



**MINUTES  
REGULAR MEETING OF THE  
GOVERNING BOARD  
APRIL 16, 2014 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, April 16, 2014 at 4:47 p.m. in the Administrative Office, 1717 N. Indian Hill, Suite B, Claremont, California.

**CALL TO ORDER** Vice-Chair Leeb called the meeting to order at 4:47 p.m.

**ROLL CALL** A visual roll call was taken.

**PRESENT:** Paula Lantz, City of Pomona, Chair  
Chuck Leeb, Ph.D., City of Claremont, Vice Chair  
Robin Carder, City of La Verne, Board Member  
Joseph M. Lyons, MA, Ph.D., City of Claremont, Board Member  
Edina Martinez, Psy.D., City of Pomona, Board Member (arrived at 4:53 pm)

**ABSENT:** Carolyn Cockrell, City of La Verne, Board Member  
John Nolte, City of Pomona, Board Member

**STAFF:** Jesse H. Duff, Executive Director  
Darold Pieper, General Counsel  
Margaret Harris, Chief Financial Officer  
Toni Navarro, LMFT, Director of Clinical Program Services  
Nancy Gill, Chief Operations Officer  
Elizabeth Owens, Manager of Best Practices  
Rimmi Hundal, MHSA Manager  
Diana Acosta, Controller  
Donald Pruy, Housing Project Manager  
Mica Olmos, Executive Assistant

**CONSENT CALENDAR**

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

- 1. APPROVAL OF MINUTES FROM THE MARCH 19, 2014 GOVERNING BOARD MEETING**
- 2. APPROVAL OF RESOLUTION NO. 382 ADOPTING CLASS SPECIFICATION AND SALARY RANGE FOR THE POSITION OF MENTAL HEALTH SERVICES ACT PROJECTS COORDINATOR**

Executive Director Duff reported that John Ott's new business is taking new life internationally in the area of RBA; therefore, he will conclude his services with Tri-City. He indicated that the new MHSA Projects Coordinator will oversee compliance of MSHA Plans, noting that the technical expertise will be provided by Elizabeth Sadlon.

Discussion ensued how to recognize Mr. Ott's contributions to the organization.

### **OLD BUSINESS**

#### **3. CONTINUED REVIEW & DISCUSSION OF SENATE BILL 391, THE CALIFORNIA HOMES AND JOBS ACT**

Executive Director Duff indicated that backup information about Senate Bill 391 from David Howden, of Corporation for Supportive Housing, was given to the Board to address some of the questions they had raised during its last meeting.

Chair Lantz expressed concern about having to add fees to property transactions, noting that she did not have confidence that any contributions made from documents fees generated in Claremont, La Verne or Pomona will return to them.

Board Member Lyons stated that the funding will be allocated on as needed or competitive basis.

Chair Lantz stated that competitive basis does not necessarily mean that the funding goes either to the most needed or to the locations that have contributed.

At 4:53 p.m., Board Member Edina Martinez arrived at the meeting.

Board Member Lyons stated that he holds a slightly different opinion about SB 391, noting that this is a vehicle that will address the loss of redevelopment. He stated that he hopes that legislation will address these issues as they move forward. Therefore, he suggested withholding support of the bill pending further results.

Chair Lantz concurred with Board Member Lyons comment about waiting to see how SB 391 evolves and for more information to become available in order to take a position.

Board Member Lyons suggested supporting SB 391 with necessary comments or response, indicating that this bill could die if there is no encouragement.

Counsel Pieper stated that the bill had not moved since August of 2013, noting that the bill very clearly does not provide where the money goes, except where the Legislature appropriates it to go. He explained that as it is now, the money goes into a trust fund and cannot come out of the trust fund without an appropriation from the legislature, and then it will be distributed based upon amorphous guidelines.

There being no further discussion, Board Member Lyons moved, and Board Member Carder seconded, to continue monitoring SB 391. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Martinez; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Nolte.

**NEW BUSINESS**

4. **APPROVAL OF RESOLUTION NO. 383 ADOPTING REVISED SALARY SCHEDULE FOR FISCAL YEAR 2013-2014 TO INCLUDE EXECUTIVE DIRECTOR POSITION**
5. **APPROVAL OF AMENDED & RESTATED CONTRACT FOR TEMPORARY, LIMITED TERM MANAGEMENT SERVICES WITH JESSE H. DUFF**

Executive Director Duff indicated that Agenda Items Nos. 4 & 5, were prepared at the request of the Public Employees Retirement System (PERS), noting that Tri-City's counsel had reviewed the amended contract and did not find any negative impact to him or Tri-City.

