



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

The Governing Board met in a Regular Meeting on Wednesday, July 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
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: Carolyn Cockrell, City of La Verne, Board Member

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Diana Acosta, Chief Financial Officer
Elizabeth Owens, Director of Clinical Program Services
Rimmi Hundal, Director of MHSA and Ethnic Services
Natalie Majors-Stewart, Acting Manager of Best Practices
Trevor Bogle, Controller
Donald Pruyn, Housing Project Manager
Mica Olmos, JPA Administrator/Clerk

CONSENT CALENDAR

Board Member Carder moved, and Vice-Chair Leeb seconded, to approve the Consent Calendar, Agenda Items 1-4. Board Member Lyons Abstained on Agenda Item No. 1, Approval of Minutes from the June 15, 2016 Governing Board Meeting. There being no further comment, the motion was carried by the following vote: AYES: Board Members Carder, Lyons, Martinez, and Nolte; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Member Cockrell.

1. APPROVAL OF MINUTES FROM THE JUNE 15, 2016 GOVERNING BOARD MEETING

Recommendation: "A motion to approve the Governing Board Meeting Minutes of June 15, 2016."

2. APPROVAL OF RESOLUTION NO. 423 ADOPTING REVISED MENTAL HEALTH COMMISSION BY-LAWS PURSUANT TO AB 1424

Recommendation: “A motion to approve Resolution No. 423 adopting Revised MHC Bylaws.”

3. APPROVAL OF RESOLUTION NO. 424 ADOPTING REVISED JOB DESCRIPTIONS FOR THE ACCOUNTING SUPERVISOR, REVENUE/ BILLING SUPERVISOR, MARRIAGE AND FAMILY THERAPIST I & II, CLINICAL SOCIAL WORKER I & II, AND MHSA PROJECTS COORDINATOR

Recommendation: “A motion to approve Resolution No. 424 adopting revised Job Descriptions.”

4. APPROVAL OF TRI-CITY MENTAL HEALTH’S PUBLISHED RATES FOR FY 2015-16

Recommendation: “A motion to approve FY 2015-16 Published Rates as presented.”

NEW BUSINESS

5. APPROVAL TO MERGE TRI-CITY’S PROPERTIES LOCATED AT 2008 AND 2018 N. GAREY AVENUE IN POMONA AND AUTHORIZATION TO PAY NECESSARY FEES TO COMPLETE THE MERGER

Chair Lantz explained the importance of a lot merger to prevent the sale of a parcel when there are two essential components of a project located in two separate property sites which are dependent of each other; noting that the City of Pomona has been focusing on commercial property and when a project’s requirements of two distinct properties are met as a whole entire project, then the lots must merge.

There being no further comment, Board Member Nolte moved, and Vice-Chair Leeb seconded, to approve the merger of the properties located at 2008 and 2018 N. Garey Avenue and to pay the required fees, not to exceed \$1,015, to effectuate the lot merger. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, Martinez, and Nolte; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Member Cockrell.

6. APPROVAL OF RESOLUTION NO. 425 ADOPTING THE PROPOSED OPERATING BUDGET AND CASH FLOW BUDGET FOR FY 2016-17

Chief Financial Officer Acosta explained the process of how the proposed Budget was developed noting that Tri-City’s expenditures for this fiscal year were less than last fiscal year; therefore, the proposed budget for Fiscal Year 2016-17 will be based on this fiscal year’s expenditures; that Tri-City will be able to make another Bankruptcy payment; and that at the rate that it is repaying, Tri-City can finish its bankruptcy debt in about five years; and that she had opted for a very conservative budget.

Board Member Carder moved, and Vice-Chair Leeb seconded, to approve Resolution No. 425 adopting Tri-City's Fiscal Year 2016-17 Operating Budget and Cash Flow Budget. There being no further comment, the motion was carried by the following vote: AYES: Board Members Carder, Lyons, Martinez, and Nolte; Vice-Chair Leeb; and Chair Lantz. NOES: None. ABSTAIN: None. ABSENT: Board Member Cockrell.

MONTHLY STAFF REPORTS

7. EXECUTIVE DIRECTOR REPORT

Executive Director Navarro provided a staff report and indicated that and that this year staff will focus on Pat Summit's quote: responsibility = accountability = ownership; that at the September All Agency Staff Meeting the Accounting Department will provide an interactive activity about budgeting 101 to explain how we get paid, how we budget, and why we budget the way we do, specifically about the reasons for being conservative as we have to ensure that all the money that we receive from public funds are maximized to the benefit of Tri-City's consumers and their families; that there are not yet details on the budget process from Sacramento regarding 'No Place Like Home' (NPLH), noting that the allocation was going to be based on county population which means that Tri-City can receive up to \$500,000 in permanent supportive housing; however, there is no indication as to when and how often.

