



MINUTES

REGULAR MEETING OF THE GOVERNING BOARD APRIL 17, 2019 – 5:00 P.M.

The Governing Board met on Wednesday, April 17, 2019 at 5:10 p.m. in the MHSA Office located at 2001 North Garey Avenue, Pomona, California.

CALL TO ORDER Governing Board Chair Carder called the meeting to order at 5:10 p.m.

ROLL CALL Visual Roll was taken.

GOVERNING BOARD

PRESENT: Ronald T. Vera, City of Claremont, Vice-Chair
Carolyn Cockrell, City of La Verne, Board Member
Rubio R. Gonzalez, City of Pomona, Board Member
Jed Leano, City of Claremont, Board Member
Elizabeth Ontiveros-Cole, City of Pomona, Board Member
Mona Sparks Johnson, City of Pomona, Board Member
Bill Aguirre, City of La Verne, Alternate Board Member

ABSENT: Robin Carder, City of La Verne, Chair

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Diana Acosta, Chief Financial Officer
Angela Igrisan, Director of Clinical Program Services
Rimmi Hundal, Director of MHSA & Ethnic Services
Natalie Majors-Stewart, Chief Compliance Officer
Kitha Torregano, HR Manager
Gilbert Saldate, Housing Manager
Isela Moreno, MHSA Program Supervisor, Community Navigator
Mica Olmos, JPA Administrator/Clerk

CONSENT CALENDAR

There being no comment, Board Member Leano moved, and Alternate Board Member Aguirre seconded, to approve the Consent Calendar. The motion was carried by the following vote: AYES: Alternate Board Member Aguirre; Board Members Cockrell, Gonzalez, Leano, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

1. APPROVAL OF THE MINUTES OF THE GOVERNING BOARD MEETING OF MARCH 20, 2019

Recommendation: "A motion to approve the Minutes of the Governing Board Meeting of March 20, 2019."

2. APPROVAL OF RESOLUTION NO. 477 ADOPTING REVISIONS TO THE JOB DESCRIPTIONS OF THE CHIEF FINANCIAL OFFICER, CHIEF OPERATIONS OFFICER/HIPAA PRIVACY OFFICER, INFORMATION TECHNOLOGY MANAGER/HIPAA SECURITY OFFICER, JOINT POWERS AUTHORITY (JPA) ADMINISTRATOR/CLERK, AND SUPPORT SYSTEMS MANAGER

Recommendation: “A motion to adopt Resolution No. 477 revising the Job Descriptions of the Chief Financial Officer, Chief Operations Officer/HIPAA Privacy Officer, Information Technology Manager/HIPAA Security Officer, Information Technology Specialist I, II, III, & Senior, Joint Powers Authority (JPA) Administrator/Clerk, and Support Systems Manager positions.”

3. APPROVAL OF RESOLUTION NO. 478 ADOPTING REVISED PERSONNEL RULES AND REGULATIONS MANUAL

Recommendation: “A motion to adopt Resolution No. 478 approving amendments to the Personnel Rules and Regulations Manual.”

NEW BUSINESS

4. APPROVAL OF RESOLUTION NO. 479 AUTHORIZING TO ACCEPT TRI-CITY'S NONCOMPETITIVE ALLOCATION AWARD UNDER THE NO PLACE LIKE HOME PROGRAM

Executive Director Navarro stated that after the approval of Tri-City's Homelessness Strategic Plan, staff was seeking approval to submit the application to draw Tri-City's allocated funding under NPLH in the amount of \$1,140,736 based on the 2018 Point-in-Time Homeless Count in our region, noting that after funds are distributed, Tri-City will have until February 2021 to submit the Plan on how these funds will be used.

Board Member Leano inquired if the funds can only be used for permanent supportive housing. Executive Director Navarro replied in the affirmative, noting that the project could be a new construction or a rehabilitation project.

