



CITY OF DESERT HOT SPRINGS

**SPECIAL MEETING OF THE
HEALTH AND WELLNESS FOUNDATION BOARD**

MINUTES

AUGUST 20, 2013 - 8:00 A.M.

**CARL MAY COMMUNITY CENTER
CITY COUNCIL CHAMBERS
11711 West Drive, Desert Hot Springs, California**

CALL TO ORDER

The meeting was called to order by Chairman Rick Daniels at 8:04 A.M.

ROLL CALL

Board Members Yvonne Parks and Jan Pye, Vice-Chair Kathy Greco and Chairman Rick Daniels were present at the call of roll.

PLEDGE OF ALLEGIANCE

Amy Aguer, Interim Finance Director, led the Pledge of Allegiance.

APPROVAL OF THE AGENDA

Board Member Parks moved to approve the agenda as presented, seconded by Secretary Pye, motion carried 4/0.

Passed: For: 4; Against: 0; Abstain: 0; Absent: 0

MINUTES

**Minutes of the DHS Health and Wellness Foundation Board Meeting held on
May 30, 2013**

Secretary Pye moved to approve the minutes as presented, seconded by Board Member Parks, motion carried 4/0.

Passed: For: 4; Against: 0; Abstain: 0; Absent: 0

PUBLIC COMMENTS

There were no public comments.

ADMINISTRATIVE CALENDAR

1. Approve Revised Foundation Board Bylaws

Vice-Chair Greco stated that the Bylaws in the packet appeared to be incorrect. They should indicate that Council selects four (4) Foundation Board Members and the Desert Healthcare District Board selects one (1).

Board Member Parks moved to approve a revised Bylaws, modifying Article III, Section 2 Regular Meetings to read: "The Board of Directors shall hold meetings on an as-needed basis, to be determined by the Chair (Vice-Chair in the Chair's absence) or two (2) Board Members, at a time and place to be determined, as needed and as appropriate," seconded by Secretary Pye, motion carried 4/0.

Passed: For: 4; Against: 0; Abstain: 0; Absent: 0

2. Appoint a Foundation Board Treasurer

Board Member Parks moved to appoint the sitting City Finance Director as Treasurer, seconded by Secretary Pye, motion carried 4/0.

Passed: For: 4; Against: 0; Abstain: 0; Absent: 0

3. Foundation Board Composition

Chairman Daniels stated that it was necessary for the City Council to fill two (2) Foundation Board vacancies, which were created by Chief Singer's recent resignation from the Foundation Board and Chairman Daniels' resignation from the position of City Manager.

Secretary Pye suggested waiting until after the November election to appoint new members.

Vice-Chair Greco urged the Board to have vacancies filled as soon as possible, as it was important to have a strong Board in place. She suggested including a community member, preferably one with a partnership with the facility, such as a representative of the School District, Boys & Girls Club or Senior Center.

A discussion ensued.

Vice-Chair Greco moved to amend Article 2 Section 4 of the Bylaws to require that the Foundation Board include a Palm Springs Unified School District (PSUSD) representative and the Interim or Permanent City Manager, seconded by Chairman Daniels, motion carried 4/0.

Passed: For: 4; Against: 0; Abstain: 0; Absent: 0

Vice-Chair Greco recommended that the PSUSD representative be Anne Kalisek, Desert Hot Springs High School Principal, or Lisa Howell, PSUSD Assistant Superintendent. She also stated that she did not wish to be the next Chair of the Foundation Board.

Chairman Daniels stated that the matter would be submitted to Council to make appointments.

4. On-going role and responsibilities of the Foundation and its Board

Vice-Chair Greco requested that a Foundation Board Special Meeting be held immediately upon bringing in an Interim City Manager, to discuss the roles, responsibilities and authority of the Board.

A meeting was tentatively scheduled to be held at the Carl May Community Center on Thursday, August 29, 2013, at 8:00 A.M.

5. Wellness Center Operations

Chairman Daniels distributed the Special Projects Director job description, a copy of which was retained for the official record.

Rudy Acosta, Wellness Center Construction Manager, reported that he was in the process of applying for a SNAP-Ed Grant, through the Healthy Living Grant Program, and described the grant opportunity. He stated that all reporting requirements were the responsibility of the City.

Vice-Chair Greco cautioned staff to enter very carefully into grant programs because some would be a burden to the City. She stressed the importance of applying for grants that would offset the costs of running the facility.

Mr. Acosta presented the Budget Worksheet Report for the Health and Wellness Fund, a copy of which was retained for the official record.

Vice-Chair Greco said that there were many costs and expenses related to the Wellness Center, but revenues were almost non-existent. She requested to get a three (3) year budget on the table.

Chairman Daniels stated that staff would present a 3-year budget at the August 29th Special Meeting, segregating out the aquatics center operating costs and including a breakdown of Boys & Girls Club expenses related to the \$250,000 City contribution.

6. New Market Tax Credit (NMTTC) Compliance

Mr. Acosta presented the Foundation Budget Fiscal Year 2013-2014, a copy of which was retained for the official record.

Linda Kelly, Programs and Financial Specialist, provided an update on compliance with New Market Tax Credit reporting requirements.

BOARD MEMBER COMMENTS

Board Member Parks said that the Board should consider making the Wellness Center staff position a contract position, without benefits.

Secretary Pye reported that Borrego Community Health Foundation representatives had met with Fire Department Personnel regarding emergency medical services.

ADJOURN REGULAR MEETING

The meeting was adjourned by Chairman Daniels at 9:24 A.M.

Minutes prepared by:

Kristie Ramos
Deputy City Clerk