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Founded by Pomona, Claremont, and La Verne in 1960

**TRI-CITY MENTAL HEALTH CENTER
GOVERNING BOARD**

**June 15, 2011
4:45 p.m.**

MEETING LOCATION

**Alexander Hughes Community Center – Grove Room
1700 Danbury Road Claremont 91711
Meeting Contact: Nancy Day Extension 2235**

Public Participation. 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.

AGENDA

CALL TO ORDER

ROLL CALL

1. PRESENTATION

Staff will present information on redevelopment of the Tri-City website.

2. 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.

- A. Approval of Minutes from Joint Governing Board / Mental Health Commission Meeting of May 18, 2011

- B. Approval of Renewal of Real Property License Agreement with Amy's Farms through June 30, 2012

In July 2010 the Governing Board approved a Real Property License Agreement with Amy's Farms for maintenance of the Tri-City Victory Garden located at 2018 N. Garey Avenue, which is due to expire on June 30, 2011.

Recommendation: Staff recommends that the Governing Board approves the renewal of a Real Property License Agreement with Amy's Farms for the period of July 1, 2011 through June 30, 2012.

3. **RESOLUTION TO ADOPT AMENDMENT TO CLASSIFICATIONS OF GENERAL SERVICE EMPLOYEES FOR THE POSITIONS OF EXECUTIVE ASSISTANT, PUBLIC OUTREACH COORDINATOR, AND SUPPORT SYSTEMS MANAGER**

Recommendation: Staff recommends that the Governing Board approves Resolution 354 revising the job descriptions for three positions included within the listing of Classification of General Service Employees.

4. **RESOLUTION TO APPROVE 2011-2012 CLASSIFICATION AND COMPENSATION STUDY**

Tri-City conducts a salary survey of the maximum base salaries of comparable positions during the months of May and June of each year. Survey results are then used to determine the positions of Tri-City salaries relative to the median as of July 1 of each fiscal year. Creative Management Solutions, Inc. was selected by management to complete the salary survey for Fiscal Year 2011-2012 and will present its recommendations for consideration by the Board.

Recommendation: Staff recommends that the Governing Board adopts Resolution 355 establishing the Classification Schedule for fiscal year 2011-2012 and effective July 1, 2011.

5. **APPROVAL OF CAMPAIGN FOR K-12 WELLBEING UNDER THE PREVENTION AND EARLY INTERVENTION (PEI) PLAN**

In 2010, the Tri-City Governing Board approved the K-12 Student Well-being Program as part of Tri-City's Prevention and Early Intervention Plan. Beginning in June 2010 and continuing through May 2011, representatives from the three school districts met to develop a Campaign for K-12 Wellbeing.

Recommendation: Staff recommends that the Governing Board (A) approves the proposal for the Campaign for K-12 Wellbeing as submitted herein; and (B) authorizes staff to enter into conversations with school district representatives to create the necessary agreements and contracts to support implementation of the Campaign proposal.

6. **AUTHORIZATION FOR TRI-CITY MENTAL HEALTH CENTER TO ESTABLISH MEMBERSHIP CA MENTAL HEALTH SERVICES AUTHORITY, A JOINT POWERS AUTHORITY**

The California Mental Health Services Authority (CaMHSA), a joint powers authority, was approved by the Secretary of State on July 1, 2009 to expedite the implementation of three State-administered PEI projects. Membership in the JPA would allow Tri-City to transfer its MHSA funds that have been allocated to the Suicide Prevention, Student Mental Health

Initiative, and Stigma and Discrimination Reduction PEI Projects to the JPA, and jointly develop statewide or regional mental health projects by use of these funds.

Recommendation: Staff recommends that the Governing Board authorizes the Executive Director to establish membership in the California Mental Health Services Authority (CalMHSA) by execution of a Joint Exercise of Powers Agreement, and direct the Executive Director to designate the MHSA Manager as an alternate representative for Tri-City and participate in, and vote, at meetings on behalf of the agency.

7. RESOLUTION TO APPROVE THE OPERATING BUDGET FOR FISCAL YEAR 2011-2012

The proposed Operating Budget for Fiscal Year 2011-2012 (provided under separate cover) will be reviewed by Chief Financial Officer Margaret Harris.

Recommendation: Staff hereby recommends that the Governing Board adopts Resolution 356 and approves the Operating Budget for Fiscal Year 2011-2012.

8. REPORTS

- A. Executive Director
- B. Chief Financial Officer
- C. Director of Clinical Program Services
- D. Director of Operations
- E. Quality Assurance Manager
- F. MHSA Manager

9. GOVERNING BOARD DISCUSSION ITEMS

Members of the Governing Board are encouraged to provide comments or ask questions about the community's mental health needs, services, facilities, and special problems.

10. PUBLIC COMMENT

11. ADJOURNMENT