



**MINUTES
REGULAR MEETING OF THE
GOVERNING BOARD
MARCH 16, 2016 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, March 16, 2016 at 4:50 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 4:50 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
Edina Martinez, Psy.D., City of Pomona, Board Member
John Nolte, City of Pomona, Board Member
Anne Turner, City of Claremont, Alternate Board Member

ABSENT: Joseph M. Lyons, MA, Ph.D., City of Claremont, Board Member

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
Trevor Bogle, Controller
Donald Pruyn, Housing Project Manager
Mica Olmos, Executive Assistant

CONSENT CALENDAR

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

1. APPROVAL OF MINUTES FROM THE FEBRUARY 17, 2016 GOVERNING BOARD MEETING

Recommendation: "A motion to approve the Minutes of February 17, 2016."

NEW BUSINESS

2. APPROVAL OF MHSA UPDATE TO TRANSFER CSS FUNDS TO CFTN PLAN

Chair Lantz expressed disapproval for purchasing property under certain conditions and then having staff finding out later on that the property is outdated, that it will not meet Tri-City's needs, and that approximately an additional one-half million dollars will be required for upgrades. She added that staff had represented to the Board that this building was going to meet staffing needs.

Chief Financial Officer Acosta stated that the proposed transfer of \$400,000 from CSS funds to CFTN will not be for the sole purpose of funding renovations, noting that this funding will also cover the cost of the original approval for the CFTN Plan and that the rest of the funding will be held as reserves for future programming planning costs.

Chair Lantz stated that she did not see this component written on the report; however, that the report indicated that the building was found to be outdated in both design and function and inquired why staff was not aware of this before the purchase of the building. Executive Director Navarro explained that it was the electrical that turned out to be very outdated which was discovered when renovations were underway and walls were knocked down. Chair Lantz referred back to the report and pointed out that it indicated that the existing floor plan, basic space configuration, and electrical infrastructure were not compatible with MHSA program delivery, noting that she was under the assumption that the building was going to meet program delivery needs.

Executive Director Navarro then stated that when funding was allocated for contingencies, the prevailing wage was taken into account but it had since then increased; that the cost to complete the building upgrades does not amount to \$400,000; that staff simply did not want to deplete the CFTN funding and wanted to have money in reserves in the event that they are required in connection with the additional projects currently underway such as the Baseline property renovation project.

Chair Lantz stated she would not support the transfer of \$400,000 as it is too steep for renovations and expressed disapproval for not receiving the right information prior to making decisions. Executive Director Navarro also stated that staff referred in the report as space configuration to the parking lot requirements under the Corridor Plan which resulted in additional cost for the parking lot and landscaping; and added that next month she will present to the Board the itemized cost for renovations, reiterating that all of the \$400,000 will not be for renovations and that it will also provide a moderate funding for the CFTN plan. Chair Lantz expressed disapproval for having extra money as it implies staff anticipates overruns and therefore they want the funds there ready to be spent.

Board Member Carder inquired if the excess funds in CSS have a deadline to be transferred and if the funding will be lost if not transferred.

Executive Director Navarro replied in the negative, noting that CSS is where 80% of MHSA money is deposited; that the last couple of years Tri-City had received additional funding from what was expected, resulting in a large excess of funding sitting in the CSS account; that in order to demonstrate that Tri-City is not sitting on money and that staff are using funds for the system of care, staff want to leverage the MSHA rule that allows one-time funding from CSS to other plans that have been depleted allowing to have a more balanced system of care and budgeting; that funds sitting in the account, the balance from the \$400,000, cannot be spent until a plan is approved by the Board; that the money will not be used necessarily for capital facilities and that the money can be used for upcoming changes in the Medicaid system at the Federal level of Electronic Health Record system which will result in infrastructure upgrades; therefore, an updated plan can describe how the funding will be spent with a one-step process instead of a two-step process and also demonstrate that staff has plans looking ahead to spend money in a balanced way.

Board Member Carder recommended having this item tabled to next meeting in order to receive a detailed cost of building improvements.

