

**REGULAR MEETING
BOARD OF DIRECTORS
BEACH CITIES HEALTH DISTRICT
February 25, 2015**

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 6:37 p.m.

Members Present: Dr. Michelle Bholat
Jane Diehl
Vanessa Poster

Members Absent: Dr. Noel Chun
Dr. Robert Grossman

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

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
Call to Order	Ms. Vanessa Poster opened the meeting and invited Mr. Steve Groom, Chief Financial Officer, to lead the salute to the flag.	
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.	
Review and Approval of the Minutes of the January 28, 2015 Regular Meeting	The Board reviewed the Minutes of the January 28, 2015 Regular Meeting.	After review, it was Moved and Seconded (Diehl/Bholat) to approve the minutes of the January 28, 2015 Regular Meeting. Motion Carried Dr. Bholat, Ms. Diehl and Ms. Poster voted yes. Dr. Chun and Dr. Grossman were not in attendance.
Farewell to Steve Groom, Chief Financial Officer	Ms. Poster invited Ms. Susan Burden, Chief Executive Officer, to the podium. Ms. Burden invited Mr. Steve Groom, Chief Financial Officer, to the podium. She honored Mr. Groom's contributions to the community, the BCHD team, to herself and the Board of Directors. Ms. Burden commended him on his ten and one-half years of service to BCHD and wished him success in his new position in Texas.	

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	<p>Ms. Poster thanked Mr. Groom for his service and presented him with a plaque commemorating his service.</p> <p>Ms. Poster invited Ms. Kathleen Groom, Steve's wife, to the podium to be recognized for her support of her husband and the District.</p> <p>Mr. Groom expressed his thanks to The Board of Directors, Ms. Burden, the Leadership Team, the Finance Department staff and his wife.</p>	
<p>Appointment of Board Members to BCHD Committees</p> <p>A. Community Health Committee</p> <p>B. Finance Committee</p> <p>C. Policy Committee</p> <p>D. Properties Committee</p> <p>E. Strategic Planning Committee</p>	<p>Ms. Poster announced the following appointments of Board Members to BCHD Committees:</p> <p><u>Community Health Committee:</u> Dr. Michelle Bholat, Chair Dr. Robert Grossman, 2nd Chair</p> <p><u>Finance Committee:</u> Dr. Noel Chun, Chair Jane Diehl, 2nd Chair</p> <p><u>Policy Committee:</u> Ms. Vanessa Poster, Chair Dr. Noel Chun, 2nd Chair</p> <p><u>Properties Committee:</u> Ms. Jane Diehl, Chair Dr. Robert Grossman, 2nd Chair</p> <p><u>Strategic Planning Committee:</u> Ms. Vanessa Poster, Chair Dr. Michelle Bholat, 2nd Chair</p> <p>Ms. Poster made a motion to concur with the appointments of BCHD Board Members to BCHD Committees.</p>	<p>Dr. Bholat, Ms. Diehl and Ms. Poster concurred with the appointments. Dr. Chun and Dr. Grossman were not in attendance.</p>
<p>Staff Reports</p> <p>Chief Medical Officer</p> <p>Presentation and Discussion Item: Resolution No. 532 of the Board of Directors of the Beach Cities Health District Endorsing the Advisory Committee on</p>	<p>Ms. Poster invited Dr. Lisa Santora, chief Medical Officer, to the podium.</p> <p>Dr. Santora thanked Mr. Groom for his service to the District.</p> <p>Dr. Santora reported that the Community Health Committee recommended that the Board take an advocacy position on vaccinations. She explained about the impacts of under-</p>	

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Immunization Practices (ACIP) Recommended Vaccination Schedules	<p>vaccination and gave statistics on the high personal belief exemption vaccination rate in the beach cities.</p> <p>She referred the Board to the memo and draft resolution included in the packet. She asked the Board to approve Resolution No. 532 endorsing the vaccination schedules recommended by the Advisory Committee on Immunization Practices and followed by the Centers for Disease Control.</p> <p>Ms. Burden explained that Resolution No. 532 will be brought to the Board for its approval at the March 25, 2015 Board of Directors meeting due to the lack of a super majority of the Board at this meeting.</p> <p>Ms. Poster requested that an additional “whereas” be added to the resolution:</p> <p style="padding-left: 40px;">“Whereas BCHD believes that all parents care for the health and welfare of their own children and wish to make decisions not only in the best interest of their own children, but in all children.”</p> <p>Dr. Santora invited the Board to the pilot launch of the Mindfulness Workshop on Thursday, February 26, 2015 and mentioned that registration has been closed after over 280 people signed up to attend.</p>	<p>Resolution No. 532 will be on Agenda for March 25, 2015 Board of Directors meeting.</p> <p>Dr. Santora will revise Resolution No. 532</p>
Chief Executive Officer	<p>Ms. Poster invited Ms. Susan Burden, Chief Executive Officer, to address the Board of Directors.</p> <p>Ms. Burden showed the Board the full-page ad recommending vaccination compliance that BCHD sponsored in conjunction with the medical leadership of Kaiser, Providence and Torrance Memorial.</p> <p>Ms. Burden commended the Communications Department for the coverage the District has been getting:</p> <ul style="list-style-type: none"> • CNN International clip that was very favorable • Women’s Day Magazine—Blue Zones Project • Eric Garner, Communications Department, has been in conversation with the LA Times about the Free Fitness Weekend program that Ali Noller, Blue 	

