



# HOPE. WELLNESS. COMMUNITY.

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## TRI-CITY MENTAL HEALTH AUTHORITY

### AGENDA

#### GOVERNING BOARD REGULAR MEETING

WEDNESDAY, OCTOBER 18, 2023 AT 5:00 P.M.

MHSA ADMINISTRATION BUILDING

2001 NORTH GAREY AVENUE, POMONA, CA 91767

#### To join the meeting on-line click on the following link:

[https://tricitymhs-org.zoom.us/j/84344235059?pwd=RdiysDrQ2T1B3s3nafWqjt-Q\\_wbj-CW4.LQ10Q51Z\\_qN4uQRy](https://tricitymhs-org.zoom.us/j/84344235059?pwd=RdiysDrQ2T1B3s3nafWqjt-Q_wbj-CW4.LQ10Q51Z_qN4uQRy)

Passcode: awFL+Wy4

Founded in 1960  
by the residents

of Pomona,  
Claremont and La  
Verne.

[www.tricitymhs.org](http://www.tricitymhs.org)

#### GOVERNING BOARD

Jed Leano, Chair  
(Claremont)

John Nolte, Vice-Chair  
(Pomona)

Carolyn Cockrell,  
Member

(La Verne)

Paula Lantz, Member  
(Pomona)

Wendy Lau, Board  
Member

(La Verne)

Elizabeth Ontiveros-Cole,  
Member

(Pomona)

Ronald T. Vera, Member  
(Claremont)

#### **Administrative Office**

1717 North Indian Hill  
Boulevard, Suite B  
Claremont, CA 91711  
Phone (909) 623-6131  
Fax (909) 623-4073

#### **Clinical Office / Adult**

2008 North Garey Avenue  
Pomona, CA 91767  
Phone (909) 623-6131  
Fax (909) 865-9281

#### **Clinical Office / Child & Fam**

1900 Royalty Drive, Suite  
180  
Pomona, CA 91767  
Phone (909) 766-7340  
Fax (909) 865-0730

#### **MHSA Administrative Office**

2001 North Garey Avenue  
Pomona, CA 91767  
Phone (909) 623-6131  
Fax (909) 326-4690

**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 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. **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.**

*In-person participation: raise your hand when the Governing Board Chair invites the public to speak.*

**Online participation:** you may provide audio public comment by connecting to the meeting online through the zoom link provided; and use the Raise Hand feature to request to speak.

Please note that virtual attendance is a courtesy offering and that technical difficulties shall not require that a meeting be postponed.

**Written participation:** you may also submit a comment by writing an email to [molmos@tricitymhs.org](mailto:molmos@tricitymhs.org). All email messages received by 3:00 p.m. will be shared with the Governing Board before the meeting.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Tri-City Mental Health Authority to all or a majority of the Governing Board less than 72 hours prior to this meeting, are available for public inspection at 1717 N. Indian Hill Blvd., Suite B, in Claremont 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 JPA Administrator/Clerk Mica Olmos at (909) 451-6421 at least 48 hours prior to the meeting.

**GOVERNING BOARD CALL TO ORDER**

Chair Leano calls the meeting to Order.

**ROLL CALL**

Board Members Carolyn Cockrell, Paula Lantz, Wendy Lau, Elizabeth Ontiveros-Cole, and Ron Vera; Vice-Chair John Nolte; and Chair Jed Leano.

**POSTING OF AGENDA**

The Agenda is posted 72 hours prior to each meeting at the following Tri-City locations: 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; MHSA Office, 2001 N. Garey Avenue in Pomona; and on the TCMHA's website: <http://www.tricitymhs.org>. The Agenda has also been posted at the teleconference location identified above pursuant to Government Code § 64654.

**CONSENT CALENDAR****1. APPROVAL OF MINUTES FROM THE SEPTEMBER 20, 2023 GOVERNING BOARD REGULAR MEETING**

Recommendation: “A motion to approve the Minutes of the Governing Board Regular Meeting of September 20, 2023.”

**PRESENTATION****2. OVERVIEW OF PENSION FUNDING BY GOVINVEST****NEW BUSINESS****3. CONSIDERATION OF RESOLUTION NO. 725 APPROVING AN AGREEMENT WITH THE BONITA UNIFIED SCHOOL DISTRICT TO EXECUTE PROGRAM OPERATIONS AND PARTNERSHIP**

Recommendation: “A motion to adopt Resolution No. 725 approving the Agreement to execute program operations and partnership with Bonita Unified School District.”

**4. APPROVAL OF PLAN AND DESIGNS FOR OFFICE REMODELING AT THE MHSA BUILDING LOCATED AT 2001 N. GAREY AVE. IN POMONA, CALIFORNIA**

Recommendation: “A motion to approve the plan and designs for office remodeling at the MHSA building located at 2001 N. Garey Ave in Pomona, California.”

**MONTHLY STAFF REPORTS**

- 5. RIMMI HUNDAL, EXECUTIVE DIRECTOR REPORT**
- 6. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT**
- 7. LIZ RENTERIA, CHIEF CLINICAL OFFICER REPORT**
- 8. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT**
- 9. DANA BARFORD, DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT**
- 10. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT**

**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 Mental Health Authority 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, November 15, 2023 at 5:00 p.m.**, in the MHSA Administrative Office, 2001 North Garey Avenue, Pomona, California. The Governing Board is Dark during the month of August.

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MICAELA P. OLMOS  
JPA ADMINISTRATOR/CLERK



**1. APPROVAL OF THE MINUTES FROM THE SEPTEMBER 20 2023 GOVERNING BOARD REGULAR MEETING**

This Agenda Item will be distributed on Tuesday, October 17, 2023.

**Tri-City Mental Health  
AGENDA REPORT**

**DATE:** October 18, 2023

**TO:** Governing Board of Tri-City Mental Health Authority

**FROM:** Rimmi Hundal, Executive Director

**BY:** Dana Barford, Director of MHSA and Ethnic Services

**SUBJECT:** Bonita Unified School District Memorandum of Understanding

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Summary

Since 2005 Tri-City Mental Health Authority and Bonita Unified School District (BUSD) have collaborated in providing skills-based behavior modification counseling services. This agenda report requests approval of the Memorandum of Understanding between Tri-City Mental Health Authority and Bonita Unified School District to continue services beginning October 1, 2023 to May 31, 2024.

Background

For over 15 years, Tri–City Mental Health has partnered with Bonita Unified School District and the City of La Verne Youth and Family Action Community in providing brief, intermittent skills-based counseling services to designated elementary and high schools located within the Bonita School District.

TCMHA agrees to provide mental health services utilizing Master’s in Social Work (MSW) student interns for at least 3 hours per week to students enrolled at each of the designated BUSD schools when the schools are in session and without regard to whether such students reside in the City of La Verne.

MSW student interns will provide services in space provided at eight elementary and three high school settings throughout each academic year including routine mental health services, intermittent skills-based behavior modification counseling and case management.

Funding

The MOU for Academic Year 2023-2024 continues the work done in previous years. No additional funds will be allocated by Tri-City. Funds for this MOU in the amount of \$20,000 will be appropriated from the Bonita Unified School District. These funds have been set aside to support general program operations, materials cost, mileage, and portion of

**Governing Board of Tri-City Mental Health Authority**  
**Rimmi Hundal, Executive Director**  
**Bonita Unified School District Memorandum of Understanding**  
**October 18, 2023**  
**Page**

MSW student intern's contractual hours for services provided beyond the requirements of each graduate program's placement curriculum hours.

Recommendation

Staff recommends that the Governing Board approve of this Memorandum of Understanding in order to execute program operations and partnership with Bonita Unified School District.

Attachment

Attachment 3-A: Resolution No. 725

Attachment 3-B: Tri-City Mental Health and Bonita Unified School District Memorandum of Agreement effective October 1, 2023.

**RESOLUTION NO. 725**

**A RESOLUTION OF THE GOVERNING BOARD OF THE TRI-CITY MENTAL HEALTH AUTHORITY APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE BONITA UNIFIED SCHOOL DISTRICT REGARDING CERTAIN INTERMITTENT MENTAL HEALTH SERVICES**

**The Governing Board of the Tri-City Mental Health Authority does hereby find and resolve as follows:**

1. The Tri-City Mental Health Authority (“Authority” ) has previously collaborated with the Bonita Unified School District (“District”) to provide certain intermittent mental health services to District students, and the Authority and the District mutually desire to continue doing so as set forth in a new Memorandum of Understanding for the period of October 1, 2023 through May 31, 2024 (“Memorandum of Understanding”).
2. The Governing Board hereby approves the Memorandum of Understanding as presented to the Board at its regular meeting on October 18, 2023 and authorizes and directs the Authority’s Executive Director to execute the Memorandum in substantially the same form.

PASSED AND ADOPTED at a Regular Meeting of the Governing Board held on October 18, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT

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Jed Leano  
Chair

APPROVED AS TO FORM:

ATTEST:

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Steven L. Flower  
General Counsel

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Micaela P. Olmos  
Recording Secretary

**MEMORANDUM OF UNDERSTANDING  
BETWEEN  
TRI-CITY MENTAL HEALTH AUTHORITY  
AND  
BONITA UNIFIED SCHOOL DISTRICT**

1. This Memorandum of Understanding (MOU) is entered into by Tri-City Mental Health Authority (“TCMHA”), a joint powers agency organized under the laws of the State of California with its administrative office at 1717 N. Indian Hill Boulevard, Suite B, Claremont, California 91711, and Bonita Unified School District (“BUSD”), a California unified school district with its administrative office at 115 West Allen Avenue, San Dimas, CA 91773.
2. TCMHA and BUSD have had a long standing collaboration to provide mental health services”) to BUSD students, and mutually desire to continue this collaboration under the terms and agreements in this MOU.
3. This MOU is effective for the period beginning October 1, 2023 and ending May 31, 2024.
4. TCMHA agrees to provide mental health services for at least 3 hours per week to students enrolled at each of the following BUSD schools when the schools are in session and without regard to whether such students reside in the City of La Verne:

**High Schools**

Bonita High School  
Chaparral High School  
Vista High School

**Elementary Schools**

Allen Avenue Elementary School  
Ekstrand Elementary School  
Gladstone Elementary School  
Grace Miller Elementary School  
La Verne Heights Elementary School  
Oak Mesa Elementary School  
Roynon Elementary School  
Shull Elementary School

5. Routine mental health services provided by TCMHA under this MOU will include intermittent skills-based behavior modification counseling and case management services. TCMHA will also respond as-needed or as requested by BUSD to students experiencing significant psychological crises during times when TCMHA is already present at the school.
6. BUSD will provide TCMHA with spaces in its schools that are appropriate for the mental health services to be provided



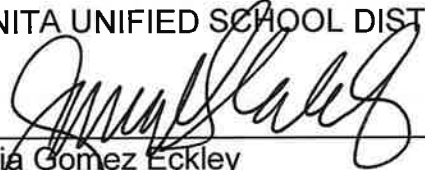
7. BUSD will provide TCMHA with at least one contact person at each school. Each contact person will be qualified to and responsible for screening all referrals of students to TCMHA for mental health services and determining that the assistance of TCMHA when a student is experience a significant psychological crisis. BUSD will also provide additional qualified school staff to consult with TCMHA upon request.
8. A TCMHA representative will attend the monthly meetings of the City of La Verne's Youth and Family Action Committee at the La Verne City Hall. It is understood that these meetings take place at 6:30 PM on the 4th Tuesday of every month.
9. TCMHA will provide regular summary reports to BUSD regarding the mental health services provided but not including any disclosure or personal information the disclosure of which is prohibited by state or federal law or TCMHA polices.
10. TCMHA will bill BUSD for mental health services rendered to students on a monthly basis or as the TCMHA may otherwise agree. BUSD will pay for such services billed within 45 days of submittal of billing; provided that the total compensation TCMHA can received for its services will not to exceed \$20,000 without written prior approval from the BUSD Board of Education.
11. TCMHA will absorb the following costs related to provided its services under this MOU:
  - (i) routine overhead expenses (e.g., administrative, supervisory, support staff time and recordkeeping; (ii) travel time of staff assigned to each school; and (iii) therapeutic staff time if necessary in the event of a crisis.
12. Because Government Code Section 895.2 imposes certain tort liability jointly upon public agencies solely by reason being parties to an agreement as defined in Government Code Section 895, TCMHA and BUSD agree that each will assume the full liability imposed upon it or any of its officers, agents, representatives or employees by law for injury caused by a negligent or wrongful act or omission occurring in the course of this MOU, to the same extent that such liability would be imposed in the absence of Government Code Section 895.2. To this end, each party indemnifies and holds harmless the other party for any loss, cost, or expense, including reasonable attorneys' fees, that may be imposed upon or incurred by such other Party solely by virtue of Government Code Section 895.2.
13. Either party may terminate this MOU with a minimum of thirty days' written notice. The terms of this MOU cannot be modified without the written consent of both parties.

