



## MINUTES

### **REGULAR MEETING OF THE GOVERNING BOARD OCTOBER 16, 2019 – 5:00 P.M.**

The Governing Board met on Wednesday, October 16, 2019 at 5:00 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 5:00 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  
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  
Anne Turner, City of Claremont, Alternate Board Member

**ABSENT:** Robin Carder, City of La Verne, Chair  
Jed Leano, City of Claremont, Board Member

**STAFF:** Toni Navarro, Executive Director  
Darold Pieper, General Counsel  
Diana Acosta, Chief Financial Officer  
Angela Igrisan, Chief Clinical Officer  
Seeyam Teimoori, Medical Director  
Rimmi Hundal, Director of MHSA & Ethnic Services  
Mica Olmos, JPA Administrator/Clerk

#### **CONSENT CALENDAR**

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

#### **1. APPROVAL OF MINUTES FROM THE SEPTEMBER 18, 2019 GOVERNING BOARD MEETING**

**Recommendation:** "A motion to approve the Minutes of the Governing Board Regular Meeting of September 18, 2019."

**2. APPROVAL OF RESOLUTION NO. 499 ADOPTING REVISED EXPOSURE CONTROL PLAN POLICY AND PROCEDURE NO. IV.01 EFFECTIVE OCTOBER 16, 2019**

Recommendation: “A motion to adopt Resolution No. 499 revising Policy & Procedure No. IV.01-Exposure Control Plan, effective October 16, 2019.”

**3. APPROVAL OF RESOLUTION NO. 500 ADOPTING REVISED REPORTING OF EMPLOYEE INJURIES AND ILLNESSES POLICY AND PROCEDURE NO. II.15 EFFECTIVE OCTOBER 16, 2019**

Recommendation: “A motion to adopt Resolution No. 500 revising Policy & Procedure No. II.15 –Reporting of Employee Injuries and Illnesses, effective October 16, 2019.”

**NEW BUSINESS**

**4. REVIEW OF THE ISSUANCE OF THE AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR ENDED JUNE 30, 2019**

David Showalter, of Eide Bailly, LLP, stated that Vavrinek, Trine, Day & Co., LLP had merged with Eide Bailly, company based on the Midwest in North Dakota; that Eide Bailly had conducted an Audit for 2019; indicated that the Audit Opinion was page 1 of the Financial Statements Report which outlines Eide Bailly responsibilities with respect to the Audit, Tri-City’s management responsibilities with respect to the audit, and that they prepared an Opinion which indicates that the Financial Statements are fairly stated, in all material respects, and that it is a clean opinion or unmodified opinion, and congratulated Tri-City for this opinion. He then indicated that attached to the Audit Opinion were the full Financial Statements which were prepared by Tri-City management; that on page 2 of the Report, is the management analysis which is a thorough analysis of the Financial Statements, and that they provide a good detail of the prior year and current year results of operations which discuss the transactions during the year. He then stated that the financial statements provide a two-year presentation and it is a comparability from last year to this year; he noted that the cap balance increased from last year as there was increased revenue from MHSA, also there were some settlement monies from Medi-Cal, and that the net income was approximately 4 million which is consistent with last year; that liabilities are going down since Tri-City is getting close to paying the bankruptcy settlement liability. He also indicated that at the conclusion of the audit, Eide Bailly is required to provide a communication letter to the Board that outlines various aspects of the audit such as the plan, scope and timing of the audit; that it states that they conducted the audit in accordance to what it was communicated in the engagement letter, including whether there has been any changes in accounting policies or principles, noting that there were no new or significant accounting pronouncements or accounting policies this year. He then indicated that significant estimates included in the Financial Statements are the Third Party Payor Settlements which are based on Costs Reports completed by the State, also the California Public Employees’ Retirement System (CalPERS) pension liability as a result of actuarial valuations from the pension plan. He then explained that there are sensitive disclosures in the Financial Statements which are the pension plan and the bankruptcy settlement. He continued to say that Eide Bailly did not encounter any difficulties when performing the audit; that there were no incorreced or corrected misstatements in the financial statements; that did not have any disagreements with management; that management signed a Representation Letter on October 9, 2019; that there was not anything else to report to the Governing Board. He then thanked Chief Financial Officer Diana Acosta and Controller Trevor Bogle for helping Eide Bailly finish the audit on a timely manner and that he looks forward working with Tri-City next year.



