

**REGULAR MEETING  
BOARD OF DIRECTORS  
BEACH CITIES HEALTH DISTRICT  
April 30, 2014**

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 6:40 p.m.

Members Present: Marie Corr  
Dr. Noel Chun  
Joanne Edgerton  
Dr. Robert Grossman  
Vanessa Poster

Members Absent:

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

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION OR FOLLOW-UP</b>
<b>Call to Order</b>	Dr. Noel Chun opened the meeting and invited Dr. Lisa Santora, Chief Medical Officer, to lead the salute to the flag.	
<b>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>Review and Approval of the Minutes of the March 26, 2014 Regular Meeting</b>	The Board reviewed the minutes of the March 26, 2014 Regular Meeting.	After review, it was <b>Moved and Seconded</b> (Poster/Corr) to approve the Minutes of the March 26, 2014 Regular Meeting. Ms. Corr, Dr. Chun, Dr. Grossman and Ms. Poster voted yes. Ms. Edgerton was not in attendance. <b>Motion Carried</b>
<b>Staff Recognition</b> <b>Five Year Anniversary:</b> <b>Joy Schmidt</b> <b>Older Adult Services</b>	Dr. Chun invited Ms. Kerianne Lawson, Director of Older Adult Services, to the podium.  Ms. Lawson invited Ms. Joy Schmidt, Care Manager, to join her at the podium.  Ms. Lawson congratulated Ms. Schmidt on her five-year anniversary with Beach Cities Health District. Ms. Lawson presented an overview of Ms. Schmidt's professional and academic achievements, including the most	



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<p><b>Chief Executive Officer</b></p>	<p>Beach Cities Health District currently offers to older adults in the cities of Hermosa Beach, Manhattan Beach and Redondo Beach:</p> <ul style="list-style-type: none"> <li>◆Chronic Disease Self-Management (“Healthier Living”)</li> <li>◆Dementia/Brain Injury Support</li> <li>◆Fitness</li> <li>◆Caregiver Support</li> </ul> <p>In conclusion, Ms. Lawson gave a preview of new opportunities going forward:</p> <ul style="list-style-type: none"> <li>◆Casa de los Amigos senior housing as site for community activities</li> <li>◆Increased fitness offerings</li> <li>◆Powerful Tools for Caregivers Training on April 30, 2014</li> </ul> <p>A discussion period followed Ms. Lawson’s presentation.</p> <p>Dr. Chun invited Ms. Susan Burden, Chief Executive Officer, to address the Board of Directors.</p> <p>Ms. Burden presented the current Smartsheet calendar to the Board of Directors. She pointed out that all items that are highlighted with a blue bar are events where Board members are needed in attendance.</p> <p>Ms. Burden reported that on May 15, 2014, the District will be hosting a Living Streets Leadership forum that will include the City Council, Planning Commission and Parking &amp; Public Improvements Commission of the City of Manhattan Beach, the City Council, Planning Commission and Public Works Commission of the City of Hermosa Beach, and the City Council, Planning Commission, Public Works Commission, and Harbor Commission of the City of Redondo Beach. Ms. Burden requested board participation in this event.</p> <p>Ms. Burden announced the following upcoming meetings in May 2014 that will require board participation and showed the listings on the Smartsheet calendar:</p> <ul style="list-style-type: none"> <li>◆Finance Committee is on May 19, 2014. The committee will review the FY 14-15 Budget and the RFPs for the selection of a new auditor.</li> </ul>	

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	<p>◆Community Health Committee meeting is on May 12, 2014.</p> <p>◆Board of Directors Meeting is on Thursday, May 22, 2014.</p> <p>Ms. Burden reported on the progress of the relocation of the Administrative Offices, Older Adult Services and the Center for Health Connection from the 3<sup>rd</sup> Floor of the 514 North Prospect Avenue building.</p> <p>Ms. Burden reported that there has been some interest in the space on the 3<sup>rd</sup> Floor that will be available once the relocations have been completed.</p>	
<b>Legal Counsel</b>	Mr. Lundy had no report.	
<b>Community Health Committee</b>	Dr. Grossman reported that the Community Health Committee is scheduled to meet on May 12, 2014 at 6:30 p.m. in the 3 <sup>rd</sup> Floor Board Room.	
<p><b>Finance Committee Treasurer's Report</b></p> <p><b>Approve Checks No. 59894 through 60171 totaling \$640,420.28 for Accounts Payable for the Month of March 2014</b></p> <p><b>Action Item:</b>  <b>Approve Resolution No. 528 Authorizing Designated Staff to Transfer Funds Between Banks, To and From Beach Cities Health District's Checking Account to Beach Cities Health District's Investment Safekeeping Account Within the Guidelines Authorized By the Board of Directors in the Beach Cities Health District's Investment Policy</b></p>	<p>Ms. Edgerton reported that the Finance Committee is scheduled to meet on Monday, May 19, 2014 at 6:30 p.m. in the 3<sup>rd</sup> Floor Board Room. The committee is going to review the District's FY 2014-2015 Operating Budget and the RFPs for the selection of new auditors.</p> <p>Ms. Burden requested that this item be deferred to the next meeting of the Board of Directors on May 22, 2014 to allow for further review by Legal Counsel.</p>	<p>It was <b>Moved and Seconded</b> (Corr/Poster) to Approve Checks No. 59894 through 60171 totaling \$640,420.28 for Accounts Payable for the Month of March 2014.  <b>Motion Carried Unanimously</b></p>

