



**MINUTES
REGULAR MEETING OF THE
GOVERNING BOARD
OCTOBER 21, 2015, 2015 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, October 21, 2015 at 4:50 p.m. in the Administrative Office, 1717 N. Indian Hill, Suite B, Claremont, California.

CALL TO ORDER Vice-Chair Leeb called the meeting to order at 4:50 p.m.

ROLL CALL A visual roll call was taken.

PRESENT: Paula Lantz, City of Pomona, Chair (arrived at 4:52 p.m.)
Chuck Leeb, Ph.D., City of Claremont, Vice-Chair
Carolyn Cockrell, City of La Verne, Board Member
Joseph M. Lyons, MA, Ph.D., City of Claremont, Board Member
Edina Martinez, Psy.D., City of Pomona, Board Member
John Nolte, City of Pomona, Board Member
Bill Aguirre, City of La Verne, Alternate Board Member

ABSENT: Robin Carder, City of La Verne, Board Member

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Diana Acosta, Chief Financial Officer
Elizabeth Owens, Director of Clinical Program Services
David Block, Medical Director
Rimmi Hundal, Director of Mental Health Services and Ethnic Services
Natalie Majors-Stewart, Acting Manager of Best Practices
Donald Pruyn, Housing Project Manager
Mica Olmos, Executive Assistant

CONSENT CALENDAR

1. APPROVAL OF MINUTES FROM THE SEPTEMBER 16, 2015 GOVERNING BOARD MEETING

There being no comments, Board Member Lyons moved, and Board Member Cockrell seconded, to approve the Consent Calendar. The motion was carried by the following vote: AYES: Board Members Cockrell, Lyons, and Nolte; and Vice-Chair Leeb. NOES: None. ABSTAIN: Alternate Board Member Aguirre; and Board Member Martinez. ABSENT: Board Member Carder; and Chair Lantz.

CLOSED SESSION

At 4:51 p.m., the Governing Board recessed to a Closed Session pursuant to Government Code § 54956.8: Conference with Real Property Negotiators; Property: 956 West Baseline Road, Claremont, CA 91711 (APN 8669-019-029); Agency Negotiators: Toni Navarro, Darold Pieper, Jesse H. Duff, Diana Acosta, Donald Pruyn; Negotiating Parties: Thurman Keith Schisler, Successor Trustee of The Herbert and Constance Schisler Living Trust, dated December 11, 1990; Under Negotiation: Possible purchase including terms and price.

At 4:52 p.m., Chair Paula Lantz arrived at the meeting.

RECONVENE TO OPEN SESSION

At 5:12 p.m., the Governing Board reconvened to an Open Session.

CLOSED SESSION REPORT

Counsel Pieper reported that the Governing Board had met in closed session to discuss the real property negotiation item in today's agenda and no action was taken that is required to be reported.

NEW BUSINESS

2. APPROVAL OF RESOLUTION NO. 409 APPROVING THE PURCHASE OF 956 W. BASELINE RD, CLAREMONT, CALIFORNIA, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ALL NECESSARY ACTIONS AND EXECUTE ALL NECESSARY DOCUMENTS

Board Member Lyons moved, and Board Member Martinez seconded, to approve and adopt Resolution No. 409, effectuating the purchase of Property, APN 8669-019-029.

Board Member Nolte amended the motion to include deferring the septic tank and the sewer line work until there is better understanding about where the sewer connection can be placed.

Board Member Lyons and Board Member Martinez accepted amendment to motion and added that money should be held in reserve to assure the implementation of the sewer line project. The motion was carried by the following vote: AYES: Alternate Board Member Aguirre; Board Members Cockrell, Lyons, Martinez, and Nolte; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Member Carder.

3. EXECUTIVE MANAGEMENT VACATION ACCRUAL BENEFIT SURVEY

Executive Director Navarro reported that at its last meeting the Governing Board directed staff to survey cities, and mental health agency providers, regarding maximum vacation accrual benefits for executive staff. She then provided a summary of the survey conducted by Tri-City's HR Department.

Board Member Lyons inquired if the accrual was excluded from the total compensation for the year in connection with the PERS retirement benefit.

