

**REGULAR MEETING
BOARD OF DIRECTORS
BEACH CITIES HEALTH DISTRICT
July 26th, 2017**

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 6:32 p.m.

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

Members Not Present: Dr. Noel Chun

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. Douglas Sieker, Redondo Beach, stepped to the podium and addressed the Board on the adverse health effects of leaf blowers and asked the Board for a letter of support to the City of Redondo Beach for a leaf blower ban.	
III. and IV. Review and Approval of Minutes		It was decided to postpone these items until Ms. Poster's arrival.
V. Beach Cities Health District Staff Recognition Fifteen Year Anniversary Jackie Berling Worksite Wellness	This item was taken out of order. Mr. Tom Bakaly, Chief Executive Officer Highlighted the following: <ul style="list-style-type: none"> • Ms. Berling assisted him with his transition as CEO • Ms. Berling started as Human Resources Director and then moved on to Chief Resources Officer and now is 	Ms. Poster arrived at 6:43 p.m.

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
<p>Ten Year Anniversary</p> <p>Diana Garcia Community Services</p>	<p>Chief Wellness Officer</p> <ul style="list-style-type: none"> • Serves as staff liaison to the Strategic Planning Committee • Instituted the award-winning worksite wellness program <p>Ms. Berling thanked the CEO, the Board of Directors and staff for her “amazing journey” at BCHD. She emphasized her experience of working for a true transformational organization.</p> <p>Dr. Bholat, Ms. Poster and Ms. Diehl all praised Ms. Berling and thanked her.</p> <p>Ms. Melissa Andrizzi-Sobel, Director of Community Services, highlighted the following:</p> <ul style="list-style-type: none"> • Ms. Garcia’s positive spirit and friendly demeanor • Her work enrolling hundreds of individuals in health insurance • Recipient of Core Value Award for Compassion • Receives many compliments and expressions of thanks from clients. <p>Ms. Garcia expressed her gratitude for the opportunity and thanked the leadership, team and staff.</p>	
<p>III. Review and Approval of Minutes of the May 24th, 2017 Regular Meeting</p>	<p>This item was taken out of order.</p> <p>The Board reviewed the Minutes of the May 24th, 2017 Regular Meeting.</p>	<p>It was Moved and Seconded (Poster/Diehl) to approve the minutes of the May 24th, 2017 Regular Meeting. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present. Motion Carried</p>
<p>IV. Review and Approval of Minutes of the June 13th, 2017 Special Meeting</p>	<p>This item was taken out of order.</p> <p>The Board reviewed the Minutes of the June 13th, 2017 Special Meeting.</p>	<p>It was Moved and Seconded (Diehl/Poster) to approve the minutes of the June 13th, 2017 Special Meeting. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present. Motion Carried</p>

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<p>VI. Healthy living Campus Update</p>	<p>Mr. Bakaly presented the Healthy Living Campus Update. He reviewed the guiding principles and the site concept plan. He said that the working group would be meeting the week of July 31st and requested any feedback from the Board members for the working group meeting.</p> <p>He highlighted:</p> <ul style="list-style-type: none"> • Phase 1—parking structure, assisted living, independent living • Phase 2—southern end of campus, old parking structure, walking trail <p>Mr. Leslie Dickey, Executive Director of Real Estate, stepped to the podium to respond to questions from the Board:</p> <ul style="list-style-type: none"> • Right of way with Torrance • Southern California Edison's undergrounding on the campus • Retaining wall • IT improvements on campus • Additional concept plans will be presented to Board as progress is made • Number of parking spaces <p>Dr. Bholat requested a grid with how the guiding principles are connected to the various projects.</p> <p>Mr. Chatterji suggested a site visit to Playa Vista.</p>	
<p>VII. Appointment of Board Members to BCHD Committees</p>	<p>A motion was made to appoint the following Board members to BCHD Committees:</p> <p>Properties Committee: Jane Diehl, Chairperson Dr. Noel Chun, 2nd Chair</p> <p>Community Health Committee: Dr. Michelle Bholat, Chairperson Vish Chatterji, 2nd Chair</p> <p>Strategic Planning Committee: Jane Diehl, Chairperson Vanessa Poster, 2nd Chair</p> <p>Finance Committee:</p>	<p>It was Moved and Seconded (Poster/Diehl) to approve the appointments of Board members to committees:</p> <p>Properties Committee: Jane Diehl, Chairperson Dr. Noel Chun, 2nd Chair</p> <p>Community Health Committee: Dr. Michelle Bholat, Chairperson Vish Chatterji, 2nd</p>

