906.29	AA+	Aaa	09/24/14	09/29/14	26,262.49	0.89	35.10	25,917.89	25,862.92
FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	35,992.54	AA+	Aaa	11/06/15	11/30/15	36,352.46	1.20	56.93	36,057.17	35,930.06
FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AQDQ0	105,104.65	AA+	Aaa	10/07/15	10/30/15	106,157.15	1.08	144.17	105,449.74	104,632.95

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Security Type Sub-Total		**196,379.74**					**198,442.02**	**1.04**	**274.14**	**196,801.06**	**195,765.43**
Federal Agency Bond / Note											
FHLMC AGENCY NOTES DTD 04/20/2017 1.375% 04/20/2020	3137EAEF2	225,000.00	AA+	Aaa	04/19/17	04/20/17	224,230.50	1.49	867.97	224,427.54	220,959.00
FHLB GLOBAL NOTE DTD 07/14/2016 1.125% 07/14/2021	3130A8QS5	510,000.00	AA+	Aaa	07/14/16	07/15/16	506,898.69	1.25	270.94	507,836.75	488,369.37
FNMA NOTES DTD 08/19/2016 1.250% 08/17/2021	3135G0N82	115,000.00	AA+	Aaa	08/17/16	08/19/16	114,606.59	1.32	654.86	114,718.15	110,355.27
FNMA NOTES DTD 08/19/2016 1.250% 08/17/2021	3135G0N82	360,000.00	AA+	Aaa	08/17/16	08/19/16	358,542.00	1.33	2,050.00	358,955.34	345,459.96
Security Type Sub-Total		**1,210,000.00**					**1,204,277.78**	**1.33**	**3,843.77**	**1,205,937.78**	**1,165,143.60**
Corporate Note											
HSBC USA CORP NOTES DTD 08/07/2015 2.000% 08/07/2018	40428HPU0	325,000.00	A	A2	08/04/15	08/07/15	324,444.25	2.06	3,141.67	324,901.85	324,885.60
CISCO SYSTEMS INC GLOBAL NOTES DTD 03/03/2014 2.125% 03/01/2019	17275RAR3	235,000.00	AA-	A1	08/29/14	09/04/14	237,232.50	1.90	2,080.73	235,555.84	234,793.20
AMERICAN HONDA FINANCE GLOBAL NOTES DTD 09/09/2014 2.250% 08/15/2019	02665WAH4	500,000.00	A+	A2	09/04/14	09/09/14	499,075.00	2.29	5,187.50	499,699.08	499,079.00
BURLINGTON NRTH CORP DTD 09/24/2009 4.700% 10/01/2019	12189TBC7	125,000.00	A	A3	06/03/16	06/08/16	137,987.50	1.48	1,958.33	131,610.60	129,569.50
GENERAL ELECTRIC CAP CORP NOTES DTD 01/08/2010 5.500% 01/08/2020	36962G4J0	350,000.00	A	A2	03/20/15	03/25/15	404,715.50	2.05	1,229.86	372,781.75	368,569.95
JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020	46625HKA7	475,000.00	A-	A3	10/01/15	10/06/15	471,580.00	2.43	237.50	473,385.65	472,387.98
WELLS FARGO & CO CORP BONDS DTD 02/02/2015 2.150% 01/30/2020	94974BGF1	125,000.00	A	A2	03/24/15	03/27/15	125,480.00	2.07	7.47	125,204.40	124,052.63
WELLS FARGO & CO CORP BONDS DTD 02/02/2015 2.150% 01/30/2020	94974BGF1	300,000.00	A	A2	02/02/15	02/05/15	302,097.00	2.00	17.92	300,865.08	297,726.30

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
AMERICAN EXPRESS CREDIT (CALLABLE) NOTE DTD 03/03/2017 2.200% 03/03/2020	0258M0EE5	180,000.00	A-	A2	02/28/17	03/03/17	179,812.80	2.24	1,628.00	179,868.36	178,657.38
TOYOTA MOTOR CORP NOTES DTD 03/12/2015 2.150% 03/12/2020	89236TCF0	125,000.00	AA-	Aa3	03/23/15	03/27/15	126,110.00	1.96	1,037.67	125,486.51	124,289.75
TOYOTA MOTOR CREDIT CORP (CALLABLE) DTD 04/17/2017 1.950% 04/17/2020	89236TDU6	200,000.00	AA-	Aa3	04/11/17	04/17/17	199,908.00	1.97	1,126.67	199,931.69	197,953.20
HOME DEPOT INC CORP NOTES DTD 06/05/2017 1.800% 06/05/2020	437076BO4	100,000.00	A	A2	05/24/17	06/05/17	99,942.00	1.82	280.00	99,954.42	98,700.30
PACCAR FINANCIAL CORP NOTES DTD 11/13/2017 2.050% 11/13/2020	69371RN85	125,000.00	A+	A1	11/06/17	11/13/17	124,988.75	2.05	555.21	124,989.54	123,467.63
WAL-MART STORES INC CORP NOTE DTD 10/20/2017 1.900% 12/15/2020	931142EA7	250,000.00	AA	Aa2	10/11/17	10/20/17	249,637.50	1.95	1,332.64	249,670.54	246,920.00
BRANCH BANKING & TRUST (CALLABLE) NOTES DTD 10/26/2017 2.150% 02/01/2021	05531FAZ6	65,000.00	A-	A2	10/23/17	10/26/17	64,970.10	2.17	368.78	64,971.58	63,877.19
BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 02/19/2016 2.500% 04/15/2021	06406FAA1	250,000.00	A	A1	05/16/16	05/19/16	255,745.00	2.00	1,840.28	253,783.83	248,127.25
BANK OF AMERICA CORP NOTE DTD 04/19/2016 2.625% 04/19/2021	06051GFW4	250,000.00	A-	A3	11/01/17	11/03/17	251,940.00	2.39	1,859.38	251,808.46	248,659.25
MORGAN STANLEY CORP NOTES DTD 04/21/2016 2.500% 04/21/2021	61746BEA0	125,000.00	BBB+	A3	05/05/16	05/10/16	125,800.00	2.36	868.06	125,532.00	123,432.50
MORGAN STANLEY CORP NOTES DTD 04/21/2016 2.500% 04/21/2021	61746BEA0	125,000.00	BBB+	A3	11/01/17	11/03/17	125,405.00	2.40	868.06	125,377.72	123,432.50
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.625% 04/25/2021	38141GVU5	250,000.00	BBB+	A3	11/01/17	11/03/17	251,320.00	2.47	1,750.00	251,228.87	247,719.50

