



**MINUTES
REGULAR MEETING OF THE
GOVERNING BOARD
JANUARY 17, 2018 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, January 17, 2018 at 4:50 p.m. in the Administrative Office, 1717 N. Indian Hill, Suite B, Claremont, California.

CALL TO ORDER Chair Carder called the meeting to order at 4:50 p.m.

ROLL CALL A visual roll call was taken.

PRESENT: Robin Carder, City of La Verne, Chair
Ronald T. Vera, City of Claremont, Vice-Chair
Carolyn Cockrell, City of La Verne, Board Member (arrived at 4:56 p.m.)
Rubio R. Gonzalez, City of Pomona, Board Member
Joseph M. Lyons, MA, PhD, City of Claremont, Board Member
Elizabeth Ontiveros-Cole, City of Pomona, Board Member (arrived at 4:58 p.m.)
Mona Sparks Johnson, City of Pomona, Board Member

ABSENT: None.

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
Seeyam Teimoori, Medical Director
Rimmi Hundal, Director of MHSA and Ethnic Services
Natalie Majors-Stewart, Manager of Best Practices
Jesse Duff, Special Projects Consultant
Mica Olmos, JPA Administrator/Clerk

Board Member Lyons moved, and Board Member Gonzalez seconded, to: 1) find that subsequent to the posting of the agenda, it came to the attention of the Agency that facts suggesting the possible need to initiate litigation on behalf of the Agency; 2) find that there is a need for the agency to take immediate action because of the nature of the potential harm to the Agency may justify action before the next Regular Meeting of the Agency; and to 3) add the matter of initiating litigation to the Agenda, under Closed Session, as authorized by Section 54954.2(b)(2) of the Brown Act. The motion was carried by the following vote: AYES: Board Members Lyons, Gonzalez, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Ontiveros-Cole.

OATH OF OFFICE

An Oath of Office was administered to newly appointed Governing Board Member Mona Sparks Johnson, City of Pomona Community Representative, by Tri-City's Counsel Darold Pieper.

Executive Director Navarro welcomed Board Member Sparks Johnson and stated that she had been a stakeholder and partner with Tri-City for over nine years, noting that she also was a veteran, former LACDMH employee, former Pomona Valley NAMI board member, and that it is great that she also understands Tri-City and its mission.

Chair Carder also welcomed Board Member Sparks Johnson, discussed some of the meeting protocols, and indicated that Tri-City staff is available to assist her.

At 4:56 p.m., Board Member Carolyn Cockrell arrived at the meeting.

CONSENT CALENDAR

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

1. APPROVAL OF MINUTES FROM THE DECEMBER 20, 2017 GOVERNING BOARD / MENTAL HEALTH COMMISSION REGULAR JOINT MEETING

Recommendation: “A motion to approve the Minutes of the Regular Joint Meeting of the MHC and Governing Board of December 20, 2017.”

NEW BUSINESS

2. ELECTION OF OFFICERS FOR THE 2018 CALENDAR YEAR AS REQUIRED BY THE JOINT POWERS AGREEMENT BETWEEN THE CITIES OF POMONA, CLAREMONT, AND LA VERNE

There was Governing Board consensus to re-elect City of Pomona Council Member Robin Carder as Chair, and Ronald T. Vera as the Vice-Chair, to Tri-City's Governing Board.

At 4:58 p.m., Board Member Elizabeth Ontiveros-Cole arrived at the meeting.

MONTHLY STAFF REPORTS

3. TONI NAVARRO EXECUTIVE DIRECTOR REPORT

Executive Director Navarro announced that she, MHSA Director Rimmi Hundal, and Public Outreach and Housing Manager Gilbert Saldate, will meet tomorrow with staff from the offices of Senator Connie Leyva, Los Angeles County Supervisor Hilda Solis, and the Pomona Unified School District (PUSD), to plan for May, Mental Health month, a follow up symposium to an Equity Symposium that was sponsored jointly by the Senator, the Supervisor and the PUSD offices, focusing on issues that impact children and families which will require that the community addresses equity.

Board Member Lyons inquired if there was a funding opportunity for a community group to act as a facilitator to help parents during discussions. Director MHSA & Ethnic Services Hundal stated it is a great idea and staff will look into it.

