



Live Well. Health Matters.

**BEACH CITIES HEALTH DISTRICT
SPECIAL MEETING**

DATE: JUNE 13TH, 2017
TIME: 5:00PM

LOCATION: BEACH CITIES ROOM
BEACH CITIES HEALTH DISTRICT
514 N. PROSPECT AVE
REDONDO BEACH, CA 90277

CALL TO ORDER - SALUTE TO THE FLAG

DR. MICHELLE BHOLAT

PUBLIC DISCUSSION

NEW BUSINESS

I. DISCUSSION AND POTENTIAL ACTION ITEM:
AMEND POLICY NO. 2060: FILLING A BOARD VACANCY -
NOMINATION PROCESS

DR. MICHELLE BHOLAT

II. APPLICANT SELECTION FOR VACANT BOARD MEMBER
POSITION

A. ACTION ITEM:
APPOINTMENT OF NEW BOARD MEMBER

DR. MICHELLE BHOLAT

B. SWEARING IN OF NEW BOARD MEMBER

DR. MICHELLE BHOLAT

III. DISCUSSION & POTENTIAL ACTION ITEM:
ASSOCIATION OF CALIFORNIA HEALTHCARE DISTRICTS,
INC. BALLOT FOR APPROVING THE AMENDED AND
RESTATED BYLAWS

DR. MICHELLE BHOLAT

ANNOUNCEMENTS

ADJOURNMENT

**THE NEXT REGULAR MEETING OF THE BOARD OF DIRECTORS IS SCHEDULED FOR
WEDNESDAY, June 28TH, 2017 IN THE BEACH CITIES ROOM
AT THE BEACH CITIES HEALTH CENTER**



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Memorandum

To: Board of Directors

From: Tom Bakaly, Chief Executive Officer

Date: June 8, 2017

Subject: Board Position Vacancy Process

Background:

On May 24, 2017 the Board of Directors voted to pursue an appointment process to fill the Board vacancy that was created when Lenore Bloss resigned her position in April, 2017. At that time, the Board also asked staff to return in the future with revisions to the Board Policy for Filling a Board Vacancy (Policy #2060 – attached). Those revisions included clearly stating that a majority of the Board needed to be elected rather than appointed and appointments would only be until the next regular election which would mean less than 2 years. The Board is having a special meeting on Tuesday, June 13th at 5:00pm and a decision must be made on that day or by law the County of Los Angeles would make the appointment.

We have received 37 applications for the one vacancy. Two applications were late and we have noted that on the application and it is up to the Board if you would like to consider those applicants. Section 2060.6.5 of the policy states that Board members may request copies of all applications and interview applicants as desired. We have electronically sent you copies of the applications and Charlie Velasquez will also deliver hard copies of all of the applications.

In the notice to applicants which was widely advertised, we stated that the applicants would have an opportunity to address the Board for up to 3 minutes. There are two candidates that are unable to be present on June 13th. We have noted that in their applications and gave them the option to include an additional written statement. Our plan was to have all of the candidates speak in alphabetical order if they so choose. If there are members of the public who would like to speak and are not candidates, they

will have an opportunity to speak during the public comment period at the beginning of the meeting.

Once each candidate gets to address the Board, we recommend the Board begin the nomination process. Section 2067.1 of the Policy states that each Board member may make only one (1) nomination. Given the high number of candidates, the Board might want to consider allowing each Board member to make two (2) nominations if they so choose. As part of the nomination process, the Board may want to discuss any criteria that they would want to use to evaluate the potential nominees. The following are criteria the Board may want to consider:

- 1) BCHD involvement (committee, volunteer, etc.)
- 2) Community involvement (are they connected to the community)
- 3) Health/preventive health background
- 4) Unique qualifier or differentiator from current board expertise/strengths

Once nominations are made, it is then our suggestion that the Board interviews the final nominees by asking them each some questions. The Board may want to consider how the applicant's experience and knowledge fit with the culture and health priorities of the Beach Cities Health District.

