

**REGULAR MEETING  
BOARD OF DIRECTORS  
BEACH CITIES HEALTH DISTRICT  
April 26<sup>th</sup>, 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 6:31 p.m.

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

Members Not Present:

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

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
<b>I. Call to Order-Salute to the Flag</b>	Dr. Noel Chun opened the meeting and asked Ms. Vanessa Poster to lead the salute to the flag.	
<b>II. Public Discussion</b>	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.	
<b>III. Announcement: Acknowledge the resignation on Lenore Bloss, Board Member, effective April 14<sup>th</sup>, 2017</b>	<p>Dr. Bholat announced the resignation of Lenore Bloss, Board Member, effective April 14<sup>th</sup>, 2017.</p> <p>Dr. Chun Highlighted the following:</p> <ul style="list-style-type: none"> <li>• Thanked Ms. Bloss for all the time and effort that she has committed to BCHD</li> </ul> <p>Ms. Poster highlighted the following:</p> <ul style="list-style-type: none"> <li>• How appreciative of working together over the last few years</li> <li>• We are here as an organization and individuals for whatever is needed</li> <li>• Sending our love and support</li> </ul> <p>Ms. Jane Diehl highlighted the following:</p> <ul style="list-style-type: none"> <li>• Enjoyed running with Ms. Bloss and Ms. Poster</li> <li>• Will miss her ability to catch things and ask questions as a Board Member and to get the ball rolling</li> </ul>	

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	<p>Ms. Jackie Berling, Chief Wellness Officer presented Ms. Bloss with a bouquet of flowers.</p> <p>Ms. Lenore Bloss highlighted the following:</p> <ul style="list-style-type: none"> <li>• Appreciate the gratitude that is being expressed</li> <li>• Appreciate the top leadership and managers and employees and how they pull off the events</li> <li>• Thanks to everyone for making the community so much better and much healthier</li> <li>• BCHD is the most top performing organization she has ever seen and it's an honor to have been a part of it</li> </ul>	
<p><b>IV. Healthy Living Campus – 514 N. Prospect Ave, Redondo Beach</b></p>	<p>Mr. Leslie Dickey, Executive Director of Real Estate, highlighted the following:</p> <ul style="list-style-type: none"> <li>• Relay the guiding principles from the Strategic half-day session</li> <li>• Guiding principles: <ul style="list-style-type: none"> <li>○ Healthy Living Campus</li> <li>○ Community for older adults</li> <li>○ Address 514 N. Prospect Ave deficiencies, purpose and integration</li> <li>○ Incorporate Blue Zone Project concepts</li> <li>○ Plan for future needs/emerging technologies/innovation</li> <li>○ Financially Viable</li> <li>○ Engage community/stakeholders</li> </ul> </li> <li>• Physical Planning Recommendations: <ul style="list-style-type: none"> <li>○ Campus approach: holistic, green space, gathering areas</li> <li>○ Hub of well-being</li> <li>○ Promote culture of prevention, health, wellness</li> <li>○ Integrate programs, services and facilities</li> <li>○ Incorporate Living Streets principles (walkable, bikeable)</li> <li>○ Community spaces/meeting rooms</li> <li>○ Sustainable</li> </ul> </li> </ul> <p>Dr. Chun recommended to make a switch on wording to include, grow the enterprise to support the mission.</p> <p>Mr. Dickey continued to highlight the following:</p> <ul style="list-style-type: none"> <li>• Living Streets are designed for</li> </ul>	

