



**MINUTES
REGULAR MEETING OF THE
GOVERNING BOARD
JULY 15, 2015, 2015 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, July 15, 2015 at 4:50 p.m. in the Administrative Office, 1717 N. Indian Hill, Suite B, Claremont, California.

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

ROLL CALL A visual roll call was taken.

PRESENT: Paula Lantz, City of Pomona, Chair (arrived at 5:00 pm)
Chuck Leeb, Ph.D., City of Claremont, Vice-Chair
Robin Carder, City of La Verne, Board Member
Carolyn Cockrell, City of La Verne, Board Member (arrived at 4:47 pm)
Joseph M. Lyons, MA, Ph.D., City of Claremont, Board Member
Edina Martinez, Psy.D., City of Pomona, Board Member
John Nolte, City of Pomona, Board Member (arrived at 4:59 pm)
Mark Lazzaretto, City of Pomona, Alternate Board Member

ABSENT: None

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Nancy Gill, Chief Operations Officer
Diana Acosta, Controller
Natalie Majors-Stewart, Acting Manager of Best Practices
Rimmi Hundal, Director of Mental Health Services and Ethnic Services
Mica Olmos, Executive Assistant

CONSENT CALENDAR

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

1. APPROVAL OF MINUTES FROM THE JUNE 17, 2015 GOVERNING BOARD MEETING

Recommendation: "A motion to approve the Minutes of June 17, 2015."

2. APPROVAL OF RESOLUTION NO. 405 ADOPTING CLASS SPECIFICATION AND SALARY RANGE FOR THE POSITION OF FACILITIES MANAGER

Recommendation: “A motion to approve Resolution No. 405 establishing the Facilities Manager position on the listing of General Service Employee classification.”

3. APPROVAL OF TRI-CITY MENTAL HEALTH'S PUBLISHED RATES

Recommendation: “A motion to approve the Published Rates for FY 2014-15 as presented.”

At 4:47 p.m., Board Member Carolyn Cockrell arrived at the meeting.

NEW BUSINESS

4. APPROVAL OF RESOLUTION NO. 406 AUTHORIZING THE CONTINUED INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND (LAIF) AND DESIGNATING SIGNATORIES AUTHORIZED TO PROCESS THE INVESTMENT OF MONIES IN THE LAIF

Board Member Lyons inquired about Tri-City's criteria for investing monies.

Controller Acosta replied that LAIF is a part of the Pooled Money Investment Account and an Investment Committee of the State Treasurer's Office oversee the investments. She added that the Governing Board had previously authorized Tri-City staff to invest in LAIF, and that Resolution 406 only reflects a change to authorize the Controller as an additional signatory.

There being no further comments, Board Member Lyons moved, and Board Member Carder seconded, to approve and adopt Resolution No. 406. The motion was carried by the following vote: AYES: Alternate Board Member Lazzaretto; Board Members Carder, Cockrell, Lyons, and Martinez; and Vice-Chair Leeb. NOES: None. ABSTAIN: None. ABSENT: Board Member Nolte; and Chair Lantz.

5. APPROVAL OF THE CAPITAL FACILITIES AND TECHNOLOGY NEEDS (CFTN) PLAN UPDATE

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

6. APPROVAL OF RESOLUTION NO. 407 ADOPTING THE PROPOSED OPERATING BUDGET AND CASH FLOW BUDGET FOR FY 2015-16

Controller Acosta acknowledged Chief Financial Officer Margaret Harris for her mentoring and guidance during the budget process. She then stated that that each section of the budget contains a Consolidated Statement with all of the Revenues and Expenses, and Cash Flows in

addition to all the detailed information; that this year's budget is very similar to last year's budget; and that there is a projected increase in Medi-Cal revenues as Tri-City experienced an increase in FFP as a result of serving more clients due to the Medi-Cal expansion.

