

**REGULAR MEETING
BOARD OF DIRECTORS
BEACH CITIES HEALTH DISTRICT
February 24th, 2016**

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 6:30 p.m.

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

Members Absent:

Legal Counsel Present: Bob Lundy, Hooper, Lundy & Bookman
Staff Present: Susan Burden, CEO

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
I. Call to Order-Salute to the Flag	Ms. Vanessa Poster opened the meeting and asked Mr. Dan Witters, Gallup Poll, to lead the salute to the flag.	
II. Public Discussion	Ms. Poster 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.	
III. Election of Officers for the Board of Directors	Ms. Poster announced that this item will be moved further down the agenda to when all Board Members are present.	
IV. Review and Approval of the Minutes of the November 18th, 2015 Regular Meeting	The Board reviewed the Minutes of the November 18 th , 2015 Regular Meeting.	After review, it was Moved and Seconded (Chun/Diehl) to approve the minutes of the November 18 th , 2015 Regular Meeting. Ms. Diehl, Ms. Bloss and Dr. Chun voted yes. Ms. Poster Abstained. Dr. Bholat was not present. Motion Carried
V. Review and Approval of the Minutes of the December 30th, 2015 Special Meeting	The Board reviewed the Minutes of the December 30 th , 2015 Special Meeting. Ms. Bloss asked that the minutes show that she was at a different location.	After review, it was Moved and Seconded (Chun/Bloss) to approve the minutes of the December 30 th , 2016

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		Special Meeting, as corrected. Ms. Poster, Ms. Diehl, Ms. Bloss and Dr. Chun voted yes. Dr. Bholat was not present. Motion Carried
VI. Program and Staff Reports A. Chief Executive Officer	<p>Ms. Poster invited Ms. Susan Burden, Chief Executive Officer, to address the Board of Directors.</p> <p>Ms. Burden referred the Board to the written report.</p> <p>Ms. Burden highlighted the following:</p> <ul style="list-style-type: none"> • Welcomed Healthways for being here and Mr. Dan Witters for representing Gallup Poll. • Announced the launch of Toddler Town with 1,769 unique toddlers attending since the grand opening on January 18th and with 185 family memberships. • Commended Ms. Aja Sapien, Ms. Cindy Foster and Ms. Jackie Berling and their teams for the great success and for putting so much work into Toddler Town. • UCLA Health is now a partner for Toddler Town and a physician partner presented a lecture for toddler parents. • Nine Healthways staff are coming to certify the beach cities as a Blue Zones Community. Ms. Lauren Nakano will be involved with the process and site visits for next week. • Commended The Blue Zones staff for the Purpose Workshop and for bringing Richard Leider back to speak after five years. There was a pre-dinner with purpose connectors from the community telling us what is happening in the field of purpose. 300 people attended the Purpose Workshop in Hermosa Beach. • Thanked Ms. Jane Diehl for assisting in opening the Dr. Robert Grossman School Garden dedication. Had 40 to 50 people in attendance. Commended Dr. Denise Bevely and her staff and the school garden staff for putting in the new garden at Hermosa View with the \$7,000 	

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	<p>that was collected from the Memorial. Both children of Dr. Grossman flew in to attend the dedication.</p> <ul style="list-style-type: none"> • On March 17th, the LiveWell, DieWell event, in partnership with Providence Health Systems, will be held at the Joslyn Center in Manhattan Beach to help people get involved in this process and complete their Advance Directives. • LA County is counting the homeless, and now know the number in the Beach Cities. There has been great advocacy on the part of the city of Redondo Beach and we will have 3 new homeless outreach workers housed in our Community Services Department. • We have a new relationship with Redondo Beach Chief of Police, Mr. Keith Kauffman and we will be working with him to coordinate all the homelessness efforts. Once this gets launched, there will be a central phone number in the three cities that people can call to identify a homeless person and we will try to locate them and get them to a shelter. 	
<p>B. Introduction of Chief Medical Advisor, William Kim, MD</p>	<p>Ms. Poster invited Ms. Burden and Dr. William Kim, Chief Medical Advisor, to the podium.</p> <p>Ms. Burden Introduced Dr. Kim to the board and the staff:</p> <ul style="list-style-type: none"> • Changed the role: <ul style="list-style-type: none"> ○ The day-to-day non-physician management was taken out of the role and given to Ms. Kerianne Lawson. ○ Dr. Kim will be advising what we are doing with measurements, outcomes, quality and approving new programs. ○ Dr. Kim will now work with our Life Span Services and Fitness Centers. <p>Dr. Kim spoke to the board and the staff:</p> <ul style="list-style-type: none"> • Was part of the emergency department here in this building 30 years ago. • For 8 to 9 years, helped develop programs with paramedics, fire departments and police departments to better serve the community when it 	

