

[Tricitymhs.org](http://Tricitymhs.org)

Tri-City Mental Health Services  
Administration Office  
1717 North Indian Hill Boulevard, Suite B,  
Claremont, CA 91711-2788  
909.623.6131 p / 909.623.4073 f

Founded by Pomona, Claremont, and La Verne  
in 1960



Paula Lantz (Pomona), Chair  
Chuck Leeb, Ph.D. (Claremont), Vice-Chair  
Robin Carder (La Verne), Board Member  
Carolyn Cockrell (La Verne), Board Member  
Joseph M. Lyons, Ph.D. (Claremont), Board Member  
Edina Martinez, Psy.D.(Pomona), Board Member  
John Nolte (Pomona), Board Member

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## **GOVERNING BOARD AGENDA**

**WEDNESDAY, JANUARY 21, 2015**

**ADMINISTRATION BUILDING**

**1717 N. INDIAN HILL BLVD, SUITE B, CLAREMONT, CA**

**4:45 P.M.**

*Public Participation. Section 54954.3 of the Brown Act provides an opportunity for members of the public to address the Governing Board on any item of interest to the public, before or during the Governing Board's consideration of the item, that is within the subject matter jurisdiction of the Governing Board. Therefore, members of the public are invited to speak on any matter on or off the agenda. If the matter is an agenda item, you will be given the opportunity to address the legislative body when the matter is considered. If you wish to speak on a matter which is not on the agenda, you will be given the opportunity to do so at the Public Comment section.*

*Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Tri-City Mental Health Center to all or a majority of the Tri-City Governing Board less than 72 hours prior to this meeting are available for public inspection at 2008 N. Garey Avenue in Suite 1C during normal business hours.*

*In compliance with the American Disabilities Act, any person with a disability who requires an accommodation in order to participate in a meeting should contact Executive Assistant Mica Olmos at (909) 451-6421 at least 48 hours prior to the meeting.*

*Regular meetings are held on the 3rd Wednesday of every month.*

### **CALL TO ORDER**

### **ROLL CALL**

Board Member Carder, Board Member Cockrell, Board Member Lyons, Board Member Martinez, Board Member Nolte, Vice-Chair Leeb, and Chair Lantz.

### **POSTING OF AGENDA**

The Agenda is posted 72 hours prior to each meeting at the following Tri-City locations: Administrative Office, 1717 N. Indian Hill Blvd. #B in Claremont; Clinical Facility, 2008 N. Garey Avenue in Pomona; Wellness Center, 1403 N. Garey Avenue in Pomona; Royalty Offices, 1900 Royalty Drive #180/280 in Pomona; and on the Tri-City's website: <http://www.tricitymhs.org>

**CONSENT CALENDAR**

*All items listed under the Consent Calendar are considered to be routine and will be enacted at one time by one motion. Governing Board members may pull an item for discussion and remove the item from the Consent Calendar for separate consideration. Anyone wishing to speak to items on the Consent Calendar, whether a member of the Board or public, is requested to do so at this time.*

**1. APPROVAL OF MINUTES FROM THE DECEMBER 17, 2014 GOVERNING BOARD / MENTAL HEALTH COMMISSION JOINT MEETING**

Recommendation: “A motion to approve the Minutes of the Joint Meeting of December 17, 2014.”

**2. APPROVAL OF RESOLUTION NO. 397 OF THE GOVERNING BOARD OF TRI-CITY MENTAL HEALTH CENTER ADOPTING ITS 2015 MEETING SCHEDULE**

Recommendation: “A motion to approve Resolution No. 397, a Resolution of the Governing Board adopting its 2015 Meeting Schedule.”

**3. APPROVAL FOR THE DESTRUCTION OF SURPLUS I.T. EQUIPMENT**

Recommendation: “A motion to approve the destruction of surplus I.T. equipment.”

