



MINUTES

REGULAR MEETING OF THE GOVERNING BOARD JANUARY 17, 2024 – 5:00 P.M.

The Governing Board Meeting was held on Wednesday, January 17, 2024 at 5:00 p.m. in the MHSA Office located at 2001 North Garey Avenue, Pomona, California.

CALL TO ORDER Chair Leano called the meeting to order at 5:01 p.m.

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

GOVERNING BOARD

PRESENT: Jed Leano, City of Claremont, Chair
John Nolte, City of Pomona, Vice-Chair
Carolyn Cockrell, City of La Verne, Board Member (arrived at 5:07 pm)
Paula Lantz, City of Pomona, Board Member
Wendy Lau, City of La Verne, Board Member
Elizabeth Ontiveros-Cole, City of Pomona, Board Member (arrived at 5:06 pm)
Ronald T. Vera, City of Claremont, Board Member

ABSENT: None.

STAFF

PRESENT: Rimmi Hundal, Executive Director
Steven L. Flower, General Counsel
Diana Acosta, Chief Financial Officer
Elizabeth Renteria, Chief Clinical Officer
Seeyam Teimoori, Medical Director
Dana Barford, Director of MHSA & Ethnic Services
Natalie Majors-Stewart, Chief Compliance Officer
Mica Olmos, JPA Administrator/Clerk

CONSENT CALENDAR

Board Member Vera announced that he would abstain from voting on Agenda Item No. 1 since he did not have a chance to review it.

Board Member Lantz asked to pull Agenda Item No. 1 from the Consent Calendar for further discussion.

Chair Leano opened the meeting for public comment; and there was no public comment.

There being no further comment, Board Member Lau moved, and Vice-Chair Nolte seconded, to approve Item Nos. 2 and 3 under the Consent Calendar. The motion was carried out by the following vote: AYES: Board Members Lantz, Lau, and Vera; Vice-Chair Nolte; and Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Ontiveros-Cole.

2. CONSIDERATION OF RESOLUTION NO. 731 ADOPTING A REVISED PERSONNEL RULES AND REGULATIONS MANUAL OF TRI-CITY MENTAL HEALTH AUTHORITY, EFFECTIVE JANUARY 1, 2024

Recommendation: “A motion to adopt Resolution No. 731 updating Rule VI, Section 2.B of the Authority’s Personnel Rules and Regulations Manual, effective January 1, 2024.”

3. CONSIDERATION OF RESOLUTION NO. 732 REVISING THE JOB DESCRIPTIONS FOR THE BEHAVIORAL HEALTH WORKER, DEI COORDINATOR, HR DIRECTOR, PEER SUPPORT SPECIALIST I/II, AND TCG GARDENER CLASSIFICATIONS; AND RECTIFYING THE AUTHORITY’S MASTER CLASSIFICATION AND SALARY SCHEDULE EFFECTIVE RETROACTIVE TO MARCH 7, 2023

Recommendation: “A motion to adopt Resolution No. 732 revising the Job Descriptions for the Behavioral Health Worker, DEI Coordinator, HR Director, Peer Support Specialist I/II, and TCG Gardener Classifications; and Rectifying the Authority’s Master Classification and Salary Schedule Effective Retroactive to March 7, 2023.”

NEW BUSINESS

1. APPROVAL OF MINUTES FROM THE DECEMBER 20, 2023 GOVERNING BOARD AND MENTAL HEALTH COMMISSION REGULAR JOINT MEETING

Governing Board Member Lantz requested that a sentence be added to the Minutes to show on record that she asked if she had to recuse herself during the discussion regarding vouchers, since she is on the Los Angeles Board of Continuum of Care, and she was assured that she did not have to recuse herself.

Chair Leano opened the meeting for public comment; and there was no public comment.

At 5:06 p.m., Board Member Ontiveros-Cole arrived at the meeting.

There being no further comment, Vice-Chair Nolte moved, and Board Member Lau seconded, to approve the Governing Board and Mental Health Commission Regular Joint Meeting of December 20, 2023, with the statement added to the Minutes requested by Board Member Lantz. The motion was carried by the following vote: AYES: Board Members Lantz and Lau; Vice-Chair Nolte; and Chair Leano. NOES: None. ABSTAIN: Board Members Ontiveros-Cole and Vera. ABSENT: Board Member Cockrell.

