



MINUTES

REGULAR MEETING OF THE GOVERNING BOARD OCTOBER 20, 2021 – 5:00 P.M.

The Governing Board held on Wednesday, October 20, 2021 at 5:11 p.m. its Regular Meeting Via Teleconference pursuant to Government Code § 54953, which allows the continuation to hold meetings without gathering in a room in an effort to minimize the spread and mitigate the effects of COVID-19 (Corona Virus Disease of 2019).

CALL TO ORDER Vice-Chair Leano called the meeting to order at 5:11 p.m.

ROLL CALL Roll call was taken by JPA Administrator/Clerk Olmos.

GOVERNING BOARD

PRESENT: Jed Leano, City of Claremont, Vice-Chair
Carolyn Cockrell, City of La Verne, Board Member
Paula Lantz, City of Pomona, Board Member
Elizabeth Ontiveros-Cole, City of Pomona, Board Member
Ronald T. Vera, City of Claremont, Board Member
Wendy Lau, City of La Verne, Alternate Board Member

ABSENT: Robin Carder, City of La Verne, Chair
John Nolte, City of Pomona, Board Member

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Diana Acosta, Chief Financial Officer
Elizabeth Renteria, Chief Clinical Officer
Rimmi Hundal, Director of MHSA & Ethnic Services
Natalie Majors-Stewart, Chief Compliance Officer
Ken Riomales, Chief Information Officer
Mica Olmos, JPA Administrator/Clerk

Vice-Chair Leano addressed the public and provided instructions on how the public can provide comment electronically or telephonically.

CONSENT CALENDAR

Board Member Lantz inquired if we still have a declared emergency. Counsel Pieper stated that portions of the Governor's emergency proclamation have been rescinded, but that the main declaration still in effect and the LA County is endorsing social distancing, which are the basis for allowing us to go forward for at least another meeting. Board Member Lantz further inquired if there was an expiration date for the Governor's declaration. Counsel Pieper replied in the negative.

Board Member Lantz then inquired on what Tri-City's rates are based on. Chief Financial Officer Acosta explained that the rates are based on actual costs, pointing out that at the end of every year, a Cost Report is completed which allows us to see our true costs for the services that we provided, and are published usually in October.

Vice-Chair Leano opened the meeting for public comment; and there was no public comment.

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

1. APPROVAL OF MINUTES FROM THE SEPTEMBER 15, 2021 GOVERNING BOARD REGULAR MEETING

Recommendation: "A motion to approve the Minutes of the Governing Board Regular Meeting of September 15, 2021."

2. CONSIDERATION OF RESOLUTION NO. 612 AUTHORIZING THE IMPLEMENTATION OF TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY UNDER GOVERNMENT CODE SECTION 54953 (AB 361)

Recommendation: "A motion to adopt Resolution No. 612 finding and declaring that it unsafe to meet in person during the proclaimed state of emergency as a result of the continued threat of COVID-19, and authorizes the Executive Director, or her designee, to continue utilizing teleconferencing accessibility to conduct the Authority's public meetings pursuant to Government Code § 54953."

3. CONSIDERATION OF RESOLUTION NO. 613 ADOPTING TRI-CITY MENTAL HEALTH AUTHORITY'S PUBLISHED RATES EFFECTIVE FY 2020-21

Recommendation: "A motion to adopt Resolution No. 613 establishing Tri-City's Published Rates effective Fiscal Year 2020-21."

NEW BUSINESS

4. APPROVAL OF RESOLUTION NO. 614 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH NATIONAL ALLIANCE OF MENTAL HEALTH POMONA VALLEY (NAMI-PV) TO PROVIDE PEER-LED SUPPORT SERVICES AND EDUCATION CLASSES UNDER TRI-CITY'S MHSA COMMUNITY SERVICES AND SUPPORTS PLAN

Board Member Vera announced that he would recuse from participating in this agenda item (regarding the approval of an MOU with NAMI Pomona Valley) to avoid a conflict of interest since his wife is a NAMI board member.

Executive Director Navarro reported that this is the 10th year that Tri-City provides some of its MHSA Community Services and Supports dollars to NAMI Pomona Valley for them to provide services that assist in the outreach and engagement of persons in our three cities to bring them into a treatment services in our systems. She noted that this funding was allocated in the Annual MHSA update which was approved by the Governing Board in June, and is this the contract that memorializes the support groups that NAMI will provide in the amount of \$14,300.

Vice-Chair Leano opened the meeting for public comment. JPA Administrator/Clerk Olmos reported that Christina Vera wrote on the 'chat' option, thanking the Governing Board on behalf of NAMI Pomona Valley.