APPROVED BY AND THROUGH THEIR RESPECTIVE AUTHORIZED REPRESENTATIVES:

TRI-CITY MENTAL HEALTH AUTHORITY

BONITA UNIFIED SCHOOL DISTRICT

\_\_\_\_\_  
Rimmi Hundal  
Executive Director

\_\_\_\_\_  
  
Sonia Gomez Eckley  
Assistant Supt. of Business Service



Tri-City Mental Health Authority  
**AGENDA REPORT**

**DATE:** October 18, 2023

**TO:** Governing Board of Tri-City Mental Health Authority

**FROM:** Rimmi Hundal, Executive Director

**BY:** Diana Acosta, Chief Financial Officer

**SUBJECT:** Approval of Plan and Designs for Office Remodeling at the MHSA Building Located at 2001 N. Garey Ave. in Pomona, California

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Summary:

Staff is requesting the Governing Board to approve the plan and designs prepared by Sisson Design Group for tenant improvements and office remodeling of the MHSA Building located at 2001 N. Garey Ave. in Pomona, California and to authorize staff to issue a notice inviting bids for the project.

Background:

A Capital Facilities and Technological Needs (CFTN) Project Proposal from January 2020 included expenditure of MHSA funds for remodeling existing meeting space in the MHSA Building located at 2001 Garey Avenue in Pomona to accommodate new offices to support the continued growth and expansion of MHSA personnel. Current office space in the MHSA building is at maximum capacity with no available space to house the increase in staff needed to implement future MHSA programs and services.

The Mental Health Commission recommended approval of the proposal on March 10, 2020, and the Governing Board adopted it on March 18, 2020. The remodeling project was placed on hold almost immediately, however, due to the COVID pandemic.

The project began moving forward again in June 2022, when Tri-City engaged the Sisson Design Group for engineering design and construction management services. Lee Ann Sisson met with Tri-City Staff to review an earlier design and discuss staff's current needs. The design prepared based on those discussions includes two supervisor offices, two large offices for up to 15 staff, one conference room and the ability to split the large activity room into two separate conference rooms that could accommodate multiple large meetings simultaneously. Attachment A to this report is a copy of the proposed floor plan, and the full plans are available online at: <https://tinyurl.com/MHSA-Building>.

## Plan and Design Approval for MHSA Building Office Remodeling October 18, 2023

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### Discussion:

Staff is now requesting the Governing Board's approval of the proposed project plan and designs prepared by Sisson Design Group. If the Governing Board approves the project plan and designs and authorizes the staff to move forward, there would be a formal public works bidding process to select a contractor to complete the project including, but not be limited to furnishing all labor, materials, equipment, and services necessary to complete work outlined in the construction documents.

Following publication of the notice inviting bids, there would be a mandatory job walk for bidders and an opportunity for them to submit questions and requests for information. Staff would then open all sealed bids simultaneously at the date and time stated in the notice. The Governing Board would then be asked at a future meeting to award the project contract to the lowest responsive and responsible bidder.

### Fiscal Impact:

This project will be utilizing CFTN funds in an expected amount of \$350,000. This project was accounted for in the Fiscal 2023-24 Operating Budget.

### Recommendation:

Staff is hereby recommending that the Governing Board approve the plan and designs prepared by Sisson Design Group for tenant improvements and office remodeling of the MHSA Building located at 2001 N. Garey Ave. in Pomona, California and to authorize staff to issue a notice inviting bids for the project

### Attachments

*Attachment 4-A:* Proposed Floor Plan.



3100 East Cedar Street, Suite 26  
Ontario, CA 91761  
Telephone No. (909) 930-2444  
Facsimile No. (909) 930-2229  
www.sissongroup.com

Project Name:  
**TRI-CITY  
MHSa OFFICE  
REMODEL**

Project Building:

Project Address:  
**2001 N. GAREY AVE.  
POMONA, CA 91767**

Sheet Title  
**FLOOR PLAN**

These drawings and ideas are not to be reproduced, in whole or in part, without the express written permission of SISSON DESIGN GROUP

Revisions/Issues:

CLIENT REVIEW	12-21-22
CLIENT REVIEW	12-22-22
CLIENT REVIEW	01-10-23
ENGINEERING ISSUE FOR	01-19-23
CLIENT REVIEW	03-13-23
CITY SUBMITTAL	03-21-23
CITY CORRECTIONS	04-11-23
CITY RESUBMITTAL	04-21-23

- PROGRESS SET
- BID SET
- PLAN CHECK SET #2
- FOR CONSTRUCTION SET
- AS-BUILT SET



Project No. 1716-1931  
1st Issue Date 01-10-23  
Drawn By WSP  
Checked By AS,LS  
Scale: AS NOTED

Sheet of Sheet(s)

**TI-4.1**

**LEGEND**

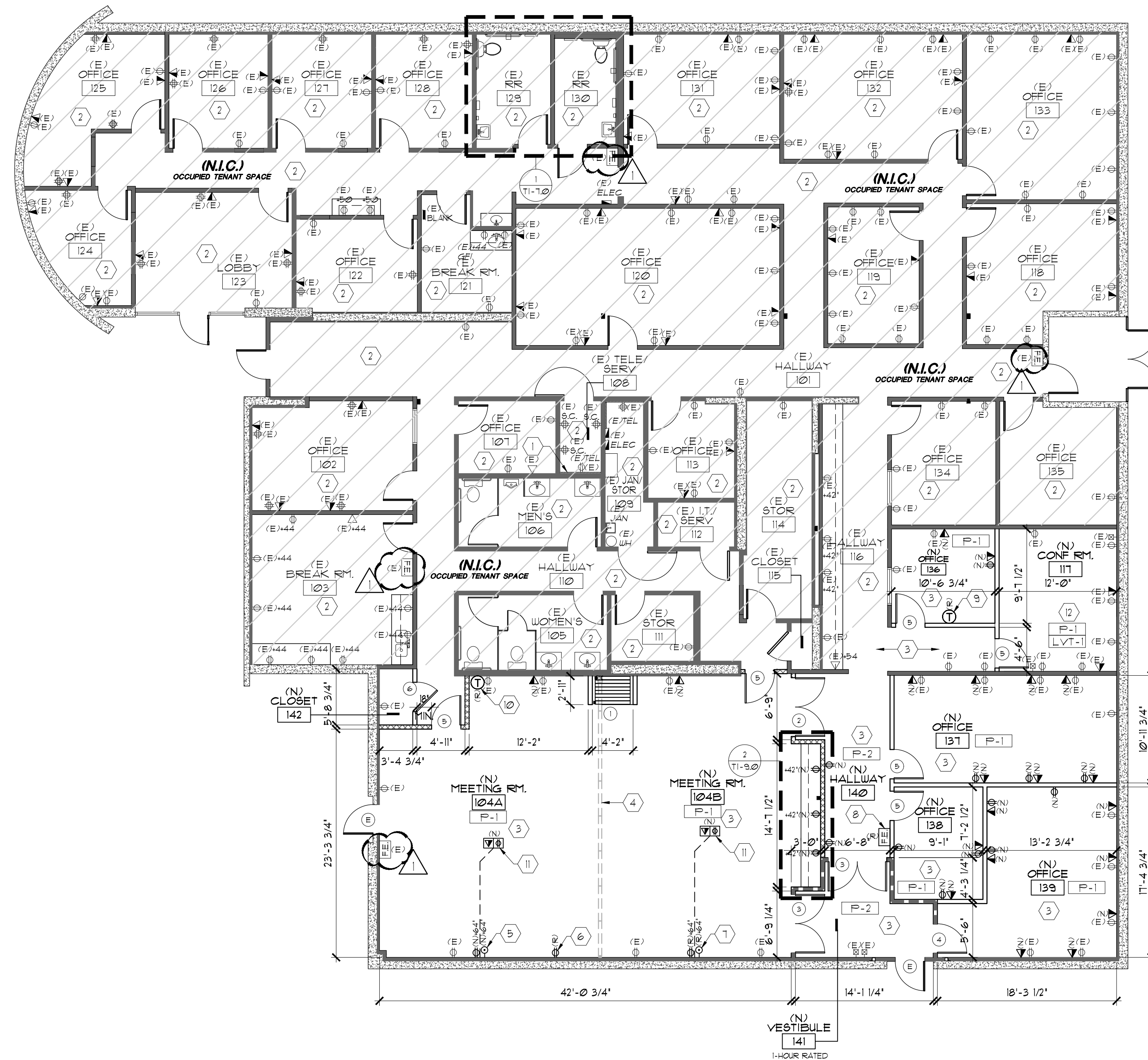
	EXISTING EXTERIOR BUILDING PARTITIONS TO REMAIN
	EXISTING INTERIOR PARTITION TO REMAIN
	NEW INTERIOR NON-LOAD BEARING 1-HOUR RATED PARTITION TO UNDERSIDE OF STRUCTURE. REFER TO DETAIL 2/TI-8.2
	NEW INTERIOR NON-LOAD BEARING FULL HEIGHT PARTITION TO UNDERSIDE OF STRUCTURE WITH R-13 SOUND INSULATION BATT. REFER TO DETAIL 1/TI-8.2
	NEW INTERIOR NON-LOAD BEARING PARTITION TO UNDERSIDE OF CEILING WITH R-13 SOUND INSULATION BATT. REFER TO DETAIL 5/TI-8.1
	EXISTING DUPLEX ELECTRICAL OUTLET TO REMAIN
	EXISTING QUADRUPLX ELECTRICAL OUTLET TO REMAIN
	EXISTING TELEPHONE OUTLET TO REMAIN
	EXISTING TELEPHONE/DATA OUTLET TO REMAIN
	EXISTING T.V. CABLE OUTLET TO REMAIN
	EXISTING BLANK COVER PLATE TO REMAIN
	EXISTING THERMOSTAT TO REMAIN
	NEW DUPLEX ELECTRICAL OUTLET AT 18' AFF. (UNLESS NOTED OTHERWISE)
	NEW QUADRUPLX ELECTRICAL OUTLET AT 18' AFF. (UNLESS NOTED OTHERWISE)
	NEW TELEPHONE OUTLET AT 18' AFF. (UNLESS NOTED OTHERWISE)
	NEW TELEPHONE/DATA OUTLET AT 18' AFF. (UNLESS NOTED OTHERWISE)
	NEW T.V. CABLE OUTLET AT 64' AFF. (UNLESS NOTED OTHERWISE)
	NEW THERMOSTAT AT 48' AFF. (UNLESS NOTED OTHERWISE)
	SEPARATE CIRCUIT
	DEDICATED CIRCUIT
	GROUND FAULT INTERRUPT
	FIRE EXTINGUISHER