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Corporate Note											
AMERICAN EXPRESS CREDIT (CALLABLE) NOTES DTD 05/05/2016 2.250% 05/05/2021	0258M0EB1	150,000.00	A-	A2	05/05/16	05/10/16	150,820.50	2.13	806.25	150,541.81	147,498.15
BRANCH BANKING & TRUST (CALLABLE) NOTE DTD 05/10/2016 2.050% 05/10/2021	05531FAV5	125,000.00	A-	A2	05/10/16	05/16/16	124,917.50	2.06	576.56	124,944.99	122,072.63
STATE STREET CORP NOTES DTD 05/19/2016 1.950% 05/19/2021	857477AV5	70,000.00	A	A1	05/19/16	05/24/16	69,735.40	2.03	273.00	69,822.01	68,320.00
CITIGROUP INC CORP (CALLABLE) NOTE DTD 12/08/2016 2.900% 12/08/2021	172967LC3	250,000.00	BBB+	Baa1	11/01/17	11/03/17	252,975.00	2.59	1,067.36	252,805.62	249,136.50
US BANK NA CINCINNATI (CALLABLE) NOTE DTD 07/23/2012 2.950% 07/15/2022	91159JAA4	250,000.00	A-	A1	09/13/17	09/15/17	256,442.50	2.38	327.78	255,960.51	249,493.50
IBM CREDIT CORP NOTE DTD 09/08/2017 2.200% 09/08/2022	44932HAC7	250,000.00	A+	A1	09/11/17	09/13/17	249,342.50	2.26	2,184.72	249,390.83	242,747.75
JOHN DEERE CAPITAL CORP NOTE DTD 09/08/2017 2.150% 09/08/2022	24422ETV1	250,000.00	A	A2	09/13/17	09/15/17	248,232.50	2.30	2,135.07	248,360.18	241,978.00
APPLE INC CORP (CALLABLE) NOTES DTD 09/12/2017 2.100% 09/12/2022	037833DC1	250,000.00	AA+	Aa1	09/12/17	09/14/17	248,565.00	2.22	2,027.08	248,669.10	242,151.75
Security Type Sub-Total		**6,075,000.00**					**6,159,221.80**	**2.18**	**36,773.55**	**6,117,102.82**	**6,039,698.89**
Certificate of Deposit											
SVENSKA HANDELSBANKEN NY LT CD DTD 01/12/2017 1.890% 01/10/2019	86958JHB8	500,000.00	A-1+	P-1	01/10/17	01/12/17	500,000.00	1.91	577.50	500,000.00	497,685.00
BANK OF MONTREAL CHICAGO CERT DEPOS DTD 02/09/2017 1.880% 02/07/2019	06427KRC3	500,000.00	A+	A1	02/08/17	02/09/17	500,000.00	1.90	4,543.33	500,000.00	500,108.50
SUMITOMO MITSUI BANK NY CD DTD 05/04/2017 2.050% 05/03/2019	86563YVN0	500,000.00	A	A1	05/03/17	05/04/17	500,000.00	2.05	2,562.50	500,000.00	499,046.50
SKANDINAV ENSKILDA BANKEN NY CD DTD 08/04/2017 1.840% 08/02/2019	83050FXT3	450,000.00	A+	Aa3	08/03/17	08/04/17	449,824.50	1.85	4,163.00	449,868.13	443,547.73

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Certificate of Deposit											
BANK TOKYO MITSUBISHI UFJ LTD LT CD DTD 09/27/2017 2.070% 09/25/2019	06539RGM3	250,000.00	A	A1	09/25/17	09/27/17	250,000.00	2.07	1,825.63	250,000.00	248,396.25
WESTPAC BANKING CORP NY CD DTD 08/07/2017 2.050% 08/03/2020	96121T4A3	400,000.00	AA-	Aa3	08/03/17	08/07/17	400,000.00	2.05	3,963.33	400,000.00	397,939.20
SWEDBANK (NEW YORK) CERT DEPOS DTD 11/17/2017 2.270% 11/16/2020	87019U6D6	500,000.00	AA-	Aa3	11/16/17	11/17/17	500,000.00	2.30	2,396.11	500,000.00	495,433.00
Security Type Sub-Total		**3,100,000.00**					**3,099,824.50**	**2.02**	**20,031.40**	**3,099,868.13**	**3,082,156.18**
Asset-Backed Security / Collateralized Mortgage Obligation											
HONDA ABS 2016-1 A3 DTD 02/25/2016 1.220% 12/18/2019	43814NAC9	84,638.01	AAA	NR	02/16/16	02/25/16	84,625.99	1.23	37.29	84,632.79	84,300.68
TOYOTA ABS 2016-A A3 DTD 03/02/2016 1.250% 03/15/2020	89237KAD5	139,568.17	AAA	Aaa	02/23/16	03/02/16	139,560.25	1.25	77.54	139,564.45	138,945.86
HONDA ABS 2016-2 A3 DTD 05/31/2016 1.390% 04/15/2020	43814QAC2	81,182.84	NR	Aaa	05/24/16	05/31/16	81,181.26	1.39	50.15	81,182.03	80,879.82
FORD ABS 2016-A A3 DTD 01/26/2016 1.390% 07/15/2020	34531PAD3	88,703.73	AAA	NR	01/20/16	01/26/16	88,701.85	1.39	54.80	88,702.80	88,359.06
ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020	02007LAC6	78,367.93	AAA	Aaa	05/24/16	05/31/16	78,360.32	1.44	50.16	78,363.51	78,088.13
HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020	44930UAD8	50,000.00	AAA	Aaa	03/22/16	03/30/16	49,990.30	1.57	34.67	49,994.68	49,769.50
FORD ABS 2016-B A3 DTD 04/26/2016 1.330% 10/15/2020	34532EAD7	60,000.00	Aaa	NR	04/19/16	04/26/16	59,994.31	1.33	35.47	59,996.82	59,682.91
NISSAN ABS 2016-B A3 DTD 04/27/2016 1.320% 01/15/2021	65478VAD9	50,000.00	NR	Aaa	04/18/16	04/27/16	49,992.25	1.33	29.33	49,995.55	49,606.38
NISSAN ABS 2016-C A3 DTD 08/10/2016 1.180% 01/15/2021	65478WAD7	60,000.00	NR	Aaa	08/02/16	08/10/16	59,994.26	1.18	31.47	59,996.46	59,319.91
CITIBANK ABS 2017-A2 A2 DTD 01/26/2017 1.740% 01/17/2021	17305EGA7	380,000.00	AAA	Aaa	01/19/17	01/26/17	379,927.23	1.75	257.13	380,000.00	378,675.81