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	<p>everyone no matter who you are or how you travel</p> <ul style="list-style-type: none"> <li>• Living Streets can include: sidewalks, roundabouts, bike lanes, high visibility crosswalks, green space and street trees, street furniture, etc.</li> <li>• 514 N Prospect building Redevelopment Opportunities: <ul style="list-style-type: none"> <li>○ 90% leased</li> <li>○ Essential infrastructure improvements needed that include: roof, elevators, mechanical, electrical, plumbing systems, public lobby and meeting spaces and building system and safety</li> </ul> </li> <li>• Development Sequence <ul style="list-style-type: none"> <li>○ Community Engagement (9 months)</li> <li>○ Healthy Living Campus ( 12 months)</li> <li>○ Entitlements (12-14 months)</li> <li>○ Design &amp; Construction (phased)</li> </ul> </li> </ul> <p>Mr. Tom Bakaly, Chief Executive Officer highlighted the following:</p> <ul style="list-style-type: none"> <li>• Our bill passed out of committee in Sacramento</li> </ul> <p>Ms. Valerie Martinez, CEO and President of VMA Communications, highlighted the following:</p> <ul style="list-style-type: none"> <li>• Strategy includes: <ul style="list-style-type: none"> <li>○ Promote community awareness that assists decision-makers before and during design/build process</li> <li>○ Communicate respectfully with all stakeholders while resolving issues and providing a voice to the community</li> <li>○ Conduct outreach that optimizes project success</li> <li>○ Foster a communication program that is diverse and dynamic</li> <li>○ The goal is no surprises</li> </ul> </li> <li>• The plan: <ul style="list-style-type: none"> <li>○ Develop public outreach and community engagement plan</li> <li>○ Review existing communications mechanisms</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>○ Support legislative efforts</li> <li>○ Establish messaging, FAQ and build “one-voice”</li> <li>○ Create foundation for Community Working Group</li> <li>• Engage community: <ul style="list-style-type: none"> <li>○ Update local leadership on project</li> <li>○ Begin Community Working Group meetings</li> <li>○ One-on-one communications, as needed, with key stakeholders</li> <li>○ Project Pop-Up...Target: Tenants and Fitness Center</li> <li>○ Community Open House</li> <li>○ Focused local survey hosted on social media</li> </ul> </li> <li>• Boost Visibility</li> <li>• Community Working Group: <ul style="list-style-type: none"> <li>○ Consists of 10-25 “involved” community leaders representing all three Beach Cities</li> <li>○ Frequency: Preceding major project milestones</li> <li>○ Important resource for staff</li> <li>○ Ambassadors for the Healthy Living Campus Project</li> </ul> </li> </ul> <p>A discussion ensued.</p> <p>Dr. Chun recommended to have a staff drafted updated on the Community Working Group.</p> <p>Dr. Bholat asked that we hear all of the concerns and comments from the community stakeholders, including the good and the bad.</p> <p>Ms. Poster stated that when referring to the survey, it was stated it was internet based, but would also like to service those who are not internet based.</p> <p>Ms. Poster mentioned to also make the campus disabled accessible. She continued to also include Dr. Chun’s wording recommendation, “grow the enterprise to support the mission.”</p>	
<p><b>V. Review and Approval of Minutes of the March 22<sup>nd</sup>, 2017 Special Meeting</b></p>	<p>The Board reviewed the Minutes of the March 22<sup>nd</sup>, 2017 Special Meeting.</p>	<p>It was <b>Moved and Seconded</b> (Poster/Chun) to approve the minutes of the March 22<sup>nd</sup>, 2017</p>

