

**REGULAR MEETING
BOARD OF DIRECTORS
BEACH CITIES HEALTH DISTRICT
September 27th, 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 6:42 p.m.

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

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. Jeff Duclos, Mayor Pro Tem of Hermosa Beach stepped up to the podium. Mr. Duclos highlighted the following: <ul style="list-style-type: none"> • Thanked and acknowledged Mr. Tom Bakaly for all he has done for the city of Hermosa Beach as City Manager 	
III. Review and Approval of Minutes of the July 26th, 2017 Regular Meeting	The Board reviewed the Minutes of the July 26 th , 2017 Regular Meeting.	It was Moved and Seconded (Chun/Diehl) to approve the minutes of the July 26th, 2017 Special Meeting. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried
IV. Healthy living Campus Update	Mr. Bakaly presented the Healthy Living Campus Update. Mr. Bakaly highlighted the following: <ul style="list-style-type: none"> • Upcoming open house on October 17th, 	

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	<p>2017 at the Redondo Beach Performing Arts Center at 5:30pm which will include 3D models at various stations and a presentation. Hundreds of people are expected to attend</p> <p>Ms. Diehl asked about Board member behavior during this meeting to which Mr. Lundy replied that it's up to Board discretion.</p> <p>Mr. Bakaly added for the board to be conscious of perception.</p> <p>Mr. Eric Garner, Communications Manager, went over the different stations.</p>	
<p>V. 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"> • Mindfulness Workshop in the city of Hermosa Beach on September 28th, 2017 • We will have regularly scheduled committee meeting for the future • Provide summary in advance for each committee for the chairs • Sacks on the Beach is in the Café and opened on this week • We now have Design/Build authority • Thank you to Ms. Jacqueline Sun for her assistance in getting the Design/Build passed 	
<p>B. Legal Council</p>	<p>Mr. Lundy had no report.</p>	
<p>VI. Committee Reports</p> <p>E. Ad-Hoc Mind Health Committee</p>	<p>This Item was taken out of order.</p> <p>Ms. Poster reported that the Ad-Hoc Mind Health Committee met on Monday, September 18, 2017. The following items were discussed:</p> <ul style="list-style-type: none"> • Introduction of the research team Dr. 	

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	<p>Dean Sherzai and Dr. Ayesha Sherzai</p> <ul style="list-style-type: none"> • Design of the research protocol • Structure of the contract <p>Ms. Poster continued that the board members provided direction to staff regarding the scope and details for the contract.</p> <p>Ms. Poster continued that Dr. Sherzai is here this evening to present the Healthy Minds Initiative to the full board.</p> <p>Dr. Dean Sherzai stepped up to the podium.</p> <p>Dr. Sherzai highlighted the following:</p> <ul style="list-style-type: none"> • Aging society <ul style="list-style-type: none"> ○ Fastest growing population ○ Change in expectations ○ The most Active and productive population • Challenges <ul style="list-style-type: none"> ○ Chronic disease of aging ○ Cost of healthcare • Cognitive diseases of aging <ul style="list-style-type: none"> ○ Alzheimer’s disease ○ Vascular dementia ○ Stroke ○ Parkinson’s disease • Dementia <ul style="list-style-type: none"> ○ Six million in U.S. and 40 Million worldwide ○ 70-80% have Alzheimer’s • Cost <ul style="list-style-type: none"> ○ \$240 billion direct cost and \$230 billion indirect ○ Compared to 2nd disease – heart disease cast is at \$100 billion ○ Expected to increase to \$1-3 trillion by 2050 • Treatment <ul style="list-style-type: none"> ○ 4 drugs ○ None of them slow or stop progression ○ They have side effects ○ False sense of security ○ 280 clinical trials have failed • Proven Treatment <ul style="list-style-type: none"> ○ N (nutrition) ○ E (exercise) ○ U (unwind) ○ R (restorative sleep) 	