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Amortized Cost	Market Value
Asset-Backed Security / Collateralized Mortgage Obligation											
TOYOTA ABS 2017-A A3 DTD 03/15/2017 1.730% 02/15/2021	89238MAD0	125,000.00	AAA	Aaa	03/07/17	03/15/17	124,985.29	1.74	96.11	124,986.04	124,175.41
HYUNDAI ABS 2016-B A3 DTD 09/21/2016 1.290% 04/15/2021	44891EAC3	130,000.00	AAA	Aaa	09/14/16	09/21/16	129,982.50	1.30	74.53	129,988.26	128,387.58
ALLY ABS 2017-1 A3 DTD 01/31/2017 1.700% 06/15/2021	02007PAC7	100,000.00	NR	Aaa	01/24/17	01/31/17	99,991.26	1.70	75.56	99,993.37	99,305.50
FORD ABS 2017-A A3 DTD 01/25/2017 1.670% 06/15/2021	34531EAD8	330,000.00	NR	Aaa	01/18/17	01/25/17	329,998.78	1.67	244.93	329,999.16	327,159.03
ALLY ABS 2017-2 A3 DTD 03/29/2017 1.780% 08/15/2021	02007HAC5	360,000.00	NR	Aaa	03/21/17	03/29/17	359,957.56	1.79	284.80	359,966.10	357,698.70
HAROT 2017-3 A3 DTD 09/29/2017 1.790% 09/18/2021	43814PAC4	75,000.00	AAA	NR	09/25/17	09/29/17	74,991.88	1.94	48.48	74,992.51	74,197.25
TAOT 2018-A A3 DTD 01/31/2018 2.350% 05/16/2022	89238BAD4	125,000.00	AAA	Aaa	01/23/18	01/31/18	124,998.56	2.35	8.16	124,998.57	124,727.25
CCCIT 2018-A1 A1 DTD 01/31/2018 2.490% 01/20/2023	17305EGK5	250,000.00	NR	Aaa	01/25/18	01/31/18	249,965.40	2.54	17.29	249,965.42	249,965.40
Security Type Sub-Total		**2,567,460.68**					**2,567,199.25**	**1.72**	**1,507.87**	**2,567,318.52**	**2,553,244.18**
Managed Account Sub-Total		**24,918,840.42**					**25,050,022.93**	**1.85**	**133,566.87**	**24,987,945.81**	**24,605,051.61**
Securities Sub-Total		**$24,918,840.42**					**$25,050,022.93**	**1.85%**	**$133,566.87**	**$24,987,945.81**	**$24,605,051.61**
Accrued Interest											**$133,566.87**
Total Investments											**$24,738,618.48**

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst	YTM at Mkt
U.S. Treasury Bond / Note											
US TREASURY NOTES DTD 11/15/2010 2.625% 11/15/2020	912828PC8	70,000.00	HSBC		100.90	70,628.88	(3,713.31)	(2,071.08)	2.66	2.66	2.29
US TREASURY NOTES DTD 02/28/2014 2.000% 02/28/2021	912828B90	575,000.00	MORGANST		99.04	569,452.40	(33,668.69)	(24,289.57)	2.94	2.94	2.33
US TREASURY NOTES DTD 05/02/2016 1.375% 04/30/2021	912828O78	465,000.00	MORGAN_S		96.96	450,868.19	(4,904.47)	(7,136.47)	3.14	3.14	2.35
US TREASURY NOTES DTD 05/31/2016 1.375% 05/31/2021	912828R77	650,000.00	MORGAN_S		96.84	629,458.70	(3,656.53)	(7,075.13)	3.22	3.22	2.37
US TREASURY NOTES DTD 06/02/2014 2.000% 05/31/2021	912828WN6	800,000.00	HSBC		98.86	790,875.20	(37,874.80)	(29,465.36)	3.19	3.19	2.36
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	350,000.00	HSBC		98.64	345,255.75	(17,882.92)	(14,399.59)	3.40	3.40	2.40
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	675,000.00	MORGAN_S		98.64	665,850.38	(14,370.32)	(13,423.90)	3.40	3.40	2.40
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	1,125,000.00	HSBC		98.64	1,109,750.63	(18,589.21)	(17,808.82)	3.40	3.40	2.40
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	1,150,000.00	MORGAN_S		98.64	1,134,411.75	(22,551.14)	(21,641.86)	3.40	3.40	2.40
US TREASURY NOTES DTD 09/02/2014 2.000% 08/31/2021	912828D72	1,275,000.00	MORGAN_S		98.64	1,257,717.38	(31,178.13)	(29,260.99)	3.40	3.40	2.40
US TREASURY NOTES DTD 10/31/2016 1.250% 10/31/2021	912828T67	550,000.00	MERRILL		95.84	527,140.90	(10,118.87)	(11,074.50)	3.61	3.61	2.42
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	500,000.00	CITIGRP		97.59	487,929.50	(5,722.84)	(5,832.93)	4.03	4.03	2.48
US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	900,000.00	MERRILL		97.59	878,273.10	(12,375.34)	(12,698.54)	4.03	4.03	2.48
Security Type Sub-Total		**9,085,000.00**				**8,917,612.76**	**(216,606.57)**	**(196,178.74)**	**3.43**	**3.43**	**2.40**
Supra-National Agency Bond / Note											
INTER-AMERICAN DEVELOPMENT BANK DTD 04/12/2016 1.000% 05/13/2019	458182DX7	335,000.00	HSBC		98.51	329,998.12	(3,996.88)	(4,579.66)	1.26	1.26	2.19
INTL BK RECON & DEVELOP NOTES DTD 03/21/2017 1.875% 04/21/2020	459058FZ1	370,000.00	BNP_PARI		99.07	366,551.60	(3,126.50)	(3,212.92)	2.15	2.15	2.31

