



**MINUTES
REGULAR MEETING OF THE
GOVERNING BOARD
July 18, 2018 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, July 18, 2018 at 4:51 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 4:51 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
Rubio R. Gonzalez, City of Pomona, Board Member (arrived at 4:57 p.m.)
Joseph M. Lyons, MA, PhD, City of Claremont, Board Member
Elizabeth Ontiveros-Cole, City of Pomona, Board Member
Mona Sparks Johnson, City of Pomona, Board Member
Benita DeFrank, City of Pomona, Alternate Board Member

ABSENT: None.

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Diana Acosta, Chief Financial 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
Trevor Bogle, Controller
Kitha Torregano, HR Manager
Gilbert Saldate, Public Outreach and Housing Manager
Jesse Duff, Special Projects Consultant
Mica Olmos, JPA Administrator/Clerk

CONSENT CALENDAR

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

1. APPROVAL OF MINUTES FROM THE JUNE 20, 2018 GOVERNING BOARD MEETING

Recommendation: “A motion to approve the Minutes of the Meeting of June 20, 2018.”

2. APPROVAL OF RESOLUTION NO. 453 ADOPTING CLASS SPECIFICATION AND SALARY RANGE FOR THE POSITIONS OF HUMAN RESOURCES ASSISTANT, HUMAN RESOURCES TECHNICIAN AND HUMAN RESOURCES ANALYST

Recommendation: “A motion to approve and adopt Resolution No. 453 creating and adopting class specifications and Salary Range for the Positions of Human Resources Assistant, Human Resources Technician, and Human Resources Analyst.”

3. APPROVAL OF TRI-CITY MENTAL HEALTH AUTHORITY’S PUBLISHED RATES FOR FY 2017-18

Recommendation: “A motion to approve Tri-City’s FY 2017-18 Published Rates as presented.”

NEW BUSINESS

4. APPROVAL OF RESOLUTION NO. 454 AUTHORIZING EXECUTIVE DIRECTOR TO COMPLETE THE REQUIRED FORMS FOR THE LOS ANGELES DEPARTMENT OF HEALTH SERVICES ‘REQUEST FOR STATEMENT OF QUALIFICATIONS FOR SUPPORTIVE HOUSING SERVICES’ FOR TRI-CITY MENTAL HEALTH AUTHORITY TO BECOME AN INTENSIVE CASE MANAGEMENT SERVICES PROVIDER

Executive Director Navarro reported that Measure H funds are being distributed through the county to providers for prevention and early intervention, housing, and case management services for persons identified as needing help; explained that the Department of Health Services (DHS) in 2012 started a case management program for permanent supportive housing residents, and following the adoption of Measure H, they have updated their Request for Qualifications to expand the number of providers, which now includes mental health providers and substance abuse treatment providers, to act as Intensive Case Management Services (ICMS) providers for those that might have a disability that falls under physical disability, mental health and/or substance abuse treatment needs; explained how the ICMS would be provided by Tri-City, noting that these services will be paid via ICMS which would result freeing Tri-City’s FSP funding for other clients outside the DHS program; and recommended that the Governing Board authorize Tri-City to become an ICMS provider because it would allow Tri-City to maximize its funding and be able to meet the growing needs and be able to add funding in addition to Realignment and MHSA.

Board Member Lyons expressed concern with the referrals from DHS after Measure H ends, as he believes that the increase in clients seen will drain Tri-City’s resources. Executive Director Navarro replied in the negative stating that it will be the responsibility of staff to make sure that Tri-City continues to provide services to those in Tri-City’s catchment area that meet the qualifications.

AT 4:57 p.m., Board Member Gonzalez arrived at the meeting; and Alternate Board Member DeFrank stepped down the dais.

Executive Director spoke about how the intent of DHS is to help persons move into permanent supportive housing; about Tri-City's role to facilitate this; and about the referral process inside and outside Tri-City's catchment area. Board Member Lyons spoke about the great opportunity to make sure Tri-City's relationships with its clients are maintained and that it is important to be aware of those referrals that are outside Tri-City's catchment area. Executive Director Navarro explained that the Coordinated Entry System (CES) can only refer those persons that indicate that they live in Pomona, Claremont, and La Verne; that DHS has confirmed that it will place this requisite into the system; and that as Tri-City gets the ICMS designation and begins these services, staff will provide monthly reports to the Board to make sure that services are being delivered as directed.

Board Member Lyons expressed concern about Tri-City's capacity because now staff will be adding responsibility and managing more than just mental health services. Executive Director stated that Tri-City only will provide services to those persons who have a mental health diagnosis to be open in Tri-City's systems; and that once clients get stable to mild-to-moderate, they no longer will qualify for specialty mental health and they will be referred to the appropriate services.

