



MINUTES

REGULAR MEETING OF THE GOVERNING BOARD JULY 21, 2021 – 5:00 P.M.

The Governing Board held on Wednesday, July 21, 2021 at 5:00 p.m. its Regular Meeting Via Teleconference pursuant to California Governor Newsom Executive Order N-25-20 wherein he suspended certain provisions of the Brown Act to allow the continuation to hold meetings without gathering in a room in an effort to minimize the spread and mitigate the effects of COVID-19 (Corona Virus Disease of 2019).

CALL TO ORDER Vice-Chair Leano called the meeting to order at 5:00 p.m.

ROLL CALL Roll call was taken by JPA Administrator/Clerk Olmos.

GOVERNING BOARD

PRESENT: Jed Leano, City of Claremont, Vice-Chair
Carolyn Cockrell, City of La Verne, Board Member
Paula Lantz, City of Pomona, Board Member (joined the meeting at 5:06 pm)
John Nolte, City of Pomona, Board Member (joined the meeting at 5:02 pm)
Elizabeth Ontiveros-Cole, City of Pomona, Board Member
Ronald T. Vera, City of Claremont, Board Member
Yvonne Duran, City of La Verne, Alternate Board Member

ABSENT: Robin Carder, City of La Verne, Chair

STAFF: Toni Navarro, Executive Director
Darold Pieper, General Counsel
Diana Acosta, Chief Financial Officer
Elizabeth Renteria, Chief Clinical Officer
Seeyam Teimoori, Medical Director
Rimmi Hundal, Director of MHSA & Ethnic Services
Natalie Majors-Stewart, Chief Compliance Officer
Ken Riomales, Chief Information Officer
Mica Olmos, JPA Administrator/Clerk

CONSENT CALENDAR

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

1. APPROVAL OF MINUTES FROM THE JUNE 16, 2021 GOVERNING BOARD REGULAR MEETING

Recommendation: “A motion to approve the Minutes of the Governing Board Regular Meeting of June 16, 2021.”

2. CONSIDERATION OF RESOLUTION NO. 592 ESTABLISHING MENTAL HEALTH SERVICES ACT (MHSA) CAPITAL FACILITIES AND TECHNOLOGICAL NEEDS (CFTN) PLAN AND PROJECTS POLICY AND PROCEDURE NO. IV.16 EFFECTIVE JULY 21, 2021

Recommendation: “A motion to adopt Resolution No. 592 establishing Policy and Procedure No. IV.16 – MHSA Capital Facilities and Technological Needs Plan and Projects, effective July 21, 2021.”

3. CONSIDERATION OF RESOLUTION NO. 593 ESTABLISHING MENTAL HEALTH SERVICES ACT (MHSA) COMMUNITY SERVICES AND SUPPORTS (CSS) PLAN PROGRAMS AND SERVICES POLICY AND PROCEDURE NO. IV.17 EFFECTIVE JULY 21, 2021

Recommendation: “A motion to adopt Resolution No. 593 establishing Policy and Procedure No. IV.17 – MHSA Community Services and Supports Plan Programs and Services, effective July 21, 2021.”

4. CONSIDERATION OF RESOLUTION NO. 594 ESTABLISHING MENTAL HEALTH SERVICES ACT (MHSA) WORKFORCE EDUCATION AND TRAINING (WET) PLAN AND PROGRAM POLICY AND PROCEDURE NO. IV.18 EFFECTIVE JULY 21, 2021

Recommendation: “A motion to adopt Resolution No. 594 establishing Policy and Procedure No. IV.18 – MHSA Workforce Education and Training Plan and Program, effective July 21, 2021.”

5. CONSIDERATION OF RESOLUTION NO. 595 ESTABLISHING CLASS SPECIFICATION AND SALARY RANGE FOR THE POSITION OF COMPLIANCE ADMINISTRATOR; AND REVISING THE AUTHORITY’S CLASSIFICATION AND SALARY SCHEDULE TO REFLECT THIS CHANGE EFFECTIVE JULY 21, 2021

Recommendation: “A motion to adopt Resolution No. 595 establishing and adding the position of Compliance Administrator to Tri-City’s Classification and Salary Schedule effective July 21, 2021.”