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	<ul style="list-style-type: none"> ○ O (optimize) • Proven Model <ul style="list-style-type: none"> ○ Blue Zones Project ○ Loma Linda (Seventh Day Adventists) ○ Other population studies • Beach Cities Healthy Minds Initiative <ul style="list-style-type: none"> ○ 3 year longitudinal study ○ Two concurrent phases <ul style="list-style-type: none"> ▪ Observational N=1200 ▪ Interventional N=500 ○ Institutional Review Board Submittal ○ Institutional Review Board Approval ○ Participant Recruitment <ul style="list-style-type: none"> ▪ Pending IRB approval ▪ Target January/February 2018 • Beach Cities Healthy Minds Initiative – Observational Study <ul style="list-style-type: none"> ○ Aims ○ Methodology ○ Statistics ○ Logistics ○ Challenges ○ Potential Outcomes • Next Steps <ul style="list-style-type: none"> ○ Board Approval ○ IRB approval ○ Community education and outreach ○ Reporting and publication ○ The first proactive approach to community brain health <p>Mr. Bakaly let the board know that the plan is to return next month with a contract that will be presented to the board for review and discussion.</p>	
<p>VI. Committee Reports</p> <p>A. Community Health Committee</p>	<p>Dr. Bholat reported that the Community Health Committee met on Wednesday, September 20, 2017. The following items were discussed:</p> <ul style="list-style-type: none"> • Introduction of new committee members, including high school students joining BCHD committees for the first time • Update on the Healthy Living Campus • Discussion of the theoretical model 	

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	<p>Collective Impact and its use in designing community initiatives</p> <ul style="list-style-type: none"> • Review of the teen substance use prevention plan and the first year goals. The first year of this multi-year initiative is largely focused on community coalition building, stakeholder identification and coordination and parent education • Finally, the committee reviewed the draft “Youth Substance Use and Adult Substance abuse Policy Position” paper. After robust discussion, with excellent participation from the student committee members, it was determined that further discussion and input is required. The committee provided feedback on several different directions the paper could take. Staff will draft several options and return to the committee for discussion. <p>She continued that the committee remains committed to exploring the issues of substance use and abuse in our community in a thorough and data driven discussion. Future committee meetings will provide opportunities for subject matter experts such as Dr. Steve Shoptaw and Dr. Jody Kussin, to provide information and feedback to the committee to inform our process.</p> <p>The next meeting of the Community Health Committee is scheduled for Wednesday, November 1, 2017 at 6:00 p.m. It is the hope of staff that this substance use/abuse health priority can be brought before the board for discussion and possible action in November or January.</p>	
<p>B. Finance Committee/ Treasurer’s Report</p> <p>1. Action Item: Approve checks no. 68777 through 68981, totaling \$682,837.41 for</p>	<p>Ms. Poster reported that the Finance Committee has not met.</p> <p>Ms. Poster recommended approval of Checks No. 68777 through No. 68981, totaling \$682,837.41 for Accounts Payable for the month of July 2017.</p>	<p>It was Moved and Seconded (Poster/Chun) to approve Checks No 68777 through No. 68981, totaling \$682,837.41 for</p>

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<p>accounts payable for the month of July 2017</p> <p>2. Action Item: Approve checks no. 68982 through 69190, totaling \$465,927.45 for accounts payable for the month of August 2017</p> <p>3. Discussion and Potential Action Item: Approve the appointment of Doug Rodriguez to the Finance Committee Effective September 27th, 2017 through June 30th, 2019</p>	<p>Ms. Poster recommended approval of Checks No. 68982 through No. 69190, totaling \$465,927.45 for Accounts Payable for the month of August 2017.</p> <p>Ms. Poster recommended approval of appointing Doug Rodriguez to the Finance Committee Effective September 27th, 2017 through June 30th, 2019</p>	<p>Accounts Payable for the month of July 2017. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p> <p>It was Moved and Seconded (Poster/Chun) to approve Checks no. 68982 through No. 69190, totaling \$465,927.45 for Accounts Payable for the month of August 2017. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p> <p>It was Moved and Seconded (Poster/Chun) to approve the appointment of Doug Rodriguez to the Finance Committee Effective September 27th, 2017 through June 30th, 2019. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p>
<p>C. Policy Committee</p>	<p>Mr. Chatterji reported that the Policy Committee met on Wednesday, September 20th, 2017. The committee reviewed:</p> <ul style="list-style-type: none"> • Policy Number 5010: Contracts for Public Agency services to abide by California State legislation AB 1728 • New Policy 5040: Contracts for Nonprofit Agencies to abide by California State legislation AB 1728 • Changing Policy 4050a. Micro Enrichments Grant application and agreement and Policy 4050b. Micro Enrichment Grant Report from District Policies to District procedures to give 	

