



MINUTES

REGULAR MEETING OF THE GOVERNING BOARD SEPTEMBER 18, 2019 – 5:00 P.M.

The Governing Board met on Wednesday, September 18, 2019 at 5:07 p.m. in the MHSA Office located at 2001 North Garey Avenue, Pomona, California.

CALL TO ORDER Governing Board Chair Carder called the meeting to order at 5:07 p.m.

ROLL CALL Visual Roll was taken.

GOVERNING BOARD

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 5:10 pm)
Rubio R. Gonzalez, City of Pomona, Board Member
Jed Leano, City of Claremont, Board Member
Elizabeth Ontiveros-Cole, City of Pomona, Board Member
Mona Sparks Johnson, City of Pomona, Board Member

ABSENT: None.

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Diana Acosta, Chief Financial Officer
Rimmi Hundal, Director of MHSA & Ethnic Services
Trevor Bogle, Controller
Kitha Torregano, Human Resources Manager
Mica Olmos, JPA Administrator/Clerk

CONSENT CALENDAR

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

1. APPROVAL OF MINUTES FROM THE JULY 17, 2019 GOVERNING BOARD MEETING

Recommendation: "A motion to approve the Minutes of the Governing Board Regular Meeting of July 17, 2019."

2. APPROVAL OF MINUTES FROM THE AUGUST 21, 2019 GOVERNING BOARD ADJOURNED MEETING

Recommendation: “A motion to approve the Minutes of the Governing Board Adjourned Meeting of August 21, 2019.”

3. APPROVAL OF RESOLUTION NO. 494 ADOPTING INJURY AND ILLNESS PREVENTION PROGRAM POLICY NO. IV.07

Recommendation: “A motion to adopt Resolution No. 494 establishing the Tri-City Injury and Illness Prevention Program Policy (IIPP) No.: IV.07 effective 09/18/2019.”

4. APPROVAL OF RESOLUTION NO. 495 ADOPTING REVISED POLICIES AND PROCEDURES NO.: V.07 EFFECTIVE SEPTEMBER 18, 2019

Recommendation: “A motion to adopt Resolution No. 495 revising Policy No. V.07 - Transporting and Tracking Medical Records and Client PHI On-Site and Off-Site, effective 09/18/2019.”

5. APPROVAL OF RESOLUTION NO. 496 ADOPTING REVISED POLICIES AND PROCEDURES NO.: I.06 EFFECTIVE SEPTEMBER 18, 2019

Recommendation: “A motion to adopt Resolution No. 496 revising Policy No. I.06 - Keys, Key Card, and Key Code Issuance and Return, effective 09/18/2019.”

NEW BUSINESS

6. APPROVAL OF RESOLUTION NO. 497 AUTHORIZING AN AMENDMENT TO FISCAL YEAR 2019-20 BUDGET BY INCREASING IT IN THE AMOUNT OF \$115,000 TO REPLACE COMPUTERS AND UPGRADE SOFTWARE TO BE IN COMPLIANCE BY JANUARY 2020

Executive Director Navarro reported that Windows 7, which is currently being used by many Tri-City staff will no longer be supported by Microsoft beginning in January 2020, and that it also will end its support for Microsoft Office 2010 in October 2020; therefore, Tri-City wants to upgrade its operating systems and computers at the same time to be in compliance by January 2020.

Vice-Chair Vera inquired if the Tri-City has IT services. Executive Director Navarro replied in the affirmative and that they are in-house.

There being no further comment, Vice-Chair Vera moved, and Board Member Sparks Johnson seconded, to adopt Resolution No. 497 authorizing an amendment to Fiscal Year 2019-20 Budget by increasing it in the amount \$115,000 to replace computers and upgrade existing software to be in compliance by January 14, 2020. The motion was carried by the following vote: AYES: Board Members Gonzalez, Leano, Ontiveros-Cole, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: Board Member Cockrell.

7. APPROVAL OF RESOLUTION NO. 498 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING WITH THE BONITA UNIFIED SCHOOL DISTRICT TO PROVIDE DROP-IN MENTAL HEALTH SERVICES TO STUDENTS IN ITS DISTRICT

Executive Director Navarro reported that Tri-City has a partnership with the Bonita Unified School District and the City of La Verne Youth and Family Action Community for over 15 years, noting that Tri-City receives approximately \$23,000 annually and that Tri-City's Student interns program provides these services in eight elementary and two high schools located in the City of La Verne.

At 5:10 p.m., Board Member Carolyn Cockrell arrived at the meeting.

Vice-Chair Vera inquired about the difference between this memorandum of understanding and the one approved about a year ago with the BUSD. Executive Director Navarro indicated that this contract is for prevention and early intervention and mild behavioral symptoms that are impacting the student's school work; and that the other contract was to increase other services using the Child and Family Services Department to provide school partnership with our existing clinicians for students that need higher level of care.

Board Member Cockrell moved, and Board Member Sparks Johnson seconded, to adopt Resolution No. 498 authorizing the Executive Director to enter into a Memorandum of Understanding with the Bonita Unified School District to provide drop-in mental health services to students attending Bonita High School, Chaparral High School and Vista High School, and eight (8) elementary schools.

