



## MINUTES

### **SPECIAL MEETING OF THE GOVERNING BOARD**

**JUNE 12, 2024 – 5:00 P.M.**

The Governing Board Special Meeting was held on Wednesday, May 15, 2024, at 5:00 p.m. in the Wellness Center located at 1403 North Garey Avenue, Pomona, California.

**CALL TO ORDER** 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, Chair  
John Nolte, City of Pomona, Vice-Chair  
Carolyn Cockrell, City of La Verne, Board Member  
Paula Lantz, City of Pomona, Board Member  
Wendy Lau, City of La Verne, Board Member  
Elizabeth Ontiveros-Cole, City of Pomona, Board Member  
Ronald T. Vera, City of Claremont, Board Member

ABSENT: None.

#### STAFF

PRESENT: Diana Acosta, Chief Financial Officer  
Amy Greyson, General Counsel  
Elizabeth Renteria, Chief Clinical Officer  
Natalie Majors-Stewart, Chief Compliance Officer  
Dana Barford, Director of MHSA & Ethnic Services  
Micaela P. Olmos, JPA Administrator/Clerk

#### **CONSENT CALENDAR**

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

Board Member Lantz asked that Agenda Item No. 6, *Consideration of Resolution No. 745 Establishing The Employee Work Schedule For Mobile Crisis Care Policy And Procedure No. II.24 Effective July 1, 2024*, be pulled for discussion.

There being no further comment, Vice-Chair Nolte moved, and Board Member Ontiveros-Cole seconded to approve the Consent Calendar Items No. 1-5 and Nos. 7-8. The motion was carried by the following vote: Board Members Cockrell, Lantz, Lau, Ontiveros-Cole, and Vera; and Vice-Chair Nolte; Chair Leano. NOES: None. ABSTAIN: None. ABSENT: None.

**1. APPROVAL OF MINUTES FROM THE MARCH 20, 2024 GOVERNING BOARD REGULAR MEETING**

Recommendation: “A motion to approve the Minutes of the Governing Board Regular Meeting of March 20, 2024.”

**2. APPROVAL OF MINUTES FROM THE APRIL 17, 2024 GOVERNING BOARD REGULAR MEETING**

Recommendation: “A motion to approve the Minutes of the Governing Board Regular Meeting of April 17, 2024.”

**3. CONSIDERATION OF RESOLUTION NO. 742 APPROVING AN AFFILIATION AGREEMENT FOR INTERNSHIP PROGRAM WITH THE TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY (CSU) ON BEHALF OF CALIFORNIA STATE UNIVERSITY LONG BEACH, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY AMENDMENTS THEREAFTER**

Recommendation: “Staff recommends that the Governing Board adopt Resolution No. 742 approving the Affiliation Agreement with the Trustees of the CSU on behalf of CSULB and authorizing the Executive Director to execute the Agreement, and any amendments thereafter.”

**4. CONSIDERATION OF RESOLUTION NO. 743 APPROVING AN AFFILIATION AGREEMENT FOR INTERNSHIP PROGRAM WITH AZUSA PACIFIC UNIVERSITY THROUGH ITS DEPARTMENT OF SOCIAL WORK, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY AMENDMENTS THEREAFTER**

Recommendation: “A motion to adopt Resolution No. 743 approving an Affiliation Agreement with Azusa Pacific University; and authorizing the Executive Director to execute the agreement and any amendments thereafter.”

**5. CONSIDERATION OF RESOLUTION NO. 744 APPROVING AN AFFILIATION AGREEMENT FOR INTERNSHIP PROGRAM WITH UNIVERSITY OF SOUTHERN CALIFORNIA (USC) THROUGH ITS CHAN DIVISION OF OCCUPATIONAL SCIENCE AND OCCUPATIONAL THERAPY, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AGREEMENT AND ANY AMENDMENTS THEREAFTER**

Recommendation: “A motion to adopt Resolution No. 744 approving an Affiliation Agreement with the University of Southern California; and authorizing the Executive Director to execute the agreement and any amendments thereafter.”