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst	YTM at Mkt
Supra-National Agency Bond / Note											
INTER-AMERICAN DEVEL BK NOTE DTD 04/12/2017 1.625% 05/12/2020	4581X0CX4	300,000.00	RBC		98.56	295,687.20	(3,601.80)	(3,782.40)	2.22	2.22	2.27
INTL BANK OF RECONSTRUCTION AND DEV NOTE DTD 09/19/2017 1.561% 09/12/2020	45905UP32	550,000.00	HSBC		97.65	537,050.25	(11,629.75)	(11,788.41)	2.52	2.52	2.50
INTER-AMERICAN DEVELOPMENT BANK DTD 11/08/2013 2.125% 11/09/2020	4581X0CD8	500,000.00	HSBC		99.28	496,407.00	(8,227.55)	(7,777.31)	2.66	2.66	2.39
Security Type Sub-Total		**2,055,000.00**				**2,025,694.17**	**(30,582.48)**	**(31,140.70)**	**2.24**	**2.24**	**2.35**
Municipal Bond / Note											
UNIV OF CAL TXBL REV BONDS DTD 10/02/2013 2.054% 05/15/2018	91412GSZ9	370,000.00	BARCLAYS		100.10	370,377.40	377.40	377.40	0.29	0.29	1.68
CT ST TXBL GO BONDS DTD 08/17/2016 1.300% 08/15/2019	20772J3D2	260,000.00	MORGANST		98.22	255,359.00	(5,202.60)	(4,932.13)	1.50	1.50	2.49
Security Type Sub-Total		**630,000.00**				**625,736.40**	**(4,825.20)**	**(4,554.73)**	**0.78**	**0.78**	**2.01**
Federal Agency Collateralized Mortgage Obligation											
FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018	3136ANJY4	29,376.26	GOLDMAN		99.87	29,339.50	(330.42)	(36.76)	0.10	0.17	1.68
FHLMC SERIES K705 A1 DTD 09/24/2014 1.626% 07/01/2018	3137AKKB6	25,906.29	1ST TENN		99.83	25,862.92	(399.57)	(54.97)	0.28	0.32	1.81
FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	35,992.54	GOLDMAN		99.83	35,930.06	(422.40)	(127.11)	0.54	0.76	1.96
FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AQDQ0	105,104.65	MORGANST		99.55	104,632.95	(1,524.20)	(816.79)	0.79	1.41	1.89
Security Type Sub-Total		**196,379.74**				**195,765.43**	**(2,676.59)**	**(1,035.63)**	**0.57**	**0.96**	**1.86**
Federal Agency Bond / Note											
FHLMC AGENCY NOTES DTD 04/20/2017 1.375% 04/20/2020	3137EAEF2	225,000.00	WELLS_FA		98.20	220,959.00	(3,271.50)	(3,468.54)	2.16	2.16	2.21

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst	YTM at Mkt
Federal Agency Bond / Note											
FHLB GLOBAL NOTE DTD 07/14/2016 1.125% 07/14/2021	3130A8QS5	510,000.00	TD SEC U		95.76	488,369.37	(18,529.32)	(19,467.38)	3.35	3.35	2.41
FNMA NOTES DTD 08/19/2016 1.250% 08/17/2021	3135G0N82	115,000.00	TD SEC U		95.96	110,355.27	(4,251.32)	(4,362.88)	3.41	3.41	2.45
FNMA NOTES DTD 08/19/2016 1.250% 08/17/2021	3135G0N82	360,000.00	CITIGRP		95.96	345,459.96	(13,082.04)	(13,495.38)	3.41	3.41	2.45
Security Type Sub-Total		**1,210,000.00**				**1,165,143.60**	**(39,134.18)**	**(40,794.18)**	**3.15**	**3.15**	**2.39**
Corporate Note											
HSBC USA CORP NOTES DTD 08/07/2015 2.000% 08/07/2018	40428HPU0	325,000.00	HSBC		99.96	324,885.60	441.35	(16.25)	0.51	0.51	2.07
CISCO SYSTEMS INC GLOBAL NOTES DTD 03/03/2014 2.125% 03/01/2019	17275RAR3	235,000.00	BONY		99.91	234,793.20	(2,439.30)	(762.64)	1.06	1.06	2.21
AMERICAN HONDA FINANCE GLOBAL NOTES DTD 09/09/2014 2.250% 08/15/2019	02665WAH4	500,000.00	MERRILL		99.82	499,079.00	4.00	(620.08)	1.49	1.49	2.37
BURLINGTON NRTH CORP DTD 09/24/2009 4.700% 10/01/2019	12189TBC7	125,000.00	GOLDMAN		103.66	129,569.50	(8,418.00)	(2,041.10)	1.58	1.58	2.45
GENERAL ELECTRIC CAP CORP NOTES DTD 01/08/2010 5.500% 01/08/2020	36962G4J0	350,000.00	GOLDMAN		105.31	368,569.95	(36,145.55)	(4,211.80)	1.84	1.84	2.67
JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020	46625HKA7	475,000.00	JPMCHASE	12/23/19	99.45	472,387.98	807.98	(997.67)	1.91	1.92	2.54
WELLS FARGO & CO CORP BONDS DTD 02/02/2015 2.150% 01/30/2020	94974BGF1	125,000.00	1ST TENN		99.24	124,052.63	(1,427.37)	(1,151.77)	1.94	1.94	2.54
WELLS FARGO & CO CORP BONDS DTD 02/02/2015 2.150% 01/30/2020	94974BGF1	300,000.00	JEFFERIE		99.24	297,726.30	(4,370.70)	(3,138.78)	1.94	1.94	2.54
AMERICAN EXPRESS CREDIT (CALLABLE) NOTE DTD 03/03/2017 2.200% 03/03/2020	0258M0EE5	180,000.00	MERRILL	02/01/20	99.25	178,657.38	(1,155.42)	(1,210.98)	1.99	2.01	2.57
TOYOTA MOTOR CORP NOTES DTD 03/12/2015 2.150% 03/12/2020	89236TCF0	125,000.00	HSBC		99.43	124,289.75	(1,820.25)	(1,196.76)	2.04	2.04	2.43
TOYOTA MOTOR CREDIT CORP (CALLABLE) DTD 04/17/2017 1.950% 04/17/2020	89236TDU6	200,000.00	MERRILL		98.98	197,953.20	(1,954.80)	(1,978.49)	2.14	2.14	2.43