Vice-Chair Vera referred to the non-operating revenues on page 19 of the report, and inquired if these revenues cannot be used for operating revenues because they have not been approved by the Board. Mr. Showalter indicated that the accounting standards defined the types of revenues that are classified as operating or non-operating; and explained that the MHSA revenues are non-exchanged revenue, meaning they are provided and are not earned or generated by providing services.

Discussion ensued regarding interest income.

There being no further discussion, Alternate Board Member Turner moved, and Board Member Sparks Johnson seconded, to accept and file the final issued audited Financial Statements for Fiscal Year ended June 30, 2019. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and Turner; Board Members Cockrell, Gonzalez, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Member Leano; and Chair Carder.

**5. APPROVAL OF RESOLUTION NO. 501 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE FIRST AMENDMENT TO AN AGREEMENT WITH THE CITY OF POMONA FOR THE AUTHORITY'S USE OF THE CITY'S 'HOPE FOR HOME' YEAR-ROUND EMERGENCY SHELTER FACILITY**

Executive Director Navarro reported that staff is seeking Board approval for the continuation of using flex funds for housing single adult individuals at "Hope For Home"; that the initial contract was for 28 beds, and now staff is asking to renew the contract and adding three additional beds under the non-FSP MHSA beds; noting that it is easier to connect persons to services when they are offered a place to stay.

Alternate Board Member Turner was thankful for the clarification of the request being only for three additional beds and not 31; and then inquired on behalf of Board Member Leano, if the homeless services navigator designated in Claremont is able to make referrals to these beds by calling Hope for Home directly or if would have to go through Tri-City. Executive Director Navarro replied that the referral would go to the Intensive Outreach and Engagement Team because these beds are funded through non-FSP MHSA. Alternate Board Member Turner further inquired if these beds were paid through MHSA funds or Measure H funds; and if there were additional resources available to purchase additional beds, if they are more available. Executive Director Navarro indicated that the beds are paid with \$75,000 of MHSA non-FSP Housing funds, and after data is presented, the stakeholders may increase this amount; that there are additional beds available at Hope For Home; and that at this time, there is no other funds that can be used for more beds.

Alternate Board Member Turner also inquired if the Contract for the six beds under the Measure H funds were ready to go. Executive Director Navarro reported that a contract between the three cities has not yet been executed.

Discussion ensued about how the referrals will be conducted for the six beds under Measure H funds.

There being no further comment, Alternate Board Member Turner moved, and Board Member Sparks Johnson seconded, to adopt Resolution No. 501 authorizing the First Amendment to Agreement with the City of Pomona to reserve and pay the sum of \$396,025 for the Authority's exclusive use of 31 shelter beds in the City's Year-Round Emergency Shelter and authorizing the Executive Director to execute it effective July 1, 2019. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and Turner; Board Members Cockrell, Gonzalez, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Member Leano; and Chair Carder.

**6. APPROVAL OF RESOLUTION NO. 502 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE BONITA UNIFIED SCHOOL DISTRICT TO PROVIDE MENTAL HEALTH PROGRAMMING IN A SCHOOL SETTING**

Executive Director Navarro reported that this a renewal of a Memorandum of Understanding with the Bonita Unified School District to increase collaboration and access to referrals for students who need higher level of care and need to get into Tri-City's system.

Board Member Cockrell inquired about the reason Tri-City is not being able to provide services at the school site instead of having clients go to Tri-City. Chief Clinical Officer Igrisan stated that the challenge for Tri-City in providing services at the school sites, is needing a Medi-Cal certification through the Los Angeles County for the site. She indicated that Tri-City's Chief Compliance Officer is currently working with the Los Angeles County to get specific sites certified; and explained Tri-City's warm hands off. Executive Director Navarro added that the Los Angeles County DMH has interpreted an Information Notice from the Department Health Care Services regarding School-Based Services, to say that every school site where children needs services, has to be Medi-Cal certified.

There being no further discussion, Alternate Board Member Aguirre moved, and Board Member Cockrell seconded, to adopt Resolution No. 502 authorizing the Executive Director to execute a Memorandum of Understanding with the BUSD to provide mental health programming in a school setting. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and Turner; Board Members Cockrell, Gonzalez, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Member Leano; and Chair Carder.