There being no further comment, Board Member Cockrell moved, and Alternate Board Member Lau seconded, to adopt Resolution No. 614 approving the MOU with NAMI-PV to provide peer-led support services and education, in an amount not-to-exceed \$14,300, and authorizing Executive Director to execute the MOU. The motion was carried by the following vote: AYES: Alternate Board Member Lau; Board Members Cockrell, Lantz, and Ontiveros-Cole; and Vice-Chair Leano. NOES: None. ABSTAIN: Board Member Vera. ABSENT: Board Member Nolte; and Chair Carder.

5. APPROVAL OF RESOLUTION NO. 615 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH NATIONAL ALLIANCE OF MENTAL HEALTH POMONA VALLEY (NAMI-PV) TO PROVIDE THE TRAINING 'ENDING THE SILENCE' (ETS) AND NAMI 101 PROGRAMS UNDER TRI-CITY'S MHSA PREVENTION AND EARLY INTERVENTION (PEI) PLAN

Executive Director Navarro reported that this is the second half of annual collaborations with NAMI Pomona Valley; that in addition to Community Services and Supports (CSS) Plan's funding, Tri-City also provides funding in an amount not to exceed \$35,500 during fiscal year 2021-22, from its MHSA Prevention and Early Intervention (PEI) Plan, to NAMI Pomona Valley to provide prevention and early intervention services by conducting a training called Ending The Silence in our local school districts to educate parents and teachers about early identification of mental illness and emotional disturbance in children and how to access services.

Board Member Vera announced that he would also recuse from participating in this agenda item (regarding the approval of an MOU with NAMI Pomona Valley) to avoid a conflict of interest since his wife is a NAMI board member.

Vice-Chair Leano opened the meeting for public comment. JPA Administrator/Clerk Olmos reported that Christina Vera again thanked the Governing Board on behalf of NAMI Pomona Valley via the 'chat' option, for approving the agreement with NAMI.

There being no further comment, Board Member Lantz moved, and Board Member Ontiveros-Cole seconded, to adopt Resolution No. 615 approving the MOU with NAMI-PV to provide the training ETS and NAMI 101 Programs in an amount not-to-exceed \$35,500.00; and authorizing Executive Director to execute the MOU. The motion was carried by the following vote: AYES: Alternate Board Member Lau; Board Members Cockrell, Lantz, and Ontiveros-Cole; and Vice-Chair Leano. NOES: None. ABSTAIN: Board Member Vera. ABSENT: Board Member Nolte; and Chair Carder.

6. CONSIDERATION OF RESOLUTION NO. 616 AWARDING AN AGREEMENT TO AMTEK CONSTRUCTION IN THE AMOUNT OF \$266,174.70 FOR THE POWER UPGRADE PROJECT AT PROPERTY LOCATED AT 2001 N. GAREY AVENUE IN POMONA, CALIFORNIA; AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT

Chief Financial Officer Acosta reported that back in March of 2020, the board authorized staff to move forward with the projects at 2001 Gary location to upgrade the power grid and to add office space; that after some brief delays as a result of the pandemic, staff is now ready to move forward with the electrical upgrade portion of these projects; that RKA consulting was contracted to do the project specifications and RFP, which was published back in July; that only two Proposals were received and staff recommends to award the contract to Amtek Construction.

Vice-Chair Leano opened the meeting for public comment; and there was no public comment.

There being no further comment, Board Member Vera moved, and Alternate Board Member Lau seconded, to adopt Resolution No. 616 awarding the agreement for the Power Upgrade Project to Amtek Construction in the amount of \$266,175; authorizing the Executive Director to execute the agreement; and authorizing an additional 10% above the contract amount for contingencies. The motion was carried by the following vote: AYES: Alternate Board Member Lau; Board Members Cockrell, Lantz, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Board Member Nolte; and Chair Carder.

7. CONSIDERATION OF RESOLUTION NO. 617 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACTOR AGREEMENT WITH THE CITY OF POMONA FOR RENTAL ASSISTANCE SUPPORTIVE SERVICES PURSUANT TO THE STATE OF CALIFORNIA'S EMERGENCY RENTAL ASSISTANCE PROGRAM AND BE COMPENSATED UP TO \$30,000

Executive Director Navarro stated that this is a request to approve a contract to receive up to \$30,000 in compensation from the City of Pomona to assist with the extended expanded rental assistance program. She indicated that back in January, the Governing Board approved a contract with the City of Pomona to help households complete rental assistance applications; that from January to March of 2021, Tri-City assisted 92 households in completing their applications; that this program was paused because the state and the city were seeking additional funds to continue the program; that the funding has now been approved and Tri-City had been approached again by the City of Pomona to continue the work in helping residents of Pomona get rental assistance to pay the back rent owed during the eviction moratorium.

Board Member Lantz inquired how many families were successful in receiving the rental assistance out of the 92 families that Tri-City assisted with their applications.