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	<p>Vanessa Poster, Chairperson Dr. Noel Chun, 2nd Chair</p> <p>Policy Committee: Vish Chatterji, Chairperson Dr. Noel Chun, 2nd Chair</p> <p>It was decided to disband the Ad Hoc Properties Committee because it has finished its work.</p>	<p>Chair</p> <p>Strategic Planning Committee: Jane Diehl, Chairperson Vanessa Poster, 2nd Chair</p> <p>Finance Committee: Vanessa Poster, Chairperson Dr. Noel Chun, 2nd Chair</p> <p>Policy Committee: Vish Chatterji, Chairperson Dr. Noel Chun, 2nd Chair</p> <p>Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present. Motion Carried</p>
<p>VIII. Program and Staff Reports</p> <p>A. Chief Executive Officer</p>	<p>Dr. Bholat 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"> • A communication from a BCHD Free Fitness Series Yoga on the Beach participant thanking BCHD for the program and how it helped her with stress reduction. Mr. Bakaly connected this back to the health priority of stress reduction • Beach Cities Volunteer Day—August 17th • Outside Magazine Best Place to Work award • Introduced Kate Daucsavage as Restaurant & Grocery Store Specialist 	

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	<ul style="list-style-type: none"> • Sitting on Health Care District Law subcommittee at ACHD and is trying to make the definition of health care as inclusive as possible and is requesting that community needs assessment be included • Dr. Bholat and BCHD staff are working with the Little Hoover Commission because there are some aspects of the preliminary report that are concerning. • Responded to Ms. Diehl’s questions about Stanford University—we are beginning discussions with them and worked with them on a wellness summit for ACHD 	
B. Legal Council	Mr. Lundy had no report.	
C. Youth Services	<p>Dr. Bholat invited Ms. Ali Steward, Director of Youth Services up to the podium.</p> <p>Ms. Steward highlighted the following:</p> <ul style="list-style-type: none"> • Overview of Youth Services health priorities and data <ul style="list-style-type: none"> • Nutrition and Physical Activity • Mindfulness, Social-Emotional Learning & Stress Reduction • Bullying Prevention • Substance Use Prevention • Support of Evidence-Based Tobacco Policies • Program summary of 15+ Youth Services programs & partnerships at 21 schools in the Beach Cities and relation to health priorities • Measurable outcomes from the 2016-17 school year <ul style="list-style-type: none"> • Measurable declines in obesity in Redondo Beach schools • Substance Abuse—alcohol and drug use incidence very high in Manhattan Beach • Social-emotional well-being <p>Mr. Chatterji expressed his shock at the substance abuse statistics and asked about programs for substance abuse prevention.</p> <p>Ms. Steward replied that the approach to substance abuse is varied and will included schools and parents.</p>	