**GENERAL NOTES**

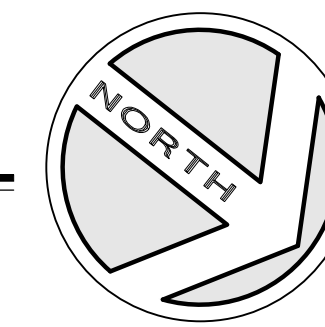
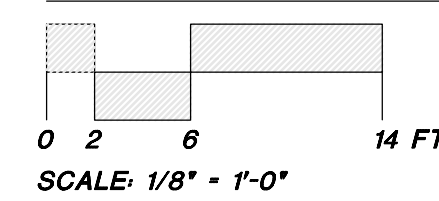
- VERIFY ALL FIELD CONDITIONS ON SITE PRIOR TO ANY CONSTRUCTION. IF ANY DISCREPANCIES ARISE, CONTACT SISSON DESIGN GROUP AT ONCE.
- THESE PLANS ARE SUBJECT TO PLAN CHECK REVIEW FOR CODE INTERPRETATION AND APPROVAL.
- NEW OUTLETS TO BE MOUNTED AT 18" AFF. TO CENTERLINE OF OUTLETS UNLESS OTHERWISE NOTED. SPEC. WHITE.
- VOICE AND DATA WALL OUTLETS SPEC. SINGLE GANG BOX IN WALL MOUNTED AT 18" AFF. TO CENTERLINE OF BOX WITH 3/4" METAL CONDUIT FROM BOX TO 6" ABOVE CEILING WITH FULL STRING IN CONDUIT. CABLING AND COVER PLATE TO BE BY TENANT'S PRIVATE TELEPHONE/COMPUTER SUB-CONTRACTOR.
- ALL ELECTRICAL OUTLETS WITHIN 6'-0" OF SINK TO BE GFI.
- VERIFY ALL POWER REQUIREMENTS WITH TENANT.
- ALL ELECTRICAL AND TELE/DATA OUTLETS LOCATED ON A ONE-HOUR WALL TO BE SEALED WITH FIRE CAULKING.
- FURR-OUT ALL EXPOSED CONCRETE COLUMNS, WALLS AND UNFINISHED BUILDING SHELL BULKHEAD CONSTRUCTION.
- PROVIDE BACKING AND STIFFENERS IN BETWEEN STUDS @ 2'-10", 4'-10" TO 7'-10" AFF. TO ALLOW FOR WALL MOUNTED UPPER CABINETS (UNO). REFER TO MILLWORK SHEETS FOR UPPER CABINET LOCATIONS.
- ALL EXISTING ELECTRICAL DEVICES THAT ARE BEING RE-USED ARE TO BE WHITE. REPLACE AS NEEDED.
- VERIFY ALL FIELD CONDITIONS ON SITE PRIOR TO ANY CONSTRUCTION. IF ANY DISCREPANCIES ARISE CONTACT THIS OFFICE AT ONCE.
- PATCH & REPAIR ALL WALL DAMAGE OR OPEN HOLES WITH GYP. BOARD & PAINT FINISH, TYPICAL THROUGHOUT.

**REFERENCE NOTES**

- EXISTING FIRE RATED PLYWOOD TELEPHONE BOARD TO REMAIN. PROTECT IN PLACE DURING CONSTRUCTION.
- EXISTING TO REMAIN AS IS, NO NEW WORK.
- EXISTING FLOORING & BASE BOARDS TO REMAIN. PROTECT IN PLACE DURING CONSTRUCTION. PATCH IN PORTIONS OF NEW FLOORING & BASEBOARDS TO MATCH EXISTING WHERE NEW WALLS ARE TO BE CONSTRUCTED (TYPICAL THROUGHOUT). AREAS OF NEW WORK NEW PAINT TO BE (P-1) ALL WALLS, EXCLUDING THE HALLWAY & VESTIBULE. NEW PAINT FOR HALLWAY & VESTIBULE TO BE (P-2) TO MATCH EXISTING, V.P.
- PROVIDE & INSTALL STRUCTURAL BEAM FOR NEW KLIK-WALL OPERABLE DOORS. REFER TO STRUCTURAL PLANS & DOOR SCHEDULE FOR SPEC'S & SHEET TI-8.3 FOR DETAILS & SPEC'S.
- CONVERT & RAISE EXISTING BLANK JUNCTION BOXES TO RECESSED CLOCK STYLE T.V. OUTLET TO 64" FOR NEW T.V. LOCATION. PROVIDE BACKING IN WALL FOR TENANT'S WALL MOUNTED T.V. COORDINATE WITH TENANT REPRESENTATIVE FOR FINAL HEIGHT & LOCATION.
- RELOCATE EXISTING ELECTRICAL OUTLET TO 18" AFF.
- CONVERT & RAISE EXISTING ELECTRICAL & TELE/DATA OUTLETS TO CLOCK STYLE T.V. OUTLETS 64" FOR NEW T.V. LOCATION. PROVIDE BACKING IN WALL FOR TENANT'S WALL MOUNTED T.V. COORDINATE WITH TENANT REPRESENTATIVE FOR FINAL HEIGHT & LOCATION.
- NEW RELOCATED FIRE EXTINGUISHER LOCATION.
- NEW RELOCATED THERMOSTAT LOCATION. REZONE AS REQUIRED FOR NEW WALL LAY-OUT. REFER TO MECHANICAL PLANS.
- EXISTING THERMOSTAT TO REMAIN. REZONE AS REQUIRED FOR NEW WALL LAY-OUT.
- PROVIDE & INSTALL FLUSH FLOOR ELECTRICAL & DATA OUTLET WITH 1/2" CONDUIT WITH FULL STRING TO WALL MOUNTED TV MONITOR. VERIFY EXACT LOCATION WITH FURNITURE VENDOR OR TRI-CITY MHSa REP.
- PROVIDE & INSTALL NEW FLOORING (LVT-1) IN CONF. RM. IT ONLY WITH RANDOM PATTERN. BASE TO MATCH EXISTING. V.P. NEW (P-1) PAINT ON ALL WALLS. PROVIDE & INSTALL NEW RUBBER TRANSITION TO MATCH EXISTING. V.P.



**FLOOR PLAN**



**INTERIOR FINISH SCHEDULE**

REFS LISTED ARE TO BE CONTACTED FOR CURRENT LEAD TIMES & TO ENSURE CORRECT FINISH.

CODE	DESCRIPTION	PRODUCT MFG.	REMARKS
LVT-1	LUXURY VINYL TILE	TRU-EST. PARADIGM CONQUEST W/PAD COLOR ENCHANTMENT CON023FAD, 20 MIL, 9 X 12	LOCATION: CONF. RM. IT. REFER TO PLANS CONTACT: MALIN HERRITT 949-981-8991
P-1	PAINT (MAIN)	T.B.D. BY TENANT	LOCATION: CONTACT:
P-2	PAINT (HALLWAY)	SHERWIN WILLIAMS: LATTE, SW 6108, PROMAR 200 HP, LATEX, ZERO VOC, LOW-GLOSS	LOCATION: HALLWAY 140 & VESTIBULE 141 CONTACT: ROCKY BERLANGA, 651-769-0972



**Tri-City Mental Health Authority  
MONTHLY STAFF REPORT**

**DATE:** October 18, 2023

**TO:** Governing Board of Tri-City Mental Health Authority

**FROM:** Rimmi Hundal, Executive Director

**SUBJECT:** Executive Director's Monthly Report

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### **Grand Opening of Villa Esperanza**

The grand opening of Villa Esperanza took place on Thursday, September 14<sup>th</sup> and was attended by the Executive Director, Director of MHSA and our Housing Department including the Housing Manager. Tri-City has made a permanent loan of Mental Health Services Act funds in the amount of \$2.8 million (\$2,800,000) to West Mission Housing Partners LP, for the construction and development of the Villa Esperanza Project, which restricts ten (10) rental units for Tri-City clients, as permanent supportive housing for households of extremely low income that include (or consist of) households who are homeless or at risk of homelessness, and who have a diagnosed severe mental illness. Active clients at Tri-City are eligible for referral subject to eligibility and guiding requirements of the MHSA and the Coordinated Entry Systems (CES) when referring applicants to an available unit. With the help of Tri-City's Housing Department, 9 units have had applicants matched, approved and moved in at Villa Esperanza.

To date, Tri-City has contributed nearly 12 million dollars for the development of Permanent Supportive Housing (PSH) units and has created 72 units of permanent supportive housing in the cities of Pomona, Claremont and La Verne. Tri-City's Permanent supportive housing programs provide not only a place to live, but more importantly include myriad supportive services to assist the residents in improving their life circumstances with the goal of moving on to a permanent independent living situation.

### **Information Technology (IT) Update**

In the past month, the Information Technology department has continued to provide support to staff, addressing a wide range of helpdesk requests promptly. IT Department also began conducting internal cybersecurity awareness simulations to measure the level of staff awareness of malicious emails and general safe habits in a digital environment. As a result, an education and training strategy is being created to address those who could use the additional awareness training as digital security is so important.

### **Staffing – Month Ending September 2023:**

**Tri-City Mental Health Commission  
Monthly Staff Report of Rimmi Hundal  
October 18, 2023  
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Total Staff is 202 full-time and 7 part-time plus 44 full time vacancies 3 part-time vacancies for a total of 251 positions.

There were 1 new hires in September 2023.

There were 3 separations in September 2023.

**Workforce Demographics in September 2023:**

American Indian or Alaska Native =	0.48%
Asian =	10.05%
Black or African American =	8.61%
Hispanic or Latino =	60.29%
Native Hawaiian or Other Pacific Islander =	0.48%
Other =	2.87%
Two or more races =	1.91%
White or Caucasian =	15.31%

**Posted Positions in September 2023:**

Clinical Therapist I/II - Access to Care	(1 FTE) <i>1 hire pending</i>
Clinical Therapist I/II – MHSSA Grant	(1 FTE)
Community Navigator	(2 FTEs)
Deputy Chief Clinical Officer	(1 FTE) <i>1 hire pending</i>
Grants Manager	(1 FTE) <i>1 hire pending</i>
Mental Health Specialist – Adult & Children	(2 FTEs)
Program Support Assistant I-II – Medical Records	(4 FTEs) <i>1 hire pending</i>
Program Support Assistant I – IV Access to Care	(1 FTE) <i>1 hire pending</i>
Program Support Assistant II – Crisis Support	(1 FTE)
Program Support Supervisor	(1 FTE)
Psychiatric Technician I/II	(1 FTE)
Psychiatrist	(1 FTE)
Quality Improvement Specialist II	(2 FTEs)
Wellness Advocate – Wellness Center	(.5 FTE)

**COVID-19 Update:**

March 1, 2022 was the State required vaccination booster deadline for all healthcare workers who are booster eligible. As of September 30, 2023, Tri-City staff have a vaccination compliancy rate of 87.56% with a vaccination booster compliancy rate of 94.54%.



**Tri-City Mental Health Authority  
MONTHLY STAFF REPORT**

**DATE:** October 18, 2023

**TO:** Governing Board of Tri-City Mental Health Authority  
Rimmi Hundal, Executive Director

**FROM:** Diana Acosta, CPA, Chief Financial Officer

**SUBJECT:** Monthly Finance and Facilities Report

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**UNAUDITED FINANCIAL STATEMENTS FOR THE TWO MONTHS ENDED AUGUST 31, 2023 (2024 FISCAL YEAR-TO-DATE):**

The financials presented herein are the PRELIMINARY and unaudited financial statements for the two months ended August 31, 2023. These financial statements include the activities from the clinical outpatient operations as well as activities from the implemented MHSA programs under the CSS, PEI, INN, WET and CFTN plans.

The increase in net position (income) is approximately \$12.2 million. MHSA operations accounted for approximately \$12.6 million of the increase, which is primarily the result of recognizing MHSA revenues on hand at the beginning of the fiscal year. MHSA non-operating revenues are reflected when MHSA funds have been received and are eligible to be spent.

During fiscal 2023, Tri-City received MHSA funding of approximately \$11.4 million, of which \$8.4 million were for approved programs for fiscal 2023-24 MHSA operations and was reflected as MHSA Revenue Restricted for Future Period on the Statement of Net Position (balance sheet) at June 30, 2023. These restricted MHSA revenues have now been recorded as non-operating revenues in fiscal 2023-24. In addition, during this current fiscal year 2023-24 approximately \$11.1 million in MHSA funding has been received of which \$6.7 million was identified and approved for use in the current fiscal year 2023-24 and recorded as non-operating revenues, bringing the total MHSA non-operating revenues recognized to date up to approximately \$15.1 million. Unlike the requirement to reflect all available and **approved** MHSA funding when received as non-operating revenues, MHSA operating costs are reflected when incurred. Therefore, the matching of revenue to expense is not consistent as the timing of expenditures will lag behind the timing of revenue recognition.