**7. APPROVAL OF RESOLUTION NO. 503 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH THE PORTLAND IDENTIFICATION AND EARLY REFERRAL TRAINING INSTITUTE FOR THE TRAINING OF STAFF IN THE PIER MODEL IN THE AMOUNT OF \$62,500**

Chief Clinical Officer Igrisan reported that there is current research that indicates that better outcomes result when involved in treatment after the first symptoms of psychosis occurs; that the PIER Model has been at the forefront of the research and has established a treatment model that works effectively; that this model has been adopted by surrounding counties including the Los Angeles and San Diego Counties; and that after staff conducted an analysis on the model, it was determined that this Model will work well for Tri-City.



Executive Director Navarro added that the PIER Model fits Tri-City because it allows to have an Early Psychosis Program as part of the Prevention and Early Intervention Plan; that surrounding counties where people move to and from, will have the same program available to them; and met the State requirement as established by SB 1004. Chief Clinical Officer Igrisan then explained how the PIER Program will work for Tri-City and the schools, as well as the training involved.

Alternate Board Member Turner recommended that City of staff working at the Youth Activity Center in Claremont be trained when the PIER Model is implemented, since they are in close contact with school children.

There being no further discussion, Vice-Chair Vera moved, and Alternate Board Member Turner seconded, to adopt Resolution No. 503 authorizing the Executive Director to enter into an Agreement with the Portland Identification and Early Referral Training Institute in the amount of \$62,500 for the training of staff in the PIER Model. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and Turner; Board Members Cockrell, Gonzalez, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Member Leano; and Chair Carder.

**8. APPROVAL OF RESOLUTION NO. 504 AUTHORIZING AN AMENDMENT TO FISCAL YEAR 2019-20 BUDGET OF AN ADDITIONAL \$581,000 TO ADD STAFF OF 11.5 FULL TIME EQUIVALENTS (FTE'S)**

Executive Director Navarro reported that on June the Board adopted its Fiscal Year 2019-20 Budget which included its Full-time Equivalent (FTE) employee count; that due to the Network Adequacy a Federal Managed Care Medi-Cal Rule, Tri-City has to have enough staff to meet the potential need of the area. She noted that Tri-City is keeping up with its Network Adequacy; however, it has the potential risk of not meeting the required Network Adequacy if a couple of staff resign, specifically with timeliness since a case must be opened within 10 days, and within 5 days if it is an urgent case; therefore, Tri-City is being proactive by not being understaffed when the population census increases; and shared that the Los Angeles County was recently sanctioned by the State of California because they are behind on Network Adequacy and funding in the approximate amount of 2 million is being withheld from them.

Director of MHSA & Ethnic Services Hundal reported that after retiring of the Community Mental Health Training program, Tri-City has received several requests for community trainings, specifically for stigma reduction and for Adverse Childhood Experiences (ACE); therefore, a .5 FTE is recommended as a Community Mental Health Trainer to meet the needs of the community.

Executive Director Navarro stated that the Los Angeles County Department of Public Health (DPH) asked Tri-City, as the Mental Health Authority, to place a Full-Time Therapist at its Wellness Healing Center to provide screening and Prevention and Early Intervention Services at the site. Chief Clinical Officer discussed the services provided at the Wellness Healing Center.

Alternate Board Member Turner inquired what was the role of the Clinical Wellness Advocates and if they were going to be used to meet the Network Adequacy. Chief Clinical Officer Igrisan indicated that Clinical Wellness Advocates are persons with lived experience and their role will be of a liaison, an adjunct service, who work as a team approach support system; and explained that across the State there is the Peer movement which is a powerful way for clients to connect with Tri-City staff.

Executive Director Navarro added that Clinical Wellness Advocates help support the Network Adequacy numbers, pointing out that over 1-½ years ago, Tri-City added the Clinical Wellness Advocates and they are currently at capacity; that they keep clients attached to our services, reduce the no-shows, and also perform duties that are non-billable but necessary and vital for a client's recovery and to stay healthy; thus, freeing clinicians to focus on the areas of treatment.

Alternate Board Member Turner commented that recently the LA Times featured an UCLA Study that revealed that 1/3 of the homeless population with co-occurring disorders, as provided by LAHSA, was not an accurate count; that the numbers are actually in the 50% to 60% of the homeless population; and inquired how does Tri-City will get in front of this to make sure that there is adequate staffing to address this as well. Executive Director Navarro reported that Tri-City is already addressing this situation; stated that Tri-City is focusing on prevention and early intervention efforts because this is really important; explained that research and Tri-City's staff work shows that the quicker persons are identified having a mental health issues, the quicker they are wrapped up in services, and the less likely they are to live a life that is so decompensated and degenerated that they cannot come back; therefore, the request is not only for additional treatment staff, but also support staff that can go out into the community to train them and promote awareness and early identification.