Housing Manager Monzon stated that there were not a lot of applicants that were approved because it was a very difficult process. She explained that the process for that rental assistance required a lot of documentation and follow-up, noting that the Landlords had to complete a W-9 form and we encountered that landlords did not want to complete it; thus resulting in having to submit applications without the W-9 form. She stated that the California rent relief makes the process much easier because the tenant can receive the rental assistance without the landlord's participation and tenants can pay the landlord after they receive the funding.

Executive Director Navarro expressed gratitude for Housing Manager Mary Monzon, the housing team, and the navigators team because this project has been really important for Tri-City, explaining that while we had 92 people come and meet with Tri-City staff for one hour, staff was not just filling out a rental assistance applications, they were also conducting Tri-City's standard review for case management needs and mental health needs; and that this process has served as a portal to help folks get help, that may not have otherwise come and ask for mental health care and/or support services, and that this was a success.

Vice-Chair Leano opened the meeting for public comment; and there was no public comment.

There being no further discussion, Alternate Board Member Lau moved, and Board Member Vera seconded, to adopt Resolution No. 617 approving the Contractor Agreement for Rental Assistance Supportive Services with the City of Pomona; to receive up to \$30,000 in compensation; and authorizing the Executive Director to execute the Agreement. The motion was carried by the following vote: AYES: Alternate Board Member Lau; Board Members Cockrell, Lantz, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Board Member Nolte; and Chair Carder.

8. CONSIDERATION OF RESOLUTION NO. 618 APPROVING AN AGREEMENT WITH THE TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY (CSU) ON BEHALF OF CALIFORNIA STATE UNIVERSITY DOMINGUEZ HILLS (CSUDH) TO PROVIDE CLINICAL LEARNING EXPERIENCES TO STUDENTS IN THE MASTER OF SOCIAL WORK PROGRAM, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT

Executive Director Navarro reported that each year Tri-City partners with various social work schools around our region in Southern California to provide interns via the Wellness Center; that interns learn about clinical services and provide direct services at the Wellness Center and at Bonita Unified School District for children and youth referrals; that they also maintain a few cases in Tri-City's adult and children and family services. She added that the intern program is extremely valuable to Tri-City because it helps us provide expanded services as needed, and it also provides a foundation for a future workforce; that the agreement with the Cal State Dominguez Hills expire every three years in June.

Vice-Chair Leano opened the meeting for public comment; and there was no public comment.

There being no further discussion, Board Member Vera moved, and Board Member Cockrell seconded, to adopt Resolution No. 618 approving the Agreement with the Trustees of the CSU on behalf of CSUDH to provide clinical learning experiences to students in the Master of Social Work Program, and authorizing the Executive Director to execute the Agreement and any Amendments thereafter. The motion was carried by the following vote: AYES: Alternate Board Member Lau; Board Members Cockrell, Lantz, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Board Member Nolte; and Chair Carder.

MONTHLY STAFF REPORTS

9. TONI NAVARRO, EXECUTIVE DIRECTOR REPORT

Executive Director Navarro expressed excitement to announce that as of September 30th, we had 98.95% staff compliance with Tri-City's vaccine and or exemption requirement; she thanked

HR Manager Kitha Torregano and her team for doing an excellent job of partnering with East Valley Medical Center, who come onsite twice a week at 2001 building to provide the testing for 23 staff members who have exemptions and are testing twice a week. She then referred to a public comment that brought up some concerns that they had heard about at the Holt family apartments, noting that an update from Housing Manager Mary Monzon was included in her report and includes a very detailed outline of the timeline of some concerns that have been demonstrated and addressed quickly at the whole family apartments. She then talked about the issues and concerns that have taken place at the Holt Family Apartments and the manner in which they have been mitigated; and pointed out that the concerns recently raised had also been mitigated.

Board Member Vera inquired how the Commission feel about the responses which Executive Director had just reported, noting that he was aware that a Commission Member had brought these issues to the attention of the Governing Board.

Executive Director Navarro stated that Commissioner Villanueva had a great idea about forming a neighborhood watch program for the residents in the Holt Family Apartments; that the residents are talking about it; that the Police Department had had some meetings with the residents just to check in and see how things are going; and that when talked about this during the Commission meeting, the Commissioners felt like things were being addressed and being handled, and that she has not heard any other concerns from the Commission regarding this issue.

Housing Manager Monzon added that sometime in 2019, the police came on site and held multiple monthly meetings at Holt Family Apartments to let the residents know that they were there to help; that there was also presentation from the neighborhood watch patrol, explaining how the residents could get one started onsite; however, at that time nobody stepped up in the community who wanted to participate; and that maybe this time tenants might be interested in it.

Board Member Vera stated that he would like more information about the training that staff are receiving through the Leadership Institute, and inquired if this training is also available for Commission Members or Governing Board Member.