The decrease in net position of approximately \$365 thousand is from Clinic outpatient operations, which is the result of operations for the two months ended August 31, 2023 which includes one-time payments made at the beginning of the year.

The total cash balance at August 31, 2023 was approximately \$47.4 million, which represents an increase of approximately \$8.3 million from the June 30, 2023 balance of



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approximately \$39.1 million. Outpatient Clinic operations, after excluding any intercompany receipts or costs resulting from MHSA operations, had an increase in cash of approximately \$457 thousand primarily as a result timing of cash receipts from LADMH. MHSA operations reflected an increase in cash of approximately \$7.8 million, after excluding intercompany receipts or costs resulting from clinic operations. Total increase in MHSA cash reflects the receipt of approximately \$11.1 million in MHSA funds offset by the use of cash for MHSA operating activities.

Approximately \$292 thousand in Medi-Cal cash receipts have been collected for both Outpatient Clinic Operations and MHSA Operations within the two months ended August 31, 2023.

## **UPCOMING, CURRENT EVENTS & UPDATES**

### Overall Financial Update:

We continue to closely monitor for any new developments, changes to legislation and updated revenue projections from CBHDA, specifically with regard to MHSA as these revenues continually fluctuate and as evidenced in the past and as noted below, significantly differ from original projections as well as revised projections. As such, planning appropriately to ensure we meet the needs of our community, and having the ability to make changes as we go will be necessary in the upcoming years, especially if projections wind up being significantly different than currently projected.

### Fiscal Year 2022-23 Annual Audit:

Final fieldwork on the annual independent audit commenced on September 11, 2023. Due to the extensive and complex implementation of a new Governmental Accounting Standards Board standard (GASB 96) anticipated issuance of final opinions on the audit is expected to be pushed to early December of 2023.

### MHSA Reform:

As the Executive Director has previously mentioned in her staff report, the Governor has announced a proposed ballot measure that would dramatically alter MHSA funding and how Counties, along with Tri-City, would be required to utilize it. Although Management is closely following this proposal, its development, and potential requirements that come with it, as of today we are still compelled to follow the existing legislative requirements of MHSA law as it exists today.

### CalAIM:

As of September 7, 2023, Tri City was able to bill our first batch of claims and are currently awaiting adjudication of said claims. There is currently no ETA as to when to expect this initial billing batch to be processed and paid. As of August 31, 2023 an estimated \$1.6 million in MediCal claims has been recognized as revenue.



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MHSA Funding Updates:

**Estimated Current Cash Position** – The following table represents a brief summary of the estimated (unaudited) current MHSA cash position as of the two months ended August 31, 2023.

	<b>MHSA</b>
Cash at August 31, 2023	\$ 38,793,926
Receivables net of Reserve for Cost Report Settlements	3,296,786
Prudent Reserves	(2,200,000) *
Estimated Remaining Expenses for Operations FY 2022-23	(17,884,675) **
Reserved for future CFTN Projects including approved TCG Project	(3,116,487)
Total Estimated Adjustments to Cash	<u>(19,904,376)</u>
Estimated Available at June 30, 2024	<u>\$ 18,889,550</u>
Estimated remaining MHSA funds to be received in FY 2023-24	\$ 12,569,326

\* Per SB 192, Prudent Reserves are required to be maintained at an amount that does not exceed 33% of the average Community Services and Support (CSS) revenue received for the fund, in the preceding 5 years.

\*\* Estimated based on to-date actuals projected through year-end June 30, 2024, net of estimated Medi-Cal revenue, including actual and estimated amounts to year end 06/30/2024.

**MHSA Expenditures and MHSA Revenue Receipts –**

FY 2022-23 Revenue Projections: Based on prior estimates disclosed by CBHDA, the amount of MHSA funds projected to be collected in Fiscal year 2022-23 were expected to be in line with what was just collected in the prior year (FY 21-22). As such the Fiscal Year 2022-23 Operating budget reflected a projected collection of MHSA funds totaling \$16.5 million. As noted in the table below, the original estimate of new funding in the MHSA Annual Update was \$11.1 million. As a result of the updated projections the MHSA revenues are now expected to be \$5.3 million higher, however as of May of 2023 MHSA collections to date were \$10.9 million and expected to reach \$12.2 million an average of 25% less than the prior year or closer to the original estimate of \$11.2. As of June 30, 2023 actual cash receipts received totaled approximately \$11.4 million.

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For reference the following is the information included in the MHTSA Fiscal Year 2022-23 Annual Update:

<b>Included in the MHTSA FY 2022-23 Annual Update</b>	<b>CSS</b>	<b>PEI</b>	<b>Innovation</b>	<b>WET</b>	<b>CFTN</b>	<b>Totals</b>
Estimated Unspent Funds from Prior Fiscal Years	19,278,875	4,037,204	2,697,746	808,952	1,529,299	28,352,076
Transfers in FY 2022-23	(2,700,000)	-		1,000,000	1,700,000	-
Available for Spending in FY 2022-23	16,578,875	4,037,204	2,697,746	1,808,952	3,229,299	28,352,076
Approved Plan Expenditures during FY 2022-23	(12,284,819)	(2,221,506)	(253,661)	(857,628)	(703,183)	(16,320,797)
Remaining Cash before new funding	4,294,056	1,815,698	2,444,085	951,324	2,526,116	12,031,279
Estimated New FY 2022-23 Funding	8,477,602	2,119,401	557,737			11,154,740
Estimated Ending FY 2022-23 Unspent Fund Balance	12,771,658	3,935,099	3,001,822	951,324	2,526,116	23,186,019

The following information demonstrates the changes in estimated cash flow between the MHTSA Fiscal Year 2022-23 Annual Update and the Fiscal Year 2022-23 Operating Budget:

<b>Included in the FY 2022-23 Operating Budget</b>	<b>CSS</b>	<b>PEI</b>	<b>Innovation</b>	<b>WET</b>	<b>CFTN</b>	<b>Totals</b>
* <b>Updated</b> Funding Estimates for FY 2022-23	12,519,290	3,129,822	823,638	-	-	16,472,750
Original Estimated New FY 2022-23 Funding	8,477,602	2,119,401	557,737	-	-	11,154,740
Difference/Projected Additional Funding	4,041,688	1,010,421	265,901	-	-	5,318,010

\* These amounts were estimated prior to winter storms in December of 2022. The most recent updates as of March of 2023, total actual collections will be closer to \$12.2 million.

**FY 2023-24 Revenue Projections:** Based on the announcement that tax filings were delayed until October of 2023, for individuals living in Counties who experienced weather related States of Emergency. As a result, MHTSA receipts were \$11.4 million for fiscal year 2022-23. Just like we experienced in fiscal year 2019-20, cash receipts were anticipated to decrease significantly followed by a significant increase in cash receipts in fiscal year 2023-24. Tri City has received \$11.1 million for the two months ended August 31, 2023. For reference, the following table is an excerpt from the Fiscal Year 2023-24 MHTSA Three-Year Plan.

<b>Included in the MHTSA FY 2023-24 Annual Update</b>	<b>CSS</b>	<b>PEI</b>	<b>Innovation</b>	<b>WET</b>	<b>CFTN</b>	<b>Totals</b>
Estimated Unspent Funds from Prior Fiscal Years	16,544,291	4,476,308	3,107,758	1,431,643	2,729,658	28,289,658
Transfers in FY 2023-24	(2,500,000)	-		500,000	2,000,000	-
Available for Spending in FY 2023-24	14,044,291	4,476,308	3,107,758	1,931,643	4,729,658	28,289,658
Approved Plan Expenditures during FY 2023-24	(11,610,705)	(3,336,066)	(980,883)	(611,680)	(980,700)	(17,520,034)
Remaining Cash before new funding	2,433,586	1,140,242	2,126,875	1,319,963	3,748,958	10,769,624
Estimated New FY 2023-24 Funding	11,178,109	2,794,527	735,402			14,708,038
Estimated Ending FY 2023-24 Unspent Fund Balance	13,611,695	3,934,769	2,862,277	1,319,963	3,748,958	25,477,662
* <b>Updated</b> Funding Estimates for FY 2023-24 <i>(as of June of 2023)</i>	17,998,168	4,499,542	1,184,090	-	-	23,681,800

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MHSA Reversion Update:

Each remittance of MHSA funds received by Tri-City is required to be allocated among three of the five MHSA Plans, CSS, PEI and INN. The first 5% of each remittance is required to be allocated to INN and the remaining amount is split 80% to CSS and 20% to PEI. While the WET and the CapTech plans have longer time frames in which to spend funds (made up of one-time transfers into these two plans), the CSS, PEI and INN plans have three years.

Amounts received within the CSS and PEI programs must be expended within three years of receipt. INN amounts must be programmed in a plan that is approved by the Mental Health Services Oversight and Accountability Commission (MHSOAC) within three years of receipt, and spent within the life of the approved program. Upon approval by the MHSOAC, INN amounts have to be expended within the life of said program. For example, a program approved for a five-year period will have the full five years associated with the program to expend the funds.

The following tables are **excerpts** from DHCS’s annual reversion report received by Tri-City on March 16, 2023 based on the fiscal year 2021-22 Annual Revenue and Expense Report (ARER):

**CSS reversion waterfall analysis**

CSS amounts received						
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Total
	8,676,848	8,797,914	9,293,482	11,824,329	13,252,035	51,844,608
<b>Expended in:</b>						
2017-18	-					-
2018-19	939,014	-				939,014
2019-20	7,737,834	1,290,269	-			9,028,103
2020-21		7,507,645	3,546,924	-		11,054,569
2021-22			5,746,558	3,676,533	-	9,423,091
2022-23 **				8,147,796	4,137,023	12,284,819
2023-24 **					11,610,705	11,610,705
<b>Total Expended</b>	<b>8,676,848</b>	<b>8,797,914</b>	<b>9,293,482</b>	<b>11,824,329</b>	<b>15,747,728</b>	<b>54,340,301</b>
<b>Unspent Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(2,495,693)</b>	<b>(2,495,693)</b>

\*\*=Planned Expenditures based on approved MHSA Plan

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**PEI reversion waterfall analysis**

PEI amounts received						
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Total
	2,145,788	2,119,324	2,173,110	2,948,240	3,311,501	12,697,963
<b>Expended in:</b>						
2017-18	726,119					726,119
2018-19	1,419,669	387,017				1,806,686
2019-20	-	1,644,825	-			1,644,825
2020-21		87,482	1,746,984	-		1,834,466
2021-22			426,126	1,309,696	-	1,735,822
2022-23 **				1,638,544	582,962	2,221,506
2023-24 **					3,336,066	3,336,066
<b>Total Expended</b>	<b>2,145,788</b>	<b>2,119,324</b>	<b>2,173,110</b>	<b>2,948,240</b>	<b>3,919,028</b>	<b>13,305,490</b>
<b>Unspent Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(607,527)</b>	<b>(607,527)</b>

\*\*=Planned Expenditures based on approved MHSA Plan

The following table was copied directly from latest information provided from DHCS

**INN reversion waterfall analysis**

INN	Reallocated					
	AB 114	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Encumbered Unspent Funds <sup>3</sup>	799,187	302,889	580,471	550,879	784,114	245,707
Unencumbered Unspent Funds <sup>4</sup>	-	-	-	-	-	628,829
<b>Unspent Balance</b>	<b>799,187</b>	<b>302,889</b>	<b>580,471</b>	<b>550,879</b>	<b>784,114</b>	<b>874,536</b>
<b>Encumbered Funds Starting Balance →</b>	<b>799,187</b>	<b>302,889</b>	<b>580,471</b>	<b>550,879</b>	<b>784,114</b>	<b>245,707</b>
<b>Applied Expenditure ↓</b>						<b>Applied Expenditure ↓</b>
FY 15-16						-
FY 16-17						-
FY 17-18	304,376	-				304,376
FY 18-19	131,206	-	-			131,206
FY 19-20	355,393	-	-	-		355,393
FY 20-21	8,212	-	-	-	-	8,212
FY 21-22	-	302,889	25,035	-	-	327,924
FY 22-23	-	-	TBD	TBD	TBD	TBD
<b>Unencumbered Unspent Balance →</b>	<b>-</b>	<b>-</b>	<b>555,436</b>	<b>550,879</b>	<b>784,114</b>	<b>245,707</b>

## **FACILITIES DEPARTMENT**

### Status of Governing Board Approved Upcoming, Current or Ongoing projects:

- The Community Garden Upgrades: A contract for the completion of this project has now been approved and was awarded during the March 15, 2023 Governing Board Meeting. This project is targeted to be substantially complete closer to the end of the summer with the exception of some phases that may experience delays as a result of lead times and availability of materials required for the project. As reported previously, construction broke ground on Wednesday, May 10, 2023 and continual progress is being made. Various staff have expressed their excitement about the progress and the project in general and look forward to seeing its completion.
- Office Space Remodel at the MHSA Administrative Building: Project concept was initially approved in March of 2020 as part of the approved CFTN Plan. This project had previously been temporarily on hold until the Electrical/Power Upgrade Project was complete as this project was also being performed in the same building. The Electrical was completed in November of 2022. At the November of 2022 Governing Board Meeting an agreement with a design firm was approved for services to include the preparation of formal plans, a Request For Proposal (RFP) and construction management for the project. Over the past several months our Facilities Department worked closely with the design firm on finalizing the design and formal plans which were submitted to the City for Approval. As reported previously, the plans were been approved by the City of Pomona and shortly after the solicitation of contractors through an RFP process was completed. The next phase will be to bring forth a contract for approval to the October 2023 or November 2023 Governing Board Meeting. Target date of project completion will be closer to end of calendar year 2023 or early 2024.

