

Tricitymhs.org

**Tri-City Mental Health Services
Administration Office**
1717 North Indian Hill Boulevard, Suite B,
Claremont, CA 91711-2788
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*Founded by Pomona, Claremont, and La Verne
in 1960*



Paula Lantz (Pomona), Chair
Chuck Leeb, Ph.D. (Claremont), Vice-Chair
Robin Carder (La Verne), Board Member
Carolyn Cockrell (La Verne), Board Member
Joseph M. Lyons, Ph.D. (Claremont), Board Member
Edina Martinez, Psy.D.(Pomona), Board Member
John Nolte (Pomona), Board Member

GOVERNING BOARD AGENDA

WEDNESDAY, FEBRUARY 19, 2014

ADMINISTRATION BUILDING

1717 N. INDIAN HILL BLVD, SUITE B, CLAREMONT, CA

4:45 P.M.

Public Participation. Section 54954.3 of the Brown Act provides an opportunity for members of the public to address the Governing Board on any item of interest to the public, before or during the Governing Board's consideration of the item, that is within the subject matter jurisdiction of the Governing Board. Therefore, members of the public are invited to speak on any matter on or off the agenda. If the matter is an agenda item, you will be given the opportunity to address the legislative body when the matter is considered. If you wish to speak on a matter which is not on the agenda, you will be given the opportunity to do so at the Public Comment section.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Tri-City Mental Health Center to all or a majority of the Tri-City Governing Board less than 72 hours prior to this meeting are available for public inspection at 2008 N. Garey Avenue in Suite 1C during normal business hours.

In compliance with the American Disabilities Act, any person with a disability who requires an accommodation in order to participate in a meeting should contact Executive Assistant Mica Olmos at (909) 784-3015 at least 48 hours prior to the meeting.

Regular meetings are held on the 3rd Wednesday of every month.

CALL TO ORDER

ROLL CALL

Board Member Carder, Board Member Cockrell, Board Member Lyons, Board Member Martinez, Board Member Nolte, Vice-Chair Leeb, and Chair Lantz.

POSTING OF AGENDA

The Agenda is posted 72 hours prior to each meeting at the following Tri-City locations: Administrative Office, 1717 N. Indian Hill Blvd. #B in Claremont; Clinical Facility, 2008 N. Garey Avenue in Pomona; Wellness Center, 1403 N. Garey Avenue in Pomona; Royalty Offices, 1900 Royalty Drive #180/280 in Pomona; and on the Tri-City's website: <http://www.tricitymhs.org>

CLOSED SESSION

The Governing Board will recess to a Closed Session.

PUBLIC EMPLOYMENT (Gov't Code § 54957)
Position to be Filled: Executive Director

RECONVENE TO OPEN SESSION

The Governing Board will reconvene to an Open Session.

CLOSED SESSION REPORT**CONSENT CALENDAR**

All items listed under the Consent Calendar are considered to be routine and will be enacted at one time by one motion. Governing Board members may pull an item for discussion and remove the item from the Consent Calendar for separate consideration. Anyone wishing to speak to items on the Consent Calendar, whether a member of the Board or public, is requested to do so at this time.

1. APPROVAL OF MINUTES FROM THE JANUARY 15, 2014 GOVERNING BOARD MEETING

Recommendation: “A motion to approve the Minutes of the Regular Meeting of January 15, 2014.”

2. APPROVAL OF RESOLUTION NO. 380 ADOPTING CLASS SP ECIFICATION AND SALARY RANGE FOR THE POSITION OF NURSE PRACTITIONER

Recommendation: “A motion to Approve Resolution No. 380 establishing the Nurse Practitioner position to the listing of General Service Employee classification.”

3. APPROVAL OF REVISED JOB DESCRIPTION FOR CONTROLLER

Recommendation: “A motion to approve the Revised Controller Job Description.”

NEW BUSINESS**4. APPROVAL TO RE-APPOINT TO THE TRI-CITY MENTAL HEALTH COMMISSION THE ASSISTANT CHIEF OF POLICE PAUL CAPRARO OF THE POMONA POLICE DEPARTMENT**

Recommendation: “A motion to re-appoint for an additional 3-year term, Paul Capraro, as member to the Mental Health Commission.”

5. APPROVAL OF:

- A. RESOLUTION NO. 381 CERTIFYING THE CRITICAL NEED TO APPOINT JESSE H. DUFF TO SERVE AS INTERIM-EXECUTIVE DIRECTOR PRIOR TO THE PASSAGE OF 180 DAYS FOLLOWING HIS RETIREMENT FROM THE TRI-CITY MENTAL HEALTH AUTHORITY;**
- B. FIRST AMENDMENT TO EMPLOYMENT AGREEMENT WITH JESSE H. DUFF; AND**
- C. CONTRACT FOR TEMPORARY, LIMITED TERM MANAGEMENT SERVICES WITH JESSE H. DUFF**

Recommendation: “A motion to approve Items 5A, 5B, and 5C.”

MONTHLY STAFF REPORTS

- 6. EXECUTIVE DIRECTOR REPORT**
- 7. CHIEF FINANCIAL OFFICER REPORT**
- 8. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT**
- 9. CHIEF OPERATIONS OFFICER REPORT**
- 10. MANAGER OF BEST PRACTICES REPORT**
- 11. MHSA MANAGER REPORT**

Recommendation: “A motion to receive and file the month of February staff reports.”

GOVERNING BOARD COMMENTS

Members of the Governing Board may make brief comments or request information about mental health needs, services, facilities, or special problems that may need to be placed on a future Governing Board Agenda.

PUBLIC COMMENT

The Public may at this time speak regarding any Tri-City related issue, provided that no action shall be taken on any item not appearing on the Agenda. The Chair reserves the right to place limits on duration of comments.

ADJOURNMENT

The next Regular Meeting of the Governing Board will be held on **Wednesday, March 19, 2014 at 4:45 p.m.** in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.

MICA OLMOS
EXECUTIVE ASSISTANT