Board Member Lyons inquired if the increase was non-MSHA funding revenue. Controller Acosta replied in the affirmative. Executive Director Navarro added that the Medi-Cal FFP that Controller Acosta was referring to is the Medi-Cal expansion population, adults ages 19 – 64, who are now covered under the Affordable Care Act and their funding is matched 100% by the Federal Government from now until Fiscal Year 2017-18; after that, they will be funded only 90%; noting that Tri-City experienced a significant increase in expanded Medi-Cal services and staff anticipates another increase this fiscal year.

Board Member Lyons then asked how does Tri-City make up the cost of the difference from what is recovered and the actual cost for clinical services. Controller Acosta replied through Realignment State funding. Board Member Lyons further inquired if Realignment had experienced any reductions. Controller Acosta replied in the negative, noting that Tri-City had received a 4% increase from last year to this next year, and that it is projected to increase less than 1% this year, noting that it was a conservative projection. She then stated that staff is projecting a payment to the bankruptcy debt, in part due to settled cost reports for Fiscal Year 2008-09.

Board Member Lyons asked when Tri-City makes payments to the bankruptcy debt. Controller Acosta indicated that staff conducts a quarterly analysis and, based on the available cash flow, it is then decided if it is appropriate to send a payment; noting that a payment was made last year and it is anticipated another one will be made in October.

Board Member Carder stated that the description explaining the budget process is very nice, easy to understand, and asked Controller Acosta to keep this format in the budget. Controller Acosta replied she will do, and added that there is a lot of background work that it is conducted prior to the budget presentation, such as meeting with the department managers, the executive team, taking into consideration the information obtained during the meetings in Sacramento of the CBHDA meetings and Finance Committee meetings which tell us about the outlook of the Realignment MHSA State funding. She also stated that staff tries to give a clear explanation and information to help the Board go through the budget with more ease, and that she is happy to answer any questions they might have at any time.

There being no further comments, Board Member Carder moved, and Board Member Lyons seconded, to approve Resolution No. 407 adopting the Proposed Operating Budget and Cash Flow Budget for FY 2015-16. The motion was carried by the following vote: AYES: Alternate Board Member Lazzaretto; Board Members Carder, Cockrell, Lyons, and Martinez; and Vice-Chair Leeb. NOES: None. ABSTAIN: None. ABSENT: Board Member Nolte; and Chair Lantz.

MONTHLY STAFF REPORTS

7. EXECUTIVE DIRECTOR REPORT

Executive Director Navarro stated that with the approval of the CFTN Plan Update, Tri-city will be purchasing the building located at 2001 N. Garey Avenue in Pomona, noting that escrow is

closing and that the building is in great condition. She also reported that Chair Lantz had referred Tri-City to Mark Warren, Kiwanis Member, and that she had made a presentation to the Pomona Kiwanis on July 1st regarding Tri-City's System of Care, clinical services, and how to access these services.

At 4:59 p.m., Board Member John Nolte arrived at the meeting.

Executive Director Navarro also reported that the Pomona Police Department had reached out to Tri-City and had asked that staff provide Mental Health First Aide (MHFA) training to all of their officers and administrative staff; therefore, 175 total police personnel will be trained and it started last week. She reported that Shawn Smith, Manager of Crisis and Medical Support Services, let her know today that Officer Cardenas from Pomona PD indicated that he took the MHFA training, that it was very good, and that he learned a lot, noting that he was reflecting the sentiment of many of the officers in his squad. She added that, tomorrow, the Daily Bulletin will cover the story about Pomona PD taking Tri-City's MHFA training.

Board Member Carder inquired how to get the other two police departments involved. Executive Director Navarro replied by having Board Members reach out to their police chiefs directly and also bringing it up to the attention of the other council members. She then reported that legislation is pending at the State level to require mental health awareness and training become part of every officer's training in the academy, and also part of the ongoing annual post-training that all officers receive throughout the State. She noted that the Pomona Police Department is in the cutting edge on this issue.

