

Tricitymhs.org

Tri-City Mental Health Services
Administration Office
1717 North Indian Hill Boulevard, Suite B
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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

GOVERNING BOARD AGENDA

WEDNESDAY, OCTOBER 18, 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>

PRESENTATION

AN AWARD OF RECOGNITION WILL BE PRESENTED TO OUTGOING GOVERNING BOARD VICE-CHAIR DR. EDINA MARTINEZ FOR HER LEADERSHIP AND DEDICATED SERVICE TO TRI-CITY SINCE 2008

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 SEPTEMBER 20, 2017 GOVERNING BOARD MEETING

Recommendation: “A motion to approve the Minutes of the Governing Board of September 20, 2017.”

2. APPROVAL OF REVISED TRI-CITY’S HIPAA SECURITY RULE POLICIES AND PROCEDURES MANUAL

Recommendation: “A motion to approve the Revised TCMHA HIPAA Security Rule Policies and Procedures Manual effective October 18, 2017.”

3. APPROVAL OF RESOLUTION NO. 443 ADOPTING REVISED JOB DESCRIPTION FOR PROGRAM ANALYST AND ADDING THE POSITIONS OF PROGRAM ANALYST II AND PROGRAM ANALYST III TO THE PERSONNEL RULES AND REGULATIONS

Recommendation: “A motion to approve and adopt Resolution No. 443 Revising the Program Analyst Job Description and adding the positions of Program Analyst II and Program Analyst III to the Personnel Rules and Regulations.”

NEW BUSINESS

4. REVIEW OF THE ISSUANCE OF THE AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR ENDED JUNE 30, 2017

Recommendation: “A motion to accept and file the final issued audited Financial Statements for Fiscal Year ended June 30, 2017.”

MONTHLY STAFF REPORTS

5. **TONI NAVARRO, EXECUTIVE DIRECTOR REPORT**
6. **DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT**
7. **NANCY GILL, CHIEF OPERATIONS OFFICER REPORT**
8. **ELIZABETH OWENS, DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT**
9. **SEYAM TEIMOORI, MEDICAL DIRECTOR REPORT**
10. **RIMMI HUNDAL, DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT**
11. **NATALIE MAJORS, MANAGER OF BEST PRACTICES REPORT**

Recommendation: “A motion to receive and file the month of October 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, November 15, 2017 at 4:45 p.m.**, in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.

MICAELA P. OLMOS
JPA ADMINISTRATOR/CLERK