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	<p>staff more flexibility to change the application and reports to reflect current needs and practices</p> <ul style="list-style-type: none"> Revising BCHD Bylaws and Policy number 2060: filling a Vacancy on the Board to ensure that an appointed Board member would not be able to serve more than two years and that there would be no more than two Board-appointed Board members at any one time <p>Mr. Chatterji continued that the committee recommends we move forward with the proposed changes, revisions and additions.</p>	
<p>1. Discussion and potential action item: Approval of the revised policy number 5010 for: Contract for public agencies</p>	<p>Mr. Chatterji recommended approval of the revised policy number 5010 for: Contract for public agencies with recommended correcting of numbering changes</p>	<p>It was Moved and Seconded (Chatterji/Chun) to approve the revised policy number 5010 for: Contract for public agencies with recommended correcting of numbering changes Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p>
<p>2. Discussion and potential action item: Approval for new policy number 5040 for: Contract for nonprofit agencies</p>	<p>Mr. Chatterji recommended approval for new policy number 5040 for: Contract for nonprofit agencies with recommended correcting of numbering changes</p>	<p>It was Moved and Seconded (Chatterji/Chun) to approve the new policy number 5040 for: Contract for nonprofit agencies with recommended correcting of numbering changes Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes.</p>

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<p>3. Discussion and potential action item: Approval of Resolution 542: Revised Beach Cities Health District Bylaws</p> <p>4. Discussion and potential action item: Approval of the revised policy number 2060 for: Filling a vacancy on the Board of Directors</p> <p>5. Discussion and potential action item: Approval of changing policy 4050A Micro enrichment Grant application and Agreement and Policy 4050B Micro enrichment Grant report from District Policies to District Procedures</p>	<p>Mr. Chatterji recommended approval of Resolution 542: Revised Beach Cities Health District Bylaws</p> <p>Mr. Chatterji recommended approval of the revised policy number 2060 for: Filling a vacancy on the Board of Directors</p> <p>Mr. Chatterji recommended approval of changing policy 4050A Micro enrichment Grant application and Agreement and Policy 4050B Micro enrichment Grant report from District Policies to District Procedures</p>	<p>Motion Carried</p> <p>It was Moved and Seconded (Chatterji/Poster) to approve Resolution 542: Revised Beach Cities Health District Bylaws Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p> <p>It was Moved and Seconded (Chatterji/Poster) to approve the revised policy number 2060 for: Filling a vacancy on the Board of Directors Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p> <p>It was Moved and Seconded (Chatterji/Poster) to approve changing policy 4050A Micro enrichment Grant application and Agreement and Policy 4050B Micro enrichment Grant report from District Policies to District Procedures Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p>
<p>D. Properties Committee</p>	<p>Ms. Diehl reported that The Properties Committee met on Wednesday, September</p>	

