

Tricitymhs.org

**Tri-City Mental Health Services
Administration Office**
1717 North Indian Hill Boulevard, Suite B,
Claremont, CA 91711-2788
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*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

GOVERNING BOARD AGENDA

WEDNESDAY, JUNE 17, 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 MAY 20, 2015 GOVERNING BOARD AND MENTAL HEALTH COMMISSION JOINT MEETING AND MHSA PUBLIC HEARING

Recommendation: “A motion to approve the Minutes of the Joint Meeting with the Mental Health Commission and MHSA Public Hearing of May 20, 2015.”

2. APPROVAL OF RENEWAL OF REAL PROPERTY LICENSE AGREEMENT WITH AMY’S FARMS THROUGH JUNE 30, 2016

Recommendation: “A motion to approve the renewal of Agreement with Amy’s Farm through June 30, 2016.”

3. APPROVAL OF RESOLUTION NO. 402 ADOPTING REVISED JOB DESCRIPTION FOR THE CLINICAL PROGRAM MANAGER, DIRECTOR OF MHSA AND ETHNIC SERVICES, HR MANAGER, IT MANAGER, SENIOR HR ANALYST, IT SPECIALIST I,II, MENTAL HEALTH WORKER I, II, AND MENTAL HEALTH REHABILITATION SPECIALIST I, II, II

Recommendation: “A motion to approve Resolution No. 402 adopting revised job descriptions.”

NEW BUSINESS

4. APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH VELOCITY INK, LLC (KIM M. TSO, M.P.P) TO ASSIST IN DEVELOPMENT AND DOCUMENTATION OF THE MHSA ANNUAL UPDATE, NEW CULTURAL COMPETENCY PLAN, POSSIBLE NEW MHSA PROGRAM UPDATES FOR CSS AND PEI AND OTHER CONSULTING SUPPORT FOR VARIOUS MENTAL HEALTH SERVICE ACT PLANNING

Recommendation: “A motion to approve the Independent Contractor Agreement with Velocity Ink, LLC (Kim M. Tso) in the amount of \$35,250 for services to be provided through June 30, 2016.”

5. APPROVAL OF RESOLUTION NO. 403 ADOPTING FISCAL YEAR 2015-2016 CLASSIFICATION AND COMPENSATION STUDY

Recommendation: “A motion to approve and adopt Resolution No. 403 establishing the Classification and Salary Schedule for Fiscal Year 2015-2016 and effective July 1, 2015.”

6. APPROVAL OF THE COMMUNITY WELLBEING GRANTS UNDER THE COMMUNITY CAPACITY BUILDING PROJECT OF THE PREVENTION AND EARLY INTERVENTION (PEI) PLAN

Recommendation: “A motion to approve the Community Wellbeing Grants to be funded under the PEI Plan.”

7. APPROVAL OF RESOLUTION NO. 404 APPROVING THE PURCHASE OF 2001 N. GAREY AVENUE, POMONA, CALIFORNIA, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ALL NECESSARY ACTIONS AND EXECUTE ALL NECESSARY DOCUMENTS

Recommendation: “A motion to approve and adopt Resolution No. 404 effectuating the purchase of the Property.”

8. APPROVAL OF THE ALLOCATION OF THE REMAINING HOUSING FUNDS HELD BY CALHFA TO THE WEST HOLT FAMILY APARTMENTS PROJECT BY CLIFFORD BEERS HOUSING

Recommendation: “A motion to approve the transfer of Tri-City’s Housing funds being held at CalHFA to Clifford Beers Housing.”

MONTHLY STAFF REPORTS

9. EXECUTIVE DIRECTOR REPORT

10. CHIEF FINANCIAL OFFICER REPORT

11. CHIEF OPERATIONS OFFICER REPORT

12. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT

13. MEDICAL DIRECTOR REPORT

14. MANAGER OF BEST PRACTICES REPORT

15. MHSA MANAGER REPORT

Recommendation: “A motion to receive and file the month of June 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.

ADJOURNMENT

The next Regular Meeting of the Governing Board will be held on **Wednesday, July 15, 2015 at 4:45 p.m.**, in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.

MICA OLMOS
EXECUTIVE ASSISTANT