Tri-City Counsel Pieper stated that there is no legal change or financial change to the agreement.

Chair Lantz inquired the reason the Executive Director position in the past had not been included in the Salary Schedule. Chief Operations Officer Gill replied that the Executive Director position was a contract position; however, PERS is requesting that it is formally included in Tri-City's Salary Schedule.

Board Member Lyons inquired if the salary range for the Executive Director, as stated, is what it will be offered to the new Executive Director. Chief Operations Officer Gill reported that there will be a new salary review in June; however, she anticipates that the salary range will remain the same or have at the most a 1% increase.

Executive Director Duff stated that, for recruitment purposes, the salary for the Executive Director has been listed as Depending on Qualifications (DOQ).

There being no further discussion, Board Member Lyons moved, and Board Member Carder seconded, to approve and adopt Resolution No. 383, to include the Executive Director Position to the Salary Schedule for Fiscal Year 2013-2014; and to approve the Amended & Restated Contract for Temporary, Limited Term Management Services with Jesse H. Duff. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Martinez; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Nolte.

6. **APPROVAL OF AMENDMENTS TO MHSA ANNUAL UPDATES FOR FISCAL YEARS 2011/12, 2012/13 AND 2013/14 WITH REGARDS TO ALLOCATION OF CSS AND PEI FUNDS TO THE PRUDENT RESERVE (EXHIBIT G)**

Chief Financial Officer Harris reported that MHSA statute says that CSS funds can be allocated to prudent reserves. However, DMH had an exception in 2008 that allowed the counties to contribute funds out of their PEI 2007-08 account. Subsequent to that, there was no discussion about being able to use PEI funds for prudent reserves. She added that when DHCS took over the Department of Mental Health, counties went ahead and allocated PEI funds to their prudent reserves. Therefore, legal counsel for each of the counties and the DHCS met and decided that they are going to change the statute and the revenue and expenditure reports to allow allocations of PEI funds to the prudent reserves. Thus, she recommended amending previous MHSA Updates wherein it includes the request to allocate funds to the prudent reserve. She

indicated that the revision simply consists of taking unspent PEI funds and allocating them to the prudent reserves, earlier than later, so that Tri-City does not have to look at reversion for the earlier years.

Board Member Lyons inquired if Tri-City had to return any money. Chief Financial Officer Harris replied in the negative, noting that the State has not stated what they will do with the reversion.

Discussion ensued about how the State has not clearly established how reversion will work.

There being no further discussion, Board Member Lyons moved, and Board Member Martinez seconded, to approve the Amendments to MSHA Annual Updates for Exhibit G as presented. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Martinez; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Nolte.

## **MONTHLY STAFF REPORTS**

### **7. EXECUTIVE DIRECTOR REPORT**

Executive Director reported that on April 7th the West Holt Family Apartment Project received unanimous approval from the Pomona City Council.

Housing Project Manager Pruyn provided a housing update, stating that it is good news that there are now two housing projects underway, the West Holt Family Apartments and the Cedar Springs Project. He then reported that pursuant to the recommendation of the Board, a meeting was held by Related Company at the trailer park site regarding the relocation process and the fair treatment of existing residents, noting that Tri-City staff and members of the Pomona City Council were also present. He then indicated that there was a fair amount of opposition for the West Holt Family Apartments at the City Council meeting.

Chair Lantz stated that at the Council Meeting all the opposition was from St. Joseph's and that they had mentioned that this project was adjacent to their property; therefore, she believes that they are thinking of a different location. She noted that they had not expressed any opposition in the past during any of the city meetings. She then stated that she was also present at the community meeting held at the trailer park, along with Council Members Nolte and Carrizosa. She explained that the Pomona City Council withheld support for the project to get the City's attention to address issues that needed to be addressed. She indicated that Council Member Nolte provided a summary about the City of Pomona's process and point of view; apologized on behalf of the City of Pomona, noting that it was the City's responsibility to take care of the situation; and that his parting comments were that he felt that for residents and for the City, moving forward with this Project was the way to go as this project would be a great addition to the City and it would change the people's life for the better. Also, she stated that during the Pomona City Council meeting, she hardly said anything because Council Member Carrizosa was very supportive of the project and had nothing but a positive outlook on this project.

Executive Director Duff expressed concern regarding the opposition from St. Joseph's and indicated that after the appealing period Tri-City staff will talk to its Principal and the parents.