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst	YTM at Mkt
Corporate Note											
HOME DEPOT INC CORP NOTES DTD 06/05/2017 1.800% 06/05/2020	437076BQ4	100,000.00	JPM_CHAS		98.70	98,700.30	(1,241.70)	(1,254.12)	2.27	2.27	2.37
PACCAR FINANCIAL CORP NOTES DTD 11/13/2017 2.050% 11/13/2020	69371RN85	125,000.00	CITIGRP		98.77	123,467.63	(1,521.12)	(1,521.91)	2.67	2.67	2.51
WAL-MART STORES INC CORP NOTE DTD 10/20/2017 1.900% 12/15/2020	931142EA7	250,000.00	MORGAN_S		98.77	246,920.00	(2,717.50)	(2,750.54)	2.76	2.76	2.34
BRANCH BANKING & TRUST (CALLABLE) NOTES DTD 10/26/2017 2.150% 02/01/2021	05531FAZ6	65,000.00	MORGAN_S	01/01/21	98.27	63,877.19	(1,092.91)	(1,094.39)	2.88	2.86	2.75
BANK OF NEW YORK MELLON CORP (CALLABLE) DTD 02/19/2016 2.500% 04/15/2021	06406FAA1	250,000.00	KEYBAN	03/15/21	99.25	248,127.25	(7,617.75)	(5,656.58)	3.03	3.04	2.75
BANK OF AMERICA CORP NOTE DTD 04/19/2016 2.625% 04/19/2021	06051GFW4	250,000.00	MERRILL		99.46	248,659.25	(3,280.75)	(3,149.21)	3.04	3.04	2.80
MORGAN STANLEY CORP NOTES DTD 04/21/2016 2.500% 04/21/2021	61746BEA0	125,000.00	GOLDMAN		98.75	123,432.50	(2,367.50)	(2,099.50)	3.05	3.05	2.91
MORGAN STANLEY CORP NOTES DTD 04/21/2016 2.500% 04/21/2021	61746BEA0	125,000.00	MORGAN_S		98.75	123,432.50	(1,972.50)	(1,945.22)	3.05	3.05	2.91
GOLDMAN SACHS GRP INC CORP NT (CALLABLE) DTD 04/25/2016 2.625% 04/25/2021	38141GVU5	250,000.00	MORGAN_S	03/25/21	99.09	247,719.50	(3,600.50)	(3,509.37)	3.05	3.05	2.92
AMERICAN EXPRESS CREDIT (CALLABLE) NOTES DTD 05/05/2016 2.250% 05/05/2021	0258M0EB1	150,000.00	GOLDMAN	04/04/21	98.33	147,498.15	(3,322.35)	(3,043.66)	3.10	3.10	2.79
BRANCH BANKING & TRUST (CALLABLE) NOTE DTD 05/10/2016 2.050% 05/10/2021	05531FAV5	125,000.00	SCOTIA	04/09/21	97.66	122,072.63	(2,844.87)	(2,872.36)	3.13	3.12	2.80
STATE STREET CORP NOTES DTD 05/19/2016 1.950% 05/19/2021	857477AV5	70,000.00	JEFFERIE		97.60	68,320.00	(1,415.40)	(1,502.01)	3.16	3.16	2.71
CITIGROUP INC CORP (CALLABLE) NOTE DTD 12/08/2016 2.900% 12/08/2021	172967LC3	250,000.00	CITIGRP	11/08/21	99.65	249,136.50	(3,838.50)	(3,669.12)	3.60	3.60	2.99
US BANK NA CINCINNATI (CALLABLE) NOTE DTD 07/23/2012 2.950% 07/15/2022	91159JAA4	250,000.00	US_BANCO	06/15/22	99.80	249,493.50	(6,949.00)	(6,467.01)	4.13	4.14	3.00

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst	YTM at Mkt
Corporate Note											
IBM CREDIT CORP NOTE DTD 09/08/2017 2.200% 09/08/2022	44932HAC7	250,000.00	US_BANCO		97.10	242,747.75	(6,594.75)	(6,643.08)	4.30	4.30	2.88
JOHN DEERE CAPITAL CORP NOTE DTD 09/08/2017 2.150% 09/08/2022	24422ETV1	250,000.00	MORGAN_S		96.79	241,978.00	(6,254.50)	(6,382.18)	4.30	4.30	2.90
APPLE INC CORP (CALLABLE) NOTES DTD 09/12/2017 2.100% 09/12/2022	037833DC1	250,000.00	INCAPITA	08/12/22	96.86	242,151.75	(6,413.25)	(6,517.35)	4.33	4.32	2.83
Security Type Sub-Total		**6,075,000.00**				**6,039,698.89**	**(119,522.91)**	**(77,403.93)**	**2.54**	**2.54**	**2.62**
Certificate of Deposit											
SVENSKA HANDELSBANKEN NY LT CD DTD 01/12/2017 1.890% 01/10/2019	86958JHB8	500,000.00	MERRILL		99.54	497,685.00	(2,315.00)	(2,315.00)	0.93	0.93	2.35
BANK OF MONTREAL CHICAGO CERT DEPOS DTD 02/09/2017 1.880% 02/07/2019	06427KRC3	500,000.00	GOLDMAN		100.02	500,108.50	108.50	108.50	1.01	1.01	1.82
SUMITOMO MITSUI BANK NY CD DTD 05/04/2017 2.050% 05/03/2019	86563YVN0	500,000.00	JPM_CHAS		99.81	499,046.50	(953.50)	(953.50)	1.24	1.24	1.37
SKANDINAV ENSKILDA BANKEN NY CD DTD 08/04/2017 1.840% 08/02/2019	83050FXT3	450,000.00	BARCLAYS		98.57	443,547.73	(6,276.77)	(6,320.40)	1.47	1.47	2.19
BANK TOKYO MITSUBISHI UFJ LTD LT CD DTD 09/27/2017 2.070% 09/25/2019	06539RGM3	250,000.00	MITSU		99.36	248,396.25	(1,603.75)	(1,603.75)	1.63	1.63	2.01
WESTPAC BANKING CORP NY CD DTD 08/07/2017 2.050% 08/03/2020	96121T4A3	400,000.00	JPM_CHAS		99.48	397,939.20	(2,060.80)	(2,060.80)	2.48	2.48	2.20
SWEDBANK (NEW YORK) CERT DEPOS DTD 11/17/2017 2.270% 11/16/2020	87019U6D6	500,000.00	MERRILL		99.09	495,433.00	(4,567.00)	(4,567.00)	2.67	2.67	2.64
Security Type Sub-Total		**3,100,000.00**				**3,082,156.18**	**(17,668.32)**	**(17,711.95)**	**1.61**	**1.61**	**2.08**
Asset-Backed Security / Collateralized Mortgage Obligation											
HONDA ABS 2016-1 A3 DTD 02/25/2016 1.220% 12/18/2019	43814NAC9	84,638.01	JPMCHASE		99.60	84,300.68	(325.31)	(332.11)	0.54	1.22	1.55
TOYOTA ABS 2016-A A3 DTD 03/02/2016 1.250% 03/15/2020	89237KAD5	139,568.17	MERRILL		99.55	138,945.86	(614.39)	(618.59)	0.60	1.33	1.58