Counsel Pieper indicated that vacation accruals are not PERSable.

No further action was taken by the Board.

4. AB 1424

Counsel Pieper provided an outline of what the AB 1424 does, which basically makes it possible for someone that has been a client at Tri-City or elsewhere, who happen to be employed by Tri-City, to be able to nonetheless be in the Commission even though they are an employee. He indicated that no one who is an officer, director, or any employee with management prerogatives will be able to take advantage of this bill, and with that, any employee who is not in that role and is on the Commission is obligated to not participate in any decisions that affect compensation, funding, etc. It opens that possibility because of the difficulty in finding people who were willing to be on the Commission and who would fall into one the required classes of commission membership.

Board Member Lyons sought clarification on the role of a Governing Board Member being assigned on the Commission as a Liaison, asking if that is non-voting and a restrained participation Liaison.

Counsel Pieper indicated that existing statute requires a Board Member, noting that this new Legislation did not affect that.

Board Member Cockrell inquired what will be the benefit of their participation if they are not able to vote.

Counsel Pieper clarified that they cannot vote on any financial or contractual issue concerning his or her employer that may come before the Governing Board, explaining that the Commission Bylaws called for the Commission to review Tri-City's contract with the County; therefore, they could not vote on that issue since clearly it involves financial or contractual issues. However, regarding policy guidance, it should not be an obstacle.

Executive Director Navarro sought clarification regarding those with a leadership role in the agency but not with managerial influence.

Counsel Pieper replied in the negative, noting that those employees cannot be on that position and also be a member of the Commission; and if they are not in that position, they still cannot vote on those two issues.

Director of MHSA and Ethnic Services Hundal inquired about being able to vote on the recommendation for the MHSA budget. Counsel Pieper replied in the negative.

Discussion ensued regarding scenarios when employees, as members of the Commission, can vote.

Board Member Nolte inquired about the possibility of expanding the Commission by four members.

Counsel Pieper stated that Tri-City Commission's current membership is 10, plus two additional for each agency, noting that current Commission Bylaws do not provide for that number as they are 20 years old. He then stated that in the past, it had been difficult filling the positions; indicating that the Board can create the additional positions; but has to make sure that the Bylaws provides that a quorum is half, plus one, of the numbered commissioners actually serving.

Lyons inquired if there were any other archaic passages in the Commission Bylaws that needed to be laundered out or looked at.

Counsel Pieper stated that it would be worth looking at, noting that when he last reviewed it, nothing left to mind, perhaps only specific duties that are nowhere really prescribed in statute anymore.

Board Member Cockrell inquired if there were limitations of how many employees can be on the Commission. Counsel Pieper replied in the negative, stating that the bill did not indicate.

Board Member Nolte stated that there were two suggested updates to the Commission Bylaws, and inquired if the Board or the Commission adopts those changes.

Counsel Pieper stated that he would research this information as the Commission Bylaws were created before his tenure with Tri-City; however, the Board could direct the expansion of the membership.

Chair Lantz inquired what were the counsel's recommended amendments to the existing Commission Bylaws. Counsel Pieper stated that there are none at this time; that his report was merely to bring forth the issues that were brought up by this statute.

Chair Lantz directed staff to present what those recommendations are at the next Governing Board meeting as an agenda item for the Board's consideration.

Board Member Nolte added to also look at the entire Commission Bylaws to see if there were any other required changes.

5. ROLE OF THE MENTAL HEALTH COMMISSION

Board Member Lyons stated that, in relation to the MSHA and the significant role crossover responsibilities that might exist, the Board wants to make sure that there are not any inconsistencies in who is assigned what responsibilities, noting that nothing jumped out as being inconsistent.

Counsel Pieper stated that all the responsibilities are already in the Commission Bylaws.

There was no further action taken by the Board.

MONTHLY STAFF REPORTS

6. EXECUTIVE DIRECTOR REPORT

Executive Director Navarro reported that she incorporated in her report the upcoming workgroups for the stakeholders meetings, including dates and locations, and invited them to be part of the stakeholders discussions in evaluating current programs; that Tri-City staff will participate this upcoming Saturday at the Claremont Village; and discussed the planned services at the Pomona cold weather shelter being held at the Armory.