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	Dr. Bholat requested a longitudinal way to see the changes in data.	
<p>IX. Committee Reports</p> <p>A. Community Health Committee</p> <p>1. Discussion and potential action item:</p> <p>A. Approve the appointments of Jason Hove, M.D., Julian Katz, and Fred Manna to the community Health Committee effective July 1, 2017 through June 30, 2019</p> <p>B. Approve the appointments of Mary Drummer, Virginia Green, Ph.D., and Marie Puterbaugh to the Community Health Committee Effective July 27, 2017 through June 30, 2019</p> <p>C. Approve the appointments of Jamie Lee and Isaac Stein to the</p>	<p>Dr. Bholat reported that the Community Health Committee has not met.</p> <p>Dr. Bholat recommended approval of the appointments of:</p> <p>A. Jason Hove, M.D., Julian Katz, and Fred Manna to the Community Health Committee effective July 1, 2017 through June 30, 2019</p> <p>B. Mary Drummer, Virginia Green, Ph.D., and Marie Puterbaugh to the Community Health Committee Effective July 27, 2017 through June 30, 2019</p> <p>C. Jamie Lee and Isaac Stein to the community Health Committee effective July 27, 2017 through June 30, 2018</p> <p>Mr. Chatterji requested an explanation of the committee appointments.</p> <p>Mr. Bakaly asked Ms. Marilyn Rafkin, Assistant to the CEO—Special Projects, to provide the explanation.</p> <p>Ms. Rafkin stepped to the podium and described the community member process for the Community Health, Finance and Strategic Planning committees:</p> <ul style="list-style-type: none"> • Each of the three committees has six to eight community members for two-year terms and two high school students for one-year terms. • Those who are being nominated to terms from July 1, 2017 to June 30, 2019 are current members being reappointed to an additional term. • Those who are being nominated to terms from July 27, 2017 to June 30, 2019 are new members. • Those who are being nominated to terms from July 27, 2017 to June 30, 2018 are high school students. 	<p>It was Moved and Seconded (Diehl/Poster) to approve the appointments of</p> <p>A. Jason Hove, M.D., Julian Katz, and Fred Manna to the Community Health Committee effective July 1, 2017 through June 30, 2019.</p> <p>B. Mary Drummer, Virginia Green, Ph.D., and Marie Puterbaugh to the Community Health Committee Effective July 27, 2017 through June 30, 2019.</p> <p>C. Jamie Lee and Isaac Stein to the community Health Committee effective July 27, 2017 through June 30, 2018.</p> <p>Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present.</p> <p>Motion Carried</p>

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<p style="text-align: center;">community Health Committee effective July 27, 2017 through June 30, 2018</p>		
<p>B. Finance Committee/ Treasurer’s Report</p> <p>1. Action Item: Approve checks no. 68373 through 68589, totaling \$574,190.53 for accounts payable for the month of May 2017</p> <p>2. Action Item: Approve checks no. 68590 through 68776, totaling \$1,070,153.08 for accounts payable for the month of June 2017</p> <p>3. Discussion and Potential Action Item: Approve Resolution No. 540 – Adopting a Committed Fund Balance</p>	<p>Ms. Poster reported that the Finance Committee has not met.</p> <p>Ms. Poster recommended approval of Checks No. 68373 through No. 68589, totaling \$574,190.53 for Accounts Payable for the month of May 2017.</p> <p>Ms. Poster recommended approval of Checks No. 68590 through No. 68776, totaling \$1,070,153.08 for Accounts Payable for the month of June 2017.</p> <p>Ms. Poster recommended approval of Resolution No. 541 – Adopting a Committed Fund Balance</p> <p>Ms. Poster said that the resolution goes with the Principal Preservation Policy that was approved by the Board. She asked Ms. Monica Suua, Chief Finance Officer, to further explain the resolution.</p> <p>Ms. Suua stepped to the podium and said that</p>	<p>It was Moved and Seconded (Poster/Diehl) to approve Checks No 68373 through No. 68589, totaling \$574,190.53 for Accounts Payable for the month of May 2017. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present. Motion Carried</p> <p>It was Moved and Seconded (Poster/Diehl) to approve Checks no. 68590 through No. 68776, totaling \$1,070,153.08 for Accounts Payable for the month of June 2017.</p> <p>Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present. Motion Carried</p> <p>It was Moved and Seconded (Poster/Chatterji) to approve Resolution No. 541 – adopting a Committed Fund Balance.</p> <p>Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was</p>