Executive Director Navarro stated that she reached out to former Board Member John Nolte, who specializes on special education law, and he agreed to be one of the presenters during the symposium and that he would also be available for the planning process. She then distributed a first annual California Behavioral Health Directors' Association (CBHDA) Legislative Scorecard, which shows how the legislature is voting on key Behavioral Health bills that were either sponsored or supported by CBHDA, noting that the scorecard demonstrated having legislation strong support assisting those with mental health issues, supporting the work of county behavioral health departments, and that all the Tri-City elected representatives received an 'A' score. She also stated that staff is currently working with the City of Pomona in drafting an MOU for the use of beds by Tri-City clients at the year-round shelter, indicating that Board Member Gonzalez had announced during the Mental Health Commission meeting that the opening of the shelter had been pushed back so there will be time to complete the MOU.

Board Member Gonzalez stated that instead of closing the winter shelter and waiting for the opening of the year-round shelter, the City of Pomona staff will contact the property owner where the winter shelter is located and ask them to allow the City to keep the shelter open for another two months.

Board Member Vera stated that the City of Claremont is in the process of hiring a consultant to prepare a homeless plan for the City and that the City of Pomona has a full staff member who works in homeless issues, and inquired what is Tri-City adding by hiring a consultant who will help in drafting a homeless plan, as referenced in the Executive Director's report. Executive Director Navarro indicated that the homeless strategy plan will be qualitatively given a report from each of individual three cities reports, noting that No Place Like Home requires that when applying for project funding Tri-City will have to present its homeless plan, which will be an integrated homeless report, not individually, developed through a collaborative community wide effort to support permanent supportive housing in the Tri-City area.

Discussion ensued regarding how the county (Tri-City) wide strategic homeless plan will require collaboration from each of the cities.

4. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta reported that Tri-City made a \$900,000 bankruptcy payment and that there is a balance of \$4.1 million owed; that staff still working with LACDMH in terms of transitioning into their new system for billing, noting that it is unknown when it will happen, and when it is in place, it is expected to be a delay in payments during the transition.

Governing Board Member Lyons inquired if there will be flexibility under the new billing system to bill for things that Tri-City does and are not under a particular code. Manager of Best Practices Majors stated that there might be; however, codes are mostly fixed.

Board Member Vera referred to the pension liability stating that it increased in one year by \$1.2 million which it is very high. Chief Financial Officer Acosta replied that there are various variables to the calculation but it was the change in the return of CalPERS investment which resulted in Tri-City's contribution to increase, noting that each year there is a new valuation.

Board Member Vera stated that there are considerable cost savings due to job vacancies and inquired if there was anything that the Board can do from a policy point of view to increase salaries across the board as an incentive to retain employees and avoid having them go somewhere else.

Executive Director Navarro stated that exit interviews indicate that pay scale is a fraction of the reason from staff leaving, however, a bigger reason is staff wanting to have more responsibility such becoming a supervisor. Unfortunately, Tri-City's infrastructure cannot accommodate everyone since not all staff can be supervisors.

Board Member Lyons stated that CalPERS adjustments always result in shortfalls, cities have to make up the difference, and that they are a year behind.

5. NANCY GILL, CHIEF OPERATIONS OFFICER REPORT

Chief Operations Officer Gill reported that the operations department is looking into streamlining some of its new systems; completed a new format for new hire orientations which was well received, noting that presentations are being held at each location where the staff is and they will be conducted in a monthly basis; and that operations staff is also working on improving systems and communication flows.

6. ELIZABETH OWENS, DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

Director of Clinical Program Services Owens reported that part of her presentation for the new employee orientation focused on self-care, finding out what staff is focusing on to take care of themselves when they feel overwhelmed and what they can do here at Tri-City, pointing out that the staff's health and wellbeing was important and will be supported here at Tri-City.

Chair Carder commented that demonstrating that staff's wellbeing is important is a nice personal touch because everyone needs to feel special and cared for.

7. SEEYAM TEIMOORI, MEDICAL DIRECTOR STAFF REPORT

Medical Director Teimoori reported that a psychiatric had been hired on a temporary basis through locum tenens and that he hoped she becomes a permanent employee, stating that increasing salary might help with retention; and discussed the shortage in psychiatrist workforce.

Board Member Vera inquired if psychiatrists are permitted to hold a private practice in addition to being employed at Tri-City. Medical Director Teimoori replied in the affirmative, noting that they just need to disclose it, and that it makes sense for Tri-City to be flexible.

Board Member Lyons stated that by hiring someone who specializes in various areas can have the flexibility to work outside Tri-City, and this flexibility allows Tri-City to offer it as a perk because not many employers would allow it.

Discussion ensued regarding salary surveys at Tri-City; county behavioral health salaries disadvantage against versus private hospitals and insurance companies; about the reasons for shortage in psychiatry workforce; about Pomona Valley Hospital (PVH) strategies to hire and retain employees; and current strategies for Tri-City employees regarding residencies with PVH.