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	<p>comes to emergency medicine.</p> <ul style="list-style-type: none"> • Went into private practice with South Bay Family Medical Group, a primary care group for 20 years. • Transitioned into a personalized care practice for the last 3 years and now has more time to give back to the community through Beach Cities Health District • Spent the last few weeks meeting the Leadership Team and Board Members. 	
<p>C. Gallop Poll Well Being Index (WBI)</p>	<p>Ms. Poster invited Mr. Dan Witters, Gallup Poll, to address the Board of Directors.</p> <p>Ms. Burden Invited Ms. Erica Graves from Healthways to the podium. Ms. Graves introduced Mr. Dan Witters.</p> <p>Mr. Witters presented the results of the Gallup/Healthways Well-Being Index for 2015 that was gleaned from 996 surveys that were conducted from September 25th – October 12th, 2015 across the three Beach Cities: Hermosa Beach (160), Manhattan Beach (316), and Redondo Beach (520):</p> <ul style="list-style-type: none"> • Several key metrics have improved since baseline, including overall life evaluation, above normal weight, routine exercise, smoking rates, produce consumption, health insurance and daily stress. • Awareness of BCHD remains strong at 78%; Favorability outweighs unfavorability 41% to 1% • Opportunity Areas include: <ul style="list-style-type: none"> ○ Purpose well-being is lower in the Beach Cities than what is found in California and only matches the U.S. ○ Beach Cities residents are much less likely to report that they have a “leader in their life who makes them enthusiastic about the future.” ○ Impactful Volunteerism: Recognition for volunteerism in the Beach Cities is about 20% lower than what is found across California generally. ○ Social well-being/Accountability partner model: someone in my life encourages me to be healthy 	

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	<p>A question period followed Mr. Witters' presentation.</p> <p>In response to a question on what can be done to improve the leadership metric, Mr. Witters responded that the following are suggested:</p> <ul style="list-style-type: none"> • Flood the zone: leaders need to talk about well-being all the time • Leaders should use consistent and uniform definitions about what we mean by well-being • Using "bullet moments": <ul style="list-style-type: none"> ○ Leader of a workplace can control financial incentives and food ordering and can set the foundation for the organizational culture • Leaders should drive home the point that they authentically care about the well-being of their employees or constituents inside their communities <ul style="list-style-type: none"> ○ Care about the well-being of family members in addition to employees. 	
D. Legal Counsel	Mr. Lundy had no report.	
VII.A. Community Health Committee	Ms. Poster announced that this item will be addressed later in the meeting.	
<p>VII.B. Finance Committee Treasurer's Report</p> <p>a. BCHD FY15-16 Mid-Year Results Update</p>	<p>Dr. Chun reported that the Finance Committee met on Monday, January 25th, 2016. The following items were discussed:</p> <ul style="list-style-type: none"> • Presentation: BCHD Quarter 4 2015 Investment Portfolio Review • BCHD Fiscal Year 2015-2016 Mid-Year Results <p>Dr. Chun announced that we are on track and the portfolio returns are not stellar but are slowly increasing.</p> <p>Dr. Chun invited Ms. Monica Suua, Director of Finance, to address the Board of Directors.</p> <p>Ms. Suua highlighted the following:</p> <ul style="list-style-type: none"> • Board approved a budget in May 2015 for \$11.8 Million in revenues, \$11 million in Operating Expenses and \$900,000 in capital expenses. • We are comparing ourselves to the modified budget of \$11.8 million in 	