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	<p>Zones Project, has implemented</p> <p>Ms. Burden said that now that the committee chairs were determined, we would start polling for committee meeting dates.</p> <p>Ms. Burden thanked Mr. Groom and introduced Ms. Misty Cheng, the interim Finance Director. Human Resources has begun the search for a new Finance Director and has gotten some favorable applications.</p> <p>Ms. Burden updated the Board on real estate issues that are in progress and will be on the March 25, 2015 agenda:</p> <ul style="list-style-type: none"> • Charles Dunn Real Estate Services has taken over the management of the 514 N. Prospect Avenue building and AdventurePlex. They have started working on the elevators at the 514 N. Prospect Avenue building. Each elevator will be out of service for an eight-week period. When one elevator is completed, then work on another will be started. Ms. Poster said that the signage is confusing. • Agreement was signed with Colliers International to be the leasing agent for the 3rd floor of the 514 N. Prospect Avenue building • Real estate plan for next stage of development for Beach Cities Health District campus is a proposed senior living project. The project will need a professional project planner who can handle the whole project, including construction, design, finances, and project management. Ms. Burden is currently interviewing candidates and will present her findings to the Properties Committee. 	<p>Request clearer signage for elevators.</p>
<p>Presentation: On-Line Board of Directors Events Calendar</p>	<p>Ms. Poster invited Ms. Cristan Higa, Director of Communications, to the podium.</p> <p>Ms. Higa presented SmartSheet calendaring and explained how to use it to see events and how to RSVP for events. Board members may RSVP directly to Ms. Gloria Carroll, Executive Assistant, or on the SmartSheet calendar. If any Board members have questions, Ms. Higa will be available for individual consultation.</p>	

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<p>Legal Counsel</p>	<p>Mr. Lundy welcomed and congratulated the new Board members.</p> <p>He presented a summary of the recent changes in the Brown Act, specifically the section on roll call votes. He referred the Board to his memo of February 25, 2015 on public report of votes under the Brown Act. The new statute requires local agency boards to “publicly report any action taken and the vote or abstention on that action of each member present for the action.” The new statute does not require a roll call vote, but does require a “public report”. BCHD currently reports all votes and abstentions of board members in the minutes. The minutes are publicly accessible on the District’s website. Therefore, it is his legal opinion that the District complies with the Brown Act provisions.</p>	
<p>Community Health Committee</p>	<p>Vanessa Poster reported that the Community Health Committee does not have a report.</p>	
<p>Finance Committee Treasurer’s Report</p> <p>1. Action Item: Approve Checks No. 62423 through 62635 totaling \$396,028.42 for Accounts Payable for the Month of January 2015</p>	<p>Ms. Poster made a motion to approve Checks No. 62423 through 62635 totaling \$396,028.42 for Accounts Payable for the Month of January 2015.</p>	<p>It was Moved and Seconded (Poster/Diehl) to approve Checks No. 62423 through 62635 totaling \$396,028.42 for Accounts Payable for the Month of January 2015. Motion Carried Dr. Bholat, Ms. Diehl and Ms. Poster voted yes. Dr. Chun and Dr. Grossman were not in attendance.</p>
<p>Policy Committee</p>	<p>Ms. Poster reported that the Policy Committee did not have a report.</p>	
<p>Properties Committee</p>	<p>Ms. Jane Diehl reported that the Properties Committee did not have a report.</p>	
<p>Strategic Planning Committee</p>	<p>Ms. Poster reported that the Strategic Planning Committee did not have a report.</p>	
<p>Old Business</p>	<p>There was no old business.</p>	
<p>New Business</p>	<p>There was no new business.</p>	
<p>Board Member Reports</p>	<p>Ms. Diehl reported that she did not attend any events but will be going to the South Bay Business Leaders Summit in Manhattan Beach next week.</p>	

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	<p>Ms. Poster reported that she attended</p> <ul style="list-style-type: none"> • Manhattan Beach Chamber of Commerce State of Manhattan breakfast • She will be going to Washington, D.C. on March 13 to accept an award for the District <p>Dr. Bholat reported that she did not attend any events but will be going to the South Bay Business Leaders Summit in Manhattan Beach next week.</p>	
Announcements/ Questions and Referrals to Staff	<p>Ms. Poster announced: “As per the board-approved Annual Chief Executive Officer Performance Evaluation Procedure, I will appoint a Board Evaluator from the board for this year’s process. The Performance Evaluation for the Chief Executive Officer will be done at the April 22, 2015 Board of Directors Meeting. At the March 25, 2015 board meeting, we will remind the board of our intent to distribute the evaluation package and the necessary return times for the board. All questions are to be directed to me or the board evaluator per the policy.”</p>	
Adjournment	<p>Ms. Poster moved to adjourn the meeting.</p>	<p>There being no further business, Ms. Poster Moved to adjourn the meeting. Meeting adjourned at 7:27 p.m.</p>

The next Regular Meeting of the Beach Cities Health District Board of Directors is scheduled for Wednesday March 25, 2015 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