**7. CONSIDERATION OF RESOLUTION NO. 746 APPROVING THE FIRST AMENDMENT TO THE AGREEMENT WITH CAPSTONE SOLUTIONS CONSULTING GROUP, LLC FOR COMPLETION OF THE DRUG MEDI-CAL CERTIFICATION FROM THE CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES (DHCS), AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE AMENDMENT**

Recommendation: “A motion to adopt Resolution No. 746 authorizing the Executive Director to execute the First Amendment to the Agreement with Capstone Solutions Consulting Group, LLC to complete the Drug Medi-Cal Certification from DHCS.”

**8. CONSIDERATION TO RE-APPOINT WRAY RYBACK AS MEMBER TO THE TRI-CITY MENTAL HEALTH COMMISSION**

Recommendation: “A motion to reappoint Wray Ryback as member to the Mental Health Commission for a three-year term expiring in June 2027.”

**NEW BUSINESS**

**Agenda Item No. 6 was pulled from Consent Calendar for Discussion.**

**6. CONSIDERATION OF RESOLUTION NO. 745 ESTABLISHING THE EMPLOYEE WORK SCHEDULE FOR MOBILE CRISIS CARE POLICY AND PROCEDURE NO. II.24, EFFECTIVE JULY 1, 2024**

Board Member Lantz sought clarification regarding the work schedules for the Mobile Crisis Unit staff, pointing out that the example given shows a twelve-hour day; however, she sees no overlap between shifts. Chief Clinical Officer Renteria explained that there is an overlap in the staff schedule, the example shown in the Policy displayed only one staff member’s schedule and there will be an overlap with a companion shift. Human Resources Director Torregano added that there will be three employees working with staggered schedules.

Chair Leano inquired if the schedule does not show full twenty-four-hour coverage is because it is just an example of a singular employee’s schedule. Human Resources Director Torregano responds in the affirmative.

Counsel Greyson suggested that Section 2.9.1 in the Policy be amended to state, “Example of Proposed 12-Hour Schedule”.

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

There being no further comment, Board Member Lantz moved, and Board Member Cockrell seconded, to adopt Resolution No. 745 establishing the Employee Work Schedule for Mobile Crisis Care Policy and Procedure No. II.24, effective July 1, 2024, with the revised language under Section 2.9.1 of said Policy. The motion was carried by the following vote: Board Members Cockrell, Lantz, Lau, Ontiveros-Cole, and Vera; and Vice-Chair Nolte; Chair Leano. NOES: None. ABSTAIN: None. ABSENT: None.

**9. CONSIDERATION OF AWARDING THIRTEEN COMMUNITY WELLBEING GRANTS TOTALING \$122,200.00 FOR FISCAL YEAR 2024-25 UNDER THE COMMUNITY CAPACITY BUILDING PROJECT OF THE PREVENTION AND EARLY INTERVENTION (PEI) PLAN**

Director of MHSA & Ethnic Services Barford reported that the agenda report includes the descriptions of the thirteen organizations that are being recommended to be awarded the Community Wellbeing Grants.

Board Member Vera inquired how many organizations applied. Daisy Martinez, Community Capacity Organizer stated there was a total of twenty-two. Board Member Vera further inquired how the applicants are selected. Community Capacity Organizer Martinez explained that after applications are received, a selection committee comprised of TCMHA staff and community members review the applications and rate them based on a scale; then how they rank on the scale, they will move to the next step of interviews. After the interviews are completed, the committee decides who will be the recipients of the CWB Grant.

Chair Leano opened the meeting for public comment.

Christina Vera, community member, inquired where in the MHSA states that TCMHA is authorized to award \$10,000.00 dollars Community Wellbeing grants, stating that the recipients of the grant are worthy but that the MHSA was created to help people who are mentally ill; that children that want to be in Girl Scouts are not mentally ill and that the organization that gives clothes are not mentally ill; that there are interventions in the classroom for children with autism and ADHD; and that there are scientifically proven interventions for weight management for children that suffer from obesity due to Bipolar Spectrum Disorders.