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		Special Meeting. Dr. Bholat, Ms. Diehl, Ms. Poster and Dr. Chun voted yes. <b>Motion Carried Unanimously</b>
<b>VI. Review and Approval of Minutes of the March 22<sup>nd</sup>, 2017 Regular Meeting</b>	The Board reviewed the Minutes of the March 22 <sup>nd</sup> , 2017 Regular Meeting.	It was <b>Moved and Seconded</b> (Poster/Chun) to approve the minutes of the March 22 <sup>nd</sup> , 2017 Regular Meeting. Dr. Bholat, Ms. Diehl, Ms. Poster and Dr. Chun voted yes. <b>Motion Carried Unanimously</b>
<b>VII. Election of Officers for the Board of Directors</b>  <b>Secretary/Treasurer</b>	Dr. Bholat called for nominations for the office of Secretary/Treasurer for 2017  Dr. Chun nominated Ms. Poster. Ms. Diehl seconded the nomination  There were no further nominations and Dr. Bholat closed the nominations  Ms. Poster Accepted the nomination.  Ms. Poster was elected to the office of Secretary/Treasurer for 2017.	It was <b>Moved and Seconded</b> (Chun/Diehl) to elect Ms. Poster to the office of Secretary/Treasurer for 2017. <b>Motion Carried Unanimously</b>
<b>VIII. Program and Staff Reports</b>  <b>A. Chief Executive Officer</b>	Dr. Bholat 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: <ul style="list-style-type: none"> <li>• Screenagers: Growing up in the Digital Age screening at Mira Costa High School on Mya 10<sup>th</sup>, 2017 at 6:30pm</li> <li>• Staff is working on Budget Preparation</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Working with the Living Streets Committee</li> <li>• Staff are participating in a Random Acts of Kindness Challenge</li> <li>• Volunteer Recognition Brunch on Saturday, June 28<sup>th</sup> at 8:30am</li> </ul>	
<p><b>B. Center for Health &amp; Fitness Presentation</b></p>	<p>Dr. Bholat invited Ms. Cindy Foster, General Manager of Center for Health &amp; Fitness and AdventurePlex to the podium.</p> <p>Ms. Foster highlighted the following:</p> <ul style="list-style-type: none"> <li>• Center for Health &amp; Fitness is extremely unique in that it offers the components to create a well-rounded fitness program under one roof</li> <li>• Provides: Strength Training equipment, yoga classes, group exercises, massage services, childcare, towel services</li> <li>• We are a hub in the South Bay for all types of situations and conditions</li> <li>• We currently have approximately 2,169 fee-paying members and class participants visiting CHF each month</li> <li>• We average 13,500 visits each month and more that 5,500 personal training sessions</li> <li>• Average age of CHF members is 62</li> <li>• CHF is now offering the following: <ul style="list-style-type: none"> <li>○ evidence-based practices: small group training</li> <li>○ Weight management program</li> </ul> </li> <li>• The price is affordable, simple and without barriers</li> <li>• To address our aging population with common chronic conditions, we are planning to introduce four unique “schools” for members seeking guidance from our medical exercise specialists. Four unique schools include: <ul style="list-style-type: none"> <li>○ Low back pain</li> <li>○ Women’s health 101</li> <li>○ Hypertension and diabetes</li> <li>○ Total joint replacement</li> </ul> </li> </ul>	
<p><b>C. Legal Council</b></p>	<p>Mr. Hatch reported that there was nothing to report.</p>	
<p><b>IX. Committee Reports</b></p>		

