

[Tricitymhs.org](http://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



Robin Carder (La Verne), Chair  
Edina Martinez, Psy.D. (Pomona), Vice-Chair  
Carolyn Cockrell (La Verne), Board Member  
Rubio R. Gonzalez (Pomona), Board Member  
Joseph M. Lyons, Ph.D. (Claremont), Board Member  
Elizabeth Ontiveros-Cole (Pomona), Board Member  
Ronald T. Vera (Claremont), Board Member

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## **GOVERNING BOARD AGENDA**

**WEDNESDAY, JUNE 21, 2017**

**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 and or the Mental Health Commission on any item of interest to the public, before or during the consideration of the item, that is within the subject matter jurisdiction of the Governing Board and/or Mental Health Commission. 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 and Mental Health Commission less than 72 hours prior to this meeting are available for public inspection at 1717 N. Indian Hill Blvd., Suite B, in Claremont 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 JPA Administrator/Clerk Mica Olmos at (909) 451-6421 at least 48 hours prior to the meeting.*

### **CALL TO ORDER**

### **ROLL CALL**

Board Member Cockrell, Board Member Gonzalez, Board Member Lyons, Board Member Ontiveros-Cole, Board Member Vera, Vice-Chair Martinez, and Chair Carder.

### **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; MHSA Office, 2001 N. Garey Avenue 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 17, 2017 GOVERNING BOARD AND MENTAL HEALTH COMMISSION JOINT MEETING AND MHSA ANNUAL PUBLIC HEARING**

Recommendation: “A motion to approve the Minutes of the Joint Meeting with the Mental Health Commission and Annual MHSA Public Hearing of May 17, 2017.”

**2. APPROVAL OF RESOLUTION NO. 434 ADOPTING CLASSIFICATION AND SALARY RANGE FOR THE COMMUNICATIONS COORDINATOR POSITION**

Recommendation: “A motion to approve and adopt Resolution No. 434 establishing the Classification and Salary Range for the Communications Coordinator Position.”

**3. APPROVAL OF RESOLUTION NO. 435 ADOPTING REVISED JOB DESCRIPTIONS FOR PROGRAM ANALYST, PROGRAMS AND OUTCOMES ANALYST SUPERVISOR, QUALITY IMPROVEMENT SPECIALIST I & II, QUALITY IMPROVEMENT SUPERVISOR, AND SENIOR HUMAN RESOURCES ANALYST POSITIONS**

Recommendation: “A motion to approve and adopt Resolution No. 435 Revising the Job Descriptions for Program Analyst, Programs and Outcomes Analyst Supervisor, Quality Improvement Specialist I & II, Quality Improvement Supervisor, and Senior Human Resources Position; and revising the Salary Range for the Senior Human Resources Position only.”

**NEW BUSINESS**

**4. APPROVAL OF RESOLUTION NO. 436 ADOPTING FISCAL YEAR 2017-2018 CLASSIFICATION AND COMPENSATION STUDY**

Recommendation: “A motion to approve and adopt Resolution No. 436 establishing the Classification and Salary Schedule for Fiscal Year 2017-2018 effective July 1, 2017.”

5. **APPROVAL OF RESOLUTION NO. 437 AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A THREE-YEAR AUDIT SERVICES AGREEMENT WITH VAVRINEK, TRINE, DAY & CO. (VTD) FOR FISCAL YEARS ENDING JUNE 30, 2017, 2018 AND 2019, IN THE AMOUNT OF \$92,700, WITH AN OPTION TO EXTEND AN ADDITIONAL TWO YEARS**

Recommendation: “A motion to approve and adopt Resolution No. 437 authorizing the Executive Director to enter into a Three-Year Audit Service Agreement with VTD for Fiscal Years ending June 30, 2107, 2018 and 2019, in the sum of \$92,700, with an option to extend two additional years, for a total value of \$159,180.”

6. **APPROVAL OF THE COMMUNITY WELLBEING GRANTS FOR FY 2017-18 UNDER THE COMMUNITY CAPACITY BUILDING PROJECT OF THE PREVENTION AND EARLY INTERVENTION (PEI) PLAN**

Recommendation: “A motion to award the selected Community Wellbeing Grants totaling \$128,500.00 to be funded under the PEI Plan”

7. **APPROVAL OF RESOLUTION NO. 438 AUTHORIZING APPLICATION FOR, AND RECEIPT OF, NO PLACE LIKE HOME PROGRAM TECHNICAL ASSISTANCE GRANT FUNDS**

Recommendation: “A motion to approve and adopt Resolution No. 438 authorizing Application for, and receipt of, Technical Assistance Grant Funds under NPLH.”

### MONTHLY STAFF REPORTS

8. **TONI NAVARRO, EXECUTIVE DIRECTOR REPORT**
9. **DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT**
10. **NANCY GILL, CHIEF OPERATIONS OFFICER REPORT**
11. **ELIZABETH OWENS, DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT**
12. **SEYAM TEIMOORI, MEDICAL DIRECTOR REPORT**
13. **RIMMI HUNDAL, DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT**
14. **NATALIE MAJORS, MANAGER OF BEST PRACTICES 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 19, 2017 at 4:45 p.m.**, in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.

MICA OLMOS  
JPA ADMINISTRATOR/CLERK