6. CONSIDERATION OF RESOLUTION NO. 596 CONTINUING THE TEMPORARY EXPANSION OF VACATION AND COMPENSATORY CASH OUT POLICY AND PROCEDURE NO. I.17 EFFECTIVE FISCAL YEAR 2021-22

Recommendation: “A motion to adopt Resolution No. 596 continuing the Temporary Expansion of Vacation and Compensatory Cash-Out Policy No. I.17 for Fiscal Year July 1, 2021 through June 30, 2022.”

NEW BUSINESS

7. CONSIDERATION TO RE-APPOINT JOAN M. REYES, WRAY RYBACK, AND DAVID J. WELDON AS MEMBERS TO THE TRI-CITY MENTAL HEALTH COMMISSION

Executive Director Navarro expressed being pleased to announce that Joan Reyes, Wray Ryback, and David Weldon submitted their application to renew their membership with the Tri-City Mental Health Commission; expressed gratitude for the service noting that the Commission has been extremely active and engaged in doing some really wonderful things; and stated that she looks forward to working with them for another three years.

There being no further comment, Board Member Nolte moved, and Board Member Cockrell seconded, to reappoint Joan M. Reyes, Wray Ryback, and David J. Weldon as members to the Mental Health Commission for a three-year term expiring on June 2024. The motion was carried by the following vote: AYES: Alternate Board Member Duran; Board Members Cockrell, Nolte, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Commissioner Lantz and Chair Carder.

8. CONSIDERATION OF RESOLUTION NO. 597 ADOPTING REVISED CLASSIFICATION AND SALARY SCHEDULE REFLECTING A 3% COST OF LIVING ADJUSTMENT (COLA) INCREASE EFFECTIVE JULY 1, 2021

At 5:06 p.m., Board Member Lantz joined the meeting.

Chief Financial Officer Acosta stated that staff was seeking governing board approval to allow for a 3% Cost Of Living Adjustment (C.O.L.A.) for a staff. She explained that at the beginning of the pandemic, a decision was made to not consider offering any type of merit increase due to the uncertainty; however, now it would be appropriate to allow for 3% C.O.L.A. increase.

There being no further comment, Board Member Vera moved, and Board Member Lantz seconded, to adopt Resolution No. 597 establishing a revised Classification and Salary Schedule for Tri-City Mental Health Authority reflecting a 3% C.O.L.A. increase effective July 1, 2021. The motion was carried by the following vote: AYES: Alternate Board Member Duran; Board Members Cockrell, Lantz, Nolte, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

9. CONSIDERATION OF RESOLUTION NO. 598 ADOPTING THE TRI-CITY MENTAL HEALTH AUTHORITY ESSENTIAL WORKER BONUS EFFECTIVE JULY 21, 2021

Chief Financial Officer Acosta reported that management was recommending an essential worker bonus in the amount of \$500, which will represent a small token of appreciation, for all the Tri-City staff who have been with Tri-City during those difficult times of the pandemic and having to deal with different changes required of them.

There being no further comment, Board Member Nolte moved, and Alternate Board Member Duran seconded, to adopt Resolution No. 598 approving the Tri-City Mental Health Authority Essential Worker Bonus effective July 21, 2021. The motion was carried by the following vote: AYES: Alternate Board Member Duran; Board Members Cockrell, Lantz, Nolte, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

10. CONSIDERATION OF RESOLUTION NO. 599 AWARDING A THREE-YEAR AGREEMENT TO ALL AMERICAN SECURITY FOR SECURITY GUARD SERVICES BEGINNING JULY 22, 2021, IN THE AMOUNT OF \$1,654,706, WITH AN OPTION TO EXTEND TWO ADDITIONAL YEARS; AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT

Executive Director Navarro thanked the Governing Board for their support and appreciation of the staff during this pandemic, noting that she values staff.

Chief Financial Officer Acosta reported that back in December, the Governing Board awarded an agreement for security guard services and staff was asking the Board to authorize staff to exercise Tri-City's right to terminate said agreement. She stated that after several months that allowed for appropriate time for transition, it was determined that it was in Tri-City's interest to terminate the agreement. This would result in having to award a contract for security services to All American Security which is the next Proposer in line of the selection process from the RFP that was issued in the fall. She then discussed some of the results of said RFP.

Board Member Nolte inquired for reason to wanting to terminate agreement with current security guard company. Agency Counsel Pieper replied that he would prefer not to publicly discuss the issues that arose and expose Tri-City to any possible litigation for libel; however, the matter can be discussed during a closed session. Board Member Nolte stated it was acceptable.