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<p>1. Action Item: Approve Checks No. 64557 through No. 64749 totaling \$377,754.03 for Accounts Payable for the Month of November 2015</p> <p>2. Action Item:</p>	<p>revenues, \$11 million in operating expenses and \$1.7 million in Capital expenses which included FY carry-over capital, Senior Living projected capital and 2 Amendments (CalPERS and unexpected building expenses).</p> <ul style="list-style-type: none"> • Our 6-month budget is reflective of half of the annual budget. • The revenue shortfall is in partnership income, specifically Sunrise Assisted Living. However, they reported December 2015 income of \$20,000 above our budget for the first time in FY2015-2016. Thus, next month Partnership Revenue shortfall will improve slightly. • Center for Health and Fitness and AdventurePlex outperformed their budgeted revenue and are holding tight on their expenses. • We are \$307,965 favorable to the expenses, due mainly to some temporary savings, payroll savings, and miscellaneous savings. • Looking forward: <ul style="list-style-type: none"> ○ Keep Fitness Center on budget ○ Offset some of the future partnership revenue shortfall ○ Expect to stay on budget with expenses ○ All capital dollars approved will be used for approved projects <p>Dr. Bholat arrived during this item.</p> <p>Dr. Chun recommended approval of Checks No. 64557 through No. 64749 totaling \$377,754.03 for Accounts Payable for the Month of November 2015.</p> <p>Dr. Chun recommended approval of Checks No. 64750 through No. 64928 totaling \$258,563.03</p>	<p>It was Moved and Seconded (Poster/Bholat) to approve Checks No. 64557 through No. 64749 totaling \$377,754.03 for Accounts Payable for the Month of November 2015. Dr. Bholat, Ms. Bloss, Dr. Chun, Ms. Diehl and Ms. Poster voted yes. Motion Carried Unanimously</p> <p>It was Moved and</p>

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<p>Approve Checks No. 64750 through No. 64928 totaling \$258,563.03 for Accounts Payable for the Month of December 2015</p> <p>3. Action Item: Approve Checks No. 64929 through No. 65181 totaling \$433,547.89 for Accounts Payable for the Month of January 2016</p>	<p>for Accounts Payable for the Month of December 2015.</p> <p>Dr. Chun recommended approval of Checks No. 64929 through No. 65181 totaling \$433,547.89 for Accounts Payable for the Month of January 2016.</p>	<p>Seconded (Chun/Bholat) to approve Checks No. 64750 through No. 64928 totaling \$258,563.03 for Accounts Payable for the Month of December 2015. Dr. Bholat, Ms. Bloss, Dr. Chun, Ms. Diehl and Ms. Poster voted yes. Motion Carried Unanimously</p> <p>It was Moved and Seconded (Chun/Bloss) to approve Checks No. 64929 through No. 65181 totaling \$433,547.89 for Accounts Payable for the Month of January 2016. Dr. Bholat, Ms. Bloss, Dr. Chun, Ms. Diehl and Ms. Poster voted yes. Motion Carried Unanimously</p>
<p>III. Election of Officers for the Board of Directors</p> <p>President</p> <p>President Pro-Tem</p>	<p>This item was taken out of order</p> <p>Ms. Poster called for nominations of Officers for the Board Of Directors.</p> <p>Ms. Poster called for nominations for the office of President 2016</p> <p>Dr. Chun nominated Ms. Diehl. Ms. Bloss seconded the nomination.</p> <p>There were no further nominations and Ms. Poster closed the nominations.</p> <p>Ms. Diehl accepted the nomination</p> <p>Ms. Diehl was elected to the office of President for 2016 and the gavel was turned over to her.</p> <p>Ms. Diehl called for nominations for the office of</p>	<p>It was Moved and Seconded (Chun/Bloss) to elect Jane Diehl to the office of President for 2016. Motion Carried Unanimously</p> <p>It was Moved and</p>

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Secretary/Treasurer	<p>President Pro-Tem for 2016.</p> <p>Dr. Chun nominated Dr. Bholat. Ms. Poster seconded the nomination.</p> <p>There were no further nominations and Ms. Diehl closed the nominations.</p> <p>Dr. Bholat accepted the nomination</p> <p>Dr. Bholat was elected to the office of President Pro-Tem for 2016.</p> <p>Ms. Diehl called for nominations for the office of Secretary/Treasurer for 2016</p> <p>Dr. Chun nominated himself. Ms. Bloss seconded the nomination</p> <p>There were no further nominations and Ms. Diehl closed the nominations</p> <p>Dr. Chun Accepted the nomination.</p> <p>Dr. Chun was elected to the office of Secretary/Treasurer for 2016.</p>	<p>Seconded (Chun/Poster) to elect Dr. Michelle Bholat to the office of President Pro-Tem for 2016. Motion Carried Unanimously</p> <p>It was Moved and Seconded (Chun/Bloss) to elect Dr. Noel Chun to the office of Secretary/Treasurer for 2016. Motion Carried Unanimously</p>
VII.A. Community Health Committee	<p>This item was taken out of order.</p> <p>Dr. Michelle Bholat reported that the Community Health Committee met on Monday, February 22nd, 2016 and the following items were discussed:</p> <ul style="list-style-type: none"> • Presentation on the Zika Virus by Dr. Kim and directed people to the CDC or BCHD website if they are planning or know anyone pregnant or planning on getting pregnant • Presentation on Community Health Snapshot Progress Update and looked at a gap analysis of what the community needs and key areas to help provide information on where we need to focus • Presentation on Homeless Outreach. People Assisting The Homeless (PATH) will be embedded at BCHD. 	
VII.C. Policy Committee	<p>Ms. Poster reported that the Policy Committee did not meet. The next meeting is scheduled for Tuesday, March 8th, 2016.</p>	