### Attachments

*Attachment 6-A: August 31, 2023 Unaudited Monthly Financial Statements*

**TRI-CITY MENTAL HEALTH AUTHORITY**  
**CONSOLIDATING STATEMENTS OF NET POSITION**

	AT AUGUST 31, 2023			AT JUNE 30, 2023		
	TCMH	MHSA	Consolidated	TCMH	MHSA	Consolidated
	Unaudited	Unaudited	Unaudited	Unaudited	Unaudited	Unaudited
<b>Current Assets</b>						
Cash	\$ 8,583,434	\$ 38,793,926	\$ 47,377,360	\$ 8,976,643	\$ 30,118,745	\$ 39,095,388
Accounts receivable, net of reserve for uncollectible accounts \$984,917 at August 31, 2023 and \$742,206 at June 30, 2023	6,184,883	6,180,572	12,365,455	7,142,756	5,365,900	12,508,656
<b>Total Current Assets</b>	<b>14,768,317</b>	<b>44,974,498</b>	<b>59,742,815</b>	<b>16,119,399</b>	<b>35,484,646</b>	<b>51,604,044</b>
<b>Property and Equipment</b>						
Land, building, furniture and equipment	3,831,117	10,314,672	14,145,789	3,822,091	9,994,846	13,816,937
Accumulated depreciation	(2,777,363)	(4,601,668)	(7,379,032)	(2,759,359)	(4,527,857)	(7,287,216)
Rights of use assets-building lease	1,753,343	-	1,753,343	1,753,343	-	1,753,343
Accumulated amortization-building lease	(1,097,057)	-	(1,097,057)	(1,037,395)	-	(1,037,395)
<b>Total Property and Equipment</b>	<b>1,710,040</b>	<b>5,713,003</b>	<b>7,423,044</b>	<b>1,778,680</b>	<b>5,466,989</b>	<b>7,245,669</b>
<b>Other Assets</b>						
Deposits and prepaid assets	365,595	248,892	614,487	53,934	248,892	302,826
Note receivable-Housing Development Project	-	2,800,000	2,800,000	-	2,800,000	2,800,000
<b>Total Noncurrent Assets</b>	<b>2,075,635</b>	<b>8,761,895</b>	<b>10,837,531</b>	<b>1,832,614</b>	<b>8,515,881</b>	<b>10,348,495</b>
<b>Total Assets</b>	<b>16,843,952</b>	<b>53,736,393</b>	<b>70,580,345</b>	<b>17,952,013</b>	<b>44,000,527</b>	<b>61,952,539</b>
<b>Deferred Outflows of Resources</b>						
Deferred outflows related to the net pension liability	5,749,104	-	5,749,104	5,749,104	-	5,749,104
<b>Total Deferred Outflows of Resources</b>	<b>5,749,104</b>	<b>-</b>	<b>5,749,104</b>	<b>5,749,104</b>	<b>-</b>	<b>5,749,104</b>
<b>Total Assets and Deferred Outflows of Resources</b>	<b>\$22,593,056</b>	<b>\$ 53,736,393</b>	<b>\$ 76,329,449</b>	<b>\$23,701,117</b>	<b>\$ 44,000,527</b>	<b>\$ 67,701,644</b>
<b>LIABILITIES</b>						
<b>Current Liabilities</b>						
Accounts payable	454,705	85,280	539,984	451,519	83,787	535,306
Accrued payroll liabilities	1,028,076	2,660,652	3,688,728	917,396	2,409,809	3,327,205
Accrued vacation and sick leave	589,238	1,071,349	1,660,587	608,466	1,063,071	1,671,537
Deferred revenue	395,395	-	395,395	322,539	-	322,539
Reserve for Medi-Cal settlements	3,440,500	2,883,786	6,324,286	3,440,500	2,883,786	6,324,286
Current portion of lease liability	298,309	-	298,309	357,971	-	357,971
<b>Total Current Liabilities</b>	<b>6,206,223</b>	<b>6,701,066</b>	<b>12,907,289</b>	<b>6,098,391</b>	<b>6,440,453</b>	<b>12,538,844</b>
<b>Intercompany Acct-MHSA &amp; TCMH</b>	<b>(455,141)</b>	<b>455,141</b>	<b>-</b>	<b>395,602</b>	<b>(395,602)</b>	<b>-</b>
<b>Long-Term Liabilities</b>						
Lease liability	357,977	-	357,977	357,977	-	357,977
Net pension liability	8,262,600	-	8,262,600	8,262,600	-	8,262,600
Unearned MHSA revenue	-	5,451,243	5,451,243	-	1,080,332	1,080,332
<b>Total Long-Term Liabilities</b>	<b>8,620,577</b>	<b>5,451,243</b>	<b>14,071,820</b>	<b>8,620,577</b>	<b>1,080,332</b>	<b>9,700,909</b>
<b>Total Liabilities</b>	<b>14,371,659</b>	<b>12,607,450</b>	<b>26,979,109</b>	<b>15,114,570</b>	<b>7,125,183</b>	<b>22,239,753</b>
<b>Deferred Inflow of Resources</b>						
MHSA revenues restricted for future period	-	-	-	-	8,349,489	8,349,489
Deferred inflows related to the net pension liability	237,328	-	237,328	237,328	-	237,328
<b>Total Deferred Inflow of Resources</b>	<b>237,328</b>	<b>-</b>	<b>237,328</b>	<b>237,328</b>	<b>8,349,489</b>	<b>8,586,817</b>
<b>NET POSITION</b>						
Invested in capital assets net of related debt	1,053,754	5,713,003	6,766,758	1,062,732	5,466,989	6,529,721
Restricted for MHSA programs	-	35,415,941	35,415,941	-	23,058,866	23,058,866
Unrestricted	6,930,315	-	6,930,314	7,286,486	-	7,286,486
<b>Total Net Position</b>	<b>7,984,069</b>	<b>41,128,944</b>	<b>49,113,012</b>	<b>8,349,218</b>	<b>28,525,855</b>	<b>36,875,073</b>
<b>Total Liabilities, Deferred Inflows of Resources and Net Position</b>	<b>\$22,593,056</b>	<b>\$ 53,736,393</b>	<b>\$ 76,329,449</b>	<b>\$23,701,117</b>	<b>\$ 44,000,527</b>	<b>\$ 67,701,644</b>

**Definitions:**

TCMH=Tri-City's Outpatient Clinic

MHSA=Mental Health Services Act (Proposition 63)

**TRI-CITY MENTAL HEALTH AUTHORITY**  
**CONSOLIDATING STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**TWO MONTHS ENDED AUGUST 31, 2023 AND 2022**

	PERIOD ENDED 8/31/23			PERIOD ENDED 8/31/22		
	TCMH Unaudited	MHSA Unaudited	Consolidated Unaudited	TCMH Unaudited	MHSA Unaudited	Consolidated Unaudited
<b>OPERATING REVENUES</b>						
Medi-Cal FFP	\$ 502,141	\$ 607,001	\$ 1,109,143	\$ 516,472	\$ 502,488	\$ 1,018,960
Medi-Cal SGF-EPSDT	210,296	268,293	478,589	82,340	91,115	173,455
Medicare	934	963	1,897	3,062	850	3,912
Contracts	-	5,202	5,202	-	5,051	5,051
Patient fees and insurance	21	-	21	89	57	146
Rent income - TCMH & MHSA Housing	1,848	10,295	12,143	924	10,385	11,309
Other income	72	39	111	124	35	158
<b>Net Operating Revenues</b>	<b>715,311</b>	<b>891,794</b>	<b>1,607,105</b>	<b>603,011</b>	<b>609,980</b>	<b>1,212,991</b>
<b>OPERATING EXPENSES</b>						
Salaries, wages and benefits	1,422,472	2,934,540	4,357,013	1,600,246	2,436,092	4,036,338
Facility and equipment operating cost	77,238	171,201	248,439	94,319	210,451	304,769
Client lodging, transportation, and supply expense	65,736	12,785	78,521	3,185	13,447	16,631
Depreciation & amortization	50,156	101,321	151,477	53,611	102,459	156,070
Other operating expenses	274,877	372,752	647,629	247,552	216,312	463,864
<b>Total Operating Expenses</b>	<b>1,890,479</b>	<b>3,592,600</b>	<b>5,483,079</b>	<b>1,998,912</b>	<b>2,978,760</b>	<b>4,977,673</b>
<b>OPERATING (LOSS) (Note 1)</b>	<b>(1,175,168)</b>	<b>(2,700,806)</b>	<b>(3,875,974)</b>	<b>(1,395,902)</b>	<b>(2,368,780)</b>	<b>(3,764,682)</b>
<b>Non-Operating Revenues (Expenses)</b>						
Realignment	609,225	-	609,225	609,225	-	609,225
MHSA funds	-	15,121,318	15,121,318	-	14,780,860	14,780,860
Grants and Contracts	169,394	-	169,394	-	-	-
Interest Income	31,399	182,576	213,976	10,975	60,074	71,048
Total Non-Operating Revenues (Expense)	810,019	15,303,894	16,113,913	620,200	14,840,934	15,461,134
<b>INCOME (LOSS)</b>	<b>(365,149)</b>	<b>12,603,089</b>	<b>12,237,939</b>	<b>(775,702)</b>	<b>12,472,154</b>	<b>11,696,452</b>
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>(365,149)</b>	<b>12,603,089</b>	<b>12,237,939</b>	<b>(775,702)</b>	<b>12,472,154</b>	<b>11,696,452</b>
<b>NET POSITION, BEGINNING OF YEAR</b>	8,349,218	28,525,855	36,875,073	8,053,532	26,227,108	34,280,640
<b>NET POSITION, END OF MONTH</b>	<b>\$ 7,984,069</b>	<b>\$ 41,128,944</b>	<b>\$ 49,113,012</b>	<b>\$ 7,277,830</b>	<b>\$ 38,699,262</b>	<b>\$ 45,977,092</b>

(Note 1) "Operating Loss" reflects loss before realignment funding and MHSA funding which is included in non-operating revenues.

**Definitions:**

**Medi-Cal FFP**= Federal Financial Participation Reimbursement

**Medi-Cal SGF-EPSDT**=State General Funds reimbursement for Medi-Cal services provided to children under the "Early and Periodic Screening, Diagnosis and Treatment" regulations.