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

Director of MHSA and Ethnic Services Hundal reported that she and Tri-City's Executive Director, along with Counties of Fresno and Sonoma, were invited to participate on a panel at the CBHDA All Member meeting to be held in Sacramento to discuss how a Director and a Ethnic Services Manager can work together in partnership and be a benefit of an Agency; that things are moving along with the community planning process, noting that the Annual Public Hearing will be held in May after the Regular Board meeting; that staff has been meeting often with the Innovations workgroup who are recommending that Tri-City join the Counties of Los Angeles and Kern Innovations Plan which is helping clients receive services through technology, noting that Tri-City staff is currently researching how to bring this to Tri-City; that the Community Wellbeing Grant (CWG) information night will take place on February 7th; that a CWG mandatory bidders conference for those who will be applying for the first time for the CWG will take place two times, on February 13th and on February 15th; that Cedar Springs Apartments have a new recycling program and there was a training for the tenants to determine what items are recyclable; that the Baseline property is at full capacity; that the Residential Services Coordinator at the Parkside Apartments has been meeting with tenants to find out if they have any needs and connect them with services; that at the Holt Family Apartments all one-bedroom apartments have been leased, four of the five remaining two-bedroom are being processed, and there are applications this week for the last two three-bedroom units.

Public Outreach and Housing Manager Gilbert Saldate added that the Holt Apartments had received an occupancy permit for two buildings and will receive the occupancy permit for the third building on January 25th; thus moving date will be taking place before the 25th and some after the 25th, noting that everyone has been patient and working towards making the move-in a smooth transition.

Board Member Ontiveros-Cole inquired when the park at the end of the Holt Apartments building will be completed. Public Outreach and Housing Manager Saldate replied he did not know, but would find out, communicate it to the Executive Director, who will inform the Board.

Board Member Vera inquired how long the apartment leases are and what happens when the lease expires. Public Outreach and Housing Manager Saldate replied leases are for one year in accordance with California Lease laws; that at end of the lease the property management evaluates the tenant's income to ensure that they do not pay more than 30% of their income and make adjustments accordingly; and that the lease will be renewed for Tri-City clients.

9. NATALIE MAJORS-STEWART, MANAGER OF BEST PRACTICES REPORT

Manager of Best Practices Majors-Stewart reported that her team is in the process of hiring Quality Improvement I and Quality Assurance I positions; working on projects such as the meaningful use of portal access which is in Phase II; that will present the portal to the Board when it is more solidified; and continue to monitor compliance, auditing, training, and data outcomes.

Board Member Lyons referred to the firewalls and HIPAA protection, and inquired if there was a third party involved in connection with the testing in trying to break the system as it develops to get rid of weak spots. Manager of Best Practices Majors-Stewart replied in the affirmative, stating that Wellingent, Tri-City's EHR vendor and Tri-City's internal IT Department.

There being no further discussion, Board Member Lyons moved, and Vice-Chair Vera seconded, to receive and file the month of February 2018 staff reports. The motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Lyons, Ontiveros-Cole; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

GOVERNING BOARD COMMENTS

Board Member Ontiveros-Cole commented that she has happy to learn that Tri-City is moving forward with bankruptcy payments.

Board Member Vera thanked Executive Director Navarro for her efforts, along with LACDMH, to help the PVH emergency department roll out its program.

Executive Director Navarro stated that she and the LACMDH representative are on the same page regarding what each agency, in collaboration, will bring to the table to make sure the PVH programming is successful.

PUBLIC COMMENT

Public Outreach and Housing Manager Saldade announced that the Homeless count will take on January 23rd and encouraged everyone to participate in our communities.

Alternate Board Member Bill Aguirre reported that he will be in charge of the homeless count in the City of La Verne.

Discussion ensued regarding homeless count process.

CLOSED SESSION

At 5:42 p.m., the Governing Board recessed to a Closed Session pursuant to Gov't Code § 54954.2(b)(2) for Conference with Counsel about potential litigation.

RECONVENE TO OPEN SESSION

At 6:02 p.m., the Governing Board reconvened to an Open Session.

CLOSED SESSION REPORT

There was no action to report.

ADJOURNMENT

At 6:03 p.m., on consensus of the Governing Board its Regular Meeting of January 17, 2018 was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, February 21, 2018 at 4:45 p.m., in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.



Micaela P. Olmos, JPA Administrator/Clerk