

**REGULAR MEETING
BOARD OF DIRECTORS
BEACH CITIES HEALTH DISTRICT
March 28th, 2018**

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 6:31 p.m.

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

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. Noel Chun opened the meeting and led the salute to the flag.	
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. Beach Cities Health District Staff Recognition Five Year Anniversary Eric Garner Communications	Ms. Cristan Higa, Director of Communications, highlighted the following: <ul style="list-style-type: none"> • Eric was the recipient of the Core Value award for Integrity • Met his fiancé here at BCHD • Promoted to Communications Manager • Amazed to see Eric grow throughout the last 5 years • Impressed with his commitment to the community Mr. Eric Garner, Communications Manager, highlighted the following: <ul style="list-style-type: none"> • Thanked the Board for the opportunity 	

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	<p>to work here</p> <ul style="list-style-type: none"> • Thanked Cristan and Tom 	
<p>IV. CEO Report</p> <p>A. Chief Executive Officer</p>	<p>Dr. Chun Invited Mr. Tom Bakaly, Chief Executive Officer, to address the Board of Directors</p> <p>Mr. Bakaly referred the Board to the written report.</p> <p>Mr. Bakaly highlighted the following:</p> <ul style="list-style-type: none"> • California Special District Association will be attending the May board meeting to formally present BCHD with a Transparency Certificate of Excellence in recognition of our outstanding efforts to promote transparency and good governance • Center for Health & Fitness will host the annual Spirit of Wellness on April 12th at 6:00pm at the Portofino • Ms. Berling will be presenting tonight on the successes CHF is having with partners like American Heart Association and Providence Little Company of Mary • BCHD's Free Fitness Series was highlighted on the Channel 9 news on making fitness more accessible • BCHD's adaptive mobility group got a furry surprise a few weeks ago when RBPB's K9 specialist brought the department emotional support • 175 parents attended our latest Families Connected Speaker Series in Hermosa Beach that featured a panel on coping with today's pressures • BCHD will be hosting a Parent Resource Expo and Presentation on how to help students find balance in the South Bay on April 17th at 5:00pm at the Redondo Beach Performing Arts Center 	
<p>V. Program and Staff Reports</p> <p>A. Medical Fitness Association</p>	<p>Mr. Tom Bakaly invited Ms. Jackie Berling, Chief Wellness Officer, to the Podium</p>	

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	<p>Ms. Berling highlighted the following:</p> <ul style="list-style-type: none"> • Purpose of presentation is to update the board on the process of becoming a certified medical fitness facility • With the process, Center for Health & Fitness must satisfy 8 or 9 sections • Re-certification occurs every 3 years • Compliance criteria fall into 77 guidelines and 73 sub-guidelines for a total of 150 criteria that will be scored during the certification review • If BCHD does not meet any one of the 43 pass/fail requirements, we are automatically disqualified for certification • We need to meet the 43 pass/fail requirements and then score a total of 90% or 135 points to get certified • The certification team is categorized into 3 focus areas: <ul style="list-style-type: none"> ○ The CHF Team – implementing systems and trainings to comply with guidelines ○ Ms. Valerie Lee, Administrative Services Manager – coordinator of the MFA Consultant and the Medical Advisory Committee ○ Dr. Kim, Chief Medical Advisor – reviews all program content, screening content and training content • Approval for guidelines starts with CHF team, goes to MFA consultant for review and approval, goes to Dr. Kim then to the Medical Advisory Committee <p>Dr. Bill Kim, Chief Medical Officer, highlighted the following:</p> <ul style="list-style-type: none"> • The single most important standard is Medical Oversight • The district has always had medical oversight for our programs and we have a Community Health Committee that functions as an oversight committee • MFA guidelines recommend cross-section of medical expertise • Invited colleagues to dedicate time to serve as a medical advisory committee member • To demonstrate compliance with a guideline, we formalized a physician referral process and program 	