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	<p>20th, 2017. The committee reviewed:</p> <ul style="list-style-type: none"> • Amending contract with International Parking Design (IPD) to include a conceptual study for a convertible parking structure for the Healthy Living Campus Projects • Awarding contract to D7 Consulting, Inc. to provide roofing consulting and building envelope services for the 514 N. Prospect Ave, Redondo Beach Building and the Healthy Living Campus Projects • Establishing senior project manager staff position for the 514 North Prospect Ave, Redondo Beach Building renovation. • Awarding contract to the lowest bidder under a CUPCCAA bid process for repairs to air handler #3 serving the 514 N. Prospect Ave Redondo Beach building • Amending contract to Withee Malcolm Architects, LLP for architectural services on the Healthy Living Campus Projects • Awarding contract to Kone Inc. to modernize elevators 1 & 2 in the 514 N. Prospect Ave. Redondo Beach Building • Ratifying awarding contract to Sacks on the Beach to operate the 514 N. Prospect Ave Redondo Beach building Café <p>Ms. Diehl continued that the committee recommends we move forward with each of the following items for board approval.</p>	
<p>E. Strategic Planning Committee</p>	<p>Ms. Diehl reported that the Strategic Planning Committee met on Tuesday, September 19th, 2017. The following items were on the agenda:</p> <ul style="list-style-type: none"> • Presentation and discussion on the Healthy Living Campus • Presentation on the Livability Committee Strategic Plan <p>The committee also discussed the content of the next Strategic Planning Development Half-Day which will be held on Friday, November 10th, 2017 at the MA Center in Redondo Beach.</p>	
<p>C. Policy Committee</p>	<p>This item was taken out of Order.</p>	

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	<p>Mr. Chatterji let the board know there was another discussion item listed on the Policy Committee updates.</p> <p>He continued that there was a discussion on proving letters of support on improved parking access to military veterans in Hermosa Beach and another regarding a leaf blower ban in Redondo Beach. He continued that there was a lengthy discussion on when, where and how BCHD should provide a letter of support and decided that we would give the advocacy letters a due discussion but think about if it's central to our mission. Mr. Chatterji continued that the committee gave consideration but decided that it was not central to our mission and did not recommend for board consideration</p>	
VII. Old Business	There was no Old Business.	
<p>VIII. New Business</p> <p>A. <u>Discussion and Potential Action Item:</u> Approval to Amend contract with International Parking Design (IPD) to include a conceptual study for a convertible parking structure for the Healthy Living Campus Projects</p> <p>B. <u>Discussion and Potential Action Item:</u> Approval to award contract to D7 Consulting, Inc. to provide roofing consulting and building envelope services for the 514</p>	<p>Mr. Leslie Dickey, Executive Director of Real Estate spoke a little about each potential action item to the board.</p> <p>Ms. Diehl recommended Approval to Amend contract with International Parking Design (IPD) to include a conceptual study for a convertible parking structure for the Healthy Living Campus Projects</p> <p>Ms. Diehl recommended Approval to award contract to D7 Consulting, Inc. to provide roofing consulting and building envelope services for the 514 N. Prospect Ave, Redondo Beach Building and the Healthy Living Campus Projects</p>	<p>It was Moved and Seconded (Diehl/Chun) to approve to Amend contract with International Parking Design (IPD) to include a conceptual study for a convertible parking structure for the Healthy Living Campus Projects Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p> <p>It was Moved and Seconded (Poster/Chun) to approve to award contract to D7 Consulting, Inc. to provide roofing consulting and building envelope services for the 514 N. Prospect Ave, Redondo Beach Building</p>