Discussion ensued regarding the sale of the Armory and the need to find another location for next year where to have the shelter; and the evaluation of a new model where different churches provide shelter for two weeks at a time.

Board Member Lyons stated that the focus during the CCS workshop is evaluating programs that we provide; and inquired if there will be an attempt in evaluating permanent supportive housing available in the community so that staff can have the total number of housing for the community at large for those that we can serve, noting that it would be nice if Tri-City can have a more global view.

Executive Director Navarro stated that the City of Pomona approved a project for the Los Angeles Department of Health Services which will have 25 units available, and one of the criteria for living there will be having a severe and persistent mental illness, therefore they do not have meet Tri-City's MHSA regulations to qualify for those units. Housing Project Manager Don Pruyn added that the 10 units at the Cedars Springs project will also be available.

Board Member Lyons stated that it is an opportunity to cease, on what could be a crisis, to challenge our communities and organize. He stated that his sense is that there is an untapped wealth in people who are being constrained sometimes by the government to organize around these issues. He indicated that when you look at all the community based organizations they are out there 24/7 helping and contacting every homeless person, whereas some of our government programs focus on sheltering only a fraction; and here we are in potential emergency situation, that with a little bit of creativity, we might be able to manage it and meet a greater need.

Housing Project Manager Pruyn reported that Clifford Beers got their funding and will be breaking ground on March 2016; and that in connection with the clinic easement issue, the City of Pomona rejected Tri-City's offer to purchase two strips of property.

Chair Lantz indicated that the Pomona Water Department was not included in the property sale negotiations; and that it has a well site that is part of that location and a pipeline that could be used for pumping.

Housing Project Manager Pruyn indicated that the Pomona Council position is to buy those easements from the School District, and in turn, Tri-City should make them whole; therefore, staff should be prepared to pay full market value of approximately \$44,000.

Chair Lantz commented that there were difficulties with the project on Park Avenue because of efforts made to include groups that ended up not working to Tri-City's advantage; therefore, she would like to see formal bid processes and having the Board award the contracts for the work to be performed at the Claremont property. She added that, rather than support nonprofits, staff needs to pull back from that nobility and be more pragmatic about getting the job done, on time, and having professional people do the job.

Executive Director Navarro indicated that the staff will follow all the rules and procedures regarding bidding process and awarding of contracts.

7. CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta indicated that for this month's financial report she had added a couple of sections, one being that auditors needed CalPERS information to have as evidence in order to release the report; consequently, it will be presented at the November meeting; and Section 3, regarding an update to GASB 68 -the inclusion of Tri-City's proportional share of the Pension Liability which is included in these preliminary statements as of June 30th, of approximately \$2.4 million.

Board Member Lyons asked how far they are on their estimate of pension liability. Chief Financial Officer Acosta replied one year and that this estimate has an actuarial valuation date of June 30, 2014, noting that with this number they built-in several other numbers which will be reported on the audited financial statements. Board Member Lyons further inquired if the adjustments will be made annually. Chief Financial Officer Acosta replied in the affirmative, stating that the adjustments will be based upon new actuary valuation calculations. She then referred to Section 4, stating that there is a summarized explanatory table with information that is tied back to the financial statements, which is a synopsis of unspent funds in relation to MHSA and what staff is going to utilize this upcoming Fiscal Year 2015-16.

Executive Director Navarro referred to estimated funding for Fiscal Year 2015-16 and stated that it would be reckless if staff were to guarantee to stakeholders that all estimated Medi-Cal revenues that are expected to come in, at the rate they come in, of about \$3 million of unspent funds that could be available; therefore, it would be conservative to say Tri-City has about \$1 million. Nevertheless, staff is not necessarily going to say that number because staff will evaluate Tri-City's current system of care through the stakeholder workgroups; therefore, if there are any identified needs, then that money will be used to fill those needs with a one-time allocation, including capital facilities technology, housing, WET program, or any limited one-time project.