**4. APPROVAL OF REVISED ACCOUNTING DEPARTMENT POLICY AND PROCEDURE FOR PETTY CASH ACCOUNTS**

Recommendation: “A motion to approve the revised Accounting Department Policy and Procedure for Petty Cash Accounts.”

**NEW BUSINESS****5. APPROVAL OF MEMORANDUM OF UNDERSTANDING FOR THE CEDAR SPRINGS PERMANENT SUPPORTIVE HOUSING PROJECT**

Recommendation: “A motion to approve the following items 5A, 5B, and 5C:

- A. Approve the Memorandum of Understanding by and between Tri-City Mental Health Authority, the Ownership Limited Partnership, and the John Stewart Company;
- B. Authorize the Executive Director to execute the MOU on behalf of Tri-City; and
- C. Authorize the Executive Director to make non-substantive changes to the MOU, if needed.”

**6. APPROVAL OF MEMORANDUMS OF UNDERSTANDING FOR THE HOLT AVENUE FAMILY APARTMENTS PROJECT**

Recommendation: “A motion to approve the following Items 6A, 6B, and 6C:

- A. Approve the three Memorandums of Understanding:
  - (i) MOU by and between TCMHA & CBH for the Development of the Holt Avenue Family Apartments Project
  - (ii) MOU by and between TCMHA & the Partnership for the Operations of the Holt Avenue Family Apartments Project
  - (iii) MOU by and between TCMHA & the Partnership for the Creation and Funding of the Residential Services Coordinator Position for the Holt Avenue Family Apartments
- B. Authorize the Executive Director to execute the MOUs on behalf of Tri-City; and
- C. Authorize the Executive Director to make non-substantive changes to the MOU, if needed.”

<b>MONTHLY STAFF REPORTS</b>
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**7. EXECUTIVE DIRECTOR REPORT****8. CHIEF FINANCIAL OFFICER REPORT****9. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT****10. CHIEF OPERATIONS OFFICER REPORT****11. MEDICAL DIRECTOR REPORT****12. MANAGER OF BEST PRACTICES REPORT****13. MHSA MANAGER REPORT**

Recommendation: “A motion to receive and file the month of January staff reports.”

**GOVERNING BOARD COMMENTS**

Members of the Governing Board may make brief comments or request information about mental health needs, services, facilities, or special problems that may need to be placed on a future Governing Board Agenda.

**PUBLIC COMMENT**

The Public may at this time speak regarding any Tri-City related issue, provided that no action shall be taken on any item not appearing on the Agenda. The Chair reserves the right to place limits on duration of comments.

**CLOSED SESSION**

The Governing Board will recess to a Closed Session.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.9)

Property: 140 Orange Grove Avenue, Pomona, CA 91767

(Church building and its parking lot -Parcel APN 009)

Tri-City Negotiators: Toni Navarro, Jesse H. Duff, Donald Pruyn, Darold Pieper

Under Negotiation: Possible purchase including terms and price

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.9)

Property: 164-194 Orange Grove Avenue, Pomona, CA 91767

(Four multi-family housing units, plus two mobile office modular -Parcel APN 23)

Tri-City Negotiators: Toni Navarro, Jesse H. Duff, Donald Pruyn, Darold Pieper

Under Negotiation: Possible purchase including terms and price

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code § 54956.9)

Property: Parcel APN 25 – parking lot behind 1403 Garey Avenue, Pomona, 91767

(Parking lot with entrance off Gordon Street)

Tri-City Negotiators: Toni Navarro, Jesse H. Duff, Donald Pruyn, Darold Pieper

Under Negotiation: Possible purchase including terms and price

**RECONVENE TO OPEN SESSION**

The Governing Board will reconvene to an Open Session.

**CLOSED SESSION REPORT**

Any reportable action taken is announced.

**ADJOURNMENT**

The next Regular Meeting of the Governing Board will be held on **Wednesday, February 18, 2015 at 4:45 p.m.** in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.

MICA OLMOS  
EXECUTIVE ASSISTANT