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<p>N. Prospect Ave, Redondo Beach Building and the Healthy Living Campus Projects</p>		<p>and the Healthy Living Campus Projects Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p>
<p><u>C. Discussion and Potential Action Item:</u> Approval to establish senior project manager staff position for the 514 North Prospect Ave, Redondo Beach Building renovation.</p>	<p>Ms. Diehl recommended Approval to establish senior project manager staff position for the 514 North Prospect Ave, Redondo Beach Building renovation.</p>	<p>It was Moved and Seconded (Poster/Chun) to approve to establish senior project manager staff position for the 514 North Prospect Ave, Redondo Beach Building renovation. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p>
<p><u>D. Discussion and Potential Action Item:</u> Approval to award contract to the lowest bidder under a CUPCCAA bid process for repairs to air handler #3 serving the 514 N. Prospect Ave Redondo Beach building</p>	<p>Ms. Diehl recommended Approval to award contract to the lowest bidder under a CUPCCAA bid process for repairs to air handler #3 serving the 514 N. Prospect Ave Redondo Beach building</p>	<p>It was Moved and Seconded (Poster/Chun) to approve to award contract to the lowest bidder under a CUPCCAA bid process for repairs to air handler #3 serving the 514 N. Prospect Ave Redondo Beach building. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p>
<p><u>E. Discussion and Potential Action Item:</u> Approval to amend contract to Withee Malcolm Architects, LLP for architectural services on the Healthy Living Campus Projects</p>	<p>Ms. Diehl recommended Approval to amend contract to Withee Malcolm Architects, LLP for architectural services on the Healthy Living Campus Projects</p>	<p>It was Moved and Seconded (Poster/Chun) to approve to amend contract to Withee Malcolm Architects, LLP for architectural services on the Healthy Living Campus Projects Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes.</p>

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<p><u>F. Discussion and Potential Action Item:</u> Approval to award contract to Kone Inc. to modernize elevators 1 & 2 in the 514 N. Prospect Ave. Redondo Beach Building</p> <p><u>G. Discussion and Potential Action Item:</u> Approval to ratify award of contract to Sacks on the Beach to operate the 514 N. Prospect Ave Redondo Beach building Cafe</p>	<p>Ms. Diehl recommended Approval to award contract to Kone Inc. to modernize elevators 1 & 2 in the 514 N. Prospect Ave. Redondo Beach Building</p> <p>Ms. Diehl recommended Approval to ratify award of contract to Sacks on the Beach to operate the 514 N. Prospect Ave Redondo Beach building Cafe</p>	<p>Motion Carried</p> <p>It was Moved and Seconded (Poster/Chun) to approve to award contract to Kone Inc. to modernize elevators 1 & 2 in the 514 N. Prospect Ave. Redondo Beach Building. Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p> <p>It was Moved and Seconded (Poster/Chun) to approve to ratify award of contract to Sacks on the Beach to operate the 514 N. Prospect Ave Redondo Beach building Cafe Dr. Bholat, Ms. Diehl, Ms. Poster, and Mr. Chatterji and Dr. Chun voted yes. Motion Carried</p>
<p>IX. Board Member Reports</p>	<p>Mr. Chatterji reported that he attended:</p> <ul style="list-style-type: none"> • Zumba • ACHD Annual Meeting • 514 N Prospect walkthrough • Social hour • Policy Committee Meeting <p>Ms. Poster reported that she attended:</p> <ul style="list-style-type: none"> • Ad Hoc Mind Health Committee Meeting • Strategic Planning Committee Meeting • Two Zumba classes • Yoga • Meeting with Tom <p>Ms. Diehl reported that she attended:</p> <ul style="list-style-type: none"> • All Zumba Classes 	

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	<ul style="list-style-type: none"> • ACHD Annual Meeting • Strategic Planning Committee Meeting • Properties Committee Meeting • Meeting with Tom <p>Dr. Bholat reported that she attended:</p> <ul style="list-style-type: none"> • ACHD Annual Meeting • Community Health Committee Meeting • Meeting with Tom • American Heart Association Meeting <p>Dr. Chun reported that he attended:</p> <ul style="list-style-type: none"> • ACHD Annual Meeting • Policy Committee Meeting • Properties Committee Meeting • Meeting with Tom • Ad Hoc Mind Health Committee Meeting 	
X. Announcements/ Questions and Referrals to Staff	There were no announcements/questions and referrals to staff.	
XI. Adjournment	Dr. Bholat moved to adjourn the meeting in memory of Mr. Robert Keith Williamson and Ms. Violet Mullins.	There being no further business, Dr. Bholat Moved to adjourn the meeting. Meeting adjourned at 8:37 p.m.

The next Regular Meeting of the Beach Cities Health District Board of Directors is scheduled for Wednesday, October 25th, 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