Board Member Nolte concurred with Chair Lantz comments and indicated he also wants to see an itemization of upgrades and indicated that if staff wishes to transfer additional funding, then the Board needs more information about the reasons for the additional transfer of funding, because once funding is transferred over, then it stays there.

Board Member Carder then moved, and Board Member Nolte seconded, to direct staff to prepare an itemized list of the required renovations for the building located at 2001 N. Garey Avenue in Pomona and present it to the Board at its next meeting in April.

Board Member Leeb amended the motion to also include in the renovation itemization list, the anticipated cost for the Baseline renovation project which is also underway.

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

3. APPROVAL OF THE CAPITAL FACILITIES AND TECHNOLOGY NEEDS PLAN UPDATE

Chief Financial Officer Acosta indicated that this was the proposed updated CFTN Plan memorializing the transfer of excess funds from CSS had they been approved by the Governing Board.

There being no further comments, Board Member Carder moved, and Board Member Nolte seconded, to table Agenda Item No. 3 to the next meeting until detailed information about renovation costs is received from staff. The motion was carried by the following vote: AYES: Alternate Board Member Turner; Board Members Carder, Cockrell, Martinez, and Nolte; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Member Lyons.

MONTHLY STAFF REPORTS

4. EXECUTIVE DIRECTOR REPORT

Executive Director Navarro reported she met with the three City Managers to provide a Tri-City update and that this meeting led to invitations to present before the La Verne City Council and the Claremont City Council in April about Tri-City. She then stated that the 'No Place Like Home' initiative appears to be moving forward and the counties hope that they listen to the counties' perspective in connection with important principles regarding allocated MHSA funding about what they can and cannot do with it; that they also take the counties' recommendation to form a Steering Committee if the initiative becomes a Bill since the initiative is very overreaching as it wants to use MHSA funds to address homelessness; that not all the homeless populations suffer from a mental illness; that nationwide roughly 25% of persons that are homeless have a mental illness and in California is about 1/3; and that the initiative as written eludes that most of the people who are homeless have a mental illness. She added that there is another Bill being proposed called the College Mental Health Services Trust Act of 2016, which is also looking to appropriate some unspecified MHSA funds for colleges; that this bill would improve access to mental health services on college campus; that the counties' position is that a lot of work is already being provided to the colleges and high schools through PEI programming under MHSA; and that MSHA was created to serve underserved and unrepresented populations, meaning those persons without insurance or with Medicaid, and that college students have insurance through their parents or through the state health insurance. Lastly, she stated that she was invited by Mathew Lyons, staff aide to 41st District Assembly Member Chris Holden, to be a panelist and talk about Tri-City's permanent supportive housing partnerships on Saturday, March 12th, at a community meeting regarding housing issues held at the Altadena Senior Center and hosted by Assembly Member Holden, noting that Deputy Director of Housing Division from the Department of Housing Community Development was also present to talk about State regulations, initiatives, and state pots of money for housing.

Don Pruyn, Housing Project Manager, announced that the Cedar Springs project is near completion and that an opening date has not yet been scheduled, and encouraged the Board to attend the Parkside Family Apartments grand opening on March 31st; that the Clifford Beers Housing project is moving forward and will be breaking ground within the next three weeks; that the Claremont project is currently under rehabilitation and its completion has been delayed due to some electrical issues, noting that the landscaping project is also underway; and that in connection with the Clinic easement issue, the negotiations between the City of Pomona and the PUSD's have stalled over the duration of the easements that will be granted to each other and he was assured that the issue would be resolved within the next 3 weeks.

5. CHIEF FINANCIAL OFFICER REPORT

Board Member Carder complemented Chief Financial Officer Acosta for the smooth transition, noting it has been quite nice. Chair Lantz concurred with Board Member Carder's comment and added that Mrs. Acosta had been a great selection for the position; noting that it was also very helpful to have predecessors available to answer questions when needed, without negating Mrs. Acosta's expertise. Chief Financial Officer Acosta stated that Margaret Harris had been a great mentor and she had learned a lot from her.

6. CHIEF OPERATIONS OFFICER REPORT

There was no comment.

7. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

Board Member Cockrell thanked Elizabeth Owens for meeting with her and reported that now she has a better understanding of changes that have taken place.

8. MEDICAL DIRECTOR REPORT

There was no comment.

9. DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT

Board Member Cockrell indicated that she had referred a student from Bonita High School, who is 15 years old, to the peer mentoring program for the TAY population and was told that the minimum age to participate is 18 years old; however, her understanding was that the minimum age was 16 years old as indicated on Tri-City's website.

Director of MHSA and Ethic Services Hundal Report indicated that the minimum age required used to be 16 years old; however, it has been increased to 18 years because younger individuals have difficulty in attending meetings since they are dependent on their parents' schedule and transportation; thus, it is better to work with adults. She added that the website has not been updated, but it will be soon.

Board Member Cockrell then inquired if Tri-City is looking to purchase property for the therapeutic community garden. Director of MHSA and Ethic Services Hundal replied in the negative and stated that the garden has been relocated to the property next door of the clinic and staff is looking to upgrade the property to make it ADA compliant, have the soil prepared for organic gardening, and build an outdoor structure for meetings. Board Member Cockrell further inquired if Tri-City is still leasing Dawn's property for the garden. Director of MHSA and Ethic Services Hundal replied in the negative, noting that the agreement had not be renewed a year ago.

Chair Lantz added that, when Tri-City was notified that Dawn had sold the property, it was decided to relocate the garden next to the clinic due to lease uncertainties with the new owner and also to avoid a notice to vacate during the middle of a growing season.

10. MANAGER OF BEST PRACTICES REPORT

Board Member Cockrell inquired about the status of the CRT Program. Director of MHSA and Ethic Services Hundal stated that the CRT Program is on hold because the staff member in charge of the program had separated from Tri-City; consequently, taking all the training with her. However, the new Psychologist in charge of the program is currently being trained and it is anticipated that the program will be implemented in June or July.

Chair Lantz inquired what kind of training investment is involved for this particular program. Director of MHSA and Ethic Services Hundal replied that there are two types of training for CRT, one involves having the trainer come to Tri-City for a \$2,400 fee, plus \$25 per person to be trained; or sending someone to the training at a cost of \$225 per hour which includes on-going supervision/consultation.

Discussion ensued how CRT was developed from CBT -Cognitive Behavioral Therapy psychosis- and CET -Cognitive Enhanced Therapy- because together they create a better program, since CET by itself was too costly and the challenge in finding training for innovative programming.

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

PUBLIC COMMENT

Dick Bunce stated that there are individuals who are lost within the system; therefore, it was very rewarding to read the Medical Director's report that indicates Tri-City has implemented an intensive outreach and engagement team connecting Tri-City to the emergency room staff, noting that this is very creative, timely, and that NAMI is very supportive of these efforts.

CLOSED SESSION

At 5:28 p.m., the Governing Board recessed to a Closed Session pursuant to Government Code §54957 -Public Employee Performance Evaluation. The Executive Director will be evaluated.

At 6:21 p.m. Board Member John Nolte left the meeting.

RECONVENE TO OPEN SESSION

At 6:43 p.m., the Governing Board reconvened to an Open Session.

CLOSED SESSION REPORT

Counsel Pieper reported that the Board met in Closed Session and no action was taken that is required to be reported.

There being no further comment, Vice-Chair Leeb moved, and Board Member Carder seconded, to increase the Executive Director's compensation to \$214,538 to be effective on January 20, 2016 when the salary schedule was revised. The motion was carried by the following vote: AYES: Alternate Board Member Turner; Board Members Carder, Cockrell, and Martinez; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Members Lyons and Nolte.

GOVERNING BOARD COMMENTS

There was no comment.

PUBLIC COMMENT

There was no comment.

ADJOURNMENT

At 6:44 p.m., on consensus of the Governing Board its Regular Meeting of March 16, 2016 was adjourned. The next Regular Meeting of the Governing Board will be held on **Wednesday, April 20, 2016 at 4:45 p.m.** in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.



Micaela P. Olmos, Executive Assistant