



**MINUTES
REGULAR MEETING OF THE
GOVERNING BOARD
June 20, 2018 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, June 20, 2018 at 4:52 p.m. in the Administrative Office, 1717 N. Indian Hill, Suite B, Claremont, California.

CALL TO ORDER Vice-Chair Vera called the meeting to order at 4:52 p.m.

ROLL CALL A visual roll call was taken.

PRESENT: Ronald T. Vera, City of Claremont, Vice-Chair
Carolyn Cockrell, City of La Verne, Board Member
Joseph M. Lyons, MA, PhD, City of Claremont, Board Member
Elizabeth Ontiveros-Cole, City of Pomona, Board Member (arrived at 5:57 p.m.)
Bill Aguirre, City of La Verne, Alternate Board Member
Benita DeFrank, City of Pomona, Alternate Board Member

ABSENT: Robin Carder, City of La Verne, Chair
Rubio R. Gonzalez, City of Pomona, Board Member
Mona Sparks Johnson, City of Pomona, 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
Seeyam Teimoori, Medical Director
Rimmi Hundal, Director of MHSA and Ethnic Services
Trevor Bogle, Controller
Dana Barford, MHSA Projects Manager
Gilbert Saldate, Public Outreach and Housing Manager
Jesse Duff, Special Projects Consultant

PUBLIC COMMENT:

James Curtis, former Board Member of Pomona Valley NAMI and recently appointed as its Executive Director, spoke in support of Tri-City and stated he is looking forward to continue a fruitful relationship and expanding NAMI programs to do more PEI work with Tri-City.

Board Member Lyons recognized and introduced Jed Leano, candidate for City Council for the City of Claremont's November Election.

CONSENT CALENDAR

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

1. APPROVAL OF MINUTES FROM THE APRIL 18, 2018 GOVERNING BOARD MEETING

Recommendation: “A motion to approve the Minutes of the Meeting of April 18, 2018.”

2. APPROVAL OF MINUTES FROM THE MAY 16, 2018 GOVERNING BOARD AND MENTAL HEALTH COMMISSION JOINT MEETING AND MHSA ANNUAL PUBLIC HEARING

Recommendation: “A motion to approve the Minutes of the Joint Meeting with the Mental Health Commission and Annual MHSA Public Hearing of May 16, 2018.”

3. APPROVAL OF RESOLUTION NO. 449 ADOPTING CLASSIFICATION AND SALARY RANGE FOR THE WORKFORCE, EDUCATION AND TRAINING SUPERVISOR

Recommendation: “A motion to approve and adopt Resolution No. 449 establishing the Classification and Salary Range for the WET Supervisor.”

4. APPROVAL OF RESOLUTION NO. 450 ADOPTING REVISED JOB DESCRIPTIONS FOR CLINICAL THERAPIST I & II; PROGRAM SUPPORT ASSISTANT I, II, III & IV; SUPPORT SYSTEMS MANAGER; INFORMATION TECHNOLOGY SPECIALIST I, II, III & SENIOR; AND INFORMATION TECHNOLOGY MANAGER/HIPAA SECURITY OFFICER

Recommendation: “A motion to approve and adopt Resolution No. 450 Revising the Job Descriptions Clinical Therapist I & II; Program Support Assistant I, II, III & IV; Support Systems Manager; Information Technology Specialist I, II, III & Senior; and Information Technology Manager/HIPAA Security Officer; and adding Pay Grade Structure N9 and N10 for the Information Specialist III & Senior job classifications to the Rules and Regulations.”

5. APPROVAL FOR THE DONATION OR DESTRUCTION OF I.T. EQUIPMENT

Recommendation: “A motion to approve the donation or destruction of items on the Surplus I.T. Equipment List for Disposal or Donation –June 2018.”

Board Member Lyons moved, and Alternate Board Member Aguirre seconded, to: 1) find that subsequent to the posting of the agenda, it came to the attention of the Agency that it is necessary to amend the Holt Family Apartments Project MOU between TCMHA, Clifford Beers Housing, and John Stewart Company to substitute Levine Management Group, Inc. as the

property manager in the place of John Stewart Company; and 2) find that there is a need for the Agency to take immediate action because Clifford Beers Housing must convert the project to permanent financing no later than August 1, 2018. CalHFA requires them to submit a new management agreement for CalHFA approval prior to the conversion and the length of the approval process means that the approval of the MOU cannot be deferred until the Board's July meeting; and to 3) add the matter of consideration of a second amendment to the Holt Family Agreement Project MOU to substitute Levine Management Group, Inc. as the property manager to the agenda as authorized by the Brown Act. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and DeFrank; Board Members Cockrell and Lyons; Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Members Gonzalez, Ontiveros-Cole, and Sparks Johnson; and Chair Carder.