**TCMH**=Tri-City's Outpatient Clinic

**MHSA**=Mental Health Services Act (Proposition 63)

**TRI-CITY MENTAL HEALTH AUTHORITY**  
**CONSOLIDATING STATEMENTS OF CASH FLOWS**  
**TWO MONTHS ENDED AUGUST 31, 2023 AND 2022**

	PERIOD ENDED 8/31/23			PERIOD ENDED 8/31/22		
	TCMH Unaudited	MHSA Unaudited	Consolidated Unaudited	TCMH Unaudited	MHSA Unaudited	Consolidated Unaudited
<b>Cash Flows from Operating Activities</b>						
Cash received from and on behalf of patients	\$ 314,093	\$ 15,665	\$ 329,758	\$ 5,366	\$ 14,104	\$ 19,469
Cash payments to suppliers and contractors	(773,436)	(582,756)	(1,356,192)	(785,658)	(471,460)	(1,257,117)
Payments to employees	(1,331,019)	(2,675,420)	(4,006,440)	(1,541,669)	(2,271,945)	(3,813,614)
	<u>(1,790,363)</u>	<u>(3,242,512)</u>	<u>(5,032,874)</u>	<u>(2,321,961)</u>	<u>(2,729,301)</u>	<u>(5,051,263)</u>
<b>Cash Flows from Noncapital Financing Activities</b>						
MHSA Funding	-	11,112,474	11,112,474	-	4,064,581	4,064,581
CalHFA-State Administered Projects	-	30,266	30,266	-	64,485	64,485
Realignment	1,933,137	-	1,933,137	1,267,447	-	1,267,447
Grants and Contracts	282,832	-	282,832	-	-	-
	<u>2,215,969</u>	<u>11,142,740</u>	<u>13,358,709</u>	<u>1,267,447</u>	<u>4,129,067</u>	<u>5,396,514</u>
<b>Cash Flows from Capital and Related Financing Activities</b>						
Purchase of capital assets	(9,026)	(319,825)	(328,851)	(2,457)	(23,368)	(25,825)
Intercompany-MHSA & TCMH	(850,743)	850,743	-	(620,866)	620,866	-
	<u>(859,770)</u>	<u>530,918</u>	<u>(328,851)</u>	<u>(623,323)</u>	<u>597,498</u>	<u>(25,825)</u>
<b>Cash Flows from Investing Activities</b>						
Interest received	40,954	244,034	284,989	10,300	55,032	65,331
	<u>40,954</u>	<u>244,034</u>	<u>284,989</u>	<u>10,300</u>	<u>55,032</u>	<u>65,331</u>
<b>Net Increase (Decrease) in Cash and Cash Equivalents</b>	(393,209)	8,675,181	8,281,972	(1,667,537)	2,052,295	384,758
<b>Cash Equivalents at Beginning of Year</b>	8,976,643	30,118,745	39,095,388	8,444,819	31,878,264	40,323,083
<b>Cash Equivalents at End of Month</b>	<u>\$ 8,583,434</u>	<u>\$ 38,793,926</u>	<u>\$ 47,377,360</u>	<u>\$ 6,777,281</u>	<u>\$ 33,930,560</u>	<u>\$ 40,707,841</u>
<b>Cash from the Balance Sheet</b>	<u>8,583,434</u>	<u>38,793,926</u>	<u>47,377,360</u>	<u>6,777,281</u>	<u>33,930,560</u>	<u>40,707,841</u>
<b>YTD Gain/(Loss) from GASB 31 Fair Market Value</b>	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>\$ -</u>	<u>-</u>	<u>-</u>

**Definitions:**

**TCMH**=Tri-City's Outpatient Clinic

**MHSA**=Mental Health Services Act (Proposition 63)



**TRI-CITY MENTAL HEALTH AUTHORITY**  
**CONSOLIDATING STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**ACTUAL TO BUDGET COMPARISON**  
**TWO MONTHS ENDING AUGUST 31, 2023**  
**(UNAUDITED)**

	TRI-CITY MENTAL HEALTH OUTPATIENT CLINIC (TCMH)			TRI-CITY MENTAL HEALTH SERVICES ACT (MHSA)			TRI-CITY MENTAL HEALTH AUTHORITY CONSOLIDATED		
	Actual	Budget	Variance	Actual	Budget	Variance	Actual	Budget	Variance
<b>OPERATING REVENUES</b>									
Medi-Cal FFP	\$ 547,591	\$ 523,780	\$ 23,812	\$ 661,943	\$ 726,291	\$ (64,348)	\$ 1,209,534	\$ 1,250,071	\$ (40,537)
Medi-Cal SGF-EPSDT	229,330	-	229,330	292,577	-	292,577	521,908	-	521,908
Medicare	934	833	101	963	350	613	1,897	1,183	714
Patient fees and insurance	21	167	(146)	-	-	-	21	167	(146)
Contracts	-	3,333	(3,333)	5,202	-	5,202	5,202	3,333	1,868
Rent income - TCMH & MHSA Housing	1,848	1,848	-	10,295	16,333	(6,038)	12,143	18,181	(6,038)
Other income	72	183	(112)	39	-	39	111	183	(73)
Provision for contractual disallowances	(64,484)	-	(64,484)	(79,225)	-	(79,225)	(143,710)	-	(143,710)
<b>Net Operating Revenues</b>	<b>715,311</b>	<b>530,144</b>	<b>185,167</b>	<b>891,794</b>	<b>742,974</b>	<b>148,820</b>	<b>1,607,105</b>	<b>1,273,119</b>	<b>333,986</b>
<b>OPERATING EXPENSES</b>									
Salaries, wages and benefits	1,422,472	1,737,739	(315,266)	2,934,540	3,272,085	(337,545)	4,357,013	5,009,824	(652,811)
Facility and equipment operating cost	81,415	103,329	(21,914)	176,279	206,446	(30,167)	257,694	309,775	(52,081)
Client program costs	55,739	2,297	53,442	3,857	94,768	(90,911)	59,596	97,066	(37,469)
Grants	-	-	-	36,701	61,667	(24,966)	36,701	61,667	(24,966)
MHSA training/learning costs	-	-	-	-	16,522	(16,522)	-	16,522	(16,522)
Depreciation & amortization	50,156	47,315	2,841	101,321	105,714	(4,393)	151,477	153,029	(1,551)
Other operating expenses	280,698	93,347	187,351	339,901	501,711	(161,811)	620,598	595,058	25,540
<b>Total Operating Expenses</b>	<b>1,890,479</b>	<b>1,984,026</b>	<b>(93,547)</b>	<b>3,592,600</b>	<b>4,258,913</b>	<b>(666,314)</b>	<b>5,483,079</b>	<b>6,242,940</b>	<b>(759,860)</b>
<b>OPERATING (LOSS)</b>	<b>(1,175,168)</b>	<b>(1,453,882)</b>	<b>278,714</b>	<b>(2,700,806)</b>	<b>(3,515,939)</b>	<b>815,133</b>	<b>(3,875,974)</b>	<b>(4,969,821)</b>	<b>1,093,847</b>
<b>Non-Operating Revenues (Expenses)</b>									
Realignment	609,225	733,333	(124,108)	-	-	-	609,225	733,333	(124,108)
MHSA Funding	-	-	-	15,121,318	15,539,345	(418,027)	15,121,318	15,539,345	(418,027)
Grants and contracts	169,394	169,377	18	-	-	-	169,394	169,377	18
Interest (expense) income, net	31,399	21,750	9,649	182,576	129,321	53,256	213,976	151,071	62,905
Total Non-Operating Revenues (Expense)	<b>810,019</b>	<b>924,460</b>	<b>(114,441)</b>	<b>15,303,894</b>	<b>15,668,666</b>	<b>(364,771)</b>	<b>16,113,913</b>	<b>16,593,126</b>	<b>(479,212)</b>
<b>INCREASE(DECREASE) IN NET POSITION</b>	<b>\$ (365,149)</b>	<b>\$ (529,422)</b>	<b>\$ 164,272</b>	<b>\$12,603,089</b>	<b>\$12,152,727</b>	<b>\$ 450,362</b>	<b>\$12,237,939</b>	<b>\$11,623,305</b>	<b>\$ 614,635</b>

**Definitions:**

**Medi-Cal FFP**= Federal Financial Participation Reimbursement

**Medi-Cal SGF-EPSDT**=State General Funds reimbursement for Medi-Cal services provided to children under the "Early and Periodic Screening, Diagnosis and Treatment" regulations.

**TCMH**=Tri-City's Outpatient Clinic

**MHSA**=Mental Health Services Act (Proposition 63)

**TRI-CITY MENTAL HEALTH AUTHORITY  
ACTUAL TO BUDGET VARIANCE EXPLANATIONS  
TWO MONTHS ENDING AUGUST 31, 2023**

**COMMENT: PLEASE NOTE, THE DISCUSSION BELOW MAY USE THE FOLLOWING ABBREVIATIONS:**

**TCMH**==TRI-CITY MENTAL HEALTH (OUTPATIENT CLINIC OPERATIONS)

**MHSA**==MENTAL HEALTH SERVICES ACT (ACTIVITIES INCLUDE CSS, PEI, INN, WET AND CFTN PROGRAM)

**Net Operating Revenues**

*Net operating revenues are higher than budget by \$334 thousand for the following reason:*

- 1 **Medi-Cal FFP revenues for FY 2023-24**were \$40 thousand lower than the budget. Medi-Cal FFP revenues were approximately \$40 thousand higher for TCMH and \$64 thousand lower for MHSA. At TCMH, the adult program revenues were lower than budget by \$29 thousand and the children program revenues were higher by \$53 thousand. For MHSA, the adult and older adult FSP programs were lower than budget by \$105 thousand and the Children and TAY FSP programs were higher by \$41 thousand.
- 2 **Medi-Cal SGF-EPSDT revenues for fiscal year 2023-** were higher than budget by approximately \$522 thousand of which \$229 thousand higher were from TCMH and \$293 thousand higher were from MHSA. SGF-EPSDT relates to State for provision of qualifying Medi-Cal services for Early Prevention Screening and Diagnostic Testing (EPSDT) to children and youth under 21 years.
- 3 **Medicare revenues**are approximately \$1 thousand higher than the budget. Tri-City records revenue when the services are rendered and the claims are incurred and submitted.
- 4 **Contract revenues**are \$2 thousand higher than the budget.
- 5 **Rent Incomes**are approximately \$6 thousand lower than the budget. The rental income represents the payments collected from pharmacy for space leasing at the 2008 N. Garey Avenue and from the tenants staying at the MHSA house on Park Avenue.
- 6 **Provision for contractual disallowance**for fiscal year 2023-24 was approximately \$144 thousand higher than budget.

**Operating Expenses**

*Operating expenses were lower than budget by approximately \$760 thousand for the following reasons:*

- 1 **Salaries and benefits**are approximately \$653 thousand lower than budget and of that amount, salaries and benefits are \$315 thousand lower for TCMH operations and are \$338 thousand lower for MHSA operations. These variances are due to the following:  
  
**TCMH** salaries are lower than budget by \$234 thousand due to vacant positions and benefits are lower than budget by \$81 thousand. Benefits are budgeted as a percentage of the salaries. Therefore, when salaries are lower, benefits will also be lower.  
  
**MHSA** salaries are lower than budget by \$317 thousand. The direct program salary costs are lower by \$292 thousand due to vacant positions and the administrative salary costs are lower than budget by \$25 thousand. Benefits are lower than the budget by \$20 thousand. Of that, health insurance is lower than budget by \$95 thousand, unemployment insurance is lower by \$23 thousand, workers compensation is lower by \$6 thousand, medicare tax and other insurances are lower by \$8 thousand. These lower insurance costs were offset by one time annual payment to CalPers Unfunded Liability in July.
- 2 **Facility and equipment operating costs**were lower than the budget by \$52 thousand of which \$22 thousand lower were from TCMH and \$30 thousand lower were from MHSA. Building and facility costs were lower by \$15 thousand, equipment expenses were lower by \$44 thousand and were offset by higher furniture costs of \$7 thousand.
- 3 **Client program costs** are lower than the budget by approximately \$37 thousand.
- 4 **Grants for fiscal year 2023-24**are \$25 thousand lower than the budget. These are the Student Loan Forgiveness program under the WE plan and grants awarded under the PEI Community Wellbeing project.
- 5 **MHSA learning and training costs**are \$16 thousand lower than the budget.
- 6 **Depreciation and amortization**are \$2 thousand lower than the budget.

