

**REGULAR MEETING  
BOARD OF DIRECTORS  
BEACH CITIES HEALTH DISTRICT  
February 22<sup>nd</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: Lenore Bloss

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

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION OR FOLLOW-UP</b>
<b>I. Call to Order-Salute to the Flag</b>	Dr. Michelle Bholat opened the meeting and lead the salute to the flag.	
<b>II. Public Discussion</b>	<p>Dr. Bholat asked if any member of the public would like to address the Board on any issue not on the agenda.</p> <p>Dr. Bholat asked Mr. Geoff Hirsch to the podium. Mr. Hirsch Highlighted the following:</p> <ul style="list-style-type: none"> <li>• Personally thank BCHD for connecting him Mr. Michael Reighley who has tremendously helped him.</li> <li>• Started a group called Access Hermosa to improve accessibility and walkability for citizens of Hermosa.</li> <li>• Asking for a letter in support of no parking on the sidewalks to making them more accessible.</li> </ul>	
<b>III. Presentation: Manhattan Beach Girl Scout Troop 3645</b>	<p>Dr. Bholat invited Micah Worner, Girl Scout Troop 3645 Member and her mother Elka Worner, to the podium.</p> <p>Ms. Worner highlighted the following:</p> <ul style="list-style-type: none"> <li>• For the silver award, we had to identify an issue that we care about in the community and help fix it.</li> <li>• Screened the documentary "Screenagers: Growing up in the Digital Age" to 100 people, which was about</li> </ul>	

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	<p>people who wanted to stay on their computers and not want to go out.</p> <p>Ms. Elka Worner highlighted the following:</p> <ul style="list-style-type: none"> <li>• Filmmaker made this documentary when her teenage daughter wanted a cell phone.</li> <li>• One girl in the audience said to her sister that phones have gotten in the way of their relationship and wanted to spend more time together.</li> </ul>	
<p><b>IV. Review and Approval of Minutes of the January 25<sup>th</sup>, 2017 Regular Meeting</b></p>	<p>The Board reviewed the Minutes of the January 25<sup>th</sup>, 2017 Regular Meeting.</p>	<p>It was <b>Moved and Seconded</b> (Poster/Chun) to approve the minutes of the January 25<sup>th</sup>, 2017 Regular Meeting. Dr. Bholat, Ms. Diehl, Ms. Poster, Dr. Chun voted yes. Ms. Bloss was not present. <b>Motion Carried</b></p>
<p><b>V. Election of Officers for the Board of Directors</b></p> <p><b>Secretary/Treasurer</b></p>	<p>Dr. Bholat called to defer this Agenda Item to the next Board meeting when Ms. Bloss would be present.</p>	
<p><b>VI. Appointment of Board Members to BCHD Committees</b></p>	<p>Dr. Bholat announced the following appointments of Board Members to the BCHD Community Health Committee: Herself as chair and Vanessa Poster as second chair.</p> <p>Dr. Bholat and Ms. Poster concurred their appointments</p> <p>Dr. Bholat announced the following appointments of Board Members to the BCHD Finance Committee: Lenore Bloss as chair and Dr. Noel Chun as second chair.</p> <p>Dr. Chun concurred his appointments. Dr. Bholat stated that Ms. Bloss had previously accepted this appointment.</p>	<p>Dr. Bholat concurred her appointment as chair and Ms. Poster concurred her appointment as second chair to the Community Health Committee.</p> <p>Ms. Bloss had previously <b>concurred</b> her appointment as chair and Dr. Chun <b>concurred</b> his appointment as second chair to the Finance Committee.</p>

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	<p>Dr. Bholat announced the following appointments of Board Members to the BCHD Policy Committee: Dr. Noel Chun as chair and Ms. Vanessa Poster as second chair.</p> <p>Dr. Noel Chun and Ms. Poster concurred their appointments.</p> <p>Dr. Bholat announced the following appointments of Board Members to the BCHD Properties Committee: Ms. Jane Diehl as chair and Ms. Lenore Bloss as second chair.</p> <p>Ms. Jane Diehl concurred her appointment. Dr. Bholat stated that Ms. Bloss had previously accepted this appointment.</p> <p>Dr. Bholat announced the following appointments of Board Members to the BCHD Strategic Planning Committee: Ms. Jane Diehl as chair and Ms. Vanessa Poster as second chair.</p> <p>Ms. Jane Diehl and Ms. Poster concurred their appointments.</p>	<p>Dr. Chun <b>concurred</b> his appointment as chair and Ms. Poster <b>concurred</b> her appointment as second chair to the Policy Committee.</p> <p>Ms. Diehl <b>concurred</b> her appointment as chair and Ms. Bloss had previously <b>concurred</b> her appointment as second chair to the Properties Committee.</p> <p>Ms. Diehl <b>concurred</b> her appointment as chair and Ms. Poster <b>concurred</b> her appointment as second chair to the Strategic Planning Committee.</p> <p>It was <b>Moved and Seconded</b> (Poster/Chun) to approve appointment of committee members. Dr. Bholat, Ms. Diehl, Ms. Poster, Dr. Chun voted yes. Ms. Bloss was not present. <b>Motion Carried</b></p>
<p><b>VII. Program and Staff Reports</b></p> <p><b>A. Chief Executive Officer</b></p>	<p>Dr. Bholat invited Mr. Tom Bakaly, Chief Executive Officer, to address the Board of Directors</p>	

