Live Well. Health Matters.

POLICY TITLE: BOARD ACTIONS AND DECISIONS
POLICY NUMBER: 2110

COMMITTEE APPROVAL DATE:	12/1/2025	**WRITTEN/REVISED BY**:	T. BAKALY
BOARD APPROVAL DATE:	01/28/2026	**SUPERSEDES:**	11/20/2019

POLICY:

2110 It is the policy of the Beach Cities Health District ("District") Board of Directors to conduct business in an orderly and comprehensive manner.

GUIDELINES:

2110.1 Actions by the Board of Directors may include, but are not limited to, the following:

2110.1.1 Adoption or rejection of regulations or policies;

2110.1.2 Adoption or rejection of a resolution;

2110.1.3 Approval or rejection of any contract or expenditure;

2110.1.4 Approval or rejection of any proposal that commits District funds or facilities, including employment and dismissal of personnel; and,

2110.1.5 Approval or disapproval of matters that require or may require the District or its employees to take action and/or provide services.

2110.2 Action can only be taken by the vote of the majority of the Board of Directors. Three (3) Directors represent a quorum for the conduct of business. Actions taken at a meeting where only a quorum is present, therefore, require all three (3) votes to be effective (unless a 4/5 vote is required by policy or law).

2110.2.1 A member abstaining in a vote is considered as absent for that vote. A member abstaining due to a conflict of interest does not count towards a quorum.

2110.2.1.1 Example. If three (3) of five (5) Directors are present at a meeting, a quorum exists and business can be conducted. However, if one Director abstains on a particular action and the other two cast "aye" votes, no action is taken because a "majority of the Board" did not vote in favor of the action.

2110.2.1.2 Example. If an action is proposed requiring a two-thirds vote and 2 Directors abstain, the proposed action cannot be approved because 4 of the 5 Directors would have to vote in favor of the action.

2110.2.1.3 Example. If a vacancy exists on the Board and a vote is taken to appoint an individual to fill said vacancy, three (3) Directors must vote in favor of the appointment for it to be approved. If two (2) of the four (4) Directors present abstain, the appointment is not approved.

2110.3 The Board may give directions that are not formal action. Such directions do not require formal procedural process. Such directions include the Board's directives and instructions to the Chief Executive Officer.

2110.3.1 The Chairperson shall determine by consensus a Board directive and shall state it for clarification. Should any two Directors challenge the statement of the Chairperson, a voice vote may be requested.

2110.3.2 A formal motion may be made to place a disputed directive on a future agenda for Board consideration, or to take some other action (such as refer the matter to the Chief Executive Officer for review and recommendation, etc.).

2110.3.3 Informal action by the Board is still Board action and shall only occur regarding matters that appear on the agenda for the Board meeting during which said informal action is taken.

2110.3.4 Nothing in this policy prevents the Board from providing direction to the Chief Executive Officer in response to public comments or under Board member or Chief Executive Officer comments, as allowed under the Brown Act. No vote or action shall be taken.