Vice-Chair Vera inquired when referring to permanent supportive housing, what is being referred to. Executive Director Navarro indicated that the PHS would be for persons who are homeless, mentally ill, and that qualify for MHSA services in the Tri-City area.

Vice-Chair Vera further inquired if this funding is different from the stakeholders meeting for additional housing money. Executive Director Navarro replied in the affirmative and indicated that the funding comes from NPLH which deducts 7% of each County's MHSA allocation for the next 10 years, which is roughly \$700,000 from Tri-City's MHSA annual allocation, and that all the monies are transferred to a permanent supportive housing fund. She also said that the meetings with the stakeholders had been for Tri-City's unspent CSS funds that are separate from these monies; that a Plan has been drafted and she will discuss later during her staff report; and that the Plan will be presented to the Board in May for their support and approval.

There being no further discussion, Board Member Gonzalez moved, and Board Member Leano seconded, to adopt Resolution No. 479 authorizing the Executive Director to file on behalf of Tri-City the NPLH Acceptance Forms for, and receipt of, Noncompetitive Allocation funds in the amount of \$1,140,736 under the No Place Like Home Program. The motion was carried by the following vote: AYES: Alternate Board Member Aguirre; Board Members Cockrell, Gonzalez, Leano, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

5. CONSIDERATION OF REQUEST BY THE SGVCOG FOR TRI-CITY TO WRITE A LETTER IN SUPPORT OF SENATE BILL 751 - TO ESTABLISH A SAN GABRIEL VALLEY REGIONAL HOUSING TRUST

Director of MHSA and Ethnic Services Hundal stated that Tri-City received a request of Jan Cicco, Regional Homeless Coordinator of the San Gabriel Valley Council of Governments (SGVCOG), seeking Tri-City Mental Health Authority's support of Senate Bill 751 which will address the growing homelessness crisis in the San Gabriel Valley by establishing a San Gabriel Valley Regional Housing Trust to receive available public and private funds to finance affordable housing projects for homeless and low income populations. She pointed out that the number of homeless people increased in the Tri-City area since the last homeless count point-in-time compared to the rest of the county. She also noted that there will be no fiscal impact on Tri-City if the Board supports this bill.

Gilbert Saldade, Housing Manager, added that because our three cities are part of the SGVCOG, if a developer wanted to come to the area and there was money in the SGV Regional Housing Trust, that money can be utilized to build affordable housing with supportive services for Tri-City constituents that are homeless.

Alternate Board Member Aguirre inquired if the funding in this Trust will be primarily for the entire valley, pointing out that some cities have already received some grant funding for housing. Director of MHSA and Ethnic Services Hundal replied in the affirmative, and noted that the monies received by cities was Measure H funding, and explained that this would be a different pot of money.

Board Member Leano shared that at a SGVCOG Homelessness Committee meeting, the question of why state legislation was needed to enact a housing trust since any entity can create a trust by legal definition; however, it is restricted in what money you can take. Therefore, by creating Trust a through the legislative process, there are no restrictions of what monies can go into the Trust, thus, increasing the capacity of the pot of funding and as well as the earning capacity.

There being no further discussion, Alternate Board Member Aguirre moved, and Board Member Cockrell seconded, to authorize the Executive Director to sign letter in support of SB 751, on behalf of Tri-City, adding the "three cities" to the first paragraph in the letter. The motion was carried by the following vote: AYES: Alternate Board Member Aguirre; Board Members Cockrell, Gonzalez, Leano, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