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst	YTM at Mkt
Asset-Backed Security / Collateralized Mortgage Obligation											
HONDA ABS 2016-2 A3 DTD 05/31/2016 1.390% 04/15/2020	43814OAC2	81,182.84	MERRILL		99.63	80,879.82	(301.44)	(302.21)	0.62	1.42	1.65
FORD ABS 2016-A A3 DTD 01/26/2016 1.390% 07/15/2020	34531PAD3	88,703.73	CSFB		99.61	88,359.06	(342.79)	(343.74)	0.61	1.83	1.60
ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020	02007LAC6	78,367.93	JPMCHASE		99.64	78,088.13	(272.19)	(275.38)	0.58	2.22	1.60
HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020	44930UAD8	50,000.00	MERRILL		99.54	49,769.50	(220.80)	(225.18)	0.77	2.11	1.78
FORD ABS 2016-B A3 DTD 04/26/2016 1.330% 10/15/2020	34532EAD7	60,000.00	BARCLAYS		99.47	59,682.91	(311.40)	(313.91)	0.71	2.10	1.58
NISSAN ABS 2016-B A3 DTD 04/27/2016 1.320% 01/15/2021	65478VAD9	50,000.00	SOC GEN		99.21	49,606.38	(385.87)	(389.17)	0.97	1.96	1.72
NISSAN ABS 2016-C A3 DTD 08/10/2016 1.180% 01/15/2021	65478WAD7	60,000.00	WELLSFAR		98.87	59,319.91	(674.35)	(676.55)	1.12	2.05	1.73
CITIBANK ABS 2017-A2 A2 DTD 01/26/2017 1.740% 01/17/2021	17305EGA7	380,000.00	CITIGRP		99.65	378,675.81	(1,251.42)	(1,324.19)	0.95	1.67	1.95
TOYOTA ABS 2017-A A3 DTD 03/15/2017 1.730% 02/15/2021	89238MAD0	125,000.00	MERRILL		99.34	124,175.41	(809.88)	(810.63)	2.01	1.86	2.09
HYUNDAI ABS 2016-B A3 DTD 09/21/2016 1.290% 04/15/2021	44891EAC3	130,000.00	JPMCHASE		98.76	128,387.58	(1,594.92)	(1,600.68)	1.36	2.64	1.76
ALLY ABS 2017-1 A3 DTD 01/31/2017 1.700% 06/15/2021	02007PAC7	100,000.00	CITIGRP		99.31	99,305.50	(685.76)	(687.87)	1.28	2.99	1.93
FORD ABS 2017-A A3 DTD 01/25/2017 1.670% 06/15/2021	34531EAD8	330,000.00	CITIGRP		99.14	327,159.03	(2,839.75)	(2,840.13)	1.54	2.42	2.03
ALLY ABS 2017-2 A3 DTD 03/29/2017 1.780% 08/15/2021	02007HAC5	360,000.00	MERRILL		99.36	357,698.70	(2,258.86)	(2,267.40)	1.34	3.15	1.98
HAROT 2017-3 A3 DTD 09/29/2017 1.790% 09/18/2021	43814PAC4	75,000.00	JPM_CHAS		98.93	74,197.25	(794.63)	(795.26)	2.04	1.81	2.38
TAOT 2018-A A3 DTD 01/31/2018 2.350% 05/16/2022	89238BAD4	125,000.00	MITSU		99.78	124,727.25	(271.31)	(271.32)	2.16	2.16	2.45
CCCIT 2018-A1 A1 DTD 01/31/2018 2.490% 01/20/2023	17305EGK5	250,000.00	CITIGRP		99.99	249,965.40	0.00	(0.02)	2.85	2.64	2.50
Security Type Sub-Total		**2,567,460.68**				**2,553,244.18**	**(13,955.07)**	**(14,074.34)**	**1.37**	**2.22**	**1.96**

BCHD GENERAL FUND - 08501000

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	Broker	Next Call Date	Market Price	Market Value	Unreal G/L On Cost	Unreal G/L Amort Cost	Effective Duration	Duration to Worst	YTM at Mkt
Managed Account Sub-Total		**24,918,840.42**				**24,605,051.61**	**(444,971.32)**	**(382,894.20)**	**2.57**	**2.66**	**2.35**
Securities Sub-Total		**$24,918,840.42**				**$24,605,051.61**	**($444,971.32)**	**($382,894.20)**	**2.57**	**2.66**	**2.35%**
Accrued Interest						**$133,566.87**					
Total Investments						**$24,738,618.48**					

BCHD GENERAL FUND - 08501000

Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
BUY										
01/03/18	01/04/18	US TREASURY NOTES DTD 05/01/2017 1.875% 04/30/2022	912828X47	500,000.00	(493,652.34)	(1,683.36)	(495,335.70)			
01/23/18	01/31/18	TAOT 2018-A A3 DTD 01/31/2018 2.350% 05/16/2022	89238BAD4	125,000.00	(124,998.56)	0.00	(124,998.56)			
01/25/18	01/31/18	CCCIT 2018-A1 A1 DTD 01/31/2018 2.490% 01/20/2023	17305EGK5	250,000.00	(249,965.40)	0.00	(249,965.40)			
Transaction Type Sub-Total				**875,000.00**	**(868,616.30)**	**(1,683.36)**	**(870,299.66)**			
INTEREST										
01/01/18	01/25/18	FHLMC SERIES K705 A1 DTD 09/24/2014 1.626% 07/01/2018	3137AKKB6	29,927.95	0.00	40.55	40.55			
01/01/18	01/25/18	FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AQDQ0	109,541.21	0.00	156.46	156.46			
01/01/18	01/25/18	FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AOSW1	36,049.39	0.00	57.02	57.02			
01/01/18	01/25/18	FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018	3136ANJY4	40,187.41	0.00	51.91	51.91			
01/01/18	01/25/18	FNMA SERIES 2015-M1 ASQ2 DTD 01/15/2015 1.626% 02/01/2018	3136AMKW8	8,200.60	0.00	11.11	11.11			
01/02/18	01/02/18	MONEY MARKET FUND	MONEY0002	0.00	0.00	44.87	44.87			
01/08/18	01/08/18	GENERAL ELECTRIC CAP CORP NOTES DTD 01/08/2010 5.500% 01/08/2020	36962G4J0	350,000.00	0.00	9,625.00	9,625.00			
01/10/18	01/10/18	SVENSKA HANDELSBANKEN NY LT CD DTD 01/12/2017 1.890% 01/10/2019	86958JHB8	500,000.00	0.00	4,830.00	4,830.00			
01/14/18	01/14/18	FHLB GLOBAL NOTE DTD 07/14/2016 1.125% 07/14/2021	3130A8QS5	510,000.00	0.00	2,868.75	2,868.75			
01/15/18	01/15/18	US BANK NA CINCINNATI (CALLABLE) NOTE DTD 07/23/2012 2.950% 07/15/2022	91159JAA4	250,000.00	0.00	3,687.50	3,687.50			
01/15/18	01/15/18	FORD ABS 2016-A A3 DTD 01/26/2016 1.390% 07/15/2020	34531PAD3	95,528.55	0.00	110.65	110.65			
01/15/18	01/15/18	HYUNDAI ABS 2016-B A3 DTD 09/21/2016 1.290% 04/15/2021	44891EAC3	130,000.00	0.00	139.75	139.75			