APPROVAL OF RESOLUTION NO. 452 AUTHORIZING EXECUTIVE DIRECTOR TO NEGOTIATE FINAL TERMS AND CONDITIONS AND EXECUTE A SECOND AMENDMENT TO THE MOU BETWEEN TRI-CITY, CLIFFORD BEERS HOUSING, AND LEVINE MANAGEMENT GROUP FOR THE OPERATIONS OF THE HOLT FAMILY APARTMENTS PERMANENT SUPPORTIVE HOUSING

Executive Director Navarro stated that Clifford Beers Housing (CBH) is currently in the process of converting their construction loan from CalHFA to a permanent loan and they are required to submit the annual Supportive Services Budget, along with the current MOU of the partnership, by August 1st. However, the Budget must have approval from the State Department of Health Care Services which takes up to 4 weeks to approve. Consequently waiting until July would not have given CBH enough time to have all paperwork ready for CalHFA.

AT 5:57 p.m., Board Member Elizabeth Ontiveros-Cole arrived at the meeting.

Vice-Chair Vera reiterated the reason this item was added to the Agenda for the benefit of Board Member Ontiveros-Cole.

There being no further comment, Board Member Lyons moved, and Alternate Board Member Aguirre seconded, to adopt Resolution No. 452 Authorizing the Executive Director to negotiate final terms and conditions and execute a Second Amendment to the MOU between Tri-City, Clifford Beers Housing, and Levine Management Group for the Operations of the Holt Family Apartments Permanent Supportive Housing. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and DeFrank; Board Members Cockrell, Lyons, Ontiveros-Cole; Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Members Gonzalez and Sparks Johnson; and Chair Carder.

NEW BUSINESS

6. APPROVAL OF THE COMMUNITY WELLBEING GRANTS FOR FY 2018-19 UNDER THE COMMUNITY CAPACITY BUILDING PROJECT OF THE PREVENTION AND EARLY INTERVENTION (PEI) PLAN

Director of MHSA & Ethnic Services Hundal reported that these are grants awarded to community groups through PEI; explained the application and selection process; and indicated that there are nine grants totaling \$80,000 this year. At the request of Board Member Lyons, she indicated that there have been 125 community organizations that have received grants

since the inception of the program eight years ago, totaling \$1.1 million being awarded; and that 88 communities from Pomona, 8 from La Verne, and 29 from Claremont had received grants.

Discussion ensued regarding the community organizations; how Community Wellbeing Grants were awarded and monitored; and talked about some notable impact by some organizations in the community with the grants received.

Vice-Chair Vera inquired the amount allocated for community wellbeing grants for next Fiscal Year, and how this amount was determined. Chief Financial Officer Acosta replied that budget allocation is based on overall availability of funds and the allocated budget for Wellbeing Grants is \$80,000.

There being no further discussion, Board Member Lyons moved, and Board Member Cockrell seconded, to award the selected Community Wellbeing Grants totaling \$79,920.00 to be funded under the PEI Plan in FY 2018-19. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and DeFrank; Board Members Cockrell, Lyons, Ontiveros-Cole; Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Members Gonzalez and Sparks Johnson; and Chair Carder.

There was Governing Board consensus to pull Agenda Item No. 8 out of order to discuss the proposed Innovation Plan before discussion of the Annual MHSA Plan.

8. APPROVAL OF MENTAL HEALTH COMMISSION'S RECOMMENDATION TO ADOPT THE INNOVATION PLAN FOR FY 2018-19 THROUGH FY 2020-21

Executive Director Navarro reported that in January 2018, Tri-City was notified that it had \$800,000 in unspent Innovation funds under Assembly Bill 114 and subject to reversion if not approved by June 30, 2018 and expended by June 30, 2020; and that at the same time, the Stakeholders were already discussing the Technology Suite and determined that it would be the right use for these funds.

Discussion ensued regarding the concerns that the Mental Health Services Oversight and Accountability Commission (MHSOAC) has about the counties collaboration; about the advantages of forming the collaboration with other counties to push for the development of technology in the mental health care system; about how the Technology Suite will serve as an enhancement to access and connect people, and not a substitute for formal treatment services; and the possibility of a path for peers for employment.