MONTHLY STAFF REPORTS

6. TONI NAVARRO, EXECUTIVE DIRECTOR REPORT

Executive Director Navarro reported that the California Behavioral Health Directors' Association had hired a new Executive Director, Michelle Cabrera, which is clearly important due to things that are happening at the state level regarding legislation under MHSA, and at the Mental Health Services Oversight & Accountability Commission; and provided professional background information about Ms. Cabrera. She then reported that on April 4th, a stakeholders meeting was held to discuss an amendment to the 2018-19 MHSA Annual Plan Update, explaining that a fiscal analysis prior to the final quarter on this fiscal year, Tri-City's Chief Financial Officer identified \$2.9 million in unspent funds available for reallocation; and of this funding, the stakeholders voted to recommend allocating \$1.6 million to Housing; \$600,000 to WET; and \$700,000 to CFTN; that the Amendment to the 2018-19 MHSA Annual Update was posted for 30-day review and public comment on Friday, April 12th; and it will be distributed to the Board for their review, noting that at the May joint meeting of the Tri-City Mental Health Commission and Governing Board, the Commission will recommend the amendment/update to the Governing Board, who will then be asked to approve the proposed transfer of funds. She also stated that the Public Hearing for the FY 2019-20 MHSA Annual Plan Update was held; that the Commission approved to recommend the Plan to the Board for approval; and a copy was distributed to the Board to give them a month to review the document which will also be presented for Board approval at the May meeting; and that if there are any amendments from the Board, then the Plan can be presented for approval in June. She then announced that the parking expansion was happening at the clinic at 2008 Garey Avenue and this will allow Tri-City to be in compliance with the Pomona Specific Corridor Plan for parking requirements.

Tri-City Counsel Pieper reported that the fence is scheduled to go up on Friday; that last Monday, he contacted the Pomona City Attorney because folks from the water department sent Tri-City a sketch telling us that we had to place the fence five feet back from their property line; noting that Tri-City owes the property without any reservation and hopes that the attorney will be able to explain to the Water Department that Tri-City's intent not to be doing that, unless there is something that we are not aware of; and stated that Tri-City's Title to the property is clean.

Vice-Chair Vera asked the reason for which the water department wants the fence 5 feet back. Counsel Pieper indicated that the water department wanted extra clearance from their pumps. Executive Director added that when Tri-City purchased the property, staff was told that those water pumps were empty and appears to be some confusion amongst the water staff; however, Tri-City has not received formal notification from the water company nor the City Attorney that this has been changed from our original agreement; therefore, we are set to proceed as initially agreed upon.

Vice-Chair Vera further inquired if there was an easement recorded on the property. Counsel Pieper stated that there was an easement from 1901 that does not appear to have a current owner. Executive Director Navarro added that this is the same property for which Tri-City spent three years obtaining the proper documentation and clearances; that everyone signed off: the water company, the school, the City and Tri-City; that in the original sketches and agreement they only asked that we place a fence around the nonworking water valves, u-shaped; and that now they are asking that we push the fence back.

Board Member Gonzalez stated that the Six Basins Water District was talking about having more recharge stations for water, and perhaps there is a plan to utilize these water pumps in the future, or the fact that the water department and the City have different attorneys. Counsel Pieper indicated that he was only communicating with the City Attorney and that if there was the intent for future use, the City should have not sold the property to Tri-City for money, noting that the process took 2½ years. Board Member Gonzalez asked that he be notified if there are further issues so that he can assist.

7. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta reported that Tri-City was able to make another bankruptcy payment in the sum of \$308,000 which brings the bankruptcy liability down to \$1.9 million; that staff will continue to make calculations to find out if further payments can be made; that staff continues to follow-up on the status of the Investment Policy and still waiting for a response from CMTA; that back October 2018, legislation was passed to now limit the amount of prudent reserves that counties can hold, and although they came out with a maximum dollar amount, they did not direct Tri-City what to do with the excess amount; that just a couple of weeks ago, staff received direction from the DHCS to move the dollars out, and include them in the 2019-20 Plan; that staff has updated the Plan; that it was announced last week during the public hearing on April 9th that we will be moving \$1.2 million out of prudent reserves into Community Services and Support (CSS), and \$197,000 out of prudent reserves into Prevention and Early Intervention (PEI); that the amounts were based on a specific calculation that the DHCS provided to Tri-City and are incorporated in the Plan that will be presented to the Board in May.

