



MINUTES

REGULAR MEETING OF THE GOVERNING BOARD JANUARY 15, 2020 – 5:00 P.M.

The Governing Board met on Wednesday, January 15, 2020 at 5:13 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 5:13 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
Rubio R. Gonzalez, City of Pomona, Board Member
Jed Leano, City of Claremont, Board Member
Mona Sparks Johnson, City of Pomona, Board Member

ABSENT: Elizabeth Ontiveros-Cole, City of Pomona, Board Member

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Diana Acosta, Chief Financial Officer
Nancy Gill, Chief Operations Officer
Angela Igrisan, Chief Clinical Officer
Seeyam Teimoori, Medical Director
Rimmi Hundal, Director of MHSA & Ethnic Services
Natalie Majors-Stewart, Chief Compliance Officer
Mica Olmos, JPA Administrator/Clerk

CONSENT CALENDAR

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

1. APPROVAL OF THE MINUTES OF THE GOVERNING BOARD AND MENTAL HEALTH COMMISSION JOINT MEETING OF DECEMBER 18, 2019

Recommendation: "A motion to approve the Minutes of the Governing Board and Mental Health Commission Regular Joint Meeting of December 18, 2019."

2. APPROVAL OF RESOLUTION NO. 516 OF THE GOVERNING BOARD OF TRI-CITY MENTAL HEALTH AUTHORITY ADOPTING ITS 2020 MEETING SCHEDULE

Recommendation: “A motion to approve Resolution No. 516, adopting the Governing Board & MHC 2020 Meeting Schedule.”

3. APPROVAL FOR THE RE-SALE OF OBSOLETE I.T. EQUIPMENT

Recommendation: “Staff recommends that the Governing Board approve approves the re-sale of the obsolete I.T. equipment as listed on the *IT Equipment List for Re-Sale – January 2020.*”

NEW BUSINESS

4. APPROVAL OF RESOLUTION NO. 517 AUTHORIZING AN AGREEMENT WITH KANEKO & KRAMMER CORP dba KOFF & ASSOCIATES, INC. FOR CLASSIFICATION AND COMPENSATION STUDIES SERVICES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT

Chief Operations Officer Gill reported that Tri-City has steadily grown over the years and currently has over 210 employees, including over 90 job classifications, and staff have been meeting over the last several months to discuss whether the pay structure in place meets the needs of the Agency; that it was determined that a more expansive compensation and classification study was needed to assist us with developing and implementing a step-based pay structure which is more practical for budgeting purposes and allows for employee to progress from step to step on the basis of performance and longevity. She stated that Koff & Associates had over 35 years of public sector HR expertise, was recommended by staff to conduct the classification and compensation study; that Koff & Associates had presented a comprehensive plan that includes a total compensation package with a benefits survey, development of a step-based pay schedule, and updated job descriptions, monthly Governing Board updates, and policy and procedure development; that an Agreement with Koff & Associates was presented for the Governing Board review and approval; and that Georg Krammer, Chief Executive Officer of Koff & Associates was in attendance at the meeting to answer questions regarding the scope of work for this project.

Vice-Chair Vera inquired if the Board had to make a finding that this classification study was needed and, if the study was conducted, if Tri-City would be irrevocably committed to do the revisions on the classifications. Chief Compliance Officer Gill indicated that it will be decided by the Board if they which to make the recommended changes, noting that the last salary survey was conducted in 2017 and staff had been looking to find out which will be the best pay schedule for employee retention and longevity. Vice-Chair Vera stated that it was his understanding that Tri-City had in place the step-based salary schedule. Executive Director Navarro replied in the negative, stating that there is a salary range in place; however, salary increases are based on percentages and there is no specific step process which makes it difficult to budget. Chief Financial Officer Acosta indicated that this will be a new fresh pair of eyes taking a comprehensive look at how we determine salaries and making sure that they are appropriate in the market. Chief Compliance Officer Gill added that the benefits will be also be evaluated in addition to the classifications; and that the process will be more in depth to develop more accurate job descriptions.

Executive Director Navarro stated that the classification and compensation study are timely because of part of the MHSA audit that is happening statewide, includes a complete review of job descriptions and salary structure; and that at this point it would be great to have an independent great review to ensure that the job descriptions are reflective of the work that staff is performing.

Vice-Chair Vera stated that after hearing staff comments he agrees that a review is needed.

Chair Carder stated that fresh eyes make a big difference and it is good.

Board Member Leano inquired when the work will be completed.

Georg Krammer, Chief Executive Officer of Koff & Associates, stated that if the contract is approved, they can start the classification study right away which will become the baseline to do the compensation survey; and that the entire process will take approximately eight months.

