



**MINUTES
REGULAR MEETING OF THE
GOVERNING BOARD
JANUARY 20, 2016 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, January 20, 2016 at 4:46 p.m. in the Administrative Office, 1717 N. Indian Hill, Suite B, Claremont, California.

CALL TO ORDER Chair Lantz called the meeting to order at 4:46 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
Carolyn Cockrell, 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
John Nolte, City of Pomona, Board Member

ABSENT: None

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Diana Acosta, Chief Financial Officer
Nancy Gill, Chief Operations Officer
Elizabeth Owens, Director of Clinical Program Services
Rimmi Hundal, Director of MHSA and Ethnic Services
Natalie Majors-Stewart, Acting Manager of Best Practices
Donald Pruyne, Housing Project Manager
Mica Olmos, Executive Assistant

CONSENT CALENDAR

Board Member Lyons moved, and Vice-Chair Leeb seconded, to approve the Consent Calendar.

Chair Lantz referred to Agenda Item No. 3, Approval For Donation/Disposal Of Surplus Furniture, and expressed concern regarding the continuing need for storage units. She then asked staff to provide the current number of storage units that Tri-City has, its cost, and a general list of items stored in each unit. Chief Operations Officer Gill indicated that she would provide the requested information.

Chair Lantz called for the question.

Board Member Nolte Abstained on Agenda Item No. 1, Approval of Minutes from the December 16, 2015 Joint Meeting of the Governing Board/Mental Health Commission.

There being no further comments, the motion was carried by the following vote: AYES: Board Members Carder, Cockrell, Lyons, Martinez, and Nolte; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: None.

1. APPROVAL OF MINUTES FROM THE DECEMBER 16, 2015 GOVERNING BOARD / MENTAL HEALTH COMMISSION JOINT MEETING

Recommendation: “A motion to approve the Minutes of the Joint Meeting of December 16, 2015.”

2. APPROVAL OF RESOLUTION NO. 414 OF THE GOVERNING BOARD OF TRI-CITY MENTAL HEALTH CENTER ADOPTING ITS 2016 MEETING SCHEDULE

Recommendation: “A motion to approve Resolution No. 414, adopting the Governing Board 2016 Meeting Schedule.”

3. APPROVAL FOR DONATION / DISPOSAL OF SURPLUS FURNITURE

Recommendation: “A motion to approve the donation / disposal of surplus furniture.”

4. APPROVAL OF RESOLUTION NO. 415 ADOPTING CLASS SPECIFICATION AND SALARY RANGE FOR THE POSITION OF PROGRAM SUPPORT SUPERVISOR

Recommendation: “A motion to adopt Resolution No. 415 establishing and adding the position of Program Support Supervisor to the listing of classifications of General Service Employees.”

5. APPROVAL OF RESOLUTION NO. 416 ADOPTING REVISED JOB DESCRIPTIONS AND SALARY RANGES FOR PSYCHIATRIST I, II & III AND MENTAL HEALTH REHABILITATION SPECIALIST I, II & III; AND NEW SALARY RANGES FOR THE MEDICAL DIRECTOR AND EXECUTIVE DIRECTOR

Recommendation: “A motion to adopt Resolution No. 416 revising the job descriptions and salary ranges for Psychiatrist I, II & III and for the Mental Health Rehabilitation Specialist I, II & III; and new salary ranges for the Medical Director and Executive Director.”

6. APPROVAL OF RESOLUTION NO. 417, REVISING THE EXECUTIVE MANAGEMENT SALARY & BENEFITS TO INCLUDE THE MEDICAL DIRECTOR AND THE DIRECTOR OF MHSA AND ETHNIC SERVICES POSITIONS TO THE EXECUTIVE MANAGEMENT CLASSIFICATION EFFECTIVE FEBRUARY 1, 2016

Recommendation: “A motion to adopt Resolution No. 417 to add the Medical Director and the Director of MHSA and Ethnic Services positions to the Executive Management Salary & Benefits.”

NEW BUSINESS

7. AWARD OF BID FOR REHABILITATION PROJECT FOR PROPERTY LOCATED AT 2001 N. GAREY AVENUE, POMONA, CALIFORNIA

Chair Lantz expressed concern that only two bids were received as it is a significant project.

Executive Director Navarro stated that eight contractors were contacted to submit bids and that only four agreed to submit bids; however, one cancelled and another one did not show up for the property walk through.

Board Member Lyons inquired about the negative impact of prevailing wage.

Counsel Pieper stated that the prevailing wage is built into the bid and, from the agency perspective, it increases the price; also depending on the trades that are involved which can be quite large, bid estimates can range between 10%-40% of additional cost. From the contractor's point of view, the prevailing wage is an administrative burden and, if they miss some of the paperwork, there are a lot of penalties; therefore, unless a contractor is familiar with the process, contractors will not want to do it, particularly those that do not have prevailing wages for their employees.