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	<p>partnership with some of our programming</p> <ul style="list-style-type: none"> • Some accomplishments include: updated CHF member incident reporting; new CHF screening follow-up referral letter; review CHF emergency response plan <p>Ms. Berling highlighted the following:</p> <ul style="list-style-type: none"> • A facility is given up to 6 months to correct any guideline that is scored as non-compliant during the exam • Time line includes: <ul style="list-style-type: none"> ○ April 2018 – Nov 2018: Trainer Certification ○ Nov 2018: Site Visit ○ Nov 2018 – Jan 2019: Address Areas ○ Dec 2018 – Jan 2019: CHF Enrollment ○ Feb 2019: Certification <p>Dr. Bholat asked if our programs can reduce 30 day re-admissions, the holy grail of Healthcare to which Ms. Berling responded that community based supervised exercise programs has been proven through a study that it did improve people's outcomes and reduced re-admissions.</p> <p>Mr. Chatterji asked how this would change in terms of equipment to which Ms. Berling replied that everything we have in place now meets the criteria.</p> <p>Ms. Poster added that female representation should be considered for the Advisory committee.</p>	
<p>B. Communications</p>	<p>Mr. Tom Bakaly invited Ms. Cristan Higa to the podium.</p> <p>Ms. Higa highlighted the following:</p> <ul style="list-style-type: none"> • Overview of the Communications and Health Promotions team and their roles • Responsible for Brand Management, messaging, public relations, partnerships/sponsorships, community engagement, newsletters, advertising, graphic design, surveys. Programs, etc. 	

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	<ul style="list-style-type: none"> • Goals include (1) Create awareness and understanding, (2) promote health and well-being, (3) engage residents and create action • Strategies include: (1) One mission – one message, (2) source of wellness, and (3) Go Local • Support BCHD, Center for Health & Fitness and AdventurePlex • Support all BCHD programs from all life spans • Launched a new website in 2016 with a redesign and navigation to show people what we do in the community • With social media our strategy changed drastically in December 2017 with Facebook’s new algorithm. Before it was about quantity and now it’s about quality • List for electronic newsletters include about 30,000 • 100+ BCHD community events in the Beach Cities • Healthy Living Campus- there has been 47+ outreach meetings and presentations • Public Relations – Coverage includes LA Times, local papers and local news. Blue Zones covered the District for Blue Zones Project • Awareness of BCHD is at 78% given through Gallup • Looking forward we want to continue to evolve, stay focused on the mission, and deepen the community’s understanding of BCHD 	
C. Legal Council	Mr. Lundy reported that there was nothing to report.	
VI. Activity Break/Mindfulness	<p>Dr. Chun called for a break.</p> <p>Ms. Ali Steward, Director of Youth Services led the group in a mindfulness activity break.</p>	
VII. Committee Reports		
A. Community Health Committee	Dr. Bholat reported that the Community Health Committee has not met. The next meeting is scheduled for Tuesday, May 15 th , 2018 at 6:00pm at 1200 Del Amo St	

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<p data-bbox="251 136 370 168">Campus</p> <p data-bbox="203 772 479 1306">2. Discussion and Potential Action Item: Approval to amend contract with Orbach, Huff, Suarez & Henderson LLP in the amount of \$50,000 for legal services related to design & construction issues on the Healthy Living Campus</p>	<p data-bbox="527 205 1128 367">Dr. Chun recommended Approval to amend contract with Cumming Construction Management Inc. in the amount of \$23,000 for conceptual cost estimating services on the Healthy Living Campus</p> <p data-bbox="527 772 1104 835">Mr. Leslie Dickey, Executive Director of Real Estate, highlighted the following:</p> <ul data-bbox="576 844 1144 1108" style="list-style-type: none"> • Board previously approved a contract in the amount of \$50,000 for legal services related to design & construction issues on the Healthy Living Campus project. • They specialize in Construction Law for public agencies • Requesting to amend the contract in the amount of \$50,000 <p data-bbox="527 1348 1120 1512">Dr. Chun recommended Approval to amend contract with Orbach, Huff, Suarez & Henderson LLP in the amount of \$50,000 for legal services related to design & construction issues on the Healthy Living Campus</p>	<p data-bbox="1172 205 1523 697">It was Moved and Seconded (Poster/Chatterji) to approve amending contract with Cumming Construction Management Inc. in the amount of \$23,000 for conceptual cost estimating services on the Healthy Living Campus. Dr. Bholat, Ms. Diehl, Dr. Chun Ms. Poster and Mr. Chatterji voted yes. Motion Carried</p> <p data-bbox="1172 1348 1523 1810">It was Moved and Seconded (Diehl/Bholat) to approve amending contract with Orbach, Huff, Suarez & Henderson LLP in the amount of \$50,000 for legal services related to design & construction issues on the Healthy Living Campus. Dr. Bholat, Ms. Diehl, Dr. Chun Ms. Poster and Mr. Chatterji voted yes. Motion Carried</p>

