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Founded by Pomona, Claremont, and La Verne in 1960

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

**October 19, 2011
4:45 p.m.**

MEETING LOCATION

**2008 North Garey Avenue, Suite 1B – Pomona, CA
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. 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 September 19, 2011 Governing Board Meeting
- B. Approval of Clinical Policy: On-Call Services

2. AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR 2010-2011

Vavrinek, Trine, Day & Company LLP (VTD) has completed an audit of Tri-City's financial statements for the fiscal year ended June 30, 2011. A draft of the most recent report is enclosed herein and final changes, if any, will be completed prior to the meeting. The final report will be provided at time of meeting.

Recommendation: Accept and File

3. APPROVAL OF CONSULTING SERVICES CONTRACT WITH INLAND PRODUCTIVITY SOLUTIONS, INC. FOR INFORMATION TECHNOLOGY (IT) TECHNICAL SUPPORT FOR 2011-2012 FISCAL YEAR

Tri-City is seeking to contract with Inland Productivity Solutions, Inc. to assist the IT Department with the planning and development of IT infrastructure for the Wellness Center.

Recommendation: Staff recommends that the Governing Board approves the contract between Tri-City Mental Health Center and Inland Productivity Solutions, Inc. as herein submitted in the amount of \$60,000 for services to be provided through June 30, 2012.

4. APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH SADLON & ASSOCIATES, INC. FOR FACILITATING THE DEVELOPMENT OF THE INNOVATIONS PLAN AND PROGRAMS AND ASSIST IN OTHER VARIOUS MENTAL HEALTH SERVICE ACT PLANNING PROCESSES

Staff recommends that the Governing Board approves an independent contractor agreement between Tri-City Mental Health Center (Tri-City) and Sadlon & Associates, Inc. (Sadlon), to be a co-lead facilitator in the development and preparation of Tri-City's Mental Health Services Act (MHSA) Innovation plan, and provide other MHSA facilitating and consulting services relating to organization of the delegates structure, and the preparation of the MHSA annual update.

Recommendation: Staff recommends that the Governing Board approves an Independent Contractor Agreement with Sadlon & Associates, Inc. as herein submitted in the amount of \$36,630 for services to be provided through June 30, 2012.

5. APPROVAL OF COMMUNITY SUPPORT WORKER PAY GRADE ADJUSTMENT AND JOB DESCRIPTION REVISION FOR FISCAL YEAR 2011-2012

Following an additional review of the Community Support Worker job description, it was determined that revisions were required and a new survey of this position was completed by Creative Management Solutions, Inc.

Recommendation: Staff recommends that the Governing Board approves the pay grade adjustment findings and recommendations for the Community Support Worker position as herein submitted, and an amendment to Resolution 355 for this position to be reclassified to the N1 pay grade level for fiscal year 2011-2012.

6. APPROVAL OF NEW LOGO DESIGN FOR TRI-CITY MENTAL HEALTH CENTER

Recommendation: Staff recommends that the Governing Board approves the new logo as herein presented.

7. 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

8. 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.

9. PUBLIC COMMENT

10. ADJOURNMENT