Vice-Chair Vera indicated that it is his understanding that the transfer of monies is subject to Board approval. Executive Director Navarro indicated that the transfer is going to the general pot in FY 2019-20; therefore, this money will be available as the stakeholder discussions that will begin in September for the 2020-21 Plan. Vice-Chair Vera further inquired if the Board could decide where the money can be allocated such capital improvements, housing, or other needs that the Board hears from the stakeholders. Chief Financial Officer Acosta stated that this would require a stakeholder process.

Discussion ensued regarding the excess prudent reserves having to revert back to the original plan from which they came from; about the stakeholder process; and how the CSS and PEI plans work.

8. NANCY GILL, CHIEF OPERATIONS OFFICER REPORT

Executive Director Navarro talked about the new paperless format for the agenda packet and encouraged the Board to also bring their ipad or laptop to the meeting. She then announced that Nancy Gill was not able to attend tonight's meeting; however, HR Manager Kitha Torregano was in attendance to answer any questions the Board might have. She then reported that Vice-Chair Vera had sent an email asking for clarification about the amount of hours that staff can accrue for vacation, and if that number had been approved by the Board; also regarding the salary increases for staff wherein he noted that there was certain criteria and it looked like a typo regarding consideration of what years; that staff had answered Vice-Chair Vera's questions pointing out that staff can accrue up to 240 hours each year, which the Board had previously approved; that there was a typo in the PRR and the word 'years' should be year's; that the PRR indicated the hours accrued were calculated on a monthly basis, but this was a typo and it is actually biweekly; and that all these corrections had been made to the PRR.

Vice-Chair Vera indicated that these policies say, in terms of salary increases, it looks at current situation, and suggested that if we know we are heading to a cliff, and there will be an emergency, we should take this into consideration before giving false expectations. Chief Financial Officer Acosta stated that finance staff and management are extremely prudent when it comes to determining what the rates are going to be on an annual basis; that staff do watch and monitor the projections the following year; and that fortunately there are no cliffs that are foreseen in the next several years. Executive Director Navarro discussed the increases in past years noting that there were had not been high percentage increases.

9. ANGELA IGRISAN, DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

Director of Clinical Program Services Igrisan reported that the Officer of the Day program saw a 20% increase in service requests; that the adult outpatient clinic had a net gain of 77 clients and that the we are fully staffed there; that at the request of the Los Angeles county Department of Mental Health, Tri-City is participating with Care Harbor, a large event taking place at Pomona Fairplex on April 27th & 28th; that the event will have free health and physical care for those with a wristband which will be distributed on Sunday; and noted that staff is looking forward to it.

Vice-Chair Vera inquired where the wristbands will be distributed. Isela Moreno, MHSA Community Navigator Program Supervisor, indicated that the wristbands will be distributed at Washington Park and indicated she will distribute a flyer to the Board with detailed information about the wristband distribution.

10. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT

Executive Director Navarro reported that numbers are pretty amazing from the IOE Team noting that there were 37 enrollments, the highest in one month since they started the IOE services in 2015; that the IOE team has started a weekly rehabilitation group at H4H to increase social support system and help individuals learn how navigate through their daily routine, pointing out that research shows that social isolation is the biggest indicator of relapse for drug abuse, triggering mental health symptoms, or any negative life event.

11. RIMMI HUNDAL, DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT

Director of MHSA & Ethnic Services Hundal thanked Board Members Gonzalez and Leano for attending the MHSA Public Hearing; and reported that 60 persons attended the meeting, indicating that it had a different format and was held at a different time. She also reported that for the 3rd consecutive year, Tri-City was the host county for the Southern Counties Regional Partnership (SCRIP) conference held in Pomona; that 30 Tri-City staff attended the conference and there were approximately 200 persons from the southern counties; that Tri-City is in a partnership with the SCRIP for WET to work on collaborative projects and trainings to develop our workforce. Lastly, she reported that on March 28th, Tri-City hosted a community event at the Holt Family Apartments and that approximately 200 persons were in attendance.

