



**MINUTES
REGULAR MEETING OF THE
GOVERNING BOARD
FEBRUARY 20, 2013 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, February 20, 2013 at 4:45 p.m. in the Administrative Office, 1717 N. Indian Hill, Suite B, Claremont, California.

CALL TO ORDER Vice Chair Leeb called the meeting to order at 4:45 p.m.

ROLL CALL A visual roll call was taken.

PRESENT: Chuck Leeb, Ph.D., City of Claremont, Vice Chair
Robin Carder, City of La Verne, Board Member
Carolyn Cockrell, City of La Verne, Board Member
Joseph M. Lyons, MA, Ph.D., City of Claremont, Board Member
Edina Martinez, Psy.D., City of Pomona, Board Member
John Nolte, City of Pomona, Board Member, arrived at 5:00 p.m.
Mark Lazzaretto, City of Pomona, Alternate Board Member

ABSENT: Paula Lantz, City of Pomona, Chair

STAFF: Jesse H. Duff, Executive Director
Darold Pieper, General Counsel
Margaret Harris, Chief Financial Officer
Toni Navarro, LMFT, Director of Clinical Program Services
Nancy Gill, Director of Operations
Elizabeth Owens, Manager of Best Practices
Donald Pruyn, Housing Project Manager
Mica Olmos, Executive Assistant

1. CONSENT CALENDAR

- A. APPROVAL OF MINUTES FROM GOVERNING BOARD MEETING OF JANUARY 16, 2013
- B. APPROVAL OF RESOLUTION NO. 365 OF THE GOVERNING BOARD OF TRI-CITY MENTAL HEALTH CENTER ADOPTING A CHANGE OF VENUE WHERE ITS REGULAR MEETINGS ARE HELD AND ITS ANNUAL MEETING SCHEDULE

Board Member Carder moved, and Vice Chair Leeb seconded, to approve Consent Calendar Items A & B as presented. There being no comments, the motion was carried unanimously by the following vote: AYES: Alternate Board Member Lazzaretto; Board Members Carder, Cockrell, Lyons, and Martinez; and Vice-Chair Leeb. NOES: None. ABSENT: Board Member Nolte and Chair Lantz.

2. APPROVAL TO APPOINT THREE NEW MEMBERS TO THE TRI-CITY MENTAL HEALTH COMMISSION AS RECOMMENDED BY THE GOVERNING BOARD SUB-COMMITTEE

Executive Director Duff stated that although there was a recommendation to appoint three members to the Mental Health Commission; staff has not been able to confirm the eligibility and residency requirements of Ashley Nielsen and is recommending that the Board make a decision on the other two applicants, and wait on Ms. Nielsen's appointment until confirmation of her eligibility.

There being no further comments, Board Member Lyons moved, and Board Member Cockrell seconded, to appoint Twila L. Stephens and Toni L. Watson, as members of the Mental Health Commission. The motion was carried unanimously by the following vote: AYES: Alternate Board Member Lazzaretto; Board Members Carder, Cockrell, Lyons, and Martinez; and Vice-Chair Leeb. NOES: None. ABSENT: Board Member Nolte and Chair Lantz.

Executive Director Duff introduced the newly appointed Commissioners Twila L. Stephens and Toni L. Watson who were in attendance at the meeting.

3. APPROVAL OF RESOLUTION NO. 366 OF THE GOVERNING BOARD OF TRI-CITY MENTAL HEALTH CENTER APPOINTING THE EXECUTIVE ASSISTANT AS RECORDING SECRETARY, AND THE DIRECTOR OF OPERATIONS AS THE DEPUTY RECORDING SECRETARY, TO THE GOVERNING BOARD

Board Member Carder moved, and Board Member Martinez seconded, to adopt Resolution No. 366, appointing the Executive Assistant as Recording Secretary, and the Director of Operations as the Deputy Recording Secretary to the Governing Board. There being no comments, the motion was carried unanimously by the following vote: AYES: Alternate Board Member Lazzaretto; Board Members Carder, Cockrell, Lyons, and Martinez; and Vice-Chair Leeb. NOES: None. ABSENT: Board Member Nolte and Chair Lantz.

4. APPROVAL TO CHANGE THE REGULARLY SCHEDULED JOINT MEETING OF THE TRI-CITY GOVERNING BOARD AND MENTAL HEALTH COMMISSION OF MAY 15, 2013 TO MAY 22, 2013 TO COINCIDE WITH THE MHSA PLAN UPDATE

Board Member Carder indicated she would not be available on May 22nd due to another commitment. However, Alternate Board Member Bill Aguirre will attend on her behalf.