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<p>VII.D. Properties Committee</p>	<p>Ms. Diehl reported that the Properties Committee did not meet. The Properties committee will be meeting prior to the 2016-2017 budget adoption.</p>	
<p>VII.E. Ad Hoc Properties Committee</p> <p>1. Action Item: Approval to develop Flagler Lot for Senior</p>	<p>Dr. Chun reported that the Ad Hoc Properties Committee met today, February 24th, 2016 and discussed the following item:</p> <ul style="list-style-type: none"> • Request for qualifications for senior housing demand study services <p>Ms. Diehl invited Mr. Lesley Dickey, Owner Representative, up to the podium to discuss the action items.</p> <p>Mr. Dickey addressed the board and gave a brief overview of the following three action items:</p> <ul style="list-style-type: none"> • The first item is to ask for approval to develop the Flagler lot for Senior Housing Condominiums. The Flagler property is already zoned C2 (Commercial Zone) and allows senior housing. • The second item is to request approval to award a contract to Converse Consultants for Geotechnical Services for Senior Housing Projects. Received eleven applications to the request for qualifications for soil sciences to conduct geotechnical services for proposed bearing capacities, which will determine what kind of foundation we will need for the building. • The third item is to request approval to award a contract to MDS Research Company, Inc. for Senior Housing Market & Financial Feasibility Study Services. MDS was the only applicant, however they have done over 2,000 reports of the same kind of study that we are asking for. <p>Ms. Diehl recommended that the Board approve the development of the Flagler Lot for Senior Housing Condominiums.</p> <p>A discussion period followed Mr. Dickey's</p>	<p>It was Moved and Seconded (Chun/Poster) to Approve the development of the Flagler</p>

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
<p data-bbox="154 136 373 199">Housing Condominiums</p> <p data-bbox="154 535 470 766">2. Action Item: Approval to award contract to Converse Consultants for Geotechnical Services for Senior Housing Projects</p> <p data-bbox="154 1039 479 1302">3. Action Item: Approval to award contract to MDS Research Company, Inc. for Senior Housing Market & Financial Feasibility Study Services</p>	<p data-bbox="511 136 641 168">overview.</p> <p data-bbox="511 472 1144 640">Ms. Diehl recommended that the Board approve awarding a contract to Converse Consultants for \$21,780 for Geotechnical Services for Senior Housing Projects on the campus: Flagler lot, right of way and the middle of campus.</p> <p data-bbox="511 976 1144 1102">Ms. Diehl recommended that the Board approve awarding a contract to MDS Research Company, Inc. for \$27,000 for Senior Housing Market & Financial Feasibility Study Services.</p> <p data-bbox="511 1144 1128 1302">A discussion period followed Mr. Dickey's overview. The study will look at the demand for different types of senior housing such as independent living, assisted living and condominiums.</p>	<p data-bbox="1169 136 1502 367">Lot for Senior Housing Condominiums. Dr. Bholat, Ms. Bloss, Dr. Chun, Ms. Diehl and Ms. Poster voted yes. Motion Carried Unanimously</p> <p data-bbox="1169 504 1526 903">It was Moved and Seconded (Chun/Bloss) to Approve awarding a contract to Converse Consultants for Geotechnical Services for Senior Housing Projects. Dr. Bholat, Ms. Bloss, Dr. Chun, Ms. Diehl and Ms. Poster voted yes. Motion Carried Unanimously</p> <p data-bbox="1169 1008 1526 1438">It was Moved and Seconded (Chun/Bloss) to Approve awarding a contract to MDS Research Company, Inc. for Senior Housing Market & Financial Feasibility Study Services. Dr. Bholat, Ms. Bloss, Dr. Chun, Ms. Diehl and Ms. Poster voted yes. Motion Carried Unanimously</p>
<p data-bbox="154 1480 446 1543">VII.F. Strategic Planning Committee</p>	<p data-bbox="511 1480 1128 1575">Ms. Poster reported that the Strategic Planning Committee met on Monday, February 8th, 2016 and the following items were discussed:</p> <ul data-bbox="560 1585 1063 1848" style="list-style-type: none"> • Presentation: Blue Zones Project – Social Media Strategy • Presentation: Community Health Snapshot Progress Update • Discussion on the next Strategic Planning Development Half-Day on Friday, May 13th, 2016 from 8:30am – 12:30pm. 	