Board Member Sparks Johnson inquired how an emergency is determined. Clinical Officer Igrisan stated that staff follows Medi-Cal regulations as well as Tri-City's Chief Compliance Officer's recommendations, and explained different scenarios what would be classified as an emergency case.

Discussion ensued regarding Network Adequacy as established by the DHCS; Tri-City's Network Adequacy numbers; triage process via telephone and walk-ins; and documentation requirements.

Board Member Gonzalez commented that three years ago, the City of Pomona's Planning Department suffered due to a high turnover in planning directors and understaffing, that it was discovered that there were over 300 projects back log; therefore, City Council requested that that the planning department be back on track; thus the City Manager hired 8 planning directors over the past year and now the planning department is working properly. He then stated that we need to be upfront of what is necessary and plan ahead. He then moved, and Alternate Board Member Turner seconded to adopt Resolution No. 504 authorizing the amendment to the 2019-20 Fiscal Year Budget of an additional \$581,000 to add staff of 11.5 Full Time Equivalent employees.

Vice-Chair Vera inquired where the funding will come from. Chief Financial Officer Acosta indicated that it will be from Realignment and MHSA funding, depending what program the staff member will be assigned to, as well as from revenue generated from services provided.

Board Member Sparks Johnson inquired where Tri-City clients are taken during an emergency. Tri-City staff indicated Pomona Valley Hospital, Charter Oaks, Canyon Ridge, Las Encinas, and Mission Community.

There no being further discussion, the motion was carried by the following vote: AYES: Alternate Board Members Aguirre and Turner; Board Members Cockrell, Gonzalez, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Member Leano; and Chair Carder.



**9. APPROVAL OF RESOLUTION NO. 505 ADOPTING THE AUTHORITY’S REVISED GUIDING PRINCIPLES ‘LIVING OUR VALUES’**

Director of MHSA and Ethnic Services reported that in 2008 when the MHSA began, Tri-City adopted a set of guiding principles known as “Top Ten Values”; that at the request of community stakeholders, a workgroup was formed to review and update these values to reflect the current vision, standards, and commitment of Tri-City; and that they developed six guiding principles called “Living Our Values”.

There being no further comment, Alternate Board Member Turner moved, and Board Member Ontiveros-Cole seconded, to adopt Resolution No. 505 authorizing the approval of the Authority’s revised Guiding Principles: ‘Living Our Values’ which replaces its existing ‘Top Ten Values’. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and Turner; Board Members Cockrell, Gonzalez, Ontiveros-Cole, and Sparks Johnson; and Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Member Leano; and Chair Carder.

**MONTHLY STAFF REPORTS**

**10. TONI NAVARRO, EXECUTIVE DIRECTOR REPORT**

Executive Director Navarro reported that she, Chief Financial Officer, and Chief Compliance Officer traveled to Sacramento and met with CBHDA’s Executive Director, Director of Governmental Affairs, Senior Policy Analyst, and one its Policy Analysts; stated that it was important to meet with them so that they can gain better understanding about how the cities operate and what Tri-City is doing with MHSA; that they were glad to learn more about us; and that they will be working to arrange for Tri-City to have meetings with its State elected officials in upcoming months.

**11. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT**

Chief Financial Officer Acosta stated that this report represents the year-to-date for the first two months of the fiscal year; that in September Tri-City made a bankruptcy payment and currently the balance is approximately \$600,000. She then pointed out that the way actual to budget is reported, it appears as if we were over budget in terms of benefits; and explained that it was a result of one-time payment to CalPERS, but over the course of the year it will show that we are not over budget; and that Tri-City has already exceeded the anticipated revenue for the year.

Vice-Chair Vera asked staff to hold-off making the final bankruptcy payment so that the Board can approve it. Chief Financial Officer Acosta replied in the affirmative noting that it is a great idea.

**12. NANCY GILL, CHIEF OPERATIONS OFFICER REPORT**

Executive Director Navarro reported that the Chief Operations Officer was absent because she was attending a training in Sacramento. There was no further comment.

