



CITY OF DESERT HOT SPRINGS
SPECIAL MEETING OF THE
HEALTH AND WELLNESS FOUNDATION BOARD

AGENDA

JANUARY 21, 2014 - 8:00 A.M.

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

NOTICE IS HEREBY GIVEN, as provided by Government Code Section §54956, that Chairman Adams has called a special meeting of the Desert Hot Springs Health and Wellness Foundation Board for the following purpose:

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

PUBLIC COMMENTS

At this time, pursuant to State law, any person may comment on an item, which is NOT on the agenda. PLEASE STATE YOUR NAME FOR THE RECORD.

Comments are limited to the first ten (10) speakers at three (3) minutes per speaker. All comments are to be directed to the Health and Wellness Foundation Board and shall be devoid of any personal attacks. Members of the public are expected to maintain a professional, courteous decorum during public comments.

MINUTES

Minutes of the DHS Health and Wellness Foundation Board Meeting held on August 29, 2013

ADMINISTRATIVE CALENDAR

- 1. Board Member Vacancy**
- 2. Board Organization, Role and Responsibilities**

3. **Proposed Bylaw Changes**
4. **Federal Tax Exempt Status and Non-Profit Status**
5. **Fundraising and Grant Application Efforts**
6. **Meeting Schedule**

BOARD MEMBER COMMENTS

ADJOURN REGULAR MEETING

NOTICES

Title 2

In an effort to comply with the requirements of Title 2 of the Americans With Disabilities Act of 1990, the City of Desert Hot Springs requires that any person in need of any type of special equipment, assistance, or accommodation(s) in order to communicate at a City public meeting, must inform the City Clerk a minimum of 72 hours prior to the scheduled meeting to enable the City to make reasonable arrangements.

SB 343

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection in the Community Development Department at City Hall during normal business hours at 65950 Pierson Boulevard, Desert Hot Springs, CA 92240.

If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda at 11711 West Drive, Desert Hot Springs, CA 92240.

DECLARATION OF POSTING

I, Kristie Ramos, Deputy City Clerk, certify that the agenda was posted not less than 72 hours prior to the meeting.

Signature: _____

Date: _____



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