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VIII. Old Business	<p>Ms. Diehl asked about the status of the Policy on the appointment of high school students as Community Committee Members.</p> <p>Ms. Burden responded that a policy on this is going to the Policy Committee on March 8th, 2016.</p>	
IX. New Business	<p>Ms. Diehl asked how many board members are going to the ACHD Annual Meeting in May 2016. Mr. Charlie Velasquez, Executive Assistant to the CEO, will poll the board and take care of arrangements.</p>	
X. Board Member Reports	<p>Dr. Chun had no report.</p> <p>Ms. Poster had no report.</p> <p>Dr. Bholat reported that she attended:</p> <ul style="list-style-type: none"> • Association of California Healthcare Districts (ACHD) meeting • Toddler Town Grand Opening <p>Ms. Bloss Reported that she attended:</p> <ul style="list-style-type: none"> • ACHD Leadership Conference • Toddler Town Grand Opening • BCHD's Purpose Workshop • Manhattan Beach State of the City • Redondo Beach State of the City <p>Ms. Diehl reported that she attended:</p> <ul style="list-style-type: none"> • Manhattan Beach State of the City • Redondo Beach State of the City • Toddler Town Grand Opening • Hermosa Beach Chamber's Choice Awards & Installation Gala • Dr. Grossman's Memorial Ceremony • Will attend Redondo Beach Round Table meeting on February 25th, 2016 	
XI. Announcements/ Questions and Referrals to Staff	<p>There were no announcements/questions and referrals to staff.</p>	
XII. Adjournment	<p>Ms. Diehl moved to adjourn the meeting in memory of Morgan Kramer, husband of Vanessa Poster.</p> <p>Ms. Poster spoke about her husband and referred the Board to the obituary that Morgan wrote himself before he died.</p>	<p>There being no further business, Ms. Poster Moved to adjourn the meeting. Meeting adjourned at 8:27 p.m.</p>

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
I. Re-Call to Order	Ms. Diehl moved to re-open the meeting for Prospect One Corporation.	Ms. Diehl Moved to re-open the meeting. Meeting re-opened at 8:27 p.m.
II. Public Discussion	Ms. Diehl 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.	
III. Election of Officers	<p>Ms. Poster nominated the elected slate of candidates from the February 24th, 2016 Board of Directors election of officers:</p> <p>President – Ms. Jane Diehl President Pro Tem – Dr. Michelle Bholat Secretary/Treasurer – Dr. Noel Chun</p> <p>Ms. Bloss seconded the nominated slate</p>	<p>It was Moved and Seconded (Poster/Bloss) to elect the elected slate of candidates from the February 24th, 2016 Board of Directors election of officers.</p> <p>Motion Carried Unanimously</p>
IV. Staff Report A. Director of Finance	<p>Ms. Diehl invited Ms. Monica Suua, Director of Finance, to address the Board of Directors.</p> <p>Ms. Suua highlighted the following:</p> <ul style="list-style-type: none"> • Prospect One Corporation is designed as a Special Revenue fund, separate from the District’s General Fund. • During the Fiscal Year ended June 30th, 2014 and 2015, respectively, Prospect One had no activity other than minor bank fees. • The Comprehensive Annual Financial Report (CAFR) for Fiscal Year ended June 30th, 2014 with a balance of \$1,206,766. • The board already reviewed and approved the FY2013-14 CAFR on January 28th, 2015. • The current fiscal year being audited as of June 30th, 2015 shows a balance of \$1,206,761 after incurring a \$5.00 bank fee. • At this time there is no activity of Prospect One. • Prospect One remains in good standing available for future district needs. 	
V. Old Business	There was no Old Business	

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VI. New Business	There was no New Business	
VII. Adjournment	Ms. Diehl moved to adjourn the meeting.	There being no further business, Ms. Diehl Moved to adjourn the meeting. Meeting adjourned at 8:31 p.m.

The next Regular Meeting of the Beach Cities Health District Board of Directors is scheduled for Wednesday, March 23rd, 2016 at 6:30 p.m. in the Beach Cities Room of the Beach Cities Health Center, located at 514 N. Prospect Avenue, Redondo Beach, California