The following are the questions the Board may want to ask each of the final nominees as part of the interview process:

- 1) Name three characteristics you think a great board member possesses?
- 2) BCHD is committed to the changing and evolving health needs of the community and our health priorities.

Please tell us what interest you most about one of our health priorities or one of our programs and services.

- 3) Which aspect of Beach Cities Health District interests you the most?
- 4) What are you hoping to get out of your experience as a BCHD board member?

The Board should agree on the questions at the meeting and ask each nominee the same questions. After the questions are asked of each nominee, we recommend that the Board follow Section 2060.8 (Voting Process) of the Policy.

Following the appointment of the new Board Member, the Board might want to give direction regarding any changes to the Policy for staff to bring back along with the previously directed revisions discussed at the beginning of this memo.



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POLICY TITLE: FILLING A VACANCY ON THE BOARD
POLICY NUMBER: 2060

COMMITTEE APPROVAL DATE: 11/10/2014 **WRITTEN/REVISED BY:** S.BURDEN / M. RAFKIN
BOARD APPROVAL DATE: 11/19/2014 **SUPERSEDES:** 07/30/2008

POLICY:

2060 It is the policy of the Beach Cities Health District (“District”) to fill a vacancy on the Board of Directors by appointment or special election until the next election.

GUIDELINES:

2060.1 In accordance with the Local Health Care District Law and Section 1780 of the Government Code, the Board of Directors has the authority to fill a vacancy on the Board created by a director not completing his/her term of office.

2060.2 The Board also has the authority to hold a special election to fill a vacancy on the Board or appoint a new director. If the Board elects to appoint a new director this must be completed within sixty (60) days of the notice of termination by the outgoing director. If the Board fails to fill the vacancy within this time frame, the Los Angeles County Board of Supervisors shall appoint a new director.

2060.3 The District’s Bylaws (Article II, Section 4) dictate that vacancies on the Board shall be filled by appointment by the remaining Directors and that any person appointed to fill such vacancy shall hold office for the unexpired term or until the next election, at the discretion of the Board.

2060.4 The District shall post public notices of a vacancy on the Board of Directors in three or more conspicuous locations within the District.

2060.5 At the first Regular or Special Board meeting following the properly noticed announcement of the vacancy, the Board shall vote on candidates nominated by the Board of Directors.

2060.6 Guidelines:

2060.6.1 The Board shall take action at a publicly noticed meeting to determine if the vacancy is to be filled by appointment or special election.

2060.6.2 If the vacancy is to be filled by appointment, the law requires that the appointment be made within 60 days of the date of resignation.

2060.6.3 The law requires that a public notice be posted at least 15 days prior to the appointment of a new board member in three or more conspicuous locations within the District. It has been the policy of the District to post the notice at the Hermosa Beach, Manhattan Beach and Redondo Beach City Halls as well as the bulletin board at the Beach Cities Health District Health Center. Although it is not required

by law, the District also places a public notice in a newspaper of general circulation in the District and on the District website. A sample of the public notice is attached to this guideline. In addition, the District will send press releases to all local newspapers announcing the vacancy and the nomination process.

2060.6.4 An application, resumé, and two letters of recommendation, one for professional experience and one for community involvement, will be solicited from all applicants. Applicants are free to contact Board Members individually before the Board meeting to introduce themselves.

2060.6.5 Board members may request copies of all applications for review and interview applicants as desired.

2060.6.6 Board action to appoint a new member is as follows:

2060.7 Nomination Process

2060.7.1 President opens the floor for nominations. Each board member may make only one nomination. A Roll Call Nominating System will be used. The order of nominations is determined by lot with the Chief Executive Officer picking the names of the Board members.

2060.7.2 Nominations need not be seconded.

2060.7.3 President entertains a motion to close the nominations.

2060.7.4 Motion is seconded.

2060.7.5 Discussion and vote on the motion to close nominations.

2060.7.6 President opens the floor for discussion on the nominations.

2060.8 Voting Process

2060.8.1 President calls for vote for each nominee in the order they have been nominated. Each Board member casts one or two votes with not more than one vote per nominee.

2060.8.2 After the votes are counted, the President announces results of the vote. Any nominee who receives a majority vote of the Directors is appointed.