Vice-Chair Vera inquired if the Innovations Project is approved, if future funding will be committed for this project the next three years. Chief Financial Officer Acosta replied in the affirmative and explained the funding under PEI.

There being no further discussion, Board Member Lyons moved, and Alternate Board Member DeFrank seconded, to approve and adopt the Innovation Plan for Fiscal Year 2018-19 through Fiscal Year 2020-21 as recommended by the Mental Health Commission. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and DeFrank; Board Members Cockrell, Lyons, Ontiveros-Cole; Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Members Gonzalez and Sparks Johnson; and Chair Carder.

9. APPROVAL OF MENTAL HEALTH COMMISSION'S RECOMMENDATION TO ADOPT THE PROGRAM EXPENDITURE PLAN FOR FY 2018-19 THROUGH FY 2019-20

Executive Director Navarro reported that Assembly Bill 114 became effective in 2017 and identified timelines and mechanisms for reversion for 12 years into MHSA, and identified Tri-City as having subject to reversion funds under two plans: \$799,187 under Innovation, and \$235,009 under Prevention and Early Intervention. Therefore, this spending plan was developed with stakeholder input and endorsement to maximize the use of these funds prior to June 30, 2020. She explained that it was recommended to add one clinical position to Prevention and Early Intervention (PEI) for the purpose of developing an Early Psychosis program which will address the identification and diagnosis of individuals ages 16 to 25, who are suffering from psychosis and are not currently enrolled in mental health services over the next two years, noting that Tri-City currently does not have an early psychosis intervention program.

Board Member Lyons commented that the early psychosis is an extremely important program, and inquired what do studies show is the age when there is diagnosis for psychosis. Executive Director Navarro indicated that most of the counties have identified psychosis starting at age 16; however, there have been counties that have identified psychosis as early as age 12; therefore there will be components to provide services at the Middle School level; noting that the program will be designed to meet the criteria under AB 1315 to qualify for the matching private funds.

Discussion ensued regarding the programming under the proposed expending plan and the feasibility of its continuation.

There being no further discussion, Alternate Board Member Aguirre moved, and Board Member Lyons seconded, to approve and adopt the Program Expenditure Plan for Fiscal Year 2018-19 through FY 2019-20. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and DeFrank; Board Members Cockrell, Lyons, Ontiveros-Cole; Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Members Gonzalez and Sparks Johnson; and Chair Carder.

7. APPROVAL OF MENTAL HEALTH COMMISSION'S RECOMMENDATION TO ADOPT THE MHSA ANNUAL UPDATE FISCAL YEAR 2018-19

There being no discussion, Board Member Lyons moved, and Board Member Cockrell seconded, to approve and adopt the MHSA Annual Update for Fiscal Year 2018-19. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and DeFrank; Board Members Cockrell, Lyons, Ontiveros-Cole; Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Members Gonzalez and Sparks Johnson; and Chair Carder.

Executive Director Navarro stated that staff is currently putting together focus groups to discuss the Technology Suite, under the Innovations Plan, in preparation for Tri-City's presentation before the MHSOAC; asked the Governing Board to refer anyone that can assist in participating in the focus groups; and that she hoped that a Board Member can accompany staff to the MHSOAC meeting in support of the Innovations Plan, and also receive letters of support from local representatives.

10. APPROVAL OF RESOLUTION NO. 451 ADOPTING THE PROPOSED OPERATING BUDGET AND CASH FLOW BUDGET FOR FY 2018-19

Chief Financial Officer Acosta explained the structure of the budget; and indicated that there was a subheading that was omitted on page 5 of the Budget, under budget assumptions, and stated that there was a decreased of approximately \$1.4 million in cash flow from the ending projected amounts from FY 2017-18 to the projected FY 2018-19 due to the delays in Medi-Cal payments during FY 2016-17 as a result of the State having a glitch in its IT system. She then referred to page 11, Consolidated Operating Budget, which represents the entire agency budget; explained the Variances on page 13 between projected and actual amounts and how estimated amounts are projected.

Alternate Board Member Aguirre suggested including side by side estimated and actual amounts.

