



CITY OF DESERT HOT SPRINGS

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

DRAFT MINUTES

AUGUST 29, 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 8:01 A.M.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

None

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
August 20, 2013**

There were no revisions requested and the minutes were approved as presented by Chairman Daniels.

PUBLIC COMMENTS

There were no Public Comments.

ADMINISTRATIVE CALENDAR

1. Revision to Foundation Bylaws Related to Selection, Tenure of Office and Vacancies

Chairman Daniels explained that the Foundation Board's Bylaws and Action by Sole Incorporator were conflicting with regard to the number of appointees from the City and Desert Healthcare District. He asked if the Board preferred to revise the Bylaws to be consistent with the Action by Sole Incorporator, which required the City to appoint four (4) members and the Desert Healthcare District to appoint one (1) member. The current Bylaws required the City to appoint three (3) and the Desert Healthcare District to appoint two (2).

Chairman Daniels reported that Palm Springs Unified School District (PSUSD) was interested in serving on the Foundation Board.

Board Member Parks moved not to revise the bylaws and to have the Desert Healthcare District appoint a second member, seconded by Secretary Pye, motion carried 4/0.

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

2. Health and Wellness Center Facility Coordinator Position

Chairman Daniels provided background on the previous interview process. He stated that Rudy Acosta had been covering the duties of this position, but was now serving as Acting Public Works Director. He recommended re-issuing the job announcement.

Vice-Chair Greco suggested making Wellness Center facility maintenance the responsibility of the Public Works Department and hiring a contract grant writer/fundraiser.

Secretary Pye asked Mr. Acosta if he thought the Public Works Department would be able to maintain the facility in addition to their existing workload, to which he responded that they should be able to.

The consensus of the Board was for Vice-Chair Greco and Mr. Acosta to revise the job description, removing facility maintenance duties, and develop a Request for Proposals (RFP) for a public relations and marketing firm, with a not to exceed amount of Thirty-Six Thousand Dollars (\$36,000). It was also their consensus to add a Twenty Thousand Dollar (\$20,000) line item for grant writing and administration.

Secretary Pye said that the Board should ensure that the Desert Hot Springs Chamber of Commerce could apply.

3. Three (3) Year Health and Wellness Center Operations Budget (Draft)

Treasurer Amy Aguer presented the staff report and budget documents.

The Board discussed ways to share pool operation costs with other organizations, such as PSUSD and local colleges. Mr. Acosta said he would reach out to local colleges, including those in San Bernardino County.

Mayor Parks stated that a cost analysis was needed.

4. Foundation Board Role, Responsibilities and Authority

The consensus of the Board was to hold this item until the vacant Board positions were filled.

5. Schedule Next Meeting

Chairman Daniels directed Kristie Ramos, Deputy City Clerk, to poll the Board regarding their ability to attend a Special Foundation Board Meeting in early October 2013.

BOARD MEMBER COMMENTS

There were no Board Member Comments.

ADJOURN REGULAR MEETING

The meeting was adjourned by Chairman Daniels at 9:06 A.M.

Minutes prepared by:

Kristie Ramos
Deputy City Clerk