

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, JULY 16, 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>

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 JUNE 18, 2014 GOVERNING BOARD REGULAR MEETING

Recommendation: “A motion to approve the Minutes of the Regular Meeting of June 18, 2014.”

2. APPROVAL OF RESOLUTION NO. 387 ESTABLISHING EXECUTIVE MANAGEMENT SALARY & BENEFITS EFFECTIVE JULY 1, 2014

Recommendation: “A motion to approve and adopt Resolution No. 387 establishing salary and benefits for Executive Management.”

3. APPROVAL OF RESOLUTION NO. 388 ADOPTING REVISIONS TO THE PERSONNEL RULES AND REGULATIONS

Recommendation: “A motion to adopt Resolution No. 388 approving amendments to the Personnel Rules and Regulations.”

4. APPROVAL OF RESOLUTION NO. 389 ADOPTING CLASS SPECIFICATION AND SALARY RANGE FOR THE POSITIONS OF PROGRAM AND OUTCOMES ANALYST SUPERVISOR AND QUALITY IMPROVEMENT SUPERVISOR; AND REVISION TO QUALITY IMPROVEMENT SPECIALIST I, II AND LEAD

Recommendation: “A motion to approve and adopt Resolution No. 389 establishing the Program and Outcomes Analyst Supervisor and Quality Improvement Supervisor; and Revision to Quality Improvement Specialist I, II and Lead positions to the listing of General Service Employee classification.”

NEW BUSINESS**5. APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH VELOCITY INK, LLC (FORMALLY KIM M. TSO, M.P.P.) TO ASSIST IN DEVELOPMENT AND DOCUMENTATION OF THE MHSA ANNUAL UPDATE, NEW CULTURAL COMPETENCY PLAN, POSSIBLE NEW MHSA PROGRAM UPDATES FOR CSS, PEI, AND OTHER CONSULTING SUPPORT FOR VARIOUS MHSA PLANNING**

Recommendation: “A motion to approve the Independent Contractor Agreement with Velocity Ink, LLC (Kim M. Tso) in the amount of \$47,250 for services to be provided through June 30, 2015.”

6. APPROVAL OF RESOLUTION NO. 390 ADOPTING THE OPERATING BUDGET FOR FISCAL YEAR 2014-2015

Recommendation: “A motion to approve Resolution No. 390 adopting the Operating Budget for Fiscal Year 2014-15.”

MONTHLY STAFF REPORTS

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

Recommendation: “A motion to receive and file the month of July 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, September 17, 2014 at 4:45 p.m.**, in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.

MICA OLMOS
EXECUTIVE ASSISTANT