There being no further comments, Board Member Lyons moved, and Board Member Carder seconded, to change the Joint Meeting of the Governing Board and Mental Health Commission regularly scheduled on May 15, 2013 to May 22, 2013 to coincide with the MHSA Plan Update. The motion was carried unanimously by the following vote: AYES: Alternate Board Member Lazzaretto; Board Members Carder, Cockrell, Lyons, and Martinez; and Vice-Chair Leeb. NOES: None. ABSENT: Board Member Nolte and Chair Lantz.

5. DISCUSSION AND APPROVAL OF NEW FORMAT OF MEETING AGENDA AND AGENDA PACKET MATERIALS AND DISTRIBUTION

Executive Director Duff stated that in past meetings, management had discussed the successful transitioning of some documents to an electronic format. He then discussed the advantages of now moving towards an electronic distribution of the meeting agenda packet and materials, such as cost savings and increase in storage space. He recommended issuing individual binders to the Governing Board members that will contain the meeting agenda and related materials, along with a copy of the agenda on a CD. The binders would be returned to the Executive Assistant each month to replace with the next month's meeting agenda and materials. Executive Director Duff requested input from the Governing Board members regarding the proposed change.

Board Member Carder inquired if Tri-City has the capability of using Dropbox to distribute the Governing Board Agenda and be able to view it with an iPad; this way, there will be no need to put together a binder.

Executive Assistant Olmos replied in the affirmative, stating the only decision to make will be determining whether Board Members and staff will provide their own iPad or whether Tri-City will purchase it on their behalf.

Board Lyons recommended using a memory stick instead of a CD, because it is more widely used.

Board Member Carder stated that she does not want Tri-City to purchase iPads if there is no need at this time; however, it will be great if those that have an iPad can receive the agenda through Dropbox; and those that do not have one, can continue using the binder.

Based on the Board Member's comments, Executive Director Duff stated that staff will be making changes to the agenda distribution and the different options for Board Members. He then proposed adopting a new agenda format, noting that the Staff Reports will remain under one Agenda Item and collectively will require only one motion to approve and file.

Tri-City Counsel Pieper recommended changing the title from "Governing Board Discussion Items" to "Governing Board Comments", and to update the language under this item to read: "*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*" noting this language is more consistent with the Brown Act.

There being no further comments, Board Member Carder moved, and Board Member Martinez seconded, to approve the implementation of the new agenda format, process, and distribution. The motion was carried unanimously by the following vote: AYES: Alternate Board Member Lazzaretto; Board Members Carder, Cockrell, Lyons, and Martinez; and Vice-Chair Leeb. NOES: None. ABSENT: Board Member Nolte and Chair Lantz.

6. APPROVAL OF TRI-CITY'S PARTICIPATION AS AN ADVOCATE FOR THE OUTREACH AND EDUCATION GRANT PROGRAM APPLICATION BY THE SCHOOL OF COMMUNITY AND GLOBAL HEALTH AT CGU

Executive Director Duff recommended the approval of Tri-City's endorsement of the Grant Application, as he feels that Tri City has the responsibility to inform the community about the Affordable Health Care Act. He added that Board Member Lyons has done a lot of research on the topic and has brought this information for the Board's consideration. He also stated that by participating in this program it will provide more education and outreach resources to Tri-City.

Board Member Lyons stated that the approval of the Grant Application will localize the education effort and be placed in the hands of people who are very familiar with the demographics and target populations. He reported that the Dean of the School of Community and Global Health at CGU will oversee the Application process and ensure that there is collaboration between community organizations to provide a framework to educate the public using existing resources.

At 5:00 p.m. Governing Board Member John Nolte arrived at the meeting.

Board Member Lyons then talked about how the referral process possibly take place and how Tri-City will be able to educate our community in a very specific way according to its needs. He then expressed support for writing a letter of support for the Grant Application effort and to assist in any way that is appropriate for Tri-City.

There being no further comments, Board Member Lyons moved, and Board Member Carder seconded, to submit a Letter of Support endorsing the approval of the Outreach and Education Grant Application by the School of Community and Global Health of Claremont Graduate University. The motion was carried unanimously by the following vote: AYES: Alternate Board Member Lazzaretto; Board Members Carder, Cockrell, Lyons, Nolte, and Martinez; and Vice-Chair Leeb. NOES: None. ABSENT: Chair Lantz.