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<b>A. Community Health Committee</b>	<p>Dr. Bholat reported that the Community Health Committee met on Monday, March 27<sup>th</sup>, 2017 at 6:00pm at 1200 Del Amo St, Redondo Beach. The following items were on the agenda:</p> <ul style="list-style-type: none"> <li>• Presentation &amp; Discussion: Teen substance use position paper</li> <li>• Presentation &amp; Discussion: Dementia Friendly Redondo Beach</li> </ul>	
<b>B. Finance Committee/ Treasurer's Report</b>  <b>1. Action Item: Approve checks no. 67975 through 68182, totaling \$411,164.63 for accounts payable for the month of March 2017</b>	<p>Dr. Chun reported that the Finance Committee has not met. The next meeting is set for Monday, May 22<sup>nd</sup>, 2017 at 6:00pm at 1200 Del Amo St, Redondo Beach to review the proposed 2017-2018 budget.</p> <p>Dr. Chun recommended approval of Checks No. 67975 through 68182, totaling \$411,164.63 for accounts payable for the month of March 2017</p>	<p>It was <b>Moved and Seconded</b> (Chun/Poster) to approve Checks No 67975 through 68182, totaling \$411,164.63 for accounts payable for the month of March 2017. Ms. Diehl, Dr. Bholat, Ms. Poster and Dr. Chun voted yes. <b>Motion Carried Unanimously</b></p>
<b>C. Policy Committee</b>	<p>Dr. Chun reported that the Policy Committee has not met and only meets on an as-needed basis.</p>	
<b>D. Properties Committee</b>  <b>1. Receive and File: Minutes of the March 13<sup>th</sup>, 2017, Properties Committee Meeting</b>	<p>Ms. Diehl reported that the Properties Committee has not met and only meets on an as needed basis.</p> <p>The Board received and Ms. Diehl noted to file the Minutes of the March 13<sup>th</sup>, 2017, Properties Committee Meeting</p>	<p>The Board received and Dr. Bholat noted to file the Minutes of the March 13<sup>th</sup>, 2017, Properties Committee Meeting</p>
<b>E. Ad-Hoc Properties Committee</b>	<p>Ms. Diehl reported that the Ad Hoc Properties Committee met on Monday, April 24<sup>th</sup>, 2017. The following items were discussed:</p> <ul style="list-style-type: none"> <li>• VMA overview for proposed work</li> <li>• Review on Cumming Construction Management, Inc conceptual cost estimating services on the Healthy Living Campus</li> </ul>	

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	<ul style="list-style-type: none"> <li>Update on Legislation for Design Build</li> </ul>	
<p><b>F. Strategic Planning Committee</b></p>	<p>Ms. Diehl reported that the Strategic Planning Committee did not meet. We will solicit meeting dates from the chairs in the next quarter.</p> <p>Ms. Jackie Berling, Chief Wellness Officer stated that the Next Strategic Planning Half-Day will be around October or November.</p>	
<p><b>X. Old Business</b></p> <p><b>A. Discussion and Potential Action Item:</b>  <b>Approve contract of up to \$90,000 with VMA Communications for Community Outreach Services for Healthy Living Campus</b></p>	<p>Dr. Bholat called Ms. Cristan Higa, Director of Communications up to the podium.</p> <p>Ms. Higa highlighted the following:</p> <ul style="list-style-type: none"> <li>In February we recommended a 3 month contract with VMA Communications, and we want to recommend a new contract that will run from May 2017 to January 2019 to continue assisting the Communications team with the Healthy Living Campus</li> </ul> <p>Dr. Bholat recommended approval of contract of up to \$90,000 with VMA Communications for Community Outreach for Healthy Living Campus</p>	<p>It was <b>Moved and Seconded</b> (Chun/Diehl) to approve contract of up to \$90,000 with VMA Communications for Community Outreach for Healthy Living Campus. Ms. Diehl, Dr. Bholat, Ms. Poster and Dr. Chun voted yes.  <b>Motion Carried Unanimously</b></p>
<p><b>XI. New Business</b></p> <p><b>1. Action Item:</b></p> <p><b>A. Discussion and Potential Action Item:</b>  <b>Determine whether to fill board vacancy by appointment or by election</b></p> <p><b>B. Determine</b></p>	<p>Dr. Bholat highlighted the following:</p> <ul style="list-style-type: none"> <li>The board has to come together and determine if we should fill the BCHD board vacancy by appointment or by election</li> <li>Would like to open to discussion</li> </ul> <p>Dr. Chun stated that he feels that the reasonable thing to do would be to file for election. Ms. Poster asked when the Special</p>	