**TRI-CITY MENTAL HEALTH AUTHORITY  
ACTUAL TO BUDGET VARIANCE EXPLANATIONS  
TWO MONTHS ENDING AUGUST 31, 2023**

**COMMENT: PLEASE NOTE, THE DISCUSSION BELOW MAY USE THE FOLLOWING ABBREVIATIONS:**

**TCMH**==TRI-CITY MENTAL HEALTH (OUTPATIENT CLINIC OPERATIONS)

**MHSA**==MENTAL HEALTH SERVICES ACT (ACTIVITIES INCLUDE CSS, PEI, INN, WET AND CFTN PROGRAM)

- 7 **Other operating expenses** were higher than the budget by approximately \$25 thousand of which \$187 thousand higher were from TCMH and \$162 thousand lower were from MHSA. At TCMH, liability insurance is higher by \$158 thousand mainly from the 50% share of cost for the Psychiatric Assessment Care Team (PACT) program with the City of Claremont Police Department, attorney fees were higher than the budget by \$17 thousand, dues and subscriptions and other miscellaneous cost are higher by another \$12 thousand. For MHSA, Professional fees and IT consulting expenses were lower by \$178 thousand offset by higher attorney fees.

**TRI-CITY MENTAL HEALTH AUTHORITY  
ACTUAL TO BUDGET VARIANCE EXPLANATIONS  
TWO MONTHS ENDING AUGUST 31, 2023**

**COMMENT: PLEASE NOTE, THE DISCUSSION BELOW MAY USE THE FOLLOWING ABBREVIATIONS:**

**TCMH==TRI-CITY MENTAL HEALTH (OUTPATIENT CLINIC OPERATIONS**

**MHSA==MENTAL HEALTH SERVICES ACT (ACTIVITIES INCLUDE CSS, PEI, INN, WET AND CFTN PROGRAM**

**Non-Operating Revenues (Expenses)**

*Non-operating revenues, net, are lower than budget by \$479 as follow*

**1 TCMH non-operating revenues** are \$114 thousand lower than the budget. Of that, realignment fund is lower than the bu  
\$124 thousand, interest income net with fair market value is higher than budget by approximately \$10 thousand.

**2 MHSA non-operating revenue** is lower than the budget by \$418 thousa

In accordance with Government Accounting Standards Board, MHSA funds received and available to be spent must be recorded as non-operating revenue as soon as the funds are received. Funds are available to be spent when an MHSA plan and related programs have been approved and the proposed expenditures for those programs have been approved through an MHSA plan, MHSA update, or State Oversight and Accountability Commission.

The differences in actual to budget are broken out as follows:

	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
<b>CSS funds received and available to be spent</b>	\$ 11,610,705	\$ 11,610,705	\$ -
<b>PEI funds received and available to be spent</b>	2,918,041	3,336,068	(418,027)
<b>WET funds received and available to be spent</b>	-	-	-
<b>CFTN funds received and available to be spent</b>	-	-	-
<b>INN funds received and available to be spent</b>	592,572	592,572	-
<b>Non-operating revenues recorder</b>	<u>\$ 15,121,31</u>	<u>\$ 15,539,34</u>	<u>\$ (418,027)</u>

**CSS recorded revenue** is in line with the budge

**PEI recorded revenue** is lower than budget by \$418 thous. The difference is due to the amount received and available for the PE through August 2023. The additional funds received during the fiscal year 2023-24 will be recorded as revenue up to the budgeted amount.

**INN recorded revenue** is in line with the budge

**Interest income for MHSA** net with Fair Market Value is higher than budget by \$53 thous.

**TRI-CITY MENTAL HEALTH AUTHORITY**  
**CONSOLIDATING STATEMENTS OF REVENUES, EXPENSES AND CHANGES IN NET POSITION**  
**TWO MONTHS ENDED AUGUST 31, 2023 AND 2022**

	PERIOD ENDED 8/31/23			PERIOD ENDED 8/31/22		
	TCMH Unaudited	MHSA Unaudited	Consolidated Unaudited	TCMH Unaudited	MHSA Unaudited	Consolidated Unaudited
<b>REVENUES</b>						
Medi-Cal FFP, net of reserve	\$ 502,147	\$ 607,007	\$ 1,109,154	\$ 516,477	\$ 502,487	\$ 1,018,964
Medi-Cal SGF-EPSDT	210,297	268,297	478,594	82,347	91,117	173,464
Medicare	934	963	1,897	3,062	850	3,912
Realignment	609,225	-	609,225	609,225	-	609,225
MHSA funds	-	15,121,318	15,121,318	-	14,780,860	14,780,860
Grants and contract	169,397	5,202	174,599	-	5,051	5,051
Patient fees and insurance	21	-	21	89	57	146
Rent income - TCMH & MHSA Housing	1,847	10,297	12,144	924	10,387	11,311
Other income	72	39	111	124	35	159
Interest Income	31,397	182,577	213,974	10,977	60,077	71,054
<b>Total Revenues</b>	<b>1,525,331</b>	<b>16,195,681</b>	<b>17,721,012</b>	<b>1,223,211</b>	<b>15,450,911</b>	<b>16,674,122</b>
<b>EXPENSES</b>						
Salaries, wages and benefits	1,422,472	2,934,540	4,357,012	1,600,246	2,436,092	4,036,338
Facility and equipment operating cost	77,237	171,207	248,444	94,317	210,457	304,774
Client lodging, transportation, and supply expense	65,737	12,787	78,524	3,187	13,447	16,634
Depreciation & amortization	50,157	101,327	151,484	53,617	102,457	156,074
Other operating expense	274,877	372,757	647,634	247,557	216,317	463,874
<b>Total Expenses</b>	<b>1,890,471</b>	<b>3,592,601</b>	<b>5,483,071</b>	<b>1,998,911</b>	<b>2,978,761</b>	<b>4,977,671</b>
<b>INCREASE (DECREASE) IN NET POSITION</b>	<b>(365,140)</b>	<b>12,603,080</b>	<b>12,237,941</b>	<b>(775,700)</b>	<b>12,472,150</b>	<b>11,696,450</b>
<b>NET POSITION, BEGINNING OF YEAR</b>	<b>8,349,211</b>	<b>28,525,850</b>	<b>36,875,061</b>	<b>8,053,531</b>	<b>26,227,100</b>	<b>34,280,640</b>
<b>NET POSITION, END OF MONTH</b>	<b>\$ 7,984,071</b>	<b>\$ 41,128,930</b>	<b>\$ 49,113,002</b>	<b>\$ 7,277,831</b>	<b>\$ 38,699,250</b>	<b>\$ 45,977,090</b>

**NOTE:** This presentation of the Change in Net Assets is NOT in accordance with GASB, but is presented only for a simple review of Tri-City's revenue sources and expenses.

**Definitions:**

**Medi-Cal FFP**= Federal Financial Participation Reimbursement

**Medi-Cal SGF-EPSDT**=State General Funds reimbursement for Medi-Cal services provided to children under the "Early Periodic Screening, Diagnosis and Treatment" regulation

**TCMH**=Tri-City's Outpatient Clinic

**MHSA**=Mental Health Services Act (Proposition 6)



## Tri-City Mental Health Authority MONTHLY STAFF REPORT

**DATE:** October 09, 2023

**TO:** Governing Board of Tri-City Mental Health Authority  
Rimmi Hundal, Executive Director

**FROM:** Elizabeth Renteria, LCSW, Chief Clinical Officer

**SUBJECT:** Monthly Clinical Services Report

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### CLINICAL UPDATE:

#### Early Psychosis Program

The early psychosis program hosted the first in person community training since the onset of the pandemic. The team presented a workshop on Early Psychosis tailored for educators at the annual PUSD Social Emotional Learning Symposium. The presentation included an explanation of the referral process to Tri-City Mental Health Authority's program as well as information on the signs and symptoms of early psychosis. The team also discussed ways in which adults could support young people who are experiencing psychosis or may be at risk for developing psychosis. The team received positive feedback on the workshop and is working on future collaborations with local schools.



**Housing Census**

	<b>Number of Units</b>	<b>Current Occupancy</b>	<b>Notes</b>
<b>Parkside Family Apartments</b>	21 units	21	
<b>Cedar Springs Apartments</b>	8 units	8	
<b>Holt Family Apartments</b>	25 units	24	Applicant in process for vacancy
<b>Villa Esperanza Apartments</b>	10 units Applicant in process for vacancy	9	Applicant in process for vacancy

**Therapeutic Community Garden (TCG)**

**Cedar Springs Collaboration Highlight**

Cedar Springs is one of Tri-City Mental Health’s affordable housing units, where Tri-City Housing team provides workshops and in-person groups for Tri-City tenants. Through the internal outreach with Monica Valencia, Residential Services Coordinator, TCG team was asked to evaluate their raised garden beds and to make recommendations on how to prepare the beds for tenants to use. Kyra Saegusa, Community Gardener provided measurements and a garden bed planting guide. By connecting with Monica Valencia, TCG team aims to host a planting workshop in the month of November to enhance Cedar Springs tenants’ wellbeing through therapeutic horticulture modality.

**Wellness Center Workshop Highlight**

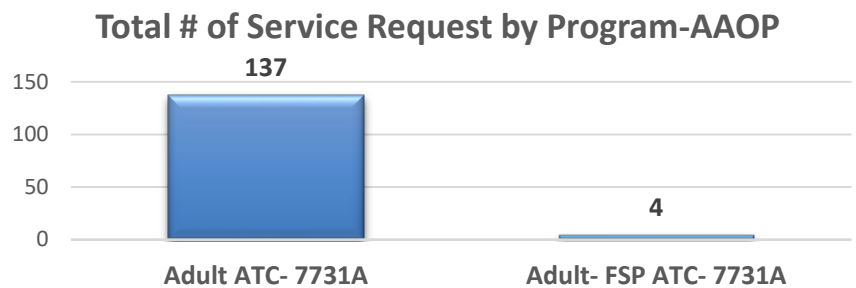
On Wednesday, September 27<sup>th</sup> TCG team facilitated a Succulent Planting Workshop for Tri-City Wellness Center’s Senior Retreat. The main goal for this workshop was to increase older adults’ socialization and belongingness. All nine workshop participants had the opportunity to vocalize their experience with socialization and learned throughout the workshop on how to build a strong sense of connection. Maslow’s Hierarchy of needs was introduced to the participants and Kyra, Community gardener provided the steps needed for succulent planting. During the workshop the participants shared soil bins to begin arranging their succulents and had various opportunities to practice their socialization skills by sharing certain materials. Towards the end of the workshop participants were provided popsicle sticks to add a word of affirmation to evoke healthy communication when socializing with community members, family, or friends.