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<p>4. Discussion and Potential Action Item:</p> <p>A. Approve the appointments of Christine Cronin Hurst, Gina DeRosa, Sam Kartounian and Adam Phillips to the Finance Committee effective July 1, 2017 through June 30, 2019</p> <p>B. Approve the appointment of Wayne Powell to the Finance Committee effective July 27, 2017 through June 30, 2019</p> <p>C. Approve the appointments of Cordelia Nguyen and Zachary Wu to the Finance Committee effective July 27, 2017 through June 30, 2018</p>	<p>the actual number of the resolution is “541”. She reported that a resolution will be adopted on an annual basis to set aside a committed fund balance of 50% of the annual budget.</p> <p>Ms. Poster recommended approval of the appointments of:</p> <p>A. Christine Cronin Hurst, Gina DeRosa, Sam Kartounian and Adam Phillips to the Finance Committee effective July 1, 2017 through June 30, 2019</p> <p>B. Wayne Powell to the Finance Committee effective July 27, 2017 through June 30, 2019</p> <p>C. Cordelia Nguyen and Zachary Wu to the Finance Committee effective July 27, 2017 through June 30, 2018</p>	<p>not present. Motion Carried</p> <p>It was Moved and Seconded (Poster/Diehl) to approve the appointments of</p> <p>A. Christine Cronin Hurst, Gina DeRosa, Sam Kartounian and Adam Phillips to the Finance Committee effective July 1, 2017 through June 30, 2019</p> <p>B. Wayne Powell to the Finance Committee effective July 27, 2017 through June 30, 2019</p> <p>C. Cordelia Nguyen and Zachary Wu to the Finance Committee effective July 27, 2017 through June 30, 2018.</p> <p>Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present. Motion Carried</p>
<p>C. Policy Committee</p>	<p>Ms. Poster reported that the Policy Committee has not met.</p>	
<p>D. Properties Committee</p>	<p>Ms. Diehl reported that the Properties Committee has not met.</p>	

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<p>E. Ad-Hoc Properties Committee</p>	<p>Ms. Diehl reported that the Ad Hoc Properties Committee is automatically expiring.</p>	
<p>F. Strategic Planning Committee</p> <p>1. Discussion and Potential Action Item:</p> <p>A. Approve the appointments of Richard Propster and Gary Chuang, M.D. to the Strategic Planning Committee effective July 1, 2017 through June 30, 2019</p> <p>B. Approve the appointments of Lyman Fox and Vijay Jeste to the Strategic Planning Committee effective July 27, 2017 through June 30, 2019</p> <p>C. Approve the appointments of Amanda Costley and Isabella Scalabrini to the Strategic Planning Committee effective July 27, 2017 through June 30, 2018</p>	<p>Ms. Diehl reported that the Strategic Planning Committee has not met.</p> <p>Ms. Diehl recommended to approve the appointments of</p> <p>A. Richard Propster and Gary Chuang, M.D. to the Strategic Planning Committee effective July 1, 2017 through June 30, 2019</p> <p>B. Lyman Fox and Vijay Jeste to the Strategic Planning Committee effective July 27, 2017 through June 30, 2019</p> <p>C. Amanda Costley and Isabella Scalabrini to the Strategic Planning Committee effective July 27, 2017 through June 30, 2018</p>	<p>It was Moved and Seconded (Diehl/Poster) to approve the appointments of</p> <p>A. Richard Propster and Gary Chuang, M.D. to the Strategic Planning Committee effective July 1, 2017 through June 30, 2019</p> <p>B. Lyman Fox and Vijay Jeste to the Strategic Planning Committee effective July 27, 2017 through June 30, 2019</p> <p>C. Amanda Costley and Isabella Scalabrini to the Strategic Planning Committee effective July 27, 2017 through June 30, 2018.</p> <p>Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present.</p> <p>Motion Carried</p>

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
X. Old Business	There was no Old Business.	
VII. New Business		
<p>A. <u>Discussion and Potential Action Item:</u> Approve to award contract to Nabih Youssef & Associates Structural Engineers for structural engineering services required to support the 514 N. Prospect Ave. building and central plant renovations planned as part of the Healthy Living Campus Projects in the amount of \$79,800</p>	<p>Dr. Bholat Called Mr. Lesley Dickey, Executive Director of Real Estate, to the Podium.</p> <p>Mr. Dickey highlighted the following:</p> <ul style="list-style-type: none"> • The renovation of the 514 building very challenging due to the age of the building • The selection of this firm is a professional selection based on qualification and recommendations • This firm has related experience and did the structural engineering services for the historic Los Angeles City Hall seismic upgrades, the Getty Villa and the San Diego Veterans' Administration Hospital. <p>Ms. Poster recommended approval to award contract to Nabih Youssef & Associates Structural Engineers for structural engineering services required to support the 514 N. Prospect Ave. building and central plant renovations planned as part of the Healthy Living Campus Projects in the amount of \$79,800.</p> <p>Mr. Lundy, Legal Counsel, requested an amendment to the motion to be placed at the end: "based on the firm's demonstrated competence and professional qualifications."</p> <p>Ms. Poster amended her motion.</p>	<p>It was Moved and Seconded (Poster/Chatterji) to award contract to Nabih Youssef & Associates Structural Engineers for structural engineering services required to support the 514 N. Prospect Ave. building and central plant renovations planned as part of the Healthy Living Campus Projects in the amount of \$79,800 based on the firm's demonstrated competence and professional qualifications.</p> <p>Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present.</p> <p>Motion Carried Unanimously</p>
<p>B. <u>Discussion and Potential Action Item:</u> Approval to award contract to Withee Malcolm Architects, LLP for architectural services on the Healthy Living Campus Project located on the Beach Cities</p>	<p>Mr. Dickey explained that this firm was chosen after six bids were received in response to a Request for Qualifications.</p> <p>This firm is local, has experience in housing for older adults, a history of working with the City of Redondo Beach building department, and has done Environmental Impact Review studies.</p> <p>Mr. Lundy asked that the same language from the previous motion be added to this motion.</p>	<p>It was Moved and Seconded (Poster/Diehl) to award contract to Withee Malcolm Architects, LLP for architectural services on the Healthy Living Campus Project located on the Beach Cities Health District property on Prospect Ave in the amount of \$165,000 based on the firm's</p>