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<p>process for appointment of new board member</p> <p><b>C. Approve Resolution No. 540 requesting the Board of Supervisors of the County of Los Angeles to permit the registrar-recorder/county clerk to render election services for an election of Beach Cities Health District to be held on _____, 2017. Limit Candidate statements to two hundred (200) words; require each candidate to pay the costs of the candidate's statements in advance</b></p> <p><b>D. Determine date or Special Board Meeting</b></p> <p><b>2. Action Item: Approve contract of up to \$30,000 to Cumming Construction Management, Inc, for conceptual cost estimating services for the Healthy Living Campus</b></p>	<p>Election would be and made an opposing comment and would like to appoint for the Board Vacancy from community applicants. Ms. Poster added that another option would be to appoint someone until the next election.</p> <p>Ms. Diehl asked if we went for a special election what would our options be. Mr. Hatch responded that he does not know the specific date but the statute of government code states that the election called shall be held on the next established election date but will be 130 or more days after the District calls the election.</p> <p>A discussion ensued.</p> <p>Ms. Poster recommended to fill the BCHD vacancy by appointment.</p> <p>Ms. Poster requested that before a vote is made on filling the board vacancy by election that we have a date and the costs.</p> <p>Mr. Bakaly recommended that staff can return in the May Board meeting with a draft resolution to answer all questions concerning the election. The board agreed.</p> <p>Mr. Hatch stated that the one thing that has to occur before the next meeting is notifying LA County regarding the board vacancy.</p> <p>Dr. Bholat invited Mr. Leslie Dickey, Executive Director of Real Estate, up to the podium.</p> <p>Mr. Dickey highlighted the following:</p> <ul style="list-style-type: none"> <li>• We prepared a request for qualifications and received six responses</li> <li>• Four members of the Leadership team reviewed the proposals and all selected Cumming Construction Management Inc. for the conceptual cost estimating services for the Healthy Living Campus that will include two potential new buildings, two potential structures that</li> </ul>	<p>It was <b>Moved and Seconded</b> (Poster/Diehl) to fill the BCHD Board vacancy by election. Ms. Poster voted yes. Ms. Diehl, Dr. Bholat and Dr. Chun voted no.</p>

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	<p>will possibly include parking and renovation of the 514 N. Prospect Ave building</p> <p>Dr. Bholat asked for a motion to approve contract of up to \$30,000 to Cumming Construction Management Inc. for conceptual cost estimating services for the Healthy Living Campus.</p>	<p>It was <b>Moved and Seconded</b> (Diehl/Chun) to approve contract of up to \$30,000 to Cumming Construction Management Inc. for conceptual cost estimating services for the Healthy Living Campus. Ms. Diehl, Dr. Bholat, Ms. Poster and Dr. Chun voted yes.</p>
<p><b>XII. Board Member Reports</b></p>	<p>Ms. Poster reported that she attended:</p> <ul style="list-style-type: none"> <li>• Steve Aspel Reception</li> <li>• Spirit of Wellness</li> </ul> <p>Dr. Bholat reported that she attended:</p> <ul style="list-style-type: none"> <li>• Spirit of Wellness</li> <li>• Community Health Committee</li> </ul> <p>Dr. Chun reported that he attended:</p> <ul style="list-style-type: none"> <li>• Ad Hoc Properties Committee</li> </ul> <p>Ms. Diehl reported that she attended:</p> <ul style="list-style-type: none"> <li>• Spirit of Wellness</li> <li>• Redondo Beach Council Farewell</li> <li>• Yacht Club Event</li> <li>• Ad Hoc Properties Committee</li> </ul>	
<p><b>XIII. Announcements/ Questions and Referrals to Staff</b></p>	<p>MS. Diehl asked what other committees Ms. Bloss was in and asked about filling those spots.</p> <p>Dr. Chun asked that this be placed on the Agenda.</p>	
<p><b>XIV. Adjournment</b></p>	<p>Dr. Bholat moved to adjourn the meeting.</p>	<p>There being no further business, Dr. Bholat <b>Moved</b> to adjourn the meeting. Meeting adjourned at 8:39 p.m.</p>

The next Regular Meeting of the Beach Cities Health  
District Board of Directors is scheduled for  
Wednesday, May 24<sup>th</sup>, 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