*Above: Picture #1 Senior community member holding their very own succulent arrangement. Picture #2 Kyra Saegusa, Community Gardener measuring Cedar Springs Garden Beds. Picture #3 Biodegradable pot with Teddy Bear Sunflower seed planted and word of affirmation on popsicle stick.*

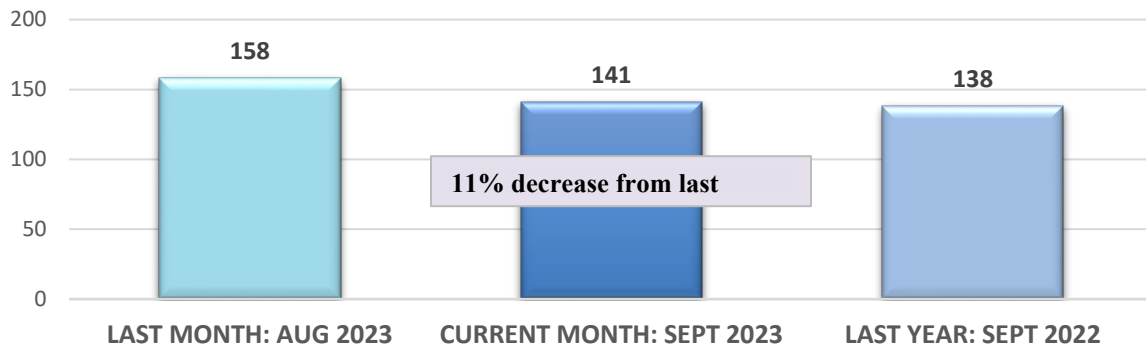
### ADULT SERVICES CLINICAL DATA

Total Number of  
 completed Adult Service  
 Requests  
**141**





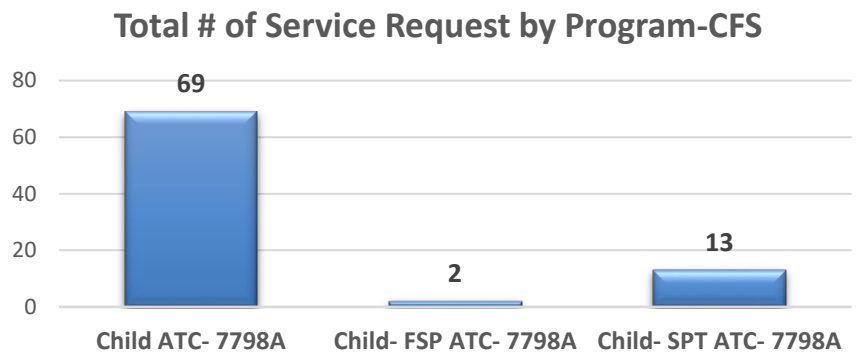
### Service Request (ADULTS)- Time Based Comparisson



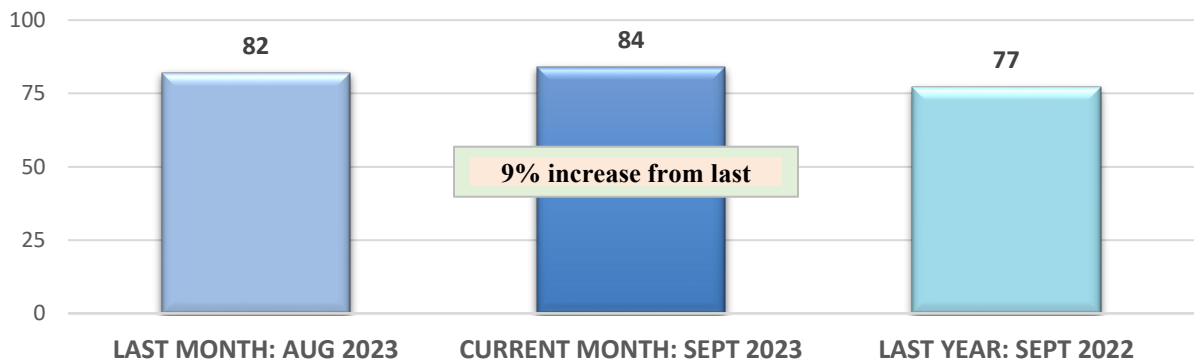
*This graph above compares the number of services requests from last month, August 2023 and last year, September 2022 to the current month, September 2023. There was an 11% decrease in the number of service requests from last month.*

### CHILD and FAMILY SERVICES CLINICAL DATA

**Total Number of  
 completed Adult Service  
 Requests**  
**84**



### Service Request (CFS)- Time Based Comparisson



*This graph above compares the number of services requests from last month, August 2023 and last year, September 2022 to the current month, September 2023. There was a 9% increase in the number of service requests from last year.*



**Tri-City Mental Health Authority  
MONTHLY STAFF REPORT**

**DATE:** October 18, 2023

**TO:** Governing Board of Tri-City Mental Health Authority  
Rimmi Hundal, Executive Director

**FROM:** Seeyam Teimoori, M.D., Medical Director

**SUBJECT:** Medical Director's Monthly Report

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**SERVICES PROVIDED BY TRI-CITY INTENSIVE OUTREACH AND ENGAGEMENT TEAM (IOET), and PACT TEAMS IN SEPTEMBER 2023**

IOET Program

- Number of all new outreach= 45
- Number client given intake appointments= 21
- Number of clients opened= 12
- Total number of ALL clients outreached= 155
- Total number of homeless served= 93
- Percentage of clients outreached that are homeless= 60%

Service area:

- Pomona= 141
- Laverne= 3
- Claremont= 11
- Total= 155

Enrollments:

- FSP (Full-Service Partnership)-Older Adult= 0
- FSP-adult= 5
- FSP-TAY (Transition Age Youth) = 2
- AOP (Adult Outpatient Program) = 3
- COP (Children Outpatient Program) = 2
- FCCS (Field Capable Clinical Services) = 0
- FSP Children= 0

Health Issues:

- Number of initial health assessments completed= 22
- Number of clients linked to PCP appointments with IOET LPT= 20

P.A.C.T. (Psychiatric Assessment Care Team)

- Number of new individuals added for the month= 4
- Number of holds written for the month= 0 holds
- Number enrolled in formal services for the month= 0
- Number of Wellness checks for the month = 9

Pop Up Clinic

Total of attendees= 21  
Non-enrolled clients = 13  
Enrolled clients = 8  
Total Rx written = 29

Also, 66 initial psychiatric assessments were scheduled to have their initial evaluations by our psychiatrists. In addition, our crisis team performed 111 wellness checks, including 91 enrolled and 20 not-enrolled individuals.



## Tri-City Mental Health Authority Monthly Staff Report

**DATE:** October 18, 2023  
**TO:** Governing Board of Tri-City Mental Health Authority  
**FROM:** Rimmi Hundal, Executive Director  
**BY:** Dana Barford, Director of MHSa and Ethnic Services  
**SUBJECT:** Monthly MHSa and Ethnic Services Report

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### COMMUNITY PLANNING PROCESS

On October 17 and 19, Tri-City Mental Health is returning to hosting Community Forums both in-person and virtually. On October 17, community members gathered at the La Verne Community Center for dinner and the annual MHSa fall presentation which included an orientation to the Mental Health Services Act (MHSa) as well as updates for each program currently funded under MHSa. In addition, staff were able to learn from stakeholders and community partners how Tri-City can improve services offered as well as share resources available to the individuals we serve.

The second meeting will be held virtually on Thursday, October 19<sup>th</sup> from 10:00 am to 11:30 am. The link to this community forum is provided below.

<https://tricitymhs-org.zoom.us/j/84781272325?pwd=luxkDdxKgUYZJCbbDup5G9KfbCmqgq.1>

### DIVERSITY, EQUITY, AND INCLUSION

In honor of Hispanic Heritage Month, and in collaboration with Tri-City's ¡Adelante! Latino and Hispanic Wellness Collaborative and Latino/a Roundtable of the San Gabriel and Pomona Valley, DEI staff hosted a Noche En Familia (Family Night) at the Wellness Center. This free family focused event included food and prizes.

A second special occasion was held in collaboration with Latino/a Roundtable and Café Con Libros. This event has become very popular where participants have the opportunity to build connection, support wellness and promote mental health awareness within the Latino/a/x community by playing the game of Loteria with a mental health focus.



## **PREVENTION AND EARLY INTERVENTION (PEI)**

### **Community Wellbeing Grants**

As the most recent recipients of the Community Wellbeing Grants begin to implement their projects, Tri-City staff offered technical assistance to help grantees build a solid foundation. During the month of September, information included presentations on suicide prevention, Tri-City services, as well as resources such as the Innovation project, Help@Hand. These presentations were made during cohort meetings where all grantees gather to network with each other as well as share the status of their projects and resources available through their individual communities.

### **COMMUNITY NAVIGATORS**

The Community Navigator program continues to receive multiple calls from individuals and families in the community who need rental and utility assistance, along with calls from unsheltered families. Through the cohort voucher program funded by The Homeless Implementation Grant, the Navigators were able to assist four families who are now permanently housed while another two families were just approved for housing.

One specific success story for this grant program involved a family of six who had recently been approved for a Section 8 voucher. However, due to the large family size, it had been difficult for the family to find a 3-bedroom housing option. By assisting the family with motel vouchers along with other resources, the family was able to focus their time on finding housing without the added worry of where they would sleep for the night. The family was able to successfully find housing and they are very thankful for the assistance that the Community Navigator program provided.

### **WELLNESS CENTER**

During the month of September, the Wellness Center hosted its second annual senior retreat. This week-long event averaged six participants per day, which included both clients and five new participants. These new participants were a direct result of outreach efforts with AgingNext, a local non-profit organization that provides free or low-cost services and resources to older adults. This popular event helped to create memories and friendships that hopefully will continue throughout the years. Many expressed their gratitude and plans to return next year.

### **WORKFORCE EDUCATION AND TRAINING**

In addition to providing up-to-date training opportunities for staff, WET also plays a critical role in community outreach and engagement of students who may be potentially interested in a career in community mental health. During the month of October, the WET Coordinator attended Back

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to School Night at Claremont High School and Baldy View ROP, who expressed an interest in partnering with Tri-City for presentations to students on careers in mental health.

Tri-City is also providing hands-on experience for students through the Service Learner program. This volunteer opportunity increased during the month of September with the addition of two new student who completed over 40 volunteer hours by participating in Suicide Prevention Awareness activities.

## **INNOVATIONS**

Tri-City's latest Innovation project, Community Planning Process for Innovation Project(s) was presented and approved by TCMH's Mental Health Commission and Governing Board. This project proposal seeks to utilize Innovation funds in the amount of \$675,000 over three years to develop a robust and effective strategic community planning process and related activities resulting in future Innovation plans that are calculated, meaningful, and effective. This Innovation Project is on the calendar for MHSOAC to review in October for final approval.



**Tri-City Mental Health Authority  
MONTHLY STAFF REPORT**

**DATE: October 18, 2023**

**TO: Governing Board of Tri-City Mental Health Center  
Rimmi Hundal, Executive Director**

**FROM: Natalie Majors-Stewart, Chief Compliance Officer**

**SUBJECT: Monthly Best Practices Report**

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Over the past several months, the monthly Best Practices report has focused on the various special projects that Best Practice Division staff have been involved in. This month's board report highlights some of the core Best Practices Division functions.

Program Reviews and Chart Audits

Quality assurance staff have continued with chart audits that now reflect the new CalAim changes/requirements. The purpose of chart audits is to continually monitor and evaluate the quality of services and documentation. Chart audits now have a larger emphasis on service quality and fraud/waste/abuse. In the month of September, chart audits included a special focus on group services audits. Additionally, the quality assurance team also engaged in a compliance program review of the following programs/services: FSP Adult, FSP Older Adult, Field Capable Clinical Services, Adult Outpatient, and Medication Support Services. Results from these reviews will be provided to the relevant departments and corrective action plans will be required for any findings that need improvement.

Provided Trainings/In services

Quality Assurance staff also continue to provide ongoing new service provider documentation training. The purpose of documentation training is to ensure that new service providers have a solid foundational understanding of quality documentation and claiming regulations and requirements.

Data Collection, Analysis and Reporting

Data Analyst staff are in the process of completing FY 22/23 annual performance reports for MHSA programs. Data staff have been collaborating with programs to review their data and performance measures to ensure data fidelity. These annual performance reports are an essential component of demonstrating the effectiveness and impact of MHSA programs and services.

Compliance Oversight

Compliance staff continue to monitor agency compliance with the legal and ethical standards that govern mental health service operations and service delivery. Compliance duties include, but are not limited to: staff compliance training,



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department/program compliance reviews, client/participant complaint/grievance resolution, and consultation on legal and ethical matters.

Data Development

Data Analyst staff continue to develop data measures for the MHSSA grant and the Central Scheduling project. The data will be used for grant reporting and program development.

Best Practice Training

Electronic Health Records staff attended the Oracle Health Conference, which was hosted by the Oracle Corporation (the parent company for our Oracle Cerner Electronic Health Record). The focus of this conference was learning about the variety of Oracle's health technology solutions, and how those solutions can enhance our clinic service operations and service delivery. During the conference, staff were able to connect with experts to learn how to streamline and improve certain processes.