BCHD GENERAL FUND - 08501000

Transaction Type Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST										
01/15/18	01/15/18	ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020	02007LAC6	84,471.75	0.00	101.37	101.37			
01/15/18	01/15/18	FORD ABS 2017-A A3 DTD 01/25/2017 1.670% 06/15/2021	34531EAD8	330,000.00	0.00	459.25	459.25			
01/15/18	01/15/18	HYUNDAI ABS 2016-A A3 DTD 03/30/2016 1.560% 09/15/2020	44930UAD8	50,000.00	0.00	65.00	65.00			
01/15/18	01/15/18	NISSAN ABS 2016-C A3 DTD 08/10/2016 1.180% 01/15/2021	65478WAD7	60,000.00	0.00	59.00	59.00			
01/15/18	01/15/18	TOYOTA ABS 2017-A A3 DTD 03/15/2017 1.730% 02/15/2021	89238MAD0	125,000.00	0.00	180.21	180.21			
01/15/18	01/15/18	ALLY ABS 2017-1 A3 DTD 01/31/2017 1.700% 06/15/2021	02007PAC7	100,000.00	0.00	141.67	141.67			
01/15/18	01/15/18	NISSAN ABS 2016-B A3 DTD 04/27/2016 1.320% 01/15/2021	65478VAD9	50,000.00	0.00	55.00	55.00			
01/15/18	01/15/18	ALLY ABS 2017-2 A3 DTD 03/29/2017 1.780% 08/15/2021	02007HAC5	360,000.00	0.00	534.00	534.00			
01/15/18	01/15/18	TOYOTA ABS 2016-A A3 DTD 03/02/2016 1.250% 03/15/2020	89237KAD5	150,832.22	0.00	157.12	157.12			
01/15/18	01/15/18	FORD ABS 2016-B A3 DTD 04/26/2016 1.330% 10/15/2020	34532EAD7	60,000.00	0.00	66.50	66.50			
01/15/18	01/15/18	HONDA ABS 2016-2 A3 DTD 05/31/2016 1.390% 04/15/2020	43814QAC2	87,724.96	0.00	101.61	101.61			
01/17/18	01/17/18	CITIBANK ABS 2017-A2 A2 DTD 01/26/2017 1.740% 01/17/2021	17305EGA7	380,000.00	0.00	3,306.00	3,306.00			
01/18/18	01/18/18	HONDA ABS 2016-1 A3 DTD 02/25/2016 1.220% 12/18/2019	43814NAC9	92,395.09	0.00	93.94	93.94			
01/18/18	01/18/18	HAROT 2017-3 A3 DTD 09/29/2017 1.790% 09/18/2021	43814PAC4	75,000.00	0.00	111.88	111.88			
01/23/18	01/23/18	JPMORGAN CHASE & CO (CALLABLE) DTD 01/23/2015 2.250% 01/23/2020	46625HKA7	475,000.00	0.00	5,343.75	5,343.75			
01/30/18	01/30/18	WELLS FARGO & CO CORP BONDS DTD 02/02/2015 2.150% 01/30/2020	94974BGF1	125,000.00	0.00	1,343.75	1,343.75			
01/30/18	01/30/18	WELLS FARGO & CO CORP BONDS DTD 02/02/2015 2.150% 01/30/2020	94974BGF1	300,000.00	0.00	3,225.00	3,225.00			

BCHD GENERAL FUND - 08501000

Transaction Type										
Trade	**Settle**	**Security Description**	**CUSIP**	**Par**	**Principal Proceeds**	**Accrued Interest**	**Total**	**Realized G/L Cost**	**Realized G/L Amort Cost**	**Sale Method**
Transaction Type Sub-Total				**4,964,859.13**	**0.00**	**36,968.62**	**36,968.62**			
PAYDOWNS										
01/01/18	01/25/18	FNMA SERIES 2015-M1 ASQ2 DTD 01/15/2015 1.626% 02/01/2018	3136AMKW8	8,200.60	8,200.60	0.00	8,200.60	(81.94)	0.00	
01/01/18	01/25/18	FANNIE MAE SERIES 2015-M13 ASQ2 DTD 10/01/2015 1.646% 09/01/2019	3136AODO0	4,436.56	4,436.56	0.00	4,436.56	(44.43)	0.00	
01/01/18	01/25/18	FHLMC SERIES K705 A1 DTD 09/24/2014 1.626% 07/01/2018	3137AKKB6	4,021.66	4,021.66	0.00	4,021.66	(55.30)	0.00	
01/01/18	01/25/18	FNMA SERIES 2015-M7 ASQ2 DTD 04/01/2015 1.550% 04/01/2018	3136ANJY4	10,811.15	10,811.15	0.00	10,811.15	(108.07)	0.00	
01/01/18	01/25/18	FNMA SERIES 2015-M15 ASQ2 DTD 11/01/2015 1.898% 01/01/2019	3136AQSW1	56.85	56.85	0.00	56.85	(0.57)	0.00	
01/15/18	01/15/18	ALLY ABS 2016-3 A3 DTD 05/31/2016 1.440% 08/15/2020	02007LAC6	6,103.82	6,103.82	0.00	6,103.82	0.59	0.00	
01/15/18	01/15/18	FORD ABS 2016-A A3 DTD 01/26/2016 1.390% 07/15/2020	34531PAD3	6,824.82	6,824.82	0.00	6,824.82	0.15	0.00	
01/15/18	01/15/18	TOYOTA ABS 2016-A A3 DTD 03/02/2016 1.250% 03/15/2020	89237KAD5	11,264.05	11,264.05	0.00	11,264.05	0.64	0.00	
01/15/18	01/15/18	HONDA ABS 2016-2 A3 DTD 05/31/2016 1.390% 04/15/2020	43814QAC2	6,542.12	6,542.12	0.00	6,542.12	0.13	0.00	
01/18/18	01/18/18	HONDA ABS 2016-1 A3 DTD 02/25/2016 1.220% 12/18/2019	43814NAC9	7,757.08	7,757.08	0.00	7,757.08	1.10	0.00	
Transaction Type Sub-Total				**66,018.71**	**66,018.71**	**0.00**	**66,018.71**	**(287.70)**	**0.00**	
SELL										
01/03/18	01/04/18	PFIZER INC GLOBAL NOTES DTD 02/19/2003 4.650% 03/01/2018	717081AQ6	500,000.00	502,295.00	7,943.75	510,238.75	(81,280.00)	(506.51)	FIFO
01/23/18	01/31/18	FHLMC AGENCY NOTES DTD 04/20/2017 1.375% 04/20/2020	3137EAEF2	125,000.00	123,012.50	482.20	123,494.70	(1,560.00)	(1,669.47)	FIFO
01/25/18	01/31/18	US TREASURY NOTES DTD 12/02/2013 2.000% 11/30/2020	912828A42	200,000.00	198,953.13	681.32	199,634.45	(6,757.81)	(4,500.98)	FIFO
Transaction Type Sub-Total				**825,000.00**	**824,260.63**	**9,107.27**	**833,367.90**	**(89,597.81)**	**(6,676.96)**	