4. ELECTION OF OFFICERS FOR THE 2024 CALENDAR YEAR AS REQUIRED BY THE JOINT POWERS AGREEMENT BETWEEN THE CITIES OF POMONA, CLAREMONT, AND LA VERNE

At 5:07 p.m., Board Member Cockrell arrived at the meeting.

Chair Leano moved, and Board Member Lantz seconded, to nominate John Nolte for the position of Vice-Chair.

Chair Leano opened the meeting for public comment; and there was no public comment.

There being no discussion, the motion was carried by the following vote: AYES: Board Members Cockrell, Lantz, Lau, Ontiveros-Cole, and Vera; Vice-Chair Nolte; and Chair Leano. NOES: None. ABSTAIN: None. ABSENT: None.

Board Member Lantz moved, and Board Member Lau seconded, to nominate Jed Leano for the position of Chairperson.

Chair Leano opened the meeting for public comment; and there was no public comment.

There being no comment, the motion was carried by the following vote: AYES: Board Members Cockrell, Lantz, Lau, Ontiveros-Cole, and Vera; Vice-Chair Nolte; and Chair Leano. NOES: None. ABSTAIN: None. ABSENT: None.

5. CONSIDERATION TO FORM AN AD-HOC COMMITTEE TO INTERVIEW APPLICANTS FOR MEMBERSHIP TO TCMHA MENTAL HEALTH COMMISSION

Executive Director Hundal indicated that TCMHA is required to have a Mental Health Commission (MHC), which is an advisory body to the Governing Board; that they do not have policy making authority, but they do make recommendations to the Governing Board for approval of certain items. She pointed out that there is an open recruitment for Commissioners; and that according to the MHC bylaws, Commissioners are appointed by the Governing Board. Therefore, it was recommended that the Governing Board form an Ad-Hoc Committee to conduct interviews; thereafter, then present to the Board for its consideration and approval, the applicants recommended for membership to the Commission.

Board Member Lau inquired about the timeline, the time commitment, and responsibilities for those on the Ad-Hoc Committee. JPA Clerk/Administrator Olmos stated that the recruitment is open until the end of January; that the individuals who meet the qualifications will be invited for an interview; and that staff would like to have an Ad-Hoc Committee in place before interviews are scheduled. Executive Director Hundal added that the Ad-Hoc Committee selects the candidates to be recommended to the rest of the Governing Board; that the Commissioners will be potentially selected at the February meeting and discussed the requirements for membership to the Mental Health Commission.

Governing Board Member Vera shared that he and Board Member Cockrell were on the Ad-Hoc Committee last year; that it takes about three hours to conduct the interviews. Board Member Lau inquired about the number of spots on the Mental Health Commission. JPA Clerk/Administrator Olmos responded that there can be up to 14 Commissioners, but the requirement is at least 10.

Executive Director Hundal shared that she would be willing to make an announcement at the City Council meetings if the Board Members would like; that she can also send flyers out for distribution. She stated that they currently only have one representative from Claremont and Pomona; that it would be nice to have a representative from La Verne.

Chair Leano acknowledged Mental Health Commissioner Chair Henderson's presence. He then inquired about the Mental Health Commission application and the length of the application. JPA Clerk/Administrator Olmos indicated that the Application packet is 4 pages; however, the portion to be completed is only 2 pages, noting that the first two pages contain information about the criteria and requirements for membership to the Commission. Executive Director Hundal added that the application is very simple and straightforward; that it also indicates the expectations and meeting times for the Commissioners.

Board Member Vera inquired if the application references term limits. JPA Clerk/Administrator Olmos responded in the affirmative, stating that the term limits are three years, and that a commissioner can be reappointed at the end of three years.

Board Member Lau asked if the application was on the TCMHA website. Executive Director Hundal responded in the affirmative, noting that the application was also included in the Board packet. Board Member Lau requested that staff send the application to the Board members so that they can also distribute it.

Chair Leano recommended to send the MHC recruitment information to the individuals who applied for the Governing Board position; and indicated that he would ask the Claremont City Clerk to forward the applicants' information from the City of Claremont Governing Board recruitment to TCMHA. Executive Director Hundal responded in the affirmative stating that they would also like to reach those applicants and invite them to stakeholder meetings and other planning meetings as well.

Chair Leano opened the meeting for public comment; and there was no public comment.

Chair Leano requested volunteers for the Ad-Hoc Committee. Board Members Lau, Cockrell, and Vera volunteered; without objection, they were unanimously approved to form the Ad-Hoc Committee to interview applicants for membership to the Mental Health Commission.