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	<p>Mr. Bakaly referred the Board to the written report.</p> <p>Mr. Bakaly highlighted the following:</p> <ul style="list-style-type: none"> <li>• Congratulations to Mr. Eric Garner whom has been promoted to Communications Manager</li> <li>• Congratulations to Ms. Simrit Dugal whom has been promoted to Human Resource Manager.</li> <li>• Merged the Administration department and Human Resource Department. Admin will now report to Ms. Megan Vixie, Director of Human Resources.</li> <li>• A lot is happening in Sacramento with legislative bills going forward. One from Assembly Member Al Muratsuchi whom is working on a bill that includes only BCHD.</li> <li>• Continue to be working with Sunrise due to concerns with their financial performance.</li> <li>• Updates on the Communications Plan related to the Healthy Living Community for Older Adults later in the meeting.</li> </ul>	
<b>B. Legal Council</b>	Mr. Lundy reported that there was nothing to report.	
<b>VIII. Committee Reports</b>		
<b>A. Community Health Committee</b>	Dr. Bholat reported that the Community Health Committee has not met and we will solicit dates from the committee chairs in the next quarter	
<b>B. Finance Committee/ Treasurer's Report</b>  <b>1. Action Item: Approve checks no. 67597 through 67783, totaling \$398,148.66 for accounts payable for the month of January 2017</b>	<p>Dr. Chun reported that the Finance Committee has not met. We will be soliciting meeting dates from the chairs for May 2017 to review the proposed 2017-2018 budget.</p> <p>Dr. Chun recommended approval of Checks No. 67597 through No. 67783, totaling \$398,148.66 for Accounts Payable for the month of January 2017.</p>	<p>It was <b>Moved and Seconded</b> (Diehl/Bholat) to approve Checks No 67034 through No. 67245, totaling \$384,448.49 for Accounts Payable for the month of October 2016. Meeting. Dr. Bholat, Ms. Diehl, Ms. Poster, Dr. Chun voted yes. Ms. Bloss</p>

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<p><b>2. Discussion and Potential Action Item:</b>  <b>Approval of Resolution no. 538 updating language to reflect current BCHD management allowing the Chief Executive Officer, Chief Financial Officer and/or the Secretary/Treasurer to make adjustments on the Local Agency Investment Fund (LAIF)</b></p>	<p>Dr. Chun recommended approval of Resolution no. 538 updating language to reflect current BCHD management allowing the Chief Executive Officer, Chief Financial Officer and/or the Secretary/treasurer to make adjustments on the Local Agency Investment Fund (LAIF)</p> <p>Dr. Chun asked Ms. Monica Suua, Chief Financial Officer up to the podium.</p> <p>Ms. Suua highlighted the following:</p> <ul style="list-style-type: none"> <li>• Update the language on the Resolution to the current Management employees and the Board Secretary/Treasurer</li> </ul>	<p>was not present.  <b>Motion Carried</b></p> <p>It was <b>Moved and Seconded</b> (Poster/Chun) to approve Resolution no. 538 updating language to reflect current BCHD management allowing the Chief Executive Officer, Chief Financial Officer and/or the Secretary/Treasurer to make adjustments on the Local Agency Investment Fund (LAIF). Meeting. Dr. Bholat, Ms. Diehl, Ms. Poster, Dr. Chun voted yes. Ms. Bloss was not present.  <b>Motion Carried</b></p>
<p><b>C. Policy Committee</b></p>	<p>Dr. Chun reported that the Policy Committee will be meeting on Monday, March 6<sup>th</sup>, 2017 at 8:30am at 1200 Del Amo St, Redondo Beach.</p>	
<p><b>D. Properties Committee</b></p>	<p>Ms. Diehl reported that the Properties Committee has not met.</p>	
<p><b>E. Ad-Hoc Properties Committee</b></p>	<p>Ms. Diehl reported that the Ad Hoc Properties Committee has not met.</p>	
<p><b>F. Strategic Planning Committee</b></p>	<p>Ms. Poster reported that the Strategic Planning Committee did not meet. We will solicit meeting dates from the chairs in the next quarter. Ms. Poster stated that we did have a successful Strategic Planning Half-day.</p>	
<p><b>VI. Old Business</b></p> <p><b>A. Discussion and Potential Action</b></p>	<p>Mr. Bakaly highlighted the following:</p>	