There being no further discussion, Board Member Lantz moved, and Board Member Ontiveros-Cole seconded, to adopt Resolution No. 599 awarding the Agreement for Security Guard Services to All American Security and authorizing the Executive Director to execute the Agreement in the amount of \$1,654,706 for three years beginning July 22, 2021, with an option to extend two additional years, totaling \$2,879,588 for five years. The motion was carried by the following vote: AYES: Alternate Board Member Duran; Board Members Cockrell, Lantz, Nolte, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

11. CONSIDERATION OF RESOLUTION NO. 600 AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A THREE-YEAR AGREEMENT WITH PRIORITY BUILDING SERVICES, LLC FOR JANITORIAL SERVICES BEGINNING AUGUST 17, 2021, IN THE AMOUNT OF \$328,821, WITH AN OPTION TO EXTEND AN ADDITIONAL TWO YEARS

Executive Director Navarro stated that Chief Financial Officer Acosta is currently overseeing Facilities after the retirement of Nancy Gill, former Chief Operations Officer.

Chief Financial Officer Acosta reported that the current janitorial services company, after awarding a contract back to them in March, they notified us that they would be restructuring their business and would no longer be able to continue to provide the janitorial services. Therefore, staff is recommending to award a three-year agreement for janitorial services to Priority Building Services who is the next Proposer in line from the RFP issued for janitorial services back in January.

Board Member Lantz expressed appreciation for going back to the previous bidders, and being able to award the two contracts to them, rather than having to start the process all over again and extending temporary services or being underserved for a lengthy period of time.

Chief Financial Officer Acosta stated that the selected Proposers honored their original bids.

Board Member Nolte inquired if Tri-City was saving money with the new contract. Chief Financial Officer Acosta replied in the affirmative.

There being no further comment, Board Member Nolte moved, and Alternate Board Member Duran seconded, to adopt Resolution No. 600 awarding the Agreement for Janitorial Services to Priority Building Services and authorizing the Executive Director to execute the Agreement in the amount of \$328,821 for three years beginning August 17, 2021, with an option to extend an additional two years totaling \$551,191 for five years. The motion was carried by the following vote: AYES: Alternate Board Member Duran; Board Members Cockrell, Lantz, Nolte, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

12. APPROVAL OF RESOLUTION NO. 601 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A PERFORMANCE AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES (DHCS) FOR MENTAL HEALTH SERVICES ACT (MHSA) FUNDS

Executive Director Navarro reported that the Department of Healthcare Services realized, as they were planning audits for the Mental Health Service Act back in 2019, that they had not completed the full performance contracts with Tri-City and the City of Berkeley. Therefore, the contract presented last year was effective retroactive to July 2018 through June 2021. She then indicated that this is the renewal of our performance contract, from July 2021 through June 2024, which allows Tri-City to receive and provide services under the Mental Health Services Act as the independent mental health authority for Pomona, Claremont, and La Verne.

There being no further comment, Board Member Cockrell moved, and Board Member Ontiveros-Cole seconded, to adopt Resolution No. 601 authorizing the Executive Director to act on behalf of Tri-City to enter into, execute, complete and deliver any and all documents required or deemed necessary or appropriate to enter into contract with the DHCS. The motion was carried by the following vote: AYES: Alternate Board Member Duran; Board Members Cockrell, Lantz, Nolte, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

13. CONSIDERATION OF RESOLUTION NO. 602 APPROVING AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A COMMERCIAL LEASE, PROFESSIONAL SERVICES AGREEMENT, AND BUSINESS ASSOCIATE AGREEMENT WITH GENOA HEALTHCARE, LLC, FOR ESTABLISHING AND PROVIDING PHARMACY AND RELATED SERVICES AT TCMHA PROPERTY LOCATED AT 2008 N GAREY AVENUE IN POMONA, CALIFORNIA AT A FAIR MARKET VALUE

Executive Director Navarro reported that in January of 2020, staff presented to the Governing Board a proposal from Genoa Healthcare Pharmacy, LLC (Genoa Pharmacy), which operates pharmacies across the country, to have a pharmacy onsite at 2008 North Garey in Pomona to create a much more integrated care experience and help clients to receive their medication on a timely basis. She stated that the Governing Board had authorized the Executive Director to discuss the viability of the proposal. and staff had determined that a pharmacy onsite would be a great benefit for Tri-City clients and staff; thus, she was recommending to the Governing Board to approve the contract with Genoa Pharmacy for an onsite pharmacy at 2008 North Garey.