Discussion ensued regarding Housing Project Applications under NPLH grants.

Executive Director Navarro continued with her report and stated that Congresswoman Norma Torres visited Tri-City, pointing out that Congresswoman Torres was pleased to see what Tri-City was doing and will continue to visit Tri-City regularly; that Assembly Member Chris Holden will be visiting Tri-City in September; that she attended a meet-and-greet with State Senator Connie Leyva in Rialto who will be also visiting Tri-City in September, noting that Senator Leyva was very interested in NPLH legislature and how it will impact Tri-City; and announced tomorrow's staff Compassion Fatigue training by Mark Mitchell of the Los Angeles Veterans Collaborative.

Discussion ensued about identifying Tri-City's area local officials and how staff and the Governing Board can be involved to keep local officials abreast of what Tri-City is doing in the community.

Don Pruyn, Housing Project Manager, reported that the Cedar Springs Project had received its Certificate of Occupancy and moving-in process had begun, noting that an open house had not been scheduled yet; that Tri-City's 21 units at the Parkside Family Apartments are fully occupied; that the Holt Apartments are under construction; that two families have been identified to move in at the Claremont housing property; and that the City of Claremont determined that the Jamboree project will not work without the Veterans' vouchers as it failed to receive any County funding since the property site is within 500 feet of the 210 freeway.

Discussion ensued regarding the possible options that the City of Claremont has to keep the project viable; about Veterans' vouchers, the requirements for its issuance, and how the recommendation from AQMD of not building within 500 feet of a freeway applies since the City of Claremont has adopted this rule; about Federally funded projects having to go through the

California Environmental Quality Act (CEQA) review process; about the recommendation from New Directions of El Monte Veterans Village that a housing Veterans project should not be operated with 100% Veterans Affairs Supportive Housing (VASH) vouchers because the veterans that do not qualify for the VASH vouchers will be excluded.

The Board requested information about the percentage of clients, who are in need of housing, that Tri-City has been able to provide housing. Staff indicated that they will research information and report back to the Governing Board.

8. CHIEF FINANCIAL OFFICER REPORT

There was no comment.

9. CHIEF OPERATIONS OFFICER REPORT

There was no comment.

10. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

Chair Lantz thanked staff for the anecdotes provided in the report.

11. MEDICAL DIRECTOR REPORT

There was no comment.

12. DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT

Board Member Lyons inquired about the status of the Annual MHSA Update and the proposed FSP expansion project. Director of MHSA and Ethnic Services Hundal indicated that staff is in the process of writing the report which will be posted for a 30-day review and public comment; then presented to the Governing Board for approval; thereafter, submitted to the Mental Health Services Oversight and Accountability Commission (MHSOAC).

Discussion ensued concerning programs that have emerged through the Innovation Plans, the only program that requires MHSOAC approval, across the counties and about programming that some counties have just been approved for which Tri-City had already implemented for several years.

Director of MHSA and Ethnic Services Hundal corrected her report by stating that MHSA Art Gallery & Showcase, is not MHSA Art, it is a 'Creative Minds' art referring to a partnership between Tri-City and the community that will allow a rotating gallery, including paintings, drawings and photos at the 2001 N. Garey location; she pointed out that staff is disseminating information by reaching out to the community by holding workshops and working with the The dA Center for the Arts.

13. MANAGER OF BEST PRACTICES REPORT

There was no comment.

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

GOVERNING BOARD COMMENTS

Vice-Chair Leeb reported that the Board Subcommittee met with Executive Director to discuss the current staffing report and indicated that it is stable; therefore, those present voted unanimously to meet on a yearly basis during the month of January and also when required.

Governing Board Lyons reported that he serves as Chair of the SGVCOG Homelessness Committee which studies matters that pertain to regional issues of homelessness, and reported that at the last meeting there were about nine cities represented which were actively participating and demonstrated wanting to bridge efforts and promote awareness of the need for permanent affordable housing.

PUBLIC COMMENT

There was no comment.

ADJOURNMENT

At 5:29 p.m., on consensus of the Governing Board its Regular Meeting of July 20, 2016 was adjourned. The next Regular Meeting of the Governing Board will be held on **Wednesday, September 21, 2016 at 4:45 p.m.** in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.



Micaela P. Olmos, JPA Administrator/Clerk