



Live Well. Health Matters.

BYLAWS

Resolution #	Policy Title	Date Approved
592	Bylaws of the Beach Cities Health District	07/26/2023

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	10/23/2024
1030	Conflict of Interest Code	10/24/2024
1040	Records Retention	09/23/2020
1050	Access to Public Records	11/20/2024
1050.a	Application for Inspection of Public Records	11/20/2024
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	07/26/2023
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	1/25/2023
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	11/15/2023
2200	Strategic Plan	11/20/2019
2210	Appointment of Community Committee Members	07/26/2023
2215	Appointment of Properties Committee Community Advisors	07/26/2023
2220	Appointment of Youth Representatives as Community Committee Members	07/26/2023
2225	Appointment of Properties Committee Youth Advisors	07/26/2023
2230	Health Benefits for District Board Members	07/26/2023

SERIES 3000: HUMAN RESOURCES

Policy #	Policy Title	Date Approved
3040	Conditions of Employment	01/25/2023
3050	Holidays, Vacation and Sick Leave	04/23/2025
3060	Employment	01/25/2023
3070	Use of Mobile Devices	01/25/2023
3075	Employee Use of Automobiles	01/25/2023
3080	Confidentiality	01/25/2023
3090	Computer and Electronic Messaging	11/15/2023
3095	Social Media	01/25/2023
3100	Telecommuting	01/25/2023
3220	Compensation	01/25/2023
3230	Benefits	04/23/2025
3240	Hours of Work and Overtime	01/25/2023
3250	Payroll Pay Periods	01/25/2023
3260	Advancement of Wages	01/25/2023
3300	Disaster Service Worker	01/25/2023
3410	Leave of Absence: Medical	01/25/2023
3420	Leave of Absence: Non-Medical	04/23/2025
3610	Internal Posting and Transfers	01/25/2023
3620	Education Assistance	01/25/2023
3630	Employee Awards	01/25/2023
3640	Performance Evaluation	01/25/2023
3700	Volunteer Services	01/25/2023
3810	Guidelines on Accepting and Providing Gifts, Entertainment and Services	01/25/2023
3820	Non-Compete and Outside Activities & Employment	01/25/2023
3825	Alcohol and Drug Abuse	01/25/2023
3830	Anti-Harassment	01/25/2023
3835	Employee Conduct and Working Environment	01/25/2023
3840	Workplace Safety and Security	01/25/2023
3845	Inspection of Personnel Files	01/25/2023
3850	Employment References and Letters of Recommendation	01/25/2023
3910	Severance	01/25/2023
3920	Separation from Employment	01/25/2023
3930	Artificial Intelligence Governance	11/20/2024

SERIES 4000: ADMINISTRATION

Policy #	Policy Title	Date Approved
4050	Micro-Enrichment Grants	11/20/2024
4080	Use of Meeting Rooms	11/20/2024
4100	Expense Reimbursement	11/20/2024
4110	Sponsorships	04/23/2025
4160	Occupant Recycling	11/20/2024
4170	Service Animals and Approved Pets	11/20/2024
4170a	Service Animals and Approved Pets Pet Registration Form	11/20/2024
4200	Compliance With Privacy Requirements for Health Information	01/25/2023

SERIES 5000: LIFESPAN

Policy #	Policy Title	Date Approved
5010	Contracts for Public Agency Services	11/17/2021
5020	Health Funds	11/17/2021
5030	Memorial Fund	11/17/2021
5040	Grants for Non-Profit Agencies	11/20/2024
5050	Federal Grantee Financial Management Compliance	11/17/2021
5060	Collaboration Agreements	11/17/2021
5070	Emergency and Disaster Relief Grants	11/20/2024

SERIES 6000: FINANCIAL

Policy #	Policy Title	Date Approved
6100	Financial Operations	11/15/2023
6110	Investment Policy	03/26/2025
6120	Budget Preparation	11/15/2023
6130	Principal Preservation	04/23/2025
6140	Disbursement of Funds	11/15/2023
6150	Fund Accounting	11/15/2023
6160	Purchasing	04/23/2025
6170	Fund Balance	11/15/2023
6180	Credit Card Usage	11/15/2023
6190	Customer Payment Arrangements	11/15/2023
6200	Fraud	11/15/2023
6210	Accounting for Fixed Assets	11/15/2023
6220	Annual Audit	11/15/2023

6230	Public Agency Pension and Other Post-Employment Benefit Liability Management	11/15/2023
------	--	------------

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
2190a	Annual Chief Executive Officer Performance Evaluation Procedure	11/15/2023
4170a	Service Animals and Approved Pets Pet Registration Form	03/22/2017