MONTHLY STAFF REPORTS

6. RIMMI HUNDAL, EXECUTIVE DIRECTOR REPORT

Executive Director Hundal reported that staff will be participating in a lot of trainings conducted by Liebert Cassidy and Whitmore; that Governing Board members are welcome to participate in the trainings, noting that if they cannot attend, the virtual trainings are recorded and can be shared. She stated that the month of August has been dedicated for the majority of staff trainings since the Board and Commission meetings go dark; that the trainings are required by the State to function as a mental health agency; and that last year was successful because everyone completed their trainings on time. She then provided an update regarding COVID-19 regulations, stating that in February 2024, in accordance with the LA County Department of Public Health requirements, TCMHA will begin implementing a reduced masking requirement, provided that employees receive both the annual flu vaccine and the COVID-19 vaccine, specifically the 2023-2024 formula. She then announced that staff will be reaching out to the individuals who applied for the Governing Board positions to become stakeholders; that staff are beginning to review programs with stakeholders and soliciting their feedback; that a report will be written showing the results and it will be presented Governing Board in April after a Mental Health Commission Public

Hearing is held. She then reported that IT staff had updated the Wi-Fi speed at all five locations; and then provided a staffing update.

Chair Leano inquired about the upcoming Proposition 1, the Mental Health Services Act ballot measure and the bond attached to it. He shared that he received an email from the California League of Women Voters who took a position of opposition.

Executive Director Hundal shared that staff are working on talking points for the Governing Board; that Director of MHSA and Ethnic Services Barford is taking the lead and talking to other counties are doing and staying updated on the information they are presenting; and that she will share the talking points with General Counsel Flower before distributing them to the Board. She also mentioned that she has heard that Proposition 1 will pass, noting that she was not advocating for it, that she was simply sharing the information she heard. She added that if Proposition 1 passes, staff will be holding community forums to share what it will mean for TCMHA as an agency; that they will keep the Governing Board up to date; and that management will do as much as possible to communicate with staff and be creative to continue programming.

7. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT

Chief Financial Officer Acosta reported that accounting staff are working on the annual financial transactions report, the annual revenue and expenditure report with regards to MHSA funds, and the MHSA annual update, which requires a budget in addition to the annual operating budget. She then stated that TCMHA received another million dollars from LADMH (Los Angeles Department of Mental Health) for outstanding services from previous years' receivables, but have not received the funds that pass through LADMH for the current fiscal year since July of 2023 due to the implementation of CalAIM. She then provided an update on the two ongoing Facilities projects, stating that there is a delay for the Therapeutic Community Garden because there are manufacturing delays on the gazebo structure; and that it is anticipated that the bid results for the office remodel will be presented to the Governing Board at its March meeting.

Board Member Lantz inquired if staff had interacted with other counties to see if they have been receiving their reimbursements. Chief Financial Officer Acosta stated that the Los Angeles County has yet to receive any payment on TCMHA's behalf; that it is her understanding that other counties are experiencing similar situations; that she will have more information on this topic at the next Board meeting.

Board Member Vera inquired about the audit report and if the Board can expect to receive it at the March Board meeting. Chief Financial Officer Acosta replied in the affirmative, noting that staff have been experiencing some challenges as a result of the implementation of the new Governmental Accounting Standards Board (GASB) Statement; and that staff have been trying to get the auditors back in to complete the audit since it has been hard to work with their schedule.

Board Member Vera expressed that in order to approve the budget in May or June for the next fiscal year, the Board should have the audit report in hand; and that if it is anticipated that the audit will not be ready in March, he would like to know the reason for not being ready. Chief Financial Officer Acosta shared that there have been some issues regarding negotiations with the agreement with the vendor; that the implementation of GASB 96 has also added a delay to everything; and that staff will do their best to have it all completed by March.

General Counsel Flower added that Chief Financial Officer Acosta and Controller Bogle have been working diligently working to get the audit completed; that there have been frustrating negotiations in dealing with the auditors, not related to the audit itself.