Board Member Lyons then spoke about the importance that the handoff is occurring reliably.

Vice-Chair Vera inquired how much funding Tri-City will receive. Executive Director Navarro replied it will be enough to fund one case manager that will see up to 20 clients who are being seen by Department of Health Care Services (DHCS) but also patients who have a moderate-to-severe mental health diagnoses, and are formerly homeless or at-risk of homelessness living in the three cities. She added that DHCS wants Tri-City to have a designation of an ICMS provider, because Tri-City is the mental health provider in the three cities and provide the intensive case management services for persons living in Pomona, Claremont, or La Verne who are referred by DHS.

There being no further discussion, Board Member Lyons moved, and Vice-Chair Vera seconded, to adopt Resolution No. 454 authorizing Executive Director to complete and submit the forms and documentation required by the RFSQ for Supportive Housing Services allowing Tri-City to become an ICMS Provider under DHS. The motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Lyons, Ontiveros-Cole, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

5. APPROVAL OF RESOLUTION NO. 455 AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN AGREEMENT WITH THE CITY OF POMONA FOR USE OF THE CITY'S YEAR-ROUND EMERGENCY SHELTER FACILITY

Executive Director Navarro stated that it is exciting to hear that Pomona is leading the way and other counties are breaking ground to similar shelters.

Chair Carder inquired about the year-round shelter's opening date and what funding will be used to operate it.

Alternate Board Member DeFrank stated that opening date will be in early September; that it will have 200 beds available, and 28 of those will be assigned to Tri-City; that the site operator is Volunteers of America (VOA); that Pomona has been awarded \$1.4 million from the County; plus different sources of funding with onsite partners such as Tri-City, East Valley Health Clinic, and VOA.

Executive Director Navarro added that there are many agencies that have outreach services and funding to allow people to have that transitional housing that come into our systems to help them get stable; that Tri-City, under the Mental Health Services Act (MHSA), has Flex funds that are attached to the Full Service Partnerships (FSP), which has been expanded to include any person enrolled in ongoing MHSA non-clinical program; that Tri-City has the funding to provide housing assistance, and increasingly since the Medi-Cal expansion, relies on the local motels and sober living environments which have been wonderful partners to Tri-City; however, sometimes those alternatives are not the most effective or appropriate for someone fresh out of homelessness; that this has been the only way to use Tri-City's flex funds; that Tri-City has expend annually approximately \$505,000 in Flex funds to pay for the motel stay until Tri-City finds them permanent supportive housing; that this MOU will allow Tri-City to allocate \$357,700 of these flex funds to the year-round shelter for its operations, and in return, Tri-City can use 28 beds for Tri-City clients; that these beds are not for families nor for people with disabilities, however, Tri-City will continue to use Flex funds to help these clients; and that Tri-City will have three offices, one group room and 2 offices, at the shelter free of charge to be able to provide services onsite.

Discussion ensued regarding qualifications for eligibility for the beds at the shelter and how and when the beds will be assigned and utilized, rotation of utilization, and the goal to find housing for those at the shelter in within a three to six-month period.

Chair Carder requested a monthly report on the utilization of beds at the shelter.

There being no further discussion, Board Member Sparks Johnson moved, and Board Member Cockrell seconded, to adopt Resolution No. 455 authorizing Executive Director to enter into an Agreement with the City of Pomona to reserve and pay the sum of \$357,700 for the Authority's exclusive use of shelter beds in the City's Year-Round Emergency Shelter beginning on September 1, 2018. The motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Lyons, Ontiveros-Cole, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

MONTHLY STAFF REPORTS

6. TONI NAVARRO EXECUTIVE DIRECTOR REPORT

Executive Director Navarro congratulated the City of Pomona for its new O.A.T.H. initiative which was secured by Assembly Member Freddie Rodriguez, former Tri-City Board Member, noting that she had reached out to Pomona's City Manager and Chief of Police to let them know that Tri-City stands ready to provide any support to make sure that this initiative is as successful as possible; pointed out that Tri-City's Crisis Services Manager convenes a monthly outreach and engagement team's meeting hosted at Tri-City in which team Pomona officers on the emergency team with LADMH attend; that the No Place Like Home funding for counties beginning in November will be based on the Point in Time Homeless Count; that County

Behavioral Health Directors Association of California (CBHDA) is asking to use the 2018 Point in Time Homeless Count, which will result in higher allocations; however, that at this time Tri-City's allocation will be \$1.26 million.