Board Member Leano inquired if Tri-City has a similar arrangement with the Claremont Unified School District. Executive Director replied in the negative noting that the BUSD and the La Verne Youth and Family Action Community gives money to Tri-City to oversee the supervision and managing of student interns to do behavioral intervention for kids who are cusp of problematic behavior in order to prevent the need for higher level of care; however, Tri-City does have a contract with the CUSD similar to the other contract with BUSD that was approved a year ago.

There being no further comment, the motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Leano, Ontiveros-Cole, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

MONTHLY STAFF REPORTS

8. TONI NAVARRO, EXECUTIVE DIRECTOR REPORT

Executive Director Navarro reported that about a year ago the Governing Board authorized Tri-City to apply to receive a contract with the Los Angeles Department of Health Services to become an Intensive Case Manager Services (ICMS) provider; that the contract was approved; and that Tri-City will be posting for two part-time Wellness Advocates (WA) that will receive the referrals from the LADHS up to 20 at any given time; that the County will pay Tri-City \$7,000 monthly to manage these cases, noting that these WA will also work with Tri-City clients to help those recently housed maintain their housing.

She also stated that the Los Angeles County Department of Public Health (DPH) has secured funding to create a Wellness Complex located at 750 S Park Avenue in Pomona, noting that it is the second in the Los Angeles County; that this Wellness Complex will be staffed by two substance abuse counselors from LA Department of Mental Health and will provide prevention and early intervention activities for wellbeing to prevent drug abuse and to address trauma related impact; that it will house a full-time therapist; and DPH has reached out to ask Tri-City to partner with them and provide the therapist, and discussed the role of the therapist and services that will provide for the community. She also thanked Board Member Leano for attending the Pomona City Council Meeting and that the Measure H funds were approved to hire four navigators.

Board Member Leano stated that the vote on Monday night also included hotel vouchers for priority 1 and inquired who will be the contact person to access these vouchers. Executive Director Navarro stated that in the interim, it would be the Navigators Supervisor; then after the navigators are hired, the whole team will be trained on how to access these vouchers and someone will be on call 24/7.

Board Member Leano also inquired how the vouchers will be distributed, and if they rolled over and credited if not used. Executive Director Navarro replied that she had not discussed with Pomona this level of implementation. Benita DeFrank, Pomona Neighborhood Services Director, stated that Pomona will work with Tri-City; and that the goal is to move people through housing options, noting that the funding is for six beds for 18 months.

Board Member Leano further inquired how often the cities will receive an update on the access and use of vouchers. Executive Director Navarro stated that as often as preferred. Board Member Leano indicated that a quarterly update will be more appropriate.

9. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta stated that we are at the end of the fiscal year financially; that the monthly report reflects the June 30, 2019 financial information; that we are at the end of the annual independent audit; that the financial statements reflect the same numbers of the monthly report which were presented to the auditors and they will provide their final opinion and presented it during the October Board meeting; that today a bankruptcy payment was made in the amount of \$1,030,000, bringing the bankruptcy balance to \$630,000, pointing out that this payment was possible due to receiving cost report settlement funding.

Discussion ensued regarding payment requirements under the bankruptcy contract; about prudent reserves limits under the state formula; and about the stakeholder community process for the allocation of excess MHSR revenue.

10. NANCY GILL, CHIEF OPERATIONS OFFICER REPORT

Executive Director Navarro reported that Tri-City's workers comp provider indicated that we had great policies and procedures; however, they were not in one place and they have been incorporated into a plan which was just approved under the consent calendar; and pointed out that we safe work environment and low risk for injury.

11. ANGELA IGRISAN, CHIEF CLINICAL OFFICER REPORT

Executive Director Navarro reported that staff has been extremely busy and they are providing lots of services to the community; which reflects on the ability to pay the bankruptcy because of the extra income received from the Federal match as a result of all the work that staff is doing.

Chair Carder stated that staff support is very valuable, noting that they come to the Youth and Family Action Community meetings to report and stay the whole time.

12. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT

Executive Director Navarro talked about Tri-City's collaboration with Pomona Valley Hospital Family Medicine Residency Program, noting that the students for the past three years have been doing a rotation with Tri-City's psychiatrists; that two years ago the Wellness Center was added to the rotation; and that this year a new rotation has been added of going on a ride along with Tri-City's Intensive Outreach and Engagement Team (IOET), as the trend is to have psychiatrists on the field.

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

Director of MHSA & Ethnic Services Hundal introduced Tri-City's new Innovations Coordinator Toni Robinson and provided her professional background and discussed her skills and accomplishments; reported that Tri-City had begun its stakeholder season and thanked Vice-Chair Vera and Board Member Gonzalez for attending the first meeting; she indicated that 83 community members were in attendance and stated that the meeting focused on what MHSA is, and that there was an opportunity to hear from those individuals who benefited from the program. She then announced the next stakeholder meeting which will focus on data that staff will present, and invited the Governing Board to attend; that September is Suicide Prevention Month and discussed the activities for this event hosted in the community; that the Wellness Center had 27,665 visits in the last fiscal year, which has increased from previous years; announced that an employment fair will take place on October 23rd and mentioned some of the employers that will participate on the event; and that she and the Manager of Crisis Services, received an invitation to present to the department heads at the Pomona Valley Hospital about the services Tri-City has and the partnership we have with PVH.