Board Member Lyons inquired if the CCS excess funds come primarily from the Affordable Care Act implementation. Chief Financial Officer Acosta reported that the excess came from an influx of a little bit of extra money that Tri-City received in the last fiscal year.

Discussion ensued regarding the process of allocating the excess funds on the different programs under the system of care.

8. CHIEF OPERATIONS OFFICER REPORT

Board Member Lyons stated that he had been too critical of staff in connection with the staff turnover rate; that he sits on the Board of the Inland Valley Recovery Services and their staff turnover is about the same; that mental health is a hard business to be in as it is emotionally draining and sometimes not financially rewarding as it should be; and that he will be more forgiving in the future.

9. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

Board Member Lyons referred to the CET program and inquired how the modifications were going; if staff see ways of improving it; and if enrollment is still a problem.

Director of MHS and Ethnic Services Hundal reported that the CET program had ended and staff had submitted the report to the OAC about its findings; that staff had started the initial stage of the CRT program, but the main clinician had resigned; therefore, the program is at a still right now and that staff is currently recruiting for that position.

Discussion ensued regarding how difficult it was to sustain CET and how CRT is going to be a shorter curriculum with less restrictions regarding who can qualify.

10. MEDICAL DIRECTOR REPORT

Board Member Lyons inquired if the Medical Director had seen any areas where there are difficulties in which the Board's participation might be beneficial in opening doors.

Medical Director Block stated that staff is continuing to build on relationships with Tri-City's main partners on medical care, such as the PVMC, noting that staff is further fostering connections with the emergency room; that staff is also strengthening the relationship with the Family Health Center and their family medicine residents; as well as developing more of a relationship with Western University of Health Sciences and its College of Osteopathic medicine; also fostering communication with the Pomona Community Health Center, stating that they have been very receptive to the warm hand off process and it has been a success stepping people down who do not need specialty mental health care, or who do not need mild to moderate care through the managed care plan.

Board Member Lyons further inquired if the Medical Director was challenged and rewarded by the work that he does for Tri-City.

Medical Director Block stated that his philosophy in life is that without a great challenge there is no great reward; since he is greatly challenged, logically, he is greatly rewarded.

Executive Director Navarro stated that having a medical director has enhanced Tri-City's relationship with LA DMH, noting that Dr. Block has been collaborating with the medical director of LA DMH on a couple of different issues and he has a lot of respect for Dr. Block.

Medical Director Block also reported that staff is also continuing to build a relationship with the managed care plan because they are a big part of the integrated care system, stating that the

Director Of Clinical Services of LA Care coming to Tri-City to meet with staff which will be an opportunity to explain Tri-City's uniqueness, what they need from us, and what we need from them.

11. DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT

Board Member Cockrell thanked staff for the Mental Health First Aide training, stating that it was very well received.

12. MANAGER OF BEST PRACTICES REPORT

Board Member Lyons asked the Interim Manager of Best Practice Natalie Majors-Stewart how she was finding her orientation and experience here at the clinic.

Interim Manager of Best Practice Majors-Stewart replied that is has been wonderful experience, and reported that she had expanded her role primarily with quality assurance, and now she is expanding into the quality improvement side, noting that tracking and outcome has become much more prevalent, needed, and recognized.

There being no further comments, Board Member Lyons moved, and Alternate Board Member Aguirre seconded, to receive and file the month of October staff reports. The motion was carried by the following vote: AYES: Alternate Board Member Aguirre; Board Members Cockrell, Lyons, Martinez, and Nolte; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Member Carder.

GOVERNING BOARD COMMENTS

None.

PUBLIC COMMENT

Executive Director Navarro thanked Don Pruyn for his diligence and hard work in finding a permanent supportive housing property in the City of Claremont. The Governing Board also thanked Mr. Pruyn.

ADJOURNMENT

At 5:59 p.m., on consensus of the Governing Board its Regular Meeting of October 21, 2015 was adjourned. The next Regular Meeting of the Governing Board will be held on **Wednesday, November 18, 2015 at 4:45 p.m.** in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.



Micaela P. Olmos, Executive Assistant