Board Member Gonzalez referred to the O.A.T.H. initiative article and inquired the reason Tri-City was not mentioned as the mental health provider and instead, the Pomona Police Department (PPD) is going to hire mental health professionals. Executive Director Navarro explained that the PPD wants to have mental health services available 24/7 and that Tri-City cannot provide 24/7 services due to its prohibitive cost, over \$1 million annually, and because those services are outside Tri-City boundaries of being an outpatient services program under the Welfare and Institution Code; however, Tri-City is the mental health authority and anybody needing ongoing mental health services has to be referred to Tri-City, pointing out this being the reason for she reaching out to the City of Pomona so that they can refer those persons to Tri-City. She then reported that the \$50 million that the Governor has given to county behavioral health departments, including Tri-City and Berkeley, is a two-year funding to expand the homeless outreach and engagement teams, of which Tri-City hopes to receive a few hundred thousand dollars to hire two full-time equivalent (FTE) staff that will work with the outreach and engagement team and support the Pomona OATH initiative to make sure that working in conjunction they can be successful.

Discussion ensued about the current referral process, crisis intervention, access to mental health services, and the role of community navigators in the Tri-City's system of care.

Executive Director Navarro reported that Tri-City's Director of MHSA & Ethnic Services Rimmi Hundal was selected to be the co-chair for the State wide Cultural Competence Conference taking place in October.

7. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta reported that Tri-City received this month from the State additional funds in the amount of \$1.6 million for prior cost reports that are now being settled; that staff is preparing for external audit and auditors will be in Tri-City the end of August and their audit findings will be presented to the Board in October.

Vice-Chair Vera inquired if the cash at hand as of May 31, 2018 reflects the 1.6 million received. Chief Financial Officer Acosta replied in the negative noting that this money was received in July.

Discussion ensued regarding allowed prudent reserves and upcoming state legislature which is looking into capping the percentage of prudent reserves.

Executive Director Navarro stated that staff will provide an update in September about state legislature on prudent reserves.

8. NANCY GILL, CHIEF OPERATIONS OFFICER REPORT

There was no comment.

9. ELIZABETH OWENS, DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

There was no comment.

10. SEEYAM TEIMOORI, MEDICAL DIRECTOR STAFF REPORT

Dr. Teimoori reported that Tri-City's psychiatrists will be conducting didactic lectures for Pomona Valley Hospital family medicine residents, in coordination with their Director of Behavioral Health; and spoke about the importance of having this training in an ongoing basis.

Discussion ensued about current training curriculum for family physicians; the lack of psychiatric specialty training; and about Tri-City's current recruitment efforts for psychiatrist positions.

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

Director of MHSA and Ethnic Services Hundal reported that July is Minority Mental Health month and Tri-City will host a panel of speakers on July 24th at the Wellness Center, noting that Community Navigators are reaching out to the monolingual Spanish community in Pomona; that the Wellness Center hosted an event to recognize and thank those individuals from various agencies who have referred Transition Age Youth (TAY) to Tri-City's Wellness Center and to encourage them to continue with the referrals; that the Older Adult Wellbeing Supervisor began the summer series on depression at the Joslyn Center.

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

Manager of Best Practices Majors-Stewart reported about two audit processes that are being expanded in the Best Practices Division which will monitor Tri-City's compliance with Network Adequacy standards with regards to 1) Service Requests and Access to Care; and 2) and Certification; noting that during the last eight months staff have been developing new process to meet the State's standards and now there will be also a complementary audit process to specifically monitor quality of care, timeliness, capacity and the clients served during the service request process; that reports will be distributed to the Medical Director, Clinical Director, and Executive Director; that these two areas have had a lot of focus at the state level and now these areas are built into the Quality Improvement and Quality Assurance monitoring process; that it will be monitoring compliance and also quality data which will include the staff capacity.

Executive Director Navarro added that when we look at capacity numbers, it does not necessarily mean that staff is looking into adding more staff; rather staff will be looking at more efficient ways to serve more people using the same amount of money or pursuing other funding opportunities that can help us as needed, even on a short term basis.

Discussion ensued regarding Tri-City's current recruiting efforts for the Code Compliance Officer position.

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

GOVERNING BOARD COMMENTS

Board Member Cockrell expressed gratitude to Tri-City for giving her the opportunity to attend a 2½-day training on substance abuse which was excellent; and also indicated that she spoke with Tri-City clinical counselors who expressed contentment for working with Tri-City and how much they appreciate all the training they receive.

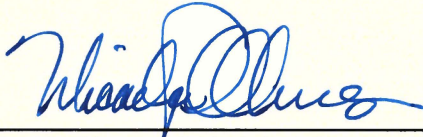
Executive Director acknowledged James Curtis, Pomona Valley NAMI President; and David Estrada, Observer of the League of Women Voters of the Claremont Area, who were in attendance at today's meeting.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

At 6:02 p.m., the Governing Board Meeting of July 18, 2018 was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, September 19, 2018 at 4:45 p.m., in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.



Micaela P. Olmos, JPA Administrator/Clerk