2060.9 If no nominee receives a majority of the votes present, the nominee(s) with the least number of votes is/are eliminated and the vote begins again. If there is no clear nominee to eliminate, the President will entertain a motion to reopen the nominations and Board Members may withdraw their original nomination and may submit a new nominee. This motion should be seconded, and if passed, repeat 2060.7 and 2060.8 until a nominee is elected.



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PUBLIC NOTICE

Pursuant to Government Code Section 1780, notice is hereby given that effective (date) there exists a vacancy on the Board of Directors of the Beach Cities Health District, a local governmental entity. Pursuant to California law, the remaining District Board members may fill the vacancy by appointment or by holding a special election.

Board Member Recruitment Application Log—2017

Applications due 6/8/2017 by 12 noon

	NAME OF APPLICANT	CITY	DATE RECEIVED	NOTES
1	Jonathan M. Beutler	Manhattan Beach	6/8/17	Cannot attend meeting. Attached Cover Letter
2	Michael Bobola	Redondo Beach	6/8/17	
3	Vish Chatterji	Redondo Beach	6/7/17	
4	Leian Chen	Redondo Beach	6/7/17	
5	Cynthia Crici Malouin	Redondo Beach	6/5/17	
6	Christine Cronin-Hurst	Manhattan Beach	6/8/17	Finance Committee Member. Wants Withdrew application.
7	James Czulewicz	Redondo Beach	6/6/17	Withdrew Application.
8	Bryan Dalton	Redondo Beach	6/1/17	Cannot attend meeting.
9	Nancy Drinker	Hermosa Beach	6/7/17	
10	Mary Drummer	Redondo Beach	6/6/17	
11	John Frame	Redondo Beach	6/8/17	Withdrew Application
12	Andrea N. Giancoli	Hermosa Beach	6/8/17	Livability Committee Member
13	Vijay Jeste	Redondo Beach	6/8/17	
14	Brandy Johnston	Redondo Beach	6/8/17	
15	Sam Kartounian	Redondo beach	6/8/17	Finance Committee Member
16	Scott Kringen	Redondo Beach	6/1/17	Strategic Planning Committee Member. Cannot attend.
17	Marley Kueh	Hermosa Beach	6/7/17	Withdrew application.
18	Gigi Kwok-Hinsley, DrPH	Redondo Beach	6/6/17	

	NAME OF APPLICANT	CITY	DATE RECEIVED	NOTES
19	Coney Lee	Redondo Beach	6/8/17	Application submitted at 12:03pm. For your consideration.
20	Stacy Lentz	Redondo Beach	6/6/17	
21	Fred Manna	Manhattan Beach	6/7/17	Community Health Committee & Livability Committee Member
22	Kelly McGoldrick	Redondo Beach	6/8/17	
23	Kathleen McGrogan	Redondo Beach	6/1/17	
24	Harry Munns	Redondo Beach	6/5/17	
25	Katie Neal	Hermosa Beach	6/8/17	
26	Melissa Paulding	Redondo Beach	6/8/17	Withdrew application.
27	Geraldine Poon	Hermosa Beach	6/7/17	Cannot Attend
28	Wayne Powell	Manhattan Beach	5/29/17	
29	Patricia Rillera	Redondo Beach	6/8/17	Cannot Attend.
30	Jo Ann Rodda	Manhattan Beach	6/8/17	
31	Doug Rodriguez	Redondo Beach	6/1/17	
32	Beth (Betsy) Ann Ryan	Hermosa Beach	6/8/17	
33	Lester Silverman, OD	Hermosa Beach	6/8/17	Wrong fax number listed on bottom portion of the application. Submitted again after the deadline to the correct number. For your consideration.
34	Myles Spar, MD	Manhattan Beach	6/3/17	
35	Katrina Vlachos, MD	Hermosa Beach	6/5/17	Cannot attend. Would like cover letter to be read on her behalf.
36	Mitch Ward	Manhattan Beach	6/8/17	
37	Ed Wolfman	Manhattan Beach	6/5/17	