Housing Project Manager Pruyn continued with the housing report and stated that the Cedar Springs project had already applied for Federal Tax Credit financing; that it should receive the approval in June; and that it is expected to begin construction in January 2015. Regarding the Park Avenue Apartments, he stated that the project continues to move forward.

Chair Lantz inquired for the reason that the relocation of the tenants has taken too long, noting that this same information was provided during the last month's Board Meeting. Housing Project Manager Pruyn replied that there has been a lot of frustration with procedural issues of the project, but staff is on the right track and is currently going through the contractor bidding process, hoping that the project will soon be finalized. He then said that the Clifford Beers project has been on hold pending the outcome of the General Plan and the Corridor Specific Plans process, which will become final following a 30-day CEQA challenge period. He noted that at that time, Clifford Beers will submit a letter to City Attorney for the status of project's CUP and the Variance. Lastly, he stated that the Garey Project will have to be modified to be in compliance with the parking structure requirements and discussed the options that Clifford's Beers has regarding the property.

Executive Director Duff stated that the *Green Ribbon Week* was a success. He then provided a recruitment status of his replacement. Lastly, he reminded the Board about the Joint Meeting with the Mental Health Commission, and the MSHA Public Hearing, on May 22, 2014.

## **8. CHIEF FINANCIAL OFFICER REPORT**

Chief Financial Officer Harris introduced Diana Acosta, Tri-City's new Controller, noting that Ms. Acosta is a Certified Public Accountant and she has 15 years of experience working in a Public Accounting Firm that focused on governmental agencies and municipalities.

Controller Acosta stated that she is very happy to be here.

Chief Financial Officer Harris then reported that Tri-City is in the process of updating its current contract with the Los Angeles County to amend and increase our maximum contract to cover clients that we are providing services through Expanded Medi-Cal and be able to obtain 100% reimbursement.

## **9. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT**

Board Member Lyons inquired about the impact to Tri-City regarding the increase of clients under the Expanded Medi-Cal. Director of Clinical Program Services Navarro stated that originally there was a flood of new persons under Expanded Medi-Cal, noting that at that time, Tri-City was not able to help them and was referring them to the right place. Since then, inquiries have slowed and are back to pre-January levels; however, now there are a higher percentage of persons that can obtain services. She then talked about how staff is currently training and preparing to ensure Tri-City is providing proper services.

Board Member Lyons inquired, with respect to the Full Service Partnership, if there is a long waiting time. Director of Clinical Program Services Navarro replied in the negative, noting that FSP programming has a protocol of responding within 24 – 48 hours; however, staff makes sure that they make the initial contact within 24 hours, and that the intakes are within 7 days.

She then talked about the Integrated Plan, stating that programs are moving along very well; that for the most part staff is on target with the projected budgets and numbers; and that there will be data to present from FY 2012-13, and up to December 31, 2013. She pointed out that in the FSP programs and FCCS, there has been a dramatic drop off of referrals and access to Tri-City's system of care by seniors in our three cities; therefore, staff has made an effort to outreach to that community. She then stated that TCG is thriving in its new location, that there are currently 5 groups running and two additional will start this month, and that its budget will be increasing to add a new full-time MHRS rehab specialist to assist with the programming and outreach of the program. Regarding the Community Capacity Building, she said that everything is going well and on track, noting that the Community Wellbeing Grants will stay at 15, with new dimensions such as training those that did not receive the grant on how to build community and put themselves in a better position to apply again for our grant or some else's. She reported that Tri-City is conducting more outreach with the Mental Health Trainers since the lead psychiatrist came on board, noting that Dr. Block had the first psychiatry and integrated system in the new role of integrated care presentation to the Pomona Valley Hospital doctors, as well as some Claremont Community Mental Health providers. She also stated that the WET program is really growing and a new staff member will be added on a temporary full-time basis, to assist in the training, plan programming, and the development of the existing workforce for the agency. She also indicated there will be no changes to the CAPTECH Plan, the Navigators, or the Wellness Center.

MSHA Manager Hundal added that there are 60+ support groups taking place at the Wellness Center in any given week and that staff is preparing for summer camp. She also indicated that Tri-City is receiving many applications from people wanting to volunteer in Tri-City, especially from the local colleges such as ULV, Claremont Colleges, and CalPoly Pomona.