AGENDA ITEM	DISCUSSION	ACTION OR FOLLOW-UP
<b>Policy Committee</b>	Ms. Corr reported that the Policy Committee is scheduled to meet on Wednesday, June 4, 2014, at 6:30 p.m., in the 3rd Floor Board Room. The committee will review several Human Resources policies.	
<b>Properties Committee</b>	Dr. Chun reported that the Properties Committee is scheduled to meet on Thursday, May 22, 2014, at 11:30 a.m., in the 3 <sup>rd</sup> Floor Board Room. There is going to be a presentation by Wound Care Advantage.	
<b>Strategic Planning Committee</b>	<p>Ms. Poster reported that the Strategic Planning Committee met on Thursday, April 24, 2014. The following items were discussed:</p> <ul style="list-style-type: none"> <li>◆Review of Covered California Enrollment</li> <li>◆School Health Funding</li> <li>◆Blue Zones Project</li> <li>◆Worksite Lessons Learned</li> <li>◆Content and potential date for the next Strategic Planning Development Day .</li> </ul>	
<b>Old Business</b>	There were no reports.	
<b>New Business</b>	There were no reports.	
<b>Board Member Reports</b>	<p>Ms. Edgerton had no events to report.</p> <p>Ms. Edgerton extended an invitation to staff to attend a ribbon-cutting ceremony at 3:45 p.m. on May 1 at the new offices of Wedgewood, in Redondo Beach, her place of employment.</p> <p>Dr. Chun reported that he attended the following meetings/events:</p> <ul style="list-style-type: none"> <li>◆BCHD/Research Meeting with Dr. Grossman and Dr. Santora</li> <li>◆South Bay Business Leaders' Summit</li> <li>◆Living Streets</li> <li>◆Earth Day at Polliwog Park</li> </ul> <p>Ms. Poster reported that she attended the Strategic Planning Committee Meeting on April 24, 2014.</p> <p>Dr. Grossman reported that he attended the following meetings:</p> <ul style="list-style-type: none"> <li>◆Association of California Healthcare Districts' Legislative Day in Sacramento</li> <li>◆BCHD/Research Meeting with Dr. Chun and Dr. Santora</li> </ul> <p>Ms. Corr reported that she attended and/or participated in the following:</p> <ul style="list-style-type: none"> <li>◆Strategic Planning Committee Meeting</li> </ul>	

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	<p>on April 24, 2014            ◆Live Well Kids Program</p> <p>Ms. Corr announced that she will be stepping down from the Board of Directors on July 30, 2014 as she is moving out of the area.</p> <p>Ms. Burden said that, per District policy, at the next Board meeting, the Board will be asked to make a decision to either appoint a new board member or place the position on the ballot in November to fill the remaining two years of Ms. Corr's term.</p>	
<b>Announcements/Questions and Referrals to staff</b>	There were no reports.	
<p><b>Closed Session</b></p> <p><b>Government Code, Section 54957 Personnel Matters Public Employee Performance Evaluation Title: Chief Executive Officer</b></p>	<p>At 7:30 p.m. the meeting went into Closed Session.</p> <p>Government Code, Section 54957 Personnel Matters Public Employee Performance Evaluation            Title: Chief Executive Officer</p>	
<p><b>Open Session:</b>  <b>Approve Compensation and Benefits for Chief Executive Officer</b></p>	<p>Open Session resumed at 8:15 p.m. The Board of Directors discussed the salary and compensation for the Chief Executive Officer in accordance with the criteria set forth in the Beach Cities Health District's Policy 2190, Annual Performance of the Chief Executive Officer. The Board of Directors' evaluation of the Chief Executive Officer included a written evaluation from each member of the Board of Directors.</p> <p>Based on the Board of Directors' evaluation of Ms. Burden's professional performance and management skills, Ms. Burden achieved a score of 5.0 out of 5.0. Ms. Burden's performance qualified her to receive a 4.0% merit increase in her base salary that is in line with the annual merit budget approved by the Board of Directors.</p> <p>After review and discussion, Dr. Noel Chun made a motion to approve a merit increase of 4.0% in the base salary of the Chief Executive Officer.</p>	<p>After review, it was <b>Moved</b> and <b>Seconded</b> (Chun/Edgerton) to approve a merit increase of 4.0% in the base salary of the Chief Executive Officer.</p>

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		<b>Motion Carried Unanimously</b>
<b>Adjournment</b>	Dr. Chun moved to adjourn the meeting.	There being no further business, Dr. Chun <b>Moved</b> to adjourn the meeting. Meeting adjourned at 8:20 p.m.

The next Regular Meeting of the Beach Cities Health District Board of Directors is scheduled for Thursday, May 22, 2014 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