Medical Director Teimoori stated that based on available data, having a pharmacy onsite will definitely will be an improvement to the medication compliance for patient.

Amanda Vesely, Pharmacist with Genoa Pharmacy, said she had enjoyed working with Tri-City staff to get to this point; and expressed excitement to provide services for the clients of Tri-City, if the Board approve, noting that Genoa Pharmacy specializes in behavioral health.

Board Member Lantz commented that, as responsible party for filling prescriptions for caregivers, there is a dramatic difference in co-pays between pharmacies, including Medicare, and asked for assurance that the pharmacy onsite would not be at the high end for Tri-City clients. Ms. Vesely explained that prescriptions are run through an adjudication process and described this process, pointing out that if it is a straight co-pay with Medi-Cal, then it will be the same across the board, whether it is generic or brand name, noting that if clients will pay out of pocket, Genoa prices are amazing because they are a large pharmacy group, ensuring that clients get the best value and medication for the money.

Board Member Vera inquired if the Professional Services Agreement is contingent upon the property lease; thus, having to approve both. Counsel Pieper replied in the affirmative. Board Member Vera further inquired if there were pharmacy fees. Ms. Vesely replied only if a pharmacist is required to do services off site and it will be \$75 hourly fee. Board Member Vera also inquired if the lease is subject to the Stark Law (Ethics in Patient Referrals Act) and Anti-Kickback Statute. Counsel Pieper replied in the negative.

Board Member Nolte inquired if the three-year agreement will renew automatically for two additional years. Executive Director replied in the affirmative. Board Member Nolte referred to the proposed area for the pharmacy site and inquired what is currently being used for. Executive director stated that it is part of a larger activity room and an office space, and the remainder of the office space in that suite will be reconfigured and office space will not be lost.

There being no further discussion, Board Member Nolte moved, and Board Member Ontiveros-Cole seconded, to adopt Resolution No. 602 approving and authorizing the Executive Director to execute a Commercial Lease, Professional Services Agreement, and Business Associate Agreement with Genoa Healthcare, LLC, for establishing and providing pharmacy and related services at a Fair Market Value at TCMHA property located at 2008 N. Garey Avenue in Pomona, CA. The motion was carried by the following vote: AYES: Alternate Board Member Duran; Board Members Cockrell, Lantz, Nolte, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

14. APPROVAL OF RESOLUTION NO. 603 ADOPTING THE PROPOSED OPERATING BUDGET AND CASH FLOW BUDGET FOR FY 2021-22

Chief Financial Officer Acosta stated that the budget is roughly 92 pages; however, the Consolidating Cash Flow Budget (page 16) is only one page which summarizes all the information of this large document, and explained its contents. She stated that the net change in cash is really the net inflow or outflow of cash that it is being projected and pointed out that under realignment, there is a \$1,068,520 the net difference shown as a deficit; however, it is simply a projection of what it is expected to be spent, noting that of this amount, \$771,000 is under agreement with our current mortgage which represents a balloon payment due in June 2022 for the 2008 Garey site. Therefore, should the Board decide to pay it off, the amount is included in the budget. She indicated that she will present to the Board in the next couple of months some recommendations based on analysis for options available to pay the mortgage balloon payment.

Discussion ensued regarding money available and interest accrued in said amount; about the expenses for building and improvements which have not been incurred and are included in this current year's budget, such as the therapeutic community garden rehab and the electrical upgrade and offices to the 2001 building; about allocation of funds under the MHSA Plan; about the stakeholder meeting for August 11th, at 5:30 pm to review excess dollars that we may have that look like they will not be spent within the three years that might be subject for reversion.

