



Live Well. Health Matters.

BYLAWS

Resolution #	Policy Title	Date Approved
561	Bylaws of the Beach Cities Health District	01/27/2021

POLICIES

TABLE OF CONTENTS

SERIES 1000: GENERAL

Policy #	Policy Title	Date Approved
1000	Purpose of Board Policies	12/16/2020
1010	Adoption/Amendment of Policies	12/16/2020
1020	Conflict of Interest	11/20/2019
1030	Conflict of Interest Code	09/23/2020
1040	Records Retention	09/23/2020
1050	Access to Public Records	06/23/2021
1050.a	Application for Inspection of Public Records	06/23/2021
1060	Public Complaints	12/16/2020
1070	Nondiscrimination	10/23/2019

SERIES 2000: BOARD OF DIRECTORS

Policy #	Policy Title	Date Approved
2005	Brown Act Compliance	11/20/2019
2010	Swearing in of Board Members	11/20/2019
2020	Election of Officers for the Board of Directors	11/20/2019
2030	Appointment of Board Members to Committees	11/20/2019
2040	Attendance at Meetings	11/20/2019
2050	Basis of Authority	11/20/2019
2060	Filling a Vacancy on the Board	11/20/2019
2060.a	Public Notice for Filling a Vacancy	11/19/2014
2070	Board Meeting Agenda	11/20/2019
2075	Board Meeting Adjournment	11/20/2019
2080	Board Meetings	11/20/2019
2090	Rules of Order for Board and Committee Meetings	11/20/2019
2100	Board Meeting Conduct	06/24/2020
2110	Board Actions and Decisions	11/20/2019
2120	Minutes of Board Meetings	11/20/2019
2130	Reimbursement of Elected Officials for Participation in Community Events	11/20/2019
2140	Training, Education and Conferences	11/20/2019
2150	Retirement Gifts for Board Members	11/20/2019
2160	Board Advocacy	11/20/2019
2170	Ethics Training	11/20/2019
2180	Code of Ethics	11/20/2019
2190	Annual Performance Evaluation of the Chief Executive Officer	11/20/2019
2200	Strategic Plan	11/20/2019
2210	Appointment of Community Committee Members	11/20/2019
2215	Appointment of Properties Committee Community Advisors	06/23/2021
2220	Appointment of High School Students as Community Committee Members	11/20/2019
2225	Appointment of High School Students as Properties Committee High School Advisors	06/23/2021
2230	Health Benefits for District Board Members	11/20/2019

SERIES 3000: HUMAN RESOURCES

Policy #	Policy Title	Date Approved
3040	Conditions of Employment	11/28/2018
3050	Holidays, Vacation and Sick Leave	09/26/2018
3060	Employment	09/26/2018
3070	Use of Mobile Devices	09/26/2018
3075	Employee Use of Automobiles	09/26/2018
3080	Confidentiality	09/26/2018
3090	Computer and Electronic Messaging	09/26/2018
3095	Social Media	09/26/2018
3100	Telecommuting	11/28/2018
3220	Compensation	06/23/2021
3230	Benefits	11/28/2018
3240	Hours of Work and Overtime	09/26/2018
3250	Payroll Pay Periods	09/26/2018
3260	Advancement of Wages	09/26/2018
3300	Disaster Service Worker	11/20/2019
3410	Leave of Absence: Medical	11/28/2018
3420	Leave of Absence: Non-Medical	11/28/2018
3610	Internal Posting and Transfers	09/26/2018
3620	Education Assistance	09/26/2018
3630	Employee Awards	09/26/2018
3640	Performance Evaluation	09/26/2018
3700	Volunteer Services	09/26/2018
3810	Guidelines on Accepting and Providing Gifts, Entertainment and Services	09/26/2018
3820	Non-Compete and Outside Activities & Employment	09/26/2018
3825	Alcohol and Drug Abuse	11/28/2018
3830	Anti-Harassment	11/28/2018
3835	Employee Conduct and Working Environment	11/28/2018
3840	Workplace Safety and Security	11/28/2018
3845	Inspection of Personnel Files	11/28/2018
3850	Employment References and Letters of Recommendation	11/28/2018
3910	Severance	11/28/2018
3920	Separation from Employment	11/28/2018

SERIES 4000: ADMINISTRATION

Policy #	Policy Title	Date Approved
4050	Micro-Enrichment Grants	12/16/2020
4080	Use of Meeting Rooms	07/22/2015
4100	Expense Reimbursement	11/28/2018
4110	Sponsorships	11/20/2019
4160	Occupant Recycling	03/22/2017
4170	Service Animals and Approved Pets	02/27/2019
4170a	Service Animals and Approved Pets Pet Registration Form	03/22/2017

SERIES 5000: LIFESPAN

Policy #	Policy Title	Date Approved
5010	Contracts for Public Agency Services	09/26/2018
5020	Health Funds	07/22/2015
5030	Memorial Fund	07/22/2015
5040	Grants for Non-Profit Agencies	12/16/2020
5050	Federal Grantee Financial Management Compliance	10/23/2019
5060	Collaboration Agreements	10/23/2019
5070	Emergency and Disaster Relief Grants	05/06/2020

SERIES 6000: FINANCIAL

Policy #	Policy Title	Date Approved
6100	Financial Operations	03/23/2016
6110	Investment Policy	12/16/2020
6120	Budget Preparation	06/24/2020
6130	Principal Preservation	05/24/2017
6140	Disbursement of Funds	03/23/2016
6150	Fund Accounting	03/23/2016
6160	Purchasing	02/27/2019
6170	Fund Balance	03/23/2016
6180	Credit Card Usage	03/23/2016
6190	Customer Payment Arrangements	03/23/2016
6200	Fraud	11/28/2018
6210	Accounting for Fixed Assets	07/22/2015
6220	Annual Audit	10/23/2019
6230	Public Agency Pension and Other Post- Employment Benefit Liability Management	10/28/2020

ATTACHMENTS

Policy #	Attachment Title	Date Approved
2160	Procedure for Board of Directors Advocacy	06/26/2013
2160	Procedure for Board of Directors Advocacy— worksheet	06/26/2013
2190	Annual Chief Executive Officer Performance Evaluation Procedure	11/20/2019
4050	MEG Fund Application and Agreement	10/18/2007
4050	MEG Fund Final Report	10/18/2007
4170a	Service Animals and Approved Pets Pet Registration Form	03/22/2017