Board Member Leano inquired which staff should participate in the Restorative Practices training. Director of MHSA & Ethnic Services Hundal replied that it is for both community members and staff, noting that it is about community building and conflict resolution. Executive Director Navarro added that the presenter's focus is on community capacity building and bringing communities together, and that those attending the training were in leadership roles.

Board Member Leano further inquired if this will be a recurring training, in the event persons cannot attend this training. Director of MHSA & Ethnic Services Hundal stated that Tri-City hopes that if the training is well received by the community, then it can become an Innovations Project, as it is community driven. Executive Director Navarro stated that the community approached Tri-City about attending a Restorative Practices training in July, noting that they were interested in bringing it community wide; talked more about restorative practices; and indicated that Tri-City staff participated on the training.

Vice-Chair Vera commented that the power point presentation was excellent at the stakeholder meeting, as well as the way it was conducted; and inquired if we can reach out to stakeholders rather than having them coming to us. Director of MHSA & Ethnic Services Hundal stated that Tri-City goes out to the community for the workgroups since the participation increases when staff goes out to the community. Executive Director Navarro explained that Tri-City's buildings are centrally located for the three cities and that this is the reason that the stakeholders' meeting are usually held here to be convenient for the resident of the three cities. Director of MHSA & Ethnic Services Hundal added that also the meeting locations must have access to a bus stop, and that Tri-City provides rides for those that need it. MHSA Projects Manager Barford talked about survey sheets being distributed throughout the community to find out more about the needs of the community and being able present the results of the survey to the larger stakeholder group.

14. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT

Executive Director Navarro reported that Tri-City had its tri-annual certification for Medi-Cal services from the County and that it had gone very well.

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

GOVERNING BOARD COMMENTS

Governing Board Member Sparks Johnson stated that she had attended a meeting about suicide prevention that took place at church, noting that it was a wonderful meeting and that the presenter should present more often.

Governing Board Gonzalez thanked Board Member Leano and Executive Director Navarro for attending the Pomona City Council meeting on Monday, and expressed how it important it was to have their support since the City Council is not aware of what Tri-City does.

Chair Carder talked about the La Verne Youth Committee and the active participation from the community, City staff, the district, and Tri-City, as staff is always there to provide information and always looking for ways to do more.

At 5:54 p.m. Board Member Elizabeth Ontiveros-Cole left the meeting.

Vice-Chair Vera commented that the LA Times had an article about homeless and mental health by Reporter Steve Lopez; and indicated that he had traveled to Italy and inquired what it is about what they are doing there that is so unique. Executive Director Navarro stated that about a year ago Dr. Jon Sherin, Director of LA Department of Mental Health, reported that they have a model where the community takes care of people suffering with mental health; and discussed activities at the state level to plan for long term behavioral health and the ways that funding can be used in the future in a non-traditional way.

Board Member Cockrell thanked Tri-City's Navigators Supervisor for all her help.

Executive Director Navarro introduced Mary Monzon, Tri-City's Housing Manager Trainee; and thanked Benita DeFrank, and the City of Pomona, for including Tri-City in a grant program with Anthem, who obtained a federal grant to provide housing vouchers to their high utilizer clients in Pomona, as we were listed as one of the partners for Hope For Home shelter, pointing out that the 17 vouchers they received had already been used.

PUBLIC COMMENT

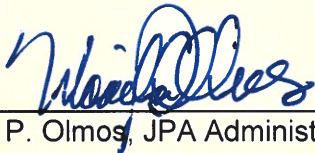
MHSA Projects Manager Dana Barford invited everyone to attend the Stakeholders meeting in October.

James Curtis, of NAMI Pomona Valley, thanked everyone involved in the suicide awareness event; that the Community Wellbeing Grantee were invited to participate on the discussion about supporting and providing a connection which is one of the best preventions against suicide; and invited everyone to the NAMI Walk kick-off party on the 1st Tuesday of the month, noting that the theme is "Sweet 16", and stated that NAMI is extremely appreciative of the continued support from Tri-City for the crossing guards during the event.

Anne Turner, Human Services Director at City of Claremont, announced that the Claremont Chamber of Commerce will be holding a business leader symposium about homelessness on October 3rd at the Alexander Hughes Center, and that Tri-City will be presenting. She also thanked Executive Direction Navarro and her staff for being incredibly responsive and that the City is grateful for their services.

ADJOURNMENT

At 6:06 p.m., on consensus of the Governing Board its meeting of September 18, 2019 was adjourned The next Regular Meeting of the Governing Board will be held on Wednesday, October 16, 2019 at 5:00 p.m. in the MHSA Office, 2001 North Garey Avenue in Pomona, California.



Micaela P. Olmos, JPA Administrator/Clerk