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<p>Health District property on Prospect Ave in the amount of \$165,000</p> <p>C. <u>Discussion and Potential Action Item:</u> Approve to establish an ad hoc Mind Health Study Committee</p>	<p>Ms. Poster recommended approval to award contract to Withee Malcolm Architects, LLP for architectural services on the Healthy Living Campus Project located on the Beach Cities Health District property on Prospect Ave in the amount of \$165,000 based on the firm’s demonstrated competence and professional qualifications.</p> <p>Mr. Bakaly explained that this item is to establish an ad hoc committee to work with Loma Linda University to look at the effect of diet, exercise and Blue Zones Project principles on dementia. It would be for a period of 3 years.</p> <p>Mr. Lundy clarified that two Board members will serve on the ad hoc committee.</p> <p>Ms. Poster recommended approval to establish an ad hoc Mind Health Study Committee and appoint Ms. Poster as Chairperson and Dr. Noel Chun as second chair for a period of three-years.</p>	<p>demonstrated competence and professional qualifications.</p> <p>Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present. Motion Carried Unanimously</p> <p>It was Moved and Seconded (Poster/Diehl) to establish an ad hoc Mind Health Study Committee and appoint Ms. Poster as Chairperson and Dr. Noel Chun as second chair for a period of three-years.</p> <p>Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji voted yes. Dr. Chun was not present. Motion Carried Unanimously</p>
<p>XII. Board Member Reports</p>	<p>Mr. Chatterji reported that he attended:</p> <ul style="list-style-type: none"> • Onboarding meeting with Tom Bakaly, CEO • Redondo Beach Round Table meeting where he learned about Hands on Art and met Ms. Patricia Dreizler <p>Ms. Poster reported that she attended:</p> <ul style="list-style-type: none"> • Redondo Beach Coordinating Council luncheon • Two Free Fitness Yoga on the Beach sessions • Meeting with Mr. Bakaly and a firm that does financial modeling for government agencies • Happy Hour with History in Hermosa Beach at the Hermosa Beach Lawn Bowling Club <p>Ms. Diehl reported that she attended:</p> <ul style="list-style-type: none"> • Redondo Beach Round Table • Will be attending the Medal of Valor celebration for Lifeguards 	

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	<ul style="list-style-type: none"> • Will be attending Free Fitness Zumba <p>Dr. Bholat reported that she attended:</p> <ul style="list-style-type: none"> • American Heart Association event • Four Executive meetings of ACHD • Meeting with Little Company of Mary Hospital about partnering with the Center for Health and Fitness <p>Dr. Chun was not present</p>	
XIII. Announcements/ Questions and Referrals to Staff	Ms. Diehl requested follow-up on the public discussion item on a leaf blower ban and referred it to staff.	
XIV. Adjournment	Dr. Bholat moved to adjourn the meeting in memory of Mr. Edward Dean, BCHD Volunteer.	There being no further business, Dr. Bholat Moved to adjourn the meeting. Meeting adjourned at 8:50 p.m.

The next Regular Meeting of the Beach Cities Health District Board of Directors is scheduled for Wednesday, September 27th, 2017 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