8. LIZ RENTERIA, CHIEF CLINICAL OFFICER REPORT

Chief Clinical Officer Renteria highlighted the work that was done at the Service Connection event that occurred in Pomona on December 15, 2023, stating that the Los Angeles County Chief Executive Office conducted a Pathway Home Encampment resolution event focused on RV's in one area where unsheltered individuals were living. She stated that the Pathway Home event was held where a number of providers were in attendance to help people as they transitioned to more permanent housing; that 43 individuals were moved into hotels; that Tri-City Mental Health Authority, along with Los Angeles County Department of Mental Health, provided mental health support services during the event, and shared that three staff members were present at the event, two from the Access to Care Department and one from the Full-Service Partnership Department; and that everyone they interacted with walked away with an appointment or a re-engagement strategy. She then shared a quote from one of the Clinical Therapists, Tracy Boase, wherein she expressed gratitude for being able to participate in the event, and connect with participants and County representatives. Lastly, she mentioned that since the event, TCMHA has received more referrals from the staff at Sunset Motel where the event was held.

9. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT

Medical Director Teimoori referred to his report noting that he had listed information about the services provided and opened it up for questions from the Board.

Board Member Vera shared that Dr. Kim is the new Medical Staff Director at Pomona Valley Hospital and also the head of the Emergency Department, noting that Dr. Kim would like to meet with Medical Director Teimoori; and then inquired about the vacancies for the Psychiatrist position. Medical Director Teimoori responded that there is one vacancy; that with the current psychiatrist, they cut down on the office. Board Member Vera shared that he spoke with a previous TCMHA employee who is now the Director for San Bernardino County who informed him that they can recruit doctors who have a private practice, as long as it does not conflict with their current practice. Medical Director Teimoori shared that it is also the same practice at TCMHA.

Discussion ensued regarding the competitive pay rate for psychiatrists in today's job market between the private sector and public sector.

Chair Leano inquired about the long-term outlook for TCMHA and the best way to recruit and retain the next generation of psychiatric professionals. Medical Director Teimoori indicated that one of the advantages at TCMHA is that psychiatrists spend more time with patients rather than a 'hamster wheel' system. He shared that they lost the indirect time; that they used to bill for the time spent with the patient face-to-face and non-face-to-face documentation, collaboration and more, which is half the billing time; that there is more of a push to get more billing hours and service hours, which in turn has caused significant burn out for the doctors. He added that another problem they have is that the no-show rate of patients after COVID drastically changed. Executive Director Hundal added that in the public sector they are not able to bill a patient for not showing up, which is something that is regularly practiced in the private sector.

Board Member Lantz inquired about the use of reminder programs. Executive Director Hundal stated that reminders are conducted through manual phone calls, but TCMHA is moving towards automated reminders.

Chief Compliance Officer Majors-Stewart explained that staff are in the midst of switching to automated appointment reminders, and doing research and development to see what leads to an increase in no-show rates and what has helped to increase attendance. She shared that they would have more information at the future Board meetings.

Executive Director Hundal stated that TCMHA has a great employment packet for psychiatrists. Discussion ensued regarding the shortage of medical professionals and the disconnection between the private and public sectors.

10. DANA BARFORD, DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT

Director of MHSA and Ethnic Services Barford reported that staff are in the process of recruiting and spreading the word to the community members about the Community Wellbeing Grants, which are designed for communities that are located in the three cities and the focus is on ages 0-25. She announced that there are two upcoming events: 1) virtual information night on February 6th at six o'clock; and 2) the Bidders' conference on February 20th and February 22nd, via Zoom, noting that the meetings are mandatory for those who are interested in applying. She also reported that the Innovation project Help@Hand had been completed; that over the next six months staff will be working with other counties and TCMHA's Project Manager will aggregate all the data outcomes and information; thereafter, staff will present the information to the Governing Board.

11. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT

Chief Compliance Officer Majors-Stewart referred to the HIPAA Development effort that the Best Practices division is leading, and stated that over the next few months staff will be focusing on policies, protocols, workplace process protocol assessment, analysis and training related to HIPAA and other privacy laws. She stated that the primary objective is to maximize compliance, minimize threats, and identify areas with potential risk issues to fix them and ensure protection.

GOVERNING BOARD COMMENTS

Vice-Chair Nolte thanked the TCMHA staff for their hard work.

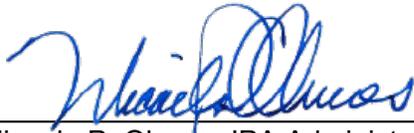
Board Member Vera requested a report about the impact of AI on the current work situation.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

At 5:43 p.m., on consensus of the Governing Board, its meeting of January 17, 2024 was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, February 21, 2024 at 5:00 p.m., in the MHSA Administrative Office, 2001 North Garey Avenue, Pomona, California.



Micaela P. Olmos, JPA Administrator/Clerk