There being no further discussion, Board Member Gonzalez moved, and Board Member Cockrell seconded, to adopt Resolution No. 517 approving the Agreement with Kaneko & Krammer Corp dba Koff & Associates, Inc. in the amount of \$128,850 and authorizing the Executive Director to execute the Agreement. The motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Leano, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: Board Member Ontiveros-Cole.

5. APPROVAL OF RESOLUTION NO. 518 AUTHORIZING AN AGREEMENT WITH KAIROS PARTNERS, LLC FOR CHIEF INFORMATION OFFICER SERVICES AND TELECOMMUNICATIONS & VENDOR RFP CONSULTING SERVICES AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT

Executive Director Navarro reported that things have been changing and growing in the field of county behavioral health; that data, information technology, and communications had become a high priority; that she wants to make sure that Tri-City is ready for the statewide impact for the request of more data; that CBHDA assisted her in finding the right consultant to assist Tri-City; that Kairos has a background in social service and health care; that Kairos conducted a survey of Tri-City's IT system and there is work to do to be ready with the new expectations from the federal government and MHSA; that currently we have some great IT staff, but having to add telecommunication and vendor RFP services, as well helping with planning of processes and procedures with IT, more expertise is required; that Tri-City does not have a Chief Information Officer; and that Kairos will be providing these services for one year.

Vice-Chair Vera inquired if the 30-day notice to terminate contract without cause was appropriate. Counsel Darold Pieper replied in the affirmative noting that that is typical of a contract.

Chair Carder inquired if the \$150,000 will be paid all at once or over time. Executive Director Navarro stated that it will be paid over the time period, with monthly payments of \$12,500.

There being no further discussion, Board Member Sparks Johnson moved, and Board Member Gonzalez seconded, to adopt Resolution No. 518 approving the Agreement with Kairos Partners, LLC in the sum of \$150,000 and authorizing the Executive Director to execute the Agreement. The motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Leano, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: Board Member Ontiveros-Cole.

6. APPROVAL OF RESOLUTION NO. 519 AUTHORIZING THE PURCHASE OF EIGHTEEN VEHICLES FOR CLINICAL, OUTREACH & ENGAGEMENT, MEDICATION SUPPORT AND FACILITIES DEPARTMENTS AND THE SALE OF THREE VEHICLES FROM THE TRI-CITY VEHICLE FLEET

Executive Director Navarro stated that the field based work that we do is intensive and overwhelming; that it is sometimes a burden for staff to be using their vehicle out in the field even with the mileage reimbursement; that with the difficulty of hiring top notch staff, it would be a great incentive for those that will not have to use their own vehicle; and that staff will not purchase the 15 vehicles at once, but rather over time.

Vice-Chair Vera inquired how it will be determined who gets vehicles first. Chief Operations Officer Gill replied that it will be by need of replacement.

Board Member Leano referred to the new vehicle inventory list, and noted there were 7 sedans that seats four persons, and recommended that staff consider the most fuel efficient vehicles as possible, not only impacting the greenhouse gas footprint from the usage of our agency, but also indicating a statement from our agency values and that he would like to add this to the motion.

Chief Operations Gill discussed the decision for not selecting fuel efficient vehicle which was due to their maintenance cost and increased breakdown of vehicles which causes safety concerns for staff in the field.

Discussion ensued regarding the difference between hybrid vehicles and electric vehicles.

Board Member Gonzalez stated that he supports the purchase of vehicles rather than leasing the vehicles; and posed the questions if the Board was willing to increase the amount in order to purchase hybrid vehicles or maintain the requested amount and have staff try to purchase hybrids.

Vice-Chair Vera stated that he would support increasing the requested amount to purchase vehicles that have less impact on climate change.

Chief Financial Officer Acosta recommended that the Board allows a certain percentage over the proposed amount.

Chair Carder inquired if there was money in the budget. Chief Financial Officer Acosta replied in the affirmative.

There being no further discussion, Board Member Leano moved, and Board Member Sparks Johnson seconded, to adopt Resolution No. 519 authorizing the purchase of the eighteen (18) new vehicles for Clinical, Outreach and Engagement, Medication Support and Facilities Departments using MHSAs and Realignment dollars the amount of \$529,098.96, plus an additional contingency of up to 20% of this amount, to pursue fuel efficient vehicles; and authorizing the sale of the three (3) vehicles listed in Staff's report. The motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Leano, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: Board Member Ontiveros-Cole.