Chief Financial Officer Acosta stated that for next year she will include last fiscal year budget to show budget-to-budget and budge-to-actuals. She then explained the total agency's budget, noting that all the schedules included lead up to the grand total; how MHSA funding is projected and distributed to counties; and governmental accounting practices that certain types of revenues have to be reflected in another part of the budget. She then stated that if revenue is received as projected, Tri-City will make another bankruptcy payment in the amount of \$1.5 million, noting that Tri-City owns \$3.7 million in bankruptcy payments.

There being no further discussion, Board Member Lyons moved, and Board Member Ontiveros-Cole seconded, to approve Resolution No. 451 adopting Tri-City's FY 2018-19 Operating Budget and Cash Flow Budget. The motion was carried by the following vote: AYES: Alternate Board Members Aguirre and DeFrank; Board Members Cockrell, Lyons, Ontiveros-Cole; Vice-Chair Vera. NOES: None. ABSTAIN: None. ABSENT: Board Members Gonzalez and Sparks Johnson; and Chair Carder.

At 5:57 p.m., Board Member Joe Lyons left the meeting. At this time, there was no quorum; however, the Board present wished to continue with the monthly staff reports.

MONTHLY STAFF REPORTS

11. TONI NAVARRO EXECUTIVE DIRECTOR REPORT

Executive Director Navarro expressed excitement for the potential integrated care collaboration with the City of Pomona Housing Authority, noting that there will be emphasis on the whole person care and that it is a great opportunity; that NPLH will be placed on the November Ballot for voter approval, noting that funding under NPLH is a competitive process for one-time funding; and talked about the Tri-City community engagement fair that took place at the Palomares Apartments for the entire neighborhood, where the incident which resulted in the death and wounding of two Pomona Police Officers; that staff will be conducting these type of fairs will be held in neighborhoods across the three cities; and that staff wishes to increase some school services for students and their families and will know more after the second week in July after staff meets with all the school boards.

12. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta indicated that preliminary field work for Tri-City's annual audit is scheduled to begin at the end of June 2018.

13. NANCY GILL, CHIEF OPERATIONS OFFICER REPORT

Chief Operations Officer Gill reported that the HR staff is currently going through job description review and organization structure, and that more job descriptions are expected to be presented next month to the Board.

14. ELIZABETH OWENS, DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

Director of Clinical Program Services Owens provided an update of the positions that have been filled in the Clinical Department; and expressed excitement for the opportunity to partnering with the Department of Corrections and Rehabilitation (DCR) to provide parolee services in the Adult Program.

Discussion ensued regarding what the partnership will entail with the DCR.

15. SEEYAM TEIMOORI, MEDICAL DIRECTOR STAFF REPORT

Dr. Teimoori reported about the Intensive Outreach and Engagement Team (IOET) and After Hour Supplemental Crisis Team Services efforts during May, 2018; and current recruitment efforts for a psychiatrist.

Vice-Chair Vera talked about the Pomona Valley Hospital (PVH) recruiting efforts, and indicated that PVH is willing to share recruitment efforts with Tri-City for psychiatrists.

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

Director of MHSA and Ethnic Services Hundal provided a housing report; then announced that the Wellness Center is hosting its 8th Annual Job Fair on October 28th.

Executive Director Navarro added that staff gets clients ready for job interviews in anticipation of the job fair.

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

There was no comment.

GOVERNING BOARD COMMENTS

Board Member Ontiveros-Cole reported that the City of Pomona Mayor Gala was very successful and raised \$106,000 for the Pomona Library.

Executive Director Navarro reported that the clinical staff uses libraries in time of inclement weather to teach parents parenting skills.

Board Member Cockrell thanked staff for their efforts in preparing all the staff reports.

Vice-Chair Vera concurred with Board Member Cockrell comment, and also thanked staff. He then announced that he will be attending tomorrow a meeting about conservatorship at the County Hall of Administration, noting that there is a crisis going on about having no place to house individuals that have been placed under a conservatorship.

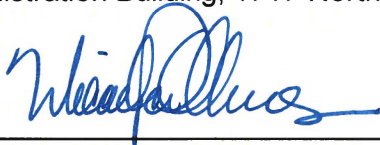
Executive Director Navarro announced that AB1971, increases the designation for LPS conservatorship and retention; and that there is an anticipation that there will be more conservatorships.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

At 6:20 p.m., the Governing Board Meeting of June 20, 2018 was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, July 18, 2018 at 4:45 p.m., in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.



Micaela P. Olmos, JPA Administrator/Clerk