

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

February 15, 2012

ATTENDANCE

Governing Board Present: Paula Lantz, City of Pomona
Chuck Leeb, Ph.D., City of Claremont
Robin Carder, City of La Verne
Carolyn Cockrell, City of La Verne
Joseph M. Lyons, MA, Ph.D., City of Claremont
Edina Martinez, Psy.D, City of Pomona
Freddie Rodriguez, City of Pomona

Guests: Bill Aguirre, City of La Verne
Mark Lazzaretto, City of Pomona
Kristin Turner, City of Claremont
Darold Pieper, General Counsel
Betsey Coffman, League of Women Voters

Staff: Jesse Duff, Executive Director
Margaret Harris, Chief Financial Officer
Toni Navarro, LMFT, Director of Clinical Program Services
Nancy Gill, Director of Operations
Elizabeth Owens, LMFT, Manager of Best Practices
Gilbert Saldate, Public Outreach Coordinator
Nancy Day, Executive Assistant

CALL TO ORDER

Paula Lantz called the meeting to order at 4:45 p.m.

ROLL CALL

A visual roll call was taken.

1. CONSENT CALENDAR

A. Approval of Minutes from Governing Board Meeting held January 18, 2012

Joseph M. Lyons, motioned that the Governing Board approves the Consent Calendar as herein submitted; Robin Carder seconded. Without objection, motion was unanimously approved. (7-0-0-0)

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2. APPROVAL OF NEW PROJECT UNDER THE PREVENTION AND EARLY INTERVENTION (PEI) PLAN TO INCLUDE BUILDING BRIDGES BETWEEN LANDLORDS, MENTAL HEALTH PROVIDERS AND CLIENTS

Following discussion, Joseph M. Lyons motioned that the Governing Board approves the Building Bridges Between Landlords, Mental Health Providers and Clients Project as herein presented for inclusion within the PEI Plan; Robin Carder seconded. Without objection, motion was unanimously approved. (7-0-0-0)

3. FINAL ACCEPTANCE OF THE TRI-CITY WELLNESS CENTER PROJECT AND AUTHORIZATION FOR STAFF TO INITIATE THE NOTICE OF COMPLETION

Following a brief discussion, Edina Martinez, Psy.D motioned that the Governing Board accepts the "Tri-City Wellness Center Project" and authorizes staff to initiate the Notice of Completion; Chuck Leeb, Ph.D. seconded. Without objection, motion was unanimously approved. (7-0-0-0)

4. REPORTS

A. Executive Director

- Governor's Preliminary State Budget

The preliminary State Budget was released in January. At this time Tri-City does not expect to see a major change in funding as a result of the Budget published.

- MHSA Housing Activities

Over the past months Housing staff met with a number of local governmental agencies acquainting them with Tri-City's current financial and program status, as well as update them in regard to the agency's Supportive Housing plans and goals. Meetings were held with representatives from the Offices of Congressman David Dreier, Los Angeles County Board of Supervisors Gloria Molina and Michael Antonovich, City Managers of Pomona, Claremont and La Verne, among others.

B. Chief Financial Officer

Refer to report.

C. Director of Clinical Program Services

Refer to report.

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D. Director of Operations

Refer to report.

E. Manager of Best Practices

Refer to report.

F. MHSA Manager

Paula Lantz requested that the Senior and TAY Peer Counselors include other area senior centers in their outreach efforts related to Mental Health First Aid training. Toni Navarro responded she will refer this to Rimmi Hundal for comment at the March 21st meeting.

5. GOVERNING BOARD DISCUSSION ITEMS

Joseph M. Lyons – Spoke in relation to recent incident involving the Occupy Claremont participants and recommended that Tri-City and area organizations coordinate their efforts so as not to duplicate services being provided within the three cities, nor miss persons found in need of services. Mr. Lyons commended Tri-City staff on their response to the comments made during the February 14th meeting of the Claremont City Council relating to the agency's after-hours services.

Paula Lantz – Requested more specific information on the status of the Housing Program as it relates to actual properties, the Developers, etc. Jesse Duff indicated that the Housing Project Manager has met with two of the qualified Development Partners approved by the Governing Board on December 21, 2011, several specific properties are under consideration, and preliminary negotiations have begun on all fronts. A Letter of Intent has been drafted with The Related Companies and is currently under review by General Counsel. Program staff is preparing to submit an application for Industry Funds which become available in May 2012.

6. PUBLIC COMMENT

None.

7. CLOSED SESSION

The Governing Board adjourned to Closed Session at 5:22 p.m. for a Conference with Labor Negotiators Pursuant to Government Code Section 54957.6 to include Paula Lantz, and Drs. Edina Martinez and Chuck Leeb, related to Unrepresented Employee, Executive Director.

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The Governing Board returned to Open Session at 6:22 p.m. and General Counsel Darold Pieper reported that the Board met in Closed Session to discuss a potential Employment Agreement for the position of Executive Director. Mr. Pieper related the Board was able to successfully come to conclusion and consensus in a unanimous manner on an Agreement, though it currently is in draft form with changes necessary. The Agreement will be a public document following signature by all parties.

8. EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT

Dr. Chuck Leeb motioned that the Governing Board approves an Employment Agreement with Jesse H. Duff for the position of Executive Director as reviewed during the Closed Session portion of today's meeting; Robin Carder seconded. Without objection, motion was unanimously approved. (7-0-0-0)

9. ADJOURNMENT

Dr. Chuck Leeb motioned that the meeting is adjourned; Robin Carder seconded. Without objection, the meeting adjourned at 6:26 p.m. (7-0-0-0)