Chair Leano asked TCMHA staff to address Christina Vera's question regarding how grant awardees are determined within MHSA guidelines.

Director of MHSA and Ethnic Services Barford stated that within the MHSA, the grants include wellbeing and prevention and early intervention rather than just treatment, noting that it is a wide range and the grants are intended to empower the community members to identify their needs and how to support their own communities to circumvent needing a higher level of care; that the grants reflect a preventative care approach rather than treatment. She added that that grant approval is also dependent on the applications received, that out of the twenty-two applications received, thirteen applications were approved by TCMHA staff and community members and found they fit within the parameters of the MHSA guidelines.

There being no further comment, Vice-Chair Nolte moved, and Board Member Lau seconded, to award thirteen (13) Community Wellbeing Grants totaling \$122,200.00 to be funded under the PEI Plan in FY 2024-25. The motion was carried by the following vote: Board Members Cockrell, Lantz, Lau, Ontiveros-Cole, and Vera; and Vice-Chair Nolte; Chair Leano. NOES: None. ABSTAIN: None. ABSENT: None.

**10. CONSIDERATION OF AWARDING SEVEN MENTAL HEALTH STUDENT SERVICES ACT (MHSSA) SUB-GRANTS ROUND 2 TOTALING \$441,710.76 BEGINNING JULY 1, 2024 THROUGH JUNE 30, 2026, UNDER THE MHSSA GRANT RECEIVED FROM THE CALIFORNIA MENTAL HEALTH SERVICES OVERSIGHT AND ACCOUNTABILITY COMMISSION (MHSOAC)**

Board Member Lantz recused herself due to financial interest tied to the entity, stating she receives income from one of the entities.

Chief Clinical Officer Renteria provided a staff report, noting that it was a good, vetted selection process and explained it.

Board Member Vera inquired what is the eligible age group. Chief Clinical Officer Renteria replied that it is school age to college.

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

There being no further comment, Board Member Vera moved, and Board Member Cockrell seconded, to award seven (7) Mental Health Student Services Act Sub-Grants Round 2 totaling \$217,545.66, beginning July 1, 2024 through June 30, 2026, to be funded under the MHSSA Grant received from the California Mental Health Services Oversight and Accountability Commission. The motion was carried out by the following vote: Board Members Cockrell, Lau, Ontiveros-Cole, and Vera; and Vice-Chair Nolte; Chair Leano. NOES: None. ABSTAIN: None. ABSENT: Board Member Lantz.

Board Member Lantz returned to the meeting.

## **MONTHLY STAFF REPORTS**

### **11. RIMMI HUNDAL, EXECUTIVE DIRECTOR REPORT**

Chief Financial Officer Acosta, during the Executive Director Hundal absence, presented the Executive Director monthly report, and stated that TCMHA is currently going through the MHSA review through DHCS, noting that all the requested documents have been submitted and DHCS is expected to provide its comments or submit any questions within the new few weeks. She then announced that TCMHA will be closed on Wednesday, June 19, 2024, in observance of Juneteenth. She also reported that TCMHA is drafting a policy to reflect the requirements of Senate Bill 525 which aims to raise the minimum wage of healthcare workers; that the goal is to present a revised Classification and Salary schedule, and policy, to the Governing Board at its July meeting.

Chair Leano referred to the positions posted in Executive Director Hundal's report, and inquired if when TCMHA has a vacant psychiatrist position it means the workload is handled by temporary contractors. Chief Clinical Officer Renteria replied in the affirmative. Chief Leano further inquired how TCMHA is meeting patient care with an open psychiatrist vacancy. Chief Compliance Officer Majors-Stewart stated that TCMHA regularly evaluates the current caseload and is always looking at alternative methods for caseload management; and that Dr. Teimoori also acts as a back-up for treating clients when it is needed. Chair Leano also asked if there are currently any strategies or alternative solutions for these open positions since the Board had recently approved the fee schedule for locum-tenens. Human Resources Director Torregano stated that a doctor through locum-tenens had recently visited the clinic before moving from another state, and that an offer has been extended. Chief Compliance Officer Majors-Stewart added that staff always make sure that capacity requirements are maintained, noting that this is part of our network and the certification that we have.