Housing Manage Saldate reported that this event was his most fulfilling; that the community came, kids were having a good time, and the homeless around the area also came; that it was festive and there was a lot of social interaction; and that when the event ended, the teens in the area had assisted with the cleanup.

Executive Director Navarro reported that the navigators did a great job canvassing the neighborhood.

Board Member Ontiveros-Cole apologized for not being able to attend this event which was held in her district.

Board Member Sparks Johnson reported that when she was walking back to her car, she overheard ladies commenting that it was a nice event.

Discussion ensued regarding having more similar events because this event was well received.

12. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT

Chief Compliance Officer Majors-Stewart stated that, as part of the ongoing DHCS State monitoring on Access to Care in the State of California, Tri-City was asked to submit to LA County its services request data from December 2018 through February 2019, which Tri-City complied, and indicated that in total staff submitted data for about 500 service requests. She pointed out that the 500 line items will be aggregated with all services requests for specialty mental health services in Los Angeles, which are over 20,000 requests; that these requests will be sent to the State for Review; and that she will provide any relevant updates regarding outcomes of the review if received, noting that if we hear nothing, then everything went well.

There being no further discussion, Board Member Sparks Johnson moved, and Alternate Board Member Aguirre seconded, to receive and file the month of April staff reports. The motion was carried by the following vote: AYES: Alternate Board Member Aguirre; Board Members Cockrell, Gonzalez, Leano, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

GOVERNING BOARD COMMENTS

Board Member Sparks Johnson stated that she works the NAMI hotline, noting that last month she received a phone call that was very concerning about Tri-City; therefore, she left a message to the person she knew would take care of it; that Angela Igrisan returned her call very swiftly, and very appropriately; and expressed appreciation for Angela's professionalism.

Vice-Chair Vera stated that it would be nice to have a staff presentation about where they think Tri-City services will be heading in the next three to four years; in what we need to plan for the increased demand for services; and what way we can use MHSA monies or others, to address those increasing consumer needs as people become more aware of behavioral issues and will need Tri-City more than ever; pointing out that he wants to be proactive rather than reactive.

Executive Director Navarro stated that today she met with Chief Financial Officer to talk about the Federal government renewing the waiver for California in 2020, but it looks like it might be postponed but staff is not sure; therefore, she asked the Board to delay having any presentations until after September when Tri-City hears from the Department of Health Services since it is a huge variable in connection to how staff plans based on what the department is thinking about what the federal government reaction will be; noting that anything planned right now might be a null point.

Director of MHSA & Ethnic Services Hundal added that Tri-City also prepares a three-year MHSA Plan.

PUBLIC COMMENT

There was no comment.

CLOSED SESSION

At 5:58 p.m., the Governing Board recessed to a Closed Session pursuant to Conference With Legal Counsel - Conference With Real Property Negotiators, Government Code § 54956.8, Property: 310 E. Foothill Boulevard, Pomona, CA 91767, Agency Negotiators: Toni Navarro, Darold Pieper, and Diana Acosta, Negotiating Parties: Jamboree Housing Developer, Owner, Under Negotiation: Possible purchase including terms and price; and for Property: 1377 N. Garey Avenue, Pomona, California 91767, Agency Negotiators: Toni Navarro, Darold Pieper, and Diana Acosta, Negotiating Parties: Carl Clifton, Owner, Under Negotiation: Possible purchase including terms and price.

RECONVENE TO OPEN SESSION

At 6:18 p.m., the Governing Board reconvened to an Open Session.

CLOSED SESSION REPORT

Vice-Chair Vera announced that the Board met in closed session and that no action was taken at this time.

ADJOURNMENT

At 6:18 p.m., the Governing Board Meeting of April 17, 2019 was adjourned. The Governing Board will meet next in a Regular Joint Meeting with the Mental Health Commission to be held on Wednesday, May 15, 2019 at 5:00 p.m. in the MHSA Office, 2001 North Garey Avenue in Pomona, California.



Micaela P. Olmos, JPA Administrator/Clerk