

[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, OCTOBER 19, 2016**

**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 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.*

*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; 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 SEPTEMBER 21, 2016 GOVERNING BOARD MEETING**

Recommendation: “A motion to approve the Governing Board Meeting Minutes of September 21, 2016.”

**2. APPROVAL OF EMPLOYEES ABILITY TO PROVIDE GOODS AND SERVICES UNDER FEDERALLY FUNDED HEALTH CARE PROGRAMS POLICY REQUIRED BY LOS ANGELES DEPARTMENT OF MENTAL HEALTH FOR MEDI-CAL CERTIFICATION**

Recommendation: “A motion to approve and adopt the Employees Ability to Provide Goods and Services Under Federally Funded Health Care Programs Policy.”

**3. APPROVAL OF HIPAA SECURITY RULE POLICIES AND PROCEDURES MANUAL**

Recommendation: “A motion to approve the TCMHC HIPAA Security Rule Policies and Procedures Manual effective October 19, 2016.”

**4. APPROVAL FOR THE DONATION OR DESTRUCTION OF SURPLUS FURNITURE AND I.T. EQUIPMENT**

Recommendation: “A motion to approve the donation and destruction of surplus items on the Surplus Furniture and I.T. Equipment List for Disposal or Donation -October 2016.”

**NEW BUSINESS****5. REVIEW OF THE ISSUANCE OF THE AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR ENDED JUNE 30, 2016**

Recommendation: “A motion to accept and file the final issued audited Financial Statements for Fiscal Year ended June 30, 2016.”

**6. APPROVAL OF TRI-CITY MENTAL HEALTH SERVICES POLICY ON CALIFORNIA’S END OF LIFE OPTION ACT**

Recommendation: “A motion to approve and adopt the End of Life Option Act Policy, prohibiting Tri-City employees from participating in activities authorized by the End of Life Option Act/Law.”

**MONTHLY STAFF REPORTS**

- 7. EXECUTIVE DIRECTOR REPORT**
- 8. CHIEF FINANCIAL OFFICER REPORT**
- 9. CHIEF OPERATIONS OFFICER REPORT**
- 10. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT**
- 11. MEDICAL DIRECTOR REPORT**
- 12. DIRECTOR OF MHSA AND ETHNICS SERVICES REPORT**
- 13. 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 16, 2016 at 4:45 p.m.**, in the Administration Building, 1717 North Indian Hill Boulevard, Suite B, Claremont, California.

MICA OLMOS  
JPA ADMINISTRATOR/CLERK