Executive Director Navarro explained that the Leadership Institute is put on by the California Institute of Behavioral Health Services, which is the training branch of the California Behavioral Health Directors Association; that the training targets county behavioral health staff to promote their leadership within county organizations at the manager to deputy director and director level; she noted that they learn about all aspects of county funding, policy, advancement procedures; and that it is not open for the Commission or public members.

Chief Clinical Officer Renteria added that this institute focus at this time seems to be about less around policy development and more about the funding mechanism of county behavioral health; noting that it seems to be a different focus this time around because of the pandemic.

Discussion ensued about different leadership trainings available.

10. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta expressed excitement to report, that per Governing Board direction, staff paid off Tri-City's mortgage; and that staff is finalizing the documentation, which would be the recording of the reconveyance or the transfer of title from the bank to Tri-City.

Discussion ensued regarding the housing funding and the designation of funds.

11. LIZ RENTERIA, CHIEF CLINICAL OFFICER REPORT

Chief Clinical Officer Renteria reported that our client census remains high despite the fact that we are low in staffing, noting that this month was our second highest month of intake appointments for our agency this year; that next month she will report on a deeper dive into how we are planning with our existing staffing ratio to meet the needs of what we continue to see as a steady and actual increase in referrals to services; that we provided our clinical staff supervisory training to assist our current supervisors at helping staff manage their caseload and workload, and also to develop a pathway to leadership for our staff members that are staying are working with us to develop and advance in the organization.

12. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT

Medical Director Dr. Teimoori stated that he provided in-depth information about the services provided by Intensive Outreach and Engagement Team, the PAC team, and also supplemental crisis team; and that will be glad to answer any questions.

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

Director of MHSA & Ethnic Services Hundal announced that on November 1st at 6:00 p.m. ¡Adelante! will host a webinar in partnership with Dr. James Garcia from the University of La Verne, and one of his graduate students, to discuss the term Latinx and provide a history behind the term, the need for the term and how this term represents inclusivity and captures the rich mosaic of various communities. She then reported that during the month of September, Tri-City hosted two stakeholder meetings and the first one focused on Transitional Age Youth, noting that it was well attended; however, the attendance was low during the second stakeholder meeting and staff is trying to figure out what happened; that Facebook, LinkedIn, Instagram and Twitter numbers still continue to be impressive; and encouraged the Governing Board to help us get the word out, and invite people to upcoming stakeholder meetings to increase stakeholder and community participation.

14. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT

Chief Compliance Officer Majors-Stewart stated that this month focuses on the implementation regarding the centralized scheduling model that we are moving towards in the clinical department; that the goal is to implement phase one of this new model by the end of this calendar year; that the process structure is being built so that we can ensure that we have a positive and seamless transition for our staff and definitely for our clients; that the overall objective for making this change is to increase service accessibility for our clients and looking at different ways and innovative ways to do the work to increase our staff capacity to attend more fully to clinical matters; that Tri-City primarily used a decentralized scheduling model and explained the difference between a decentralized and centralized model, noting that research showed that switching toward a centralized scheduling model is expected to support clinical services much better moving forward.

15. KEN RIOMALES, CHIEF INFORMATION OFFICER REPORT

Chief Information Officer Riomales reported that we have wrapped up the final training for RingCentral training across the whole agency, noting that it was a very daunting task, and recognized the staff efforts, along with members of the best practices team headed by Natalie Majors for their efforts, in making this a successful implementation for Tri-City; he explained that through this whole pandemic, it has been a very big challenge getting the paradigm shifted to this whole virtual model, thus, getting to the point where we are all now fully trained and able to communicate universally through that system is a very big accomplishment. He then announced that the UniteUs project is scheduled to go live next week with our Navigators and our Access to Care Team utilizing the system for referral management; and that in the coming months will provide an update on its progress.

Vice-Chair Leano opened the meeting for public comment; and there was no public comment.

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

GOVERNING BOARD COMMENTS

Board Member Vera stated that the Governing Board had approved Tri-City's branding efforts or presence in the community, and asked that a report on where this is at and what we hope to gain from that, be provided next month.


Vice-Chair Leano expressed gratitude for Tri-City staff for doing an outstanding job in presenting at the Claremont City Council Meeting regarding the newly formed PACT program, noting that Dr. Teimoori's staff did a great job presenting the program itself, engaging with residents, and it was very informative; and expressed looking forward to the continued success of the program.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

At 6:14 p.m., on consensus of the Governing Board its meeting of October 20, 2021 was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, November 17, 2021 at 5:00 p.m., via teleconference pursuant to Government Code § 54953, due to the COVID-19 pandemic.



Micaela P. Olmos, JPA Administrator/Clerk