**12. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT**

Chief Financial Officer Acosta reported that TCMHA's contract with the current audit firm has expired; that staff had issued a Request for Proposals; and that the proposals are due Monday, June 17th. She also stated that the Finance Department is compiling the Annual Budget and will be presented to the Governing Board in July; that Facilities have made progress at the 2001 building, and the project completion is expected in November 2024; that the Therapeutic Community Garden is almost complete, and a grand opening will be arranged.

Board Member Vera commented that he always pays attention to the monies that are subject to reversion, referred to the Innovation funds and inquired if they had to be spent within three years after they have been allocated. Chief Financial Officer Acosta stated that the funds need to be programmed within three years; however, the expenditure goes along with the Plan submitted to the MHSOAC and the timeline begins upon approval.

Discussion ensued regarding the process to expend the Innovations funds, how they are allocated, and how much is available, and about the budget for the Community Planning Process.

Board Member Lantz inquired about the status of the acquisition of another building. Chief Financial Officer Acosta states a property appraisal is underway and TCMHA is in the preliminary review and inspection.

Chair Leano referred to the staff report and inquired if the 10.2 million is only for the month of June. Chief Financial Officer Acosta stated that due to an influx of MHSA dollars as a result of the delay of taxed returns, is a one-time funds adjustment received in addition to the amount listed. Chair Leano also inquired if TCMHA should have been receiving the amount over twelve months instead of one lump sum. Controller Bogle explained there is a two-year delay in true-up and a delay in tax filings resulting in approximately a year's worth of funding being deposited at once. Chair Leano further inquired if TCMHA was anticipated that funding. Controller Bogle responds in the affirmative states the cash flows had been anticipated prior to the fiscal year and then it's compounded by the reversion, pointing out that the funds were simply received in the wrong fiscal year.

**13. LIZ RENTERIA, CHIEF CLINICAL OFFICER REPORT**

Chief Clinical Officer Renteria reported that she was selected as a California Healthcare Foundation Fellow through the University of San Francisco where healthcare personnel from across the state meet to work on projects useful for their organizations; that she will be reaching out to clients to share their experiences with TCMHA; and that she will present her findings to stakeholders at the conclusion of the project.

Board Member Vera praised the project.

**14. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT**

Chief Financial Officer Acosta announced that she will answer questions on behalf of Medical Director Teimoori, during his absence. There are no questions.

**15. DANA BARFORD, DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT**

Director of MHSA and Ethnic Services Barford highlights events that have taken place at the Wellness Center, stating that it hosted the Directing Change screening that showcased student films and awards were given, noting that the films focused on mental health, mental illness, and suicide prevention from the students' perspective. She added that another event hosted by the Wellness Center was a talent show that is free and open to the public, noting that there were poetry, music, and art, and the show is judged by a panel of judges who then decide on winners.

**16. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT**

Chief Compliance Officer Majors-Stewart talked about the perception survey required by both the county and state, which is administered once to twice a year, and reported that TCMHA collects data throughout the year; however, the survey focuses on the client's voicing their feelings. She noted that TCMHA offers the survey on-site, in-person, online, or over the phone; that after feedback is received, it is reviewed and evaluated on where the agency is doing well and where the agency can improve.

**GOVERNING BOARD COMMENTS**

There was no comment.

**PUBLIC COMMENT**

Community Member Christina Vera stated that Board Member Vera is on the board of directors for the Pomona Valley Medical (PVH) Center; that CalHIVE awarded a grant to PVH to integrate behavioral health into primary care, noting that Dr. Daniel Blocker is directing the program, and urged TCMHA to contact him to work together.

Board Member Vera added that he will send an email to staff with further information.

**ADJOURNMENT**

At 5:42 p.m., on consensus of the Governing Board, its meeting of June 12, 2024, was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, July 17, 2024, at 5:00 p.m., in the Wellness Center, 1403 North Garey Avenue, Pomona, California.



Micaela P. Olmos, JPA Administrator/Clerk