Director of Clinical Program Services Navarro reported that the ULV has reached out to Tri-City and having Tri-City staff assist with curriculum development for careers in community mental health, noting that this is part of the WET program. She then stated that three new innovations plans are going to be presented at the Public Hearing. One is the evolution of the CET program, called Cognitive Remediation Therapy Program, that will address the cognitive disabilities from a person suffering psychosis, and other persistent mental illnesses, with a new MHS practice called Cognitive Behavioral Therapy Force Psychosis, specific curriculum based program which addresses the symptoms. She then talked about the second Innovations program, the Alliance for Building Communities (ABC), which is about developing community organization leadership, and the capacities of the communities themselves, to reduce stigma. She indicated the program is for 2 years, the first year will focus on training 25-30 individuals, and the second year will focus on training the trainer for sustainability and continuing building the capacity of our communities to promote wellness in the three cities.

MHSA Manager Hundal then talked about the third Innovations Program, the Employment Stability Program, modeled after the landlords project, where the employment outreach specialist at the Wellness Center is going to be developing relationships with potential employers in the community and educating them on how to work with the mentally ill, how to employ them, and how to create a working environment for them. Also, the plan will include educating the participants in the program on how to become good employees, how to do a job interview, how to keep a job by learning the job etiquette, and encouraging everybody to take mental health first aid classes. It is expected to have 300 employable persons per year.

Director of Clinical Program Services Navarro added that about 30 employers will be asked to allow mental health first aide training to their employees so that their work environment is one that supports recovery.

Board Member Lyons talked about the outreach to seniors, and inquired if the three cities are receptive, specifically if staff at the Joslyn Center had been trained in Mental Health First Aid. Director of Clinical Program Services Navarro replied that recently a Tri-City staff member reported that there is the need for identifying seniors with mental health issues at the Joselyn Center and Tri-City will contact them.

Discussion ensued about senior programming and locations for more outreach and presentations.

#### **10. CHIEF OPERATIONS OFFICER REPORT**

Board Member Lyons inquired about the reason for the high staff turn-over. Chief Operations Officer Gill indicated that it is a variety of many things, such as some new moms that have decided not to return to work, others that have decided to go to graduate school, or people moving to be close to family. She stated that exit interviews are conducted to identify patterns; however, there is not one reason.

Executive Director Duff stated that he has received a comprehensive report, and the results are not indicative of one particular reason.

#### **11. MANAGER OF BEST PRACTICES REPORT**

Board Member Lyons inquired if the peer mentor was part of the quality assurance program. Manager of Best Practices Owens replied in the affirmative, and explained that staff that is strong in documentation partner with newly hired staff and talk about the documentation process.

Director of Clinical Program Services Navarro announced that nationally, May is Mental Health Awareness month, and talked about the different events that will take place throughout the community.

#### **12. MHSA MANAGER REPORT**

There was no comment.

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

#### **GOVERNING BOARD COMMENTS**

Board Member Martinez announced that next Wednesday, April 23rd is Denim Day for domestic violence awareness.

Board Member Lyons announced that on April 24th, there will be a presentation by an intern doing his Master's at the ULV and that NAMI & Tri-City will be participating to some extent.

Chair Lantz stated that she had attended the grand opening of the East Valley Clinic wherein they mentioned to have mental health services as part of their programming, and inquired how the services they provide interface with Tri-City's services. Director of Clinical Program Services Navarro replied that they provide mild to moderate range of mental health services. She noted that EVC was invited to have a tour of the Wellness Center to understand the programs that are offered there and how Tri-City and EVC might interface.

### **PUBLIC COMMENT**

Pomona resident Jan Reed spoke in opposition to the housing project taken place at the trailer park, citing the project does not fit the demographics of the area and that the safety of the people is not being taken into consideration. She also said her concern is that the project does not have adequate parking for caregivers and handicapped residents and urged Clifford Beers to look at that parking restriction moving forward and amend the parking design.

Dick Bunce talked about Tri-City's partnership with NAMI on the Interfaith Collaborative on mental health, noting that three events had taken place this year and strongly encouraged faith communities to make the most of May as mental health month. He further stated that NAMI provides resources and panelists. He then encouraged the board members to contact him if they would like an interface between NAMI leadership and the leadership of their faith community. Lastly, he stated that he hoped to have a major event in the Pomona Valley to interface with the most vulnerable.

### **ADJOURNMENT**

At 6:12 p.m., on consensus of the Governing Board its meeting of April 16, 2014 was adjourned. The Governing Board will meet next in a Joint Meeting with the Mental Health Commission to be held on **Thursday, May 22 2014 at 4:45 p.m.** in the Clinical Building, 2008 N. Garey Avenue in Pomona, California.



---

Micaela P. Olmos, Executive Assistant