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<p><b>Item:</b>  <b>Update: Impact of withdrawal from Association of California Healthcare Districts in terms of participation in BETA Fund Workers Compensation</b></p>	<ul style="list-style-type: none"> <li>• This is just an update not an action item.</li> <li>• There is not a 120 day requirement, as it is a 30 day requirement to give notice so we have time to continue to get quotes on workers compensation if we choose to not go with BETA.</li> <li>• Condition on this was for ACHD to make Design/Build a priority</li> <li>• Ms. Vixie is working on bids and we are hoping to get them back in April</li> </ul> <p>Mr. Bakaly called Ms. Megan Vixie, Director of Human Resources to the podium.</p> <p>Ms. Vixie highlighted the following:</p> <ul style="list-style-type: none"> <li>• Working with a broker to get bids</li> <li>• Some have to go through a process about modification factors and other components and some are not ready to entertain bids until April 1<sup>st</sup>.</li> <li>• Working with Ms. Suua on looking at all of BCHD's insurances</li> <li>• We will follow up in April or the latest in May.</li> </ul>	
<p><b>VII. New Business</b></p> <p><b>A. <u>Discussion and Potential Action</u></b>  <b>Item:</b>  <b>Approval to award contract to VMA Communications for Community Engagement Services</b></p>	<p>Dr. Bholat invited 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 November 2016 we started the process for Community Engagement Services. This firm will help with messaging, ongoing engagement, input and community feedback.</li> <li>• We selected one firm, VMA Communications who is here to present to the Board</li> </ul> <p>Ms. Higa invited Valerie Martinez, Chief Executive Officer and President of VMA Communications to the Podium.</p> <p>Ms. Martinez highlighted the following:</p> <ul style="list-style-type: none"> <li>• More than 20 years' experience in community outreach, public affairs and marketing communications.</li> <li>• Goal: community integration approach</li> </ul>	

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	<ul style="list-style-type: none"> <li>○ Discovery</li> <li>○ Strategic methodology</li> <li>○ Branding and awareness</li> <li>○ Community engagement across all platforms</li> <li>• Community Outreach <ul style="list-style-type: none"> <li>○ Synchronize external communications</li> <li>○ Educate the public</li> <li>○ Brief local leadership</li> <li>○ Develop community working groups</li> <li>○ Coordinate community open houses</li> </ul> </li> </ul> <p>Dr. Bholat recommended approval to award contract to VMA Communications for Community Engagement Services for \$30,000 for the next 3 months.</p>	<p>It was <b>Moved and Seconded</b> (Chun/Diehl) to award contract to VMA Communications for Community Engagement Services. Dr. Bholat, Ms. Diehl, Ms. Poster, Dr. Chun voted yes. Ms. Bloss was not present. <b>Motion Carried</b></p>
<p><b>VIII. Board Member Reports</b></p>	<p>Ms. Bloss Was not present.</p> <p>Ms. Poster reported that she attended:</p> <ul style="list-style-type: none"> <li>• Strategic Planning Retreat</li> <li>• Screening of film on the Palos Verdes Peninsula for preserving nature</li> <li>• Celebrated fathers 90<sup>th</sup> birthday</li> </ul> <p>Dr. Bholat reported that she attended:</p> <ul style="list-style-type: none"> <li>• Strategic Planning Retreat</li> <li>• Mindfulness Workshop</li> </ul> <p>Dr. Chun reported that he attended:</p> <ul style="list-style-type: none"> <li>• Strategic Planning Retreat</li> </ul> <p>Ms. Diehl reported that she attended:</p> <ul style="list-style-type: none"> <li>• Strategic Planning Retreat</li> <li>• Social Hour event</li> <li>• Manhattan Beach State of the City</li> <li>• Redondo Beach State of the City</li> </ul>	

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<b>IX. Announcements/ Questions and Referrals to Staff</b>	There were no announcements/questions and referrals to staff.	
<b>X. Adjournment</b>	Dr. Bholat moved to adjourn the meeting in honor pf Herschel Ziskin.	There being no further business, Dr. Bholat <b>Moved</b> to adjourn the meeting. Meeting adjourned at 7:18 p.m.

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
<b>I. Re-Call to Order</b>	Dr. Bholat moved to defer the Prospect One Corporation meeting to the March 2017 Board Meeting.	

The next Regular Meeting of the Beach Cities Health District Board of Directors is scheduled for Wednesday, April 26th, 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