At 5:00 p.m., Board Chair Paula Lantz arrived at the meeting.

Board Member Lyons inquired about the status of the Baseline Road property for sale in Claremont. Executive Director Navarro stated that staff has not heard back; however, realtor is aware that Tri-City is interested in purchasing the property if their current deal does not go through.

Board Member Lyons then asked if there is any planning regarding trauma issues that will impact Tri-City in connection with the proposed Trauma Center in Pomona.

Executive Director Navarro reported that PVH notified Tri-City staff about its intent to become a trauma center; therefore, Tri-City staff had a meeting with the Supervising Social Worker for the E.R. Jill Trojanowski, and some of her team, to talk about Tri-City's Intensive Outreach and Engagement Team and how it will fit with their trauma center plans.

8. CHIEF FINANCIAL OFFICER REPORT

Controller Acosta stated that in this year's financial audit there will be a change having to do with pension liability, GASB #68, which is due for implementation this year; therefore, there will be a brand new liability presented. She explained that this liability will show the annual payment requirement of the pension cost, but not truly showing the full liability over the long-term range of the pension obligation. She noted that that there will be no impact to Tri-City's true operations; it will be only a presentation issue.

9. CHIEF OPERATIONS OFFICER REPORT

Board Member Lyons inquired about the retention efforts and how the internal engagement is going. Chief Operations Officer Gill stated that staff has received really good feedback from the surveys, noting that staff has been conducting 3-month, 6-month, and annual evaluations, and that staff is making adjustments as needed. She explained that, in an effort for the retention and satisfaction of the employee, staff is ensuring that new hires go through an orientation; that HR is developing a supervisor checklist; and that a supervisor curriculum will be mandatory for all supervisors and this training curriculum for managers in every department will be consistent agency-wide. She noted that, definitely, there has been some positive impact and feedback from staff stating that they are glad that there are suggestion boxes throughout the agency and that they feel that they have been heard. She indicated that all comments and surveys are confidential.

Executive Director Navarro reported that the Clinical Department has five potential candidates in reference check.

Chief Operations Officer Gill continued with her report and stated that CalOpps had expanded Tri-City's recruitment efforts and that staff is currently working on also expanding Tri-City in social media.

Executive Director Navarro talked about the easement issue in connection with the clinic and stated that Tri-City staff believe that Tri-City should be charged the 1989 property value for the easement for the Clinic, and the regular rate for the strip of property adjacent the vacant lot property, noting that staff is waiting to hear from the City of Pomona.

10. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

There was no comment.

11. MEDICAL DIRECTOR REPORT

There was no comment.

12. DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT

Director of MHSA and Ethnic Services Hundal reported that Tri-City, in partnership with CalMHSA, hosted a Public Service Announcement (PSA) during the month of June at two movie theaters in La Verne and Claremont and also hung a stigma reduction banner at each theater, giving Tri-City's stigma reduction campaign great visibility.

Executive Director Navarro added that 48,000 people attended the movies during the month of June in La Verne and Claremont; therefore, 48,000 people potentially saw a PSA on Stigma Reduction and Tri-City's banner at the end of the PSA and also hanging in the lobby.

13. MANAGER OF BEST PRACTICES REPORT

There was no comment.

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

GOVERNING BOARD COMMENTS

Board Member Carder announced that the La Verne Police Department had received a federal grant to fund the distribution of wristbands designed to track community members in La Verne when they go missing such as senior citizens or individuals that can get lost, as it often occurs due to dementia.

PUBLIC COMMENT

None.

ADJOURNMENT

At 5:15 p.m., on consensus of the Governing Board its Regular Meeting of July 15, 2015 was adjourned. The next Regular Meeting of the Governing Board will be held on **Wednesday, September 16, 2015 at 4:45 p.m.** in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California. The Governing Board is dark during the month of August.



Micaela P. Olmos, Executive Assistant