There being no further discussion, Board Member Carder moved, and Vice-Chair Leeb seconded, to award the bid to Sargis Construction for Rehabilitation Project at 2001 N. Garey Ave, in the City of Pomona. The motion was carried by the following vote: AYES: Board Members Carder, Cockrell, Lyons, Martinez, and Nolte; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: None.

8. AWARD OF BID FOR REHABILITATION PROJECT FOR PROPERTY LOCATED AT 956 W. BASELINE ROAD, CLAREMONT, CALIFORNIA

There being no further discussion, Vice-Chair Leeb moved, and Board Member Lyons seconded, to award the bid to Sargis Construction for Rehabilitation Project at 956 W. Baseline Road in the City of Claremont.

Chair Lantz expressed concern about possible delays with the projects and amended the motion to include a timeline in the contract that stipulates a date for completion of the projects, under Agenda Item Nos. 7 & 8, and penalties if not completed on time. Vice-Chair Leeb accepted amendment of the motion.

The motion was carried by the following vote: AYES: Board Members Carder, Cockrell, Lyons, Martinez, and Nolte; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: None.

MONTHLY STAFF REPORTS

9. EXECUTIVE DIRECTOR REPORT

Don Pruyn, Housing Project Manager, provided a supportive housing report and stated that the Cedar Springs project is scheduled for completion in April; that the Parkside Apartments will be completed in April; that the lottery was held for the non-MHSA apartments and was happy to report that there was a high percentage of Pomona residents selected; that the Holt Family Apartments are moving forward with the ground breaking in March; that the PUSD has not taken action on the agreement previously approved by the City of Pomona and Tri-City to facilitate the exchange of property behind the Clinic on Garey Avenue, noting that the Pomona Deputy City Manager has retired, and that he is waiting for the new Deputy City Manager to be settled.

Executive Director Navarro talked about the state legislation proposal "No Place Like Home" cosponsored by Senator Kevin de León and Darold Steinberg to use MHSA funds for permanent supportive housing, noting that the initiative in its full form has not yet been released and only partial information was found on Senator de León's website. She then indicated that on the first page of the Press Release, the initiative talks about homelessness as a general issue; however, the funding that they want to use is for individuals with a mental illness. Therefore, the CBHDA has taken the position of support in concept and remains cautious because homelessness is not a mental health issue to solve because not everybody who is homeless has a mental illness. The Counties, including Tri-City, do want to support permanent supportive housing for the clients and the residents of our jurisdiction that we are responsible to serve; however, just taking MHSA funds to try to solve the general homelessness issue in California might have a negative impact on all the great systems of care that have been developed throughout the State. She also reported that the Los Angeles County Board of Supervisors directed their Health Director and Interim Director of Mental Health to evaluate "No Place Like Home" and its impact on its MHSA programming, noting that she and Chief Financial Officer Acosta are also doing a similar preliminary funding analysis for Tri-City and will provide more information in February.

Board Member Lyons stated that homelessness is an important issue and thinks that the solution lies locally with each community by identifying and working with manageable numbers that reside within their communities. He then concurred with the Executive Director's comments and inquired under what restrains the Board is in making public comment or having a position on this particular piece of legislation.

Counsel Pieper stated that the Board is not under any restraint in either of those contexts; the only restraint is that the Board cannot spend any Tri-City money on a political issue.

Board Member Lyons further stated that for Tri-City's stability it was important for cities to work a local homeless initiative to find the appropriate funding; that the Board should be monitoring this issue and suggested adopting a resolution in opposition of "No Place Like Home" legislation; and asked staff to continue to monitor this initiative and bring information back as it moves forward.

Executive Director Navarro reported that the CBHDA, during its monthly meeting, convened a task force wherein she facilitated the discussion; that a set of principles were developed in hopes to put together a white paper, coming from CBHDA, to Darold Steinberg, Senator Kevin de León, and the legislature; that the paper will outline that CBHDA wished to be involved, and is not opposed to using funds, in permanent supportive housing for the clients it serves; and that

will provide guidelines reflecting each jurisdiction in California that receives MHSA funds, is allowed to use the money in a way that best suits their clients' needs.

She then stated that Board Member Leeb, Liaison to Tri-City's Mental Health Commission (MHC), directed staff to inform the Board about an upcoming community history event meant to preserve the history of local Latinos in the military hosted by The dA Center for the Arts of the Pomona College, which had asked Commissioner Don Perez to serve as a volunteer interviewer for this event. She indicated that Commissioner Perez was invited to participate in this project after he was interviewed during Veteran's day by an associate professor at The dA Center for the Arts about his experiences during the Vietnam War, noting that his interview will be taken to the Library of Congress.