Director of Clinical Program Services Navarro thanked Board Member Lyons for conducting research and providing it to staff in connection with the outreach and education of the Affordable Health Care Act. She indicated this has a possibility of providing more local access to information in a timely manner, which had not been possible in the past.

Executive Director Duff welcomed and introduced John Nolte, newly elected City of Pomona Council Member, of District 1, appointed to represent the City of Pomona at the Governing Board and replacing Freddie Rodriguez.

Board Member Nolte stated that he is an attorney and represents children with disabilities. He also stated he was happy to be in attendance.

7. REPORTS

Executive Director Duff provided a supportive housing update, noting that existing housing projects are moving along; staff conducted an analysis and is optimistic about the projects being financially feasible assuming we are not going to receive any subsidies; and that a home grant in the amount of \$136,622, for the renovation of the property located on Park Avenue in Pomona, will be submitted for the City Council's approval at their April 1st meeting. He also announced that the MHSA Annual Update will take place on May 22nd, providing an opportunity to review all MHSA programs, make adjustments, and regroup if necessary. Lastly, he talked about the Sweethearts of the Agency Celebration, stating it was a success and provided an opportunity to honor Tri-City's volunteers and recognize them for their contributions.

Board Member Lyons reported he attended the COG and that the City of Industry is being successful with their litigation of defending monies set aside for a specific purpose. Hopefully, this helps Tri-City on the future to continue with our projects.

Board Member Lyons inquired about whether MHSA fund spending intermingles with the clinical operations. Chief Financial Officer Harris replied in the negative, noting any funding received for the MHSA program has to be segregated and only used for the MHSA program. She indicated there are employees that perform services to both the Outpatient program and the MHSA program and, because of our system, only one check is issued to them and intercompany it back and forth. She also stated there is no commingling of MHSA funds between approved plans either. Board Member Lyons inquired if funds will be integrated when staff moves forward with the integration of the programs. Chief Financial Officer Harris replied in the negative.

Director of Clinical Program Services Navarro reported staff is getting ready for the MHSA Annual Update and looking ahead to the new Fiscal Year. She then stated that she and Chief Financial Officer Harris attended a meeting in January 24th hosted by the Los Angeles County DMH where the consultant identified the eight keys to establishing excellence in behavioral health care and was happy to report that Tri-City was on track.

Board Member Lyons inquired if there was going to be a reassessment conducted regarding CSS programs. Director of Clinical Program Services Navarro replied in the affirmative, including looking to expand on some definitions and better promote the supplemental crisis program.

Board Member Martinez inquired as to the reason missing diagnosis numbers are increasing. Director of Clinical Program Services Navarro stated that it is usually a result of walk-in individuals with crises who are hospitalized and that never return to Tri-City.

Board Member Lyons referred to the Models for Integrated Care and asked how the linkage process has been working since there had been some difficulties at the beginning. Best Practices Manager Owens reported staff have seen success stories as a result of improved communication with partners.

8. GOVERNING BOARD DISCUSSION ITEMS

Board Member Carder stated due to the recent shootings, there have been many opinions that mental health is ignored in our state and that we are not doing enough to prevent mental illness. She then inquired where are we lacking since we are conducting a lot of outreach and offer a lot of programs. Director of Clinical Program Services Navarro stated the State of California is doing an excellent job and is the fore runner with the Mental Health Services Act; however, mental health care is a problem country wide.

Discussion ensued regarding the benefits of Mental Health Services Act.

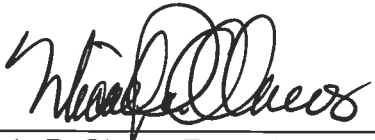
Board Member Nolte stated he works with kids with special education, noting that many of his clients start with learning and social issues that later on become mental issues. He indicated he is looking forward to participating in the education of children regarding mental health issues.

9. PUBLIC COMMENT

There was no public comment.

10. ADJOURNMENT

At 5:27 p.m., on consensus of the Governing Board their meeting of February 20, 2013 was adjourned to the next Regular Meeting to be held on Wednesday, March 20, 2013, at 4:45 p.m. in the Administrative Office, 1717 N. Indian Hill Blvd. #B, in Claremont, California.



Micaela P. Olmos, Executive Assistant