Managed Account Security Transactions & Interest

For the Month Ending **January 31, 2018**

BCHD GENERAL FUND - 08501000

Transaction Type					Principal	Accrued		Realized G/L	Realized G/L	Sale
Trade	Settle	Security Description	CUSIP	Par	Proceeds	Interest	Total	Cost	Amort Cost	Method
Managed Account Sub-Total					**21,663.04**	**44,392.53**	**66,055.57**	**(89,885.51)**	**(6,676.96)**	
Total Security Transactions					**$21,663.04**	**$44,392.53**	**$66,055.57**	**($89,885.51)**	**($6,676.96)**	

SPECIAL MEETING
POLICY COMMITTEE
BEACH CITIES HEALTH DISTRICT
February 13, 2018

A Special Meeting of the Policy Committee of the Beach Cities Health District was called to order in the Small Conference Room of the Beach Cities Health District Administrative Office at 4:06 p.m.

Members Present: Vish Chatterji, Chair
Noel Chun, M.D., 2nd Chair

Staff Present: Tom Bakaly, Chief Executive Officer
Monica Suua, Chief Financial Officer
Kerianne Lawson, Director of Lifespan Services
Jacqueline Sun, Community Policy Analyst
Marilyn Rafkin, Assistant to CEO—Special Projects

Others Attending: None

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
Call to Order **Public Discussion**	Mr. Chatterji opened the meeting. Mr. Chatterji asked if any member of the public would like to address the Committee on any issue not on the agenda. No one from the public was present.	
Review and Approval of Minutes	The Committee reviewed the minutes from the September 20, 2017 Special Meeting.	It was **Moved** and **Seconded** (Chun/Chatterji) to approve the minutes of the September 20, 2017 Special Meeting. **Motion Carried**
Action Item: **Recommend approval to the Board of Directors of Revised Policy Number 4050 for: Micro-Enrichment Grants**	Mr. Chatterji asked Ms. Kerianne Lawson, Director of Lifespan Services, to give background on this Item. Ms. Lawson explained that the revisions to the policy clarify the following: • Micro-Enrichment Grants (MEG) are to support projects, not staff positions or general operating expenses. • The MEG provides up to $5,000 per year per organization. An organization may submit only one application per year. An organization may bundle several requests	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	in one application. However, there is no expectation for an organization to receive the full amount. • The revisions will provide clarity to organizations. The Committee reviewed and discussed the revised policy and recommended it for approval.	It was **Moved** and **Seconded** (Chun/Chatterji) to recommend approval to the Board of Directors of Revised Policy Number 4050: Micro-Enrichment Grants. **Motion Carried**
<u>Action Item</u>: **Recommend approval to the Board of Directors of Revised Policy Number 2220 for: Appointment of High School Students as Committee Members**	Mr. Chatterji asked Ms. Kerianne Lawson, Director of Lifespan Services, to give background on this Item. Ms. Lawson explained that the policy was implemented in 2017. This is the first year with the high school students on the committees and the students were excellent additions to the committees. The initial policy set one-year terms. The revisions give the Committee Chair the discretion to reappoint the students for an additional year. Sophomores were also added as eligible, but after discussion, it was decided to leave the policy as is with only seniors and juniors eligible. There was discussion about recruitment to include students who live in the District but attend private schools outside the area. Staff will make a greater effort to outreach to those high schools in the future. The Committee reviewed and discussed the revised policy and recommended it for approval, as amended.	It was **Moved** and **Seconded** (Chatterji/Chun) to recommend approval to the Board of Directors of Revised Policy Number 2220: Appointment of High

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
		School Students as Committee Members. **Motion Carried**
<u>Action Item:</u> Recommend approval to the Board of Directors of New Policy Number 2075 for: Board Meeting Adjournment	Mr. Chatterji asked Ms. Marilyn Rafkin, Assistant to CEO—Special Projects, to give background on this Item. Ms. Rafkin explained that this new policy is to put practice into policy. It has been practice to adjourn meetings either in memory of someone or in honor of someone. The policy designates who a meeting may be adjourned for, how an adjournment may be requested, the approval process and the creation of a certificate. The Committee reviewed and discussed the policy and recommended it for approval.	It was **Moved** and **Seconded** (Chatterji/Chun) to recommend approval to the Board of Directors of New Policy Number 2075: Board Meeting Adjournment
Old Business	There was no Old Business.	
New Business	Mr. Chatterji reported that he received an email from Rod Uyeda, the former Chief of Police of Manhattan Beach, asking for BCHD support for a social host ordinance for Redondo Beach. The ordinance would make parents liable if there were injuries related to parties hosted by their teenage child in their home. Discussion centered on the ordinances of the cities of Hermosa Beach and Manhattan Beach and what the penalties are. Due to the fact that we did not have enough information to discuss it as an advocacy issue, it was decided to invite Chief Uyeda to present his idea at a Board meeting. Ms. Lawson reported that the Prevention Community Council has been active in this area. The Committee asked her to check to see what	

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AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
	they are doing regarding this issue in Redondo Beach.	
Adjournment		There being no further business, the Chair adjourned the meeting at 4:26 p.m.

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Lester Silverman

On January 23, 2018 Lester Silverman drowned while on vacation in Jamaica with his brother and sister. Aged 64, Lester leaves behind his wife, Angie, and his son A.J. and daughter Sophia. A pillar of the community, Lester owned an optometry shop in Manhattan Beach (Look! Optometry) and was a proud Rotarian.

In addition to the Rotary Club, he served on both the city's Library Commission and the Parking and Public Improvement Commission and was an active member of the Foundation of Local Arts, which his wife co-founded, and was a member the 2006 class of Leadership Manhattan Beach. He served as the MBUSD School Board's liaison for one of the elementary schools, was a corporate sponsor of the Manhattan Beach Education Foundation., and was a PTA member.

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