Board Member Lyons asked for an update regarding the MHC relationship with the Governing Board and how they see their role in the future.

Board Member Leeb reported that the MHC discussed this issue and that he had informed the Commission that one of the things that the Board wished for the Mental Health Commission was to interact with the community and stakeholders to be able to make recommendations and suggestions for the Governing Board's consideration.

Chair Lantz shared that there was a very nice newspaper article about Tri-City for its collaboration with the City of Pomona in providing outreach to the families in Cordova as result of the recent tragedy that took place there; and that she greatly appreciates the way Tri-City and other agencies have collaborated as a cohesive unit to help the community in that area.

Executive Director Navarro thanked Elizabeth Owens and Rimmi Hundal for organizing Tri-City's team to assist on these efforts.

10. CHIEF FINANCIAL OFFICER REPORT

There was no comment.

11. CHIEF OPERATIONS OFFICER REPORT

Board Member Lyons referred to the internal assessment and evaluation of exit interviews and inquired if they can be reviewed by a committee to get a better assessment to help improve staff retention. Executive Director Navarro stated that there had been an interest from the Board in forming a subcommittee made up of Board Members to review staff separations.

Discussion ensued regarding confidentiality issues and matters of public record.

After discussion, Board Members Carder, Cockerll, and Lyons, volunteered to be part of the subcommittee.

Chair Lantz accepted the volunteering of Board Members of Robin Carder, Carolyn Cockrell, and Joe Lyons, to be members of the Subcommittee.

12. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

There was no comment.

13. MEDICAL DIRECTOR REPORT

There was no comment.

14. DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT

Board Member Cockrell thanked staff on behalf of the School District for another very successful Mental Health First Aid training.

Discussion ensued regarding Mental Health First Aid trainings.

15. MANAGER OF BEST PRACTICES REPORT

There was no comment.

There being no further comments, Board Member Lyons moved, and Vice-Chair Leeb seconded, to receive and file the month of January staff reports. The motion was carried by the following vote: AYES: 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 Cockrell stated that it was her understanding that the criteria for families that qualify for Tri-City's services had changed.

Director of Clinical Program Services Owens stated that there had been no changes on criteria to qualify for services and asked for a specific example.

Board Member Cockrell stated that she had received feedback that in order to receive services, a serious level of mental illness had to be met.

Director of Clinical Program Services Owens indicated that Tri-City is mandated to handle moderate-to-severe cases, noting that the Managed Care plans manages mild-to-moderate cases.

Discussion ensued regarding how providers and Tri-City focus on monitoring clients to ensure that they continue to meet medical necessity for Medi-Cal services; otherwise, the state can disallow payment for services provided to clients that do not meet requirements for moderate-to-severe services.

Board Member Cockrell announced that she had enrolled in classes and will not be able to attend all Governing Board meetings; however, she wished to continue to be a Board Member.

Board Member Carder stated that the City of La Verne Liaison Bill Aguirre can attend those meetings when Board Member Cockrell is not in attendance; that Board Member Cockrell is an asset to the Governing Board; and that she will continue to be a Board Member.

Board Member Lyons inquired who assesses the mild-to-moderate cases for services.

Director of Clinical Program Services Owens explained that during the walk-in process, all individuals are screened, and those that meet the mild-to-moderate requirement, Tri-City do warm hands off back to the managed care; if individuals do not have insurance, and depending on the severity of the symptoms, Tri-City will provide services; thus, there is no wrong door policy at Tri-City.

Board Member Lyons further inquired if there was any follow-up. Director of Clinical Program Services Owens replied in the affirmative, noting that staff contacts the insurance company to make sure that they have contacted the clients.

PUBLIC COMMENT

Dana Barford announced that the next stakeholders' meeting will take place in February offering an option in the morning and in the evening.

Dick Bunce, of NAMI, spoke about the significant turnover across the mental health industry and indicated that avoiding changes on staffing was important for clients. He also expressed concern about delays in treatment due to substance abuse.

Executive Director Navarro stated that for Tri-City, the bifurcation is real since Tri-City does not have drug Medi-Cal and only provides mental health treatment. However, staff is currently working on developing strategies to collaborate with substance abuse treatment providers to reduce the bifurcation. She explained that collaboration with some providers is very difficult because substance abuse funding comes from, and are also only accountable to, L.A. County.

Discussion ensued about L.A. County drug Medi-Cal services.

ADJOURNMENT

At 5:41 p.m., on consensus of the Governing Board its Regular Meeting of January 20, 2016 was adjourned. The next Regular Meeting of the Governing Board will be held on **Wednesday, February 17, 2016 at 4:45 p.m.** in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.



Micaela P. Olmos, Executive Assistant