There being no further discussion, Board Member Vera moved, and Board Member Nolte seconded, to adopt Resolution No. 603 establishing Tri-City's FY 2021-22 Operating Budget and Cash Flow Budget. The motion was carried by the following vote: AYES: Alternate Board Member Duran; Board Members Cockrell, Lantz, Nolte, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

MONTHLY STAFF REPORTS

15. TONI NAVARRO, EXECUTIVE DIRECTOR REPORT

Executive Director Navarro stated that she is aware of some communities having inquiries into how MHSA dollars are spent, and if there are other funds available for the community; therefore, they have been notified about the MHSA Stakeholder meeting wherein extra funding will be discussed. She then provided a COVID-19 update, stating that an all staff meeting was held to present, and thanked Vice-Chair Leano, Commission Chair Anne Henderson, Vice-Chair Wray Ryback for attending noting that their comments were appreciated by staff; that all staff will be required to be in the office one day a week beginning August 1st and will follow the required physical distance, wear masks indoors, and continue to check temperatures at the door and screen for COVID because we are a healthcare agency; that staff are beginning to work on policies that will be based in data; that a survey will be conducted for the staff, the community and our clients as to the viability of tele-health and telecommuting options moving forward. She then discussed staff turnover, noting that staff was looking at other ways to incentivize folks to not only stay at Tri-City, but to also join us in recruitment; and encouraged the Board and the Commission to refer potential workers to Tri-city's website to see current job openings; and discussed the job benefits for Tri-City staff as government employees, noting that Koff and Associates are currently working on a salary survey plan and implementation plan for the Board's approval.

16. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta discussed the mortgage liability, indicating that she will present a detailed report specific to the options available to the Board to make an informed decision. She also stated that references to the bankruptcy will continue to be included in the audited financial statements for another year, noting that the annual independent audit of Tri-City's financial statements will be completed over the next couple of months and will be presented to the Board at its October meeting.

17. LIZ RENTERIA, CHIEF CLINICAL OFFICER REPORT

Chief Clinical Officer Renteria reported that our clinical team and leadership are working very hard to come up with ways to make sure that, to the best of our ability, we can meet all the client needs. She also discussed the joint effort between the medical teams, best practices and clinical is to become a 'zero suicide site', which is an aspirational goal to become a site where deaths by suicide can be treated in a more comprehensive way.

Discussion ensued about suicide data in the three cities.

18. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT

Dr. Teimoori stated that in his report he discussed data about the services that his colleagues provided during the month of June; that he had shared a successful case to show how our team is relentless in gaining trust of our community members. He also stated that there is a great collaboration between Tri-City and the family medicine residency program in Pomona Valley Hospital and his residents, noting that he hopes it can expand more.

Discussion ensued about medication for depression and prevention of suicide.

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

Director of MHSA & Ethnic Services Hundal said happy BIPOC month, which is also minority mental health month, a national observation created to bring awareness and focus on obstacles and struggles that minorities face in caring for their mental health; and discussed the various events scheduled to celebrate BIPOC.

20. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT

Chief Compliance Officer Majors-Stewart announced that the California State Department of Healthcare Services (DHCS) is conducting Tri-City's first MHSA program review, noting that they will review key internal documents, policies, reports, data, and plans to determine Tri-City's level of compliance with MHSA regulations, statutes, and our performance contract; that they will also have an audit exit meeting scheduled for September 21st, and at that time, we will get their outcomes and findings.

21. KEN RIOMALES, CHIEF INFORMATION OFFICER REPORT

Chief Information Officer Riomales reported that staff is conducting an evaluation and selection of a security vendor to facilitate a comprehensive security assessment for Tri-City, pointing out that in 2019, it was the last time Tri-City had done a security assessment. Therefore, it is necessary to go through a much more comprehensive analysis of our current state, as well as to ensure that we are properly aligned with industry standards and robust enough to handle the security threats in this day and age; and discussed the security vendor selection process. He then talked about the Cerner implementation which will take place for the next 10 months and expected to be completed in June 2022.

There being no further discussion, Board Member Vera 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: Alternate Board Member Duran; Board Members Cockrell, Lantz, Nolte, Ontiveros-Cole, and Vera; and Vice-Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Chair Carder.

GOVERNING BOARD COMMENTS

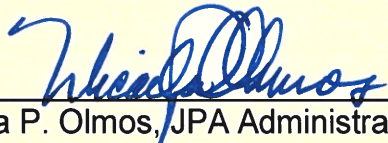
There were no Board comment.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

At 6:25 p.m., on consensus of the Governing Board its meeting of July 21, 2021 was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, September 15, 2021 at 5:00 p.m., via teleconference due to the COVID-19 pandemic. The Governing Board is Dark during the month of August.



Micaela P. Olmos, JPA Administrator/Clerk