**13. ANGELA IGRISAN, CHIEF CLINICAL OFFICER REPORT**

Chief Clinical Officer Igrisan reported that the adult services team has over 900 people open; that one statistic that remains consistent is that 34% of the people coming in requesting services, indicate that they are homeless; that the school partnership team got off to a good start this school year; and that for the first time Tri-City participated with Claremont's suicide prevention program. She also reported that the substance abuse treatment co-occurring disorders team have two groups in conjunction with Prototypes and are fully staff; that we are starting to shift the culture at Tri-City looking towards integrated co-occurring disorder treatment; that a main focus for staff has been trainings; and that Tri-City has a new gardener.

Alternate Board Member Turner thanked Toni Navarro and Angela Igrisan for the amazing partnership that they have had with the City of Claremont; for the facilitation with LACDMH, specifically Shawn Smith for being a trusted partner; and stated, on behalf of City of Claremont staff, that Tri-City has exceeded their expectation, noting that Richard and Isela have done also a great job and that Tri-City is a very valued and exceptional partner.

Chief Clinical Officer Igrisan stated that Tri-City appreciates Alternate Board Member Turner's advocacy on behalf of mental illness and the people in the community.

**14. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT**

Medical Director Dr. Teimoori expressed gratitude for the Board's support as Tri-City has hired two psychiatrist, one with over 20 years of experience and the other one had just completed his residency; indicated that he has received good feedback from staff and clients; noted that this has helped Tri-City to significantly increase the capacity to provide timely quality care to more clients; and that it also made Tri-City staff able to offer and create more opportunities in collaborations with our training partners.

**15. RIMMI HUNDAL, DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT**

Director of MHSA & Ethnic Services Hundal reported that Tri-City had a successful stakeholders meeting; that the last meeting focused on the financials and data collection and outcomes for all programs for the past three fiscal years; that the next step is to schedule workgroups which will be held throughout the community; that Tri-City will be accepting new artwork on December 13th to display for the next six months; that there will be a job fair at the Wellness Center next Friday on October 25th; that 101 applications were received from vendors in response to the Request For Statement of Qualification (RFSQ) phase as part of the Help@Hand project under the Innovations Tech Suite Project; that these proposals will be vetted by a team of experts and the final candidates will be made available to Counties on November 1st for their consideration.

**16. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT**

Executive Director Navarro reported that the Chief Compliance Officer was absent because she was attending a training in Sacramento. There was no further comment.

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



### **PUBLIC COMMENT**

Director of MHSA & Ethnic Services Hundal, on behalf of Dick Bunce who had left the meeting earlier, thanked Tri-City and the Governing Board for holding the restorative practices training last month, pointing out that that Mr. Bunce had stated that the community saw a lot of value in this training.

### **GOVERNING BOARD COMMENTS**

Executive Director Navarro stated that she received notice from the CBHDA that there was an article in the AP News on October 10th that talked about a potential ballot initiative coming from Mike Gatto looking steer up to 20% of MHSA funding for special courts that will address people who are homeless committing criminal acts; she then read a quote for John Sherin, Director of LACDMH, who spoke in opposition for this initiative.

Discussion ensued about the intent of the initiative.

Alternate Board Member Turner recommended having some talking points for the Council Members for the three cities so that they can address the voter directly and educate the community so that, in turn, they can be supportive on the issue of MHSA funding.

Vice-Chair Vera commented that part of the issue is due to finding three years ago, that counties were not spending their MHSA funds, and that at the same time the courts were backlogged.

Discussion ensued regarding the issues counties were facing that prevented them from spending their MHSA funds.

Board Member Gonzalez announced that on Friday, December 6th, the official grand opening of the Hope For Home homeless shelter will take place. He then commented that he saw the movie Joker, that he enjoyed the film; however, unfortunately, it promotes the stereotype that people with mental health issues are dangerous and violent.

Vice-Chair Vera commented that he and his wife did the NAMI Walk in Los Angeles, noting that it was fantastic and that it was wonderful to see Tri-City staff at every corner during the event.

### **ADJOURNMENT**

At 6:25 p.m., on consensus of the Governing Board its meeting of October 16, 2019 was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, November 20, 2019 at 5:00 p.m. in the MHSA Office, 2001 North Garey Avenue in Pomona, California.



Micaela P. Olms, JPA Administrator/Clerk