7. ELECTION OF OFFICERS FOR THE 2020 CALENDAR YEAR AS REQUIRED BY THE JOINT POWERS AGREEMENT BETWEEN THE CITIES OF POMONA, CLAREMONT, AND LA VERNE

Vice-Chair Vera nominated Robin Carder to be re-elected as the Chairperson, and Mona Spark Johnson as Vice-Chairperson, and announced that due to other commitments he would like to step back as vice-chairperson.

There being no discussion, Vice Chair Vera moved, and Board Member Leano seconded, to re-elect City of La Verne Council Member Robin Carder as Chairperson, and to elect Pomona Community Representative Mona Sparks Johnson as the Vice-Chairperson, to Tri-City's Governing Board. The motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Leano, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: Board Member Ontiveros-Cole.

MONTHLY STAFF REPORTS

8. TONI NAVARRO, EXECUTIVE DIRECTOR REPORT

Executive Director Navarro talked about Governor Newsom's proposed budget for next fiscal year and stated that County State Association of Counties (CSAC) and the California Behavioral Health Directors' Association (CBHDA) will be reviewing in detail what exactly is on the table for MHSA; that the intent is to support the Governor's hope to transform MHSA and making sure that solutions are developed that will benefit the most vulnerable populations which many see as the primary core of the homeless crisis in California; that mental illness is not the cause, rather the result of homelessness crisis; that homelessness is a poverty and equity issue; and that CBHDA presented all the facts and distributed them to better educate and provide technical assistance to leaders of public behavioral health.

Board Member Leano referred to the Governor's budget and inquired what was he referring to when he indicated that a \$1.4 billion flex fund to address homelessness will go directly to services providers and not cities and counties; and since Tri-City is considered a County, how should this be interpreted.

Executive Director Navarro stated that Tri-City is a County Behavioral Health Department; and that MHSA funds will be also available directly to CBO (Community Health Organization) and not just behavioral health departments; that the Governor is proposing to place on a Ballot to remove all the specific plans under MSHA and just require to use certain percentage for the high risk populations.

Chair Carder requested that the Executive Director Navarro to provide legislative updates to the Board.

Executive Director Navarro provided a client success story.

9. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta reported that staff is gearing up to prepare a three-year budget MHSA as well as the annual budget and the goal is to present it to the Board in June.

10. NANCY GILL, CHIEF OPERATIONS OFFICER REPORT

Chief Operations Officer Gill reported that staff is reviewing the Personnel Rules and Regulations which will be presented to the Board for approval twice, first in March and then again after the classification and compensation is completed in the fall.

11. ANGELA IGRISAN, CHIEF CLINICAL OFFICER REPORT

Chief Clinical Officer Igrisan reported that Tri-City has been formally accepted into the 2020 Pacific Southwest Addiction Technology Transfer Center's Organizational Process Improvement Initiative, which is in collaboration with UCLA that focuses on improving the treatment flow for people with substance abuse issues and mental health issues; discussed work that they have done, noting that staff is really excited; and that there is no cost to Tri-City, other than sending staff to a two-day training.

Executive Director Navarro stated that this is an opportunity to reach out to landlords to let them know that we have a recovery program with our clients and be able to do more master leasings.

Board Member Gonzalez stated that developers that approach Pomona want to partner with Tri-City; however, he is aware that there is a lot of stigma with property owners.

12. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT

Medical Director Teimoori stated that in his report he shared data information for the month of December from Tri-City's Intensive Outreach and Engagement Team (IOET) and Supplemental Crisis Team; reported that he had a meeting with the medical director of Mission City Community, which is a Federally Qualified Health Center (FQHC), to increase their collaboration to take care of medical problems of clients where they are, such as streets and shelters; and that they are currently working on an MOU.

Board Member Vera inquired about the status for telecare, the innovation project for supplemental services for client care, and if we were utilizing these services. Executive Director Navarro replied that the innovation project is not telesite (medicine over video conferencing) is the innovation technology suite which does not involve professional care.

Discussion ensued about the percentage of client outreach that are homeless.

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

Director of MHSA & Ethnic Services Hundal announced that the next stakeholder meeting will take place on January 28th and 30th, morning and evening, respectively, noting that the workgroups will be discussing what they will be working on as well as the new innovation plan; that the community wellbeing grant process will beginning and information night will be on February 6th and the bidder's conference on February 19th & 20th; that at the Wellness Center Santa showed up for the Christmas tree lighting and more than 45 persons attended; that for the Innovation technology suite, there were over 80 apps that were introduced that had applied through CalMHSA to be participants; that Tri-City had selected the app Wysa because it is more user friendly than the others.

Board Member Leano inquired if there will be a demonstration of the app Wysa; Director of MHSA & Ethnic Services Hundal replied on the affirmative.

14. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT

Chief Compliance Officer Majors-Stewart provided a certification update noting that that we are making progress with school satellite certifications; that we have onsite reviews for three satellites school sites taking place in February; that there is paperwork in process for 6 additional schools in Bonita Unified School District; and that she will continue to provide key updates as needed as the process is very lengthy and staff is working closely with DMH to expedite the process.

Board Member Vera inquired if this is a compliance audit. Chief Compliance Officer Majors-Stewart stated that the audit is performed so that we can function as an extension of Tri-City at the school sites and we have to be certified.

Executive Director Navarro provided information about Medi-Cal for a healthier California wherein they want to provide more services for kids at school; however, as it is, is too lengthy, cumbersome and prohibitive for all schools to be certified and a big obstacle to providing services at schools; and that advocates are fighting for this to change.

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

GOVERNING BOARD COMMENTS

Board Member Leano stated that the information received was helpful and would like the Board to continue to receive monthly legislative updates coming down the pipe in order to get support from the cities if they are interested in weighing in any of the proposed legislation.

Board Member Gonzalez concurred with Board Member Leano's comment to receive legislative information to be preventative and shared a situation where the COG and cities united to fix a potential issue.

Board Member Vera stated that staff should invite the new Pomona City Manager to visit Tri-City. Executive Director Navarro shared that she was waiting for the Pomona City Manager to settle in; and that she meets every 3-4 months with the city managers to provide a Tri-City update.

Discussion ensued about city managers visiting Tri-City and the need for them to be informed about Tri-City.

Board Member Sparks Johnson shared that she works with the mental health line and two families called her back who were referred to Tri-City, and they said that Tri-City was God sent because they were getting the help they needed.

Executive Director Navarro stated that La Nueva Voz newspaper has a mental health awareness section at the bottom of the front page.

PUBLIC COMMENT

Michelle Coronado, youth leader of Pomona Student Union, a group with Gente Organizada, a non-profit organization that works on social issues in Pomona through empowering the youth, said that the group is focused on creating resources for the community and started the HYPE (Healthy Young People Evolving) campaign which is gathering mental health data in Pomona; and thanked Tri-City for its support.

Fernanda Frausto, member of Pomona Student Union, thanked Tri-City for their continued financial support and that they have a safe space to meet at the Gente Youth Center; that they had conducted research for an equity report that highlighted the mental health in Pomona because they felt there was not enough data; noting that Tri-City is included in the report, MHSA funds, and programs for immigrants; that they want to discuss how Tri-City can better serve Pomona residents and the community; and invited everyone to attend the report presentation at the Gente Youth Center on January 30th.

Josue Garcia, a youth organizer of the Pomona Student Union, discussed their campaign and their efforts to improve mental health in the community, and they are looking forward in finding additional ways to partner with Tri-City to improve the mental health in the community.

Chair Carder inquired what kind of support Tri-City is providing to the Pomona Student Union. Director of MHSA & Ethnic Services Hundal stated that they are the recipients of a Community Wellbeing Grant; that Angela Ingrisan and she had meet with Jesus Sanchez to see how to partner and help each other; and that Tri-City had provided them MHFA training.

Jesus Sanchez stated that the group started after the last presidential election as an emergency response to the issues taking place with mixed immigration households in Pomona; and discussed how the group developed, grants received, research conducted, and their desire to apply again for the Community Wellbeing Grant.

Board Member Gonzalez shared events that took place in the City of Pomona after the presidential election; and stated that Tri-City is all about stigma reduction, is an able and willing partner, and has the resources, however the persons that need the help do not come because of stigma; and having a group like PSU is a fantastic partner to further Tri-City's goal of stigma reduction.

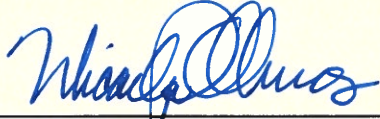
Discussion ensued about membership of the Gente Organizada group.

Executive Director Navarro invited the PSU to attend the next Mental Health Commission meeting on February 11th, who are hosting three events in the community highlighting underrepresented groups, to introduce them to its Ad Hoc Committee so that the PSU can partner with them on that event.

Director of MHSA & Ethnic Services Hundal also invited them to attend on February 18th a Myth Buster of Mental Health and Black History Month event, to be held in partnership with the Claremont Public Library, noting that the biggest myth is that persons with a mental illness cannot hold a job; therefore, there will be a panel of persons that have a mental illness and are holding a job.

ADJOURNMENT

At 6:22 p.m., on consensus of the Governing Board its meeting of January 15, 2020 was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, February 19, 2020 at 5:00 p.m., in the MHSA Administrative Office, 2001 North Garey Avenue, Pomona, California.



Micaela P. Olmos, JPA Administrator/Clerk