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E. Ad-Hoc Mind Health Committee	Dr. Chun reported that The Ad-Hoc Mind Health Committee has not met. The committee meets on an as needed basis.	
F. Strategic Planning Committee	<p>Ms. Diehl reported that The Strategic Planning Committee met on Monday, March 5th, 2018 at 6pm at the 1200 Del Amo St Large Conference room. The following items were on the agenda:</p> <ul style="list-style-type: none"> • Presentation: Recap of November 10th, 2017 Strategic Planning Half-Day • Presentation: Healthy Minds initiative • Presentation: Youth Stress & Substance Youth Forum • Discussion Item: Content and date for next strategic planning development half-day <p>The next Strategic Planning Development Half-Day is scheduled for Friday, April 6th, 2018 at 8:30am at the MA center in Redondo Beach.</p>	
IX. Consent Items <ol style="list-style-type: none"> 1. Discussion and potential action item: Approval of minutes of the February 28th, 2018 Regular Meeting 2. Discussion and potential action item: Approve checks No. 70198 through 70346 totaling \$293,161.29 for accounts payable for the month of February 2018 3. Receive and File: Minutes of the January 17th 2018, Properties Committee Meeting 	<p>The Board reviewed the Minutes of the January 28th, 2018 Regular Meeting, Checks No. 70198 through No. 70346, totaling \$293,161.29 for Accounts Payable for the month of February 2018 and filing the minutes of the January 17th, 2018 Properties Committee meeting.</p>	<p>It was Moved and Seconded (Chatterji/Diehl) to approve the Minutes of the January 28th, 2018 Regular Meeting, Checks No. 70198 through No. 70346, totaling \$293,161.29 for Accounts Payable for the month of February 2018 and filing the minutes of the January 17th, 2018 Properties Committee meeting. Dr. Bholat, Ms. Diehl, Dr. Chun Ms. Poster and Mr. Chatterji voted yes. Motion Carried</p>

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X. Old Business	There was no old business.	
XI. New Business 1. Discussion Item: Community Committee Appointments Process	Ms. Marilyn Rafkin, Executive Assistant – Special Projects, highlighted the following: <ul style="list-style-type: none"> • Recruiting for Committee Members will begin • Last year we changed the process and accepted application throughout the whole year • Three standing committees: Strategic Planning Finance and Community Health • Appointments will be for 2 years terms and can be re-appointed up to three times • High school students serve one year terms and can now be appointed for a second term per the Board approved change to the policy • Applications will go online on April 1st to begin applying that will be due June 4th at noon. • Application and information now updated on the website and notice sent out to the newspapers • Staff will be contacting you regarding eligibility on all committee members for re-appointment and/or if chair want to appoint new members 	
XII. Board Member Reports	Mr. Chatterji reported that she attended: <ul style="list-style-type: none"> • Livewell Nutrition class • Meeting with Tom Ms. Poster reported that she attended: <ul style="list-style-type: none"> • Meeting with Tom • Leadership Redondo Beach • Strategic Planning Committee • ACHD Education Committee • Redondo Beach State of the City • Redondo Beach Round Table Dr. Bholat had nothing to report	

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	<p>Dr. Chun reported that he attended:</p> <ul style="list-style-type: none"> • Finance Committee Meeting • Properties Committee Meeting • Meeting with Tom <p>Ms. Diehl reported that she attended:</p> <ul style="list-style-type: none"> • Properties Committee Meeting • Finance Committee Meeting • Strategic Planning Committee Meeting • Meeting with Tom • Redondo Beach Round Table <p>Ms. Poster added that it would be great to have the Students in the committees present at the Strategic Development Half-Day and have them speak and give their input.</p> <p>Ms. Diehl added that Board members can attach themselves to the Students as mentees if they wanted.</p>	
XIII. Announcements/ Questions and Referrals to Staff	<p>Ms. Poster stated that she collected material for End of Life planning and she just wanted to share it with the BCHD staff.</p> <p>Dr. Chun added that student committee members should shadow staff as part of a mentoring program to deepen their understanding of what goes on prior to the committee meetings.</p>	
XIV. Adjournment	Dr. Chun moved to adjourn the meeting.	There being no further business, Dr. Chun Moved to adjourn the meeting. Meeting adjourned at 8:04 p.m.

The next Regular Meeting of the Beach Cities Health District Board of Directors is scheduled for Wednesday, May 23rd, 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