

**TRI-CITY MENTAL HEALTH CENTER
GOVERNING BOARD MEETING
MINUTES
Wednesday, June 20, 2012 – 4:45 p.m.
2008 N. Garey Avenue, Suite 1B, Pomona, California**

CALL TO ORDER

Chair Lantz called the Governing Board meeting to order at 4:46 p.m.

ATTENDANCE

Governing Board Present: Paula Lantz, City of Pomona, Chair
Chuck Leeb, Ph.D, City of Claremont, Vice-Chair
Robin Carder, City of La Verne
Joseph M. Lyons, MA, Ph.D, City of Claremont

Governing Board Absent: Carolyn Cockrell, City of La Verne
Freddie Rodriguez, City of Pomona
Edina Martinez, Psy.D, City of Pomona

Guests: Darold Pieper, General Counsel
Lauren Marshall, City of Claremont
Heidi Bonadie, NAMI Pomona Valley
Barry Newton, Creative Management Solutions, Inc.
Betsey Coffman, League of Women Voters
Shelley Desautels, City of Claremont

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
Rimmi Hundal, MHSA Manager
Gilbert Saldate, Public Outreach Coordinator
Dana Stein, MHSA Program Coordinator

ROLL CALL

A visual roll call of the Governing Board was taken.

1. CONSENT CALENDAR

- A. Approval of Minutes from Joint Governing Board/Mental Health Commission Meeting of May 16, 2012.
- B. Recycling of Surplus Equipment/Furniture

Following a brief discussion related to procedures for donating surplus equipment and furniture, Board Member Lyons moved to approve the Consent Calendar as presented, seconded by Chair Lantz, and unanimously carried.

2. RESOLUTION TO APPROVE 2012-2013 CLASSIFICATION AND COMPENSATION STUDY

Board Member Lyons moved to adopt RESOLUTION 360, A RESOLUTION OF THE GOVERNING BOARD OF TRI-CITY MENTAL HEALTH CENTER CURRENT AND PROPOSED SALARIES EFFECTIVE JULY 1, 2012 establishing the Classification Schedule for fiscal year 2012-2013 and effective July 1, 2012, seconded by Board Member Leeb, and unanimously carried.

3. APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH JOHN G. OTT & ASSOCIATES FOR IMPLEMENTATION OF PEI PROJECTS, DEVELOPMENT OF THE WORKFORCE AND EDUCATION (WET) PLAN AND OTHER VARIOUS MHSA PLANNING PROCESSES

Board Member Leeb moved to approve an Independent Contractor Agreement with John G. Ott & Associates in the amount of \$215,660 for services to be provided through June 30, 2013, seconded by Chair Lantz, and unanimously carried.

4. APPROVAL OF RENEWAL OF CONSULTING SERVICES CONTRACT WITH INLAND PRODUCTIVITY SOLUTIONS, INC. FOR INFORMATION TECHNOLOGY (IT) TECHNICAL SUPPORT FOR 2012-2013 FISCAL YEAR

Board Member Lyons moved to approve the contract between Tri-City Mental Health Center and Inland Productivity Solutions, Inc. as submitted in the amount of \$60,000 for services to be provided through June 30, 2013, seconded by Board Member Carder, and unanimously carried.

5. APPROVAL OF RENEWAL OF REAL PROPERTY LICENSE AGREEMENT WITH AMY'S FARMS THROUGH JUNE 30, 2013

Following clarification that Amy's Farms is aware the property is to be developed, that there may be the need for soils testing, and that the one-year lease agreement contains a 30-day notice provision, Board Member Leeb moved to approve the renewal of a Real Property License Agreement with Amy's Farms for the period of July 1, 2012 through June 30, 2013, seconded by Board Member Carder, and unanimously carried.

6. APPROVAL OF THE COMMUNITY WELLBEING GRANTS UNDER COMMUNITY CAPACITY BUILDING PROJECT OF THE PREVENTION AND EARLY INTERVENTION (PEI) PLAN

Board Member Lyons moved to approve the 18 Community Wellbeing Grants to be funded under the PEI Plan and the format of the contract to be used for these Grants, seconded by Board Member Leeb, and unanimously carried.

7. REPORTS

A. Executive Director

Executive Director Duff reported attendance at County Mental Health Directors meeting in Sacramento. He also stated the Supportive Housing Plan for the David and Margaret Home project was approved by the delegate subcommittee and will be posted for a 30-day review period, after which time it will be brought to the Board.

B. Chief Financial Officer

Chief Financial Officer Harris reported that funding of the 10-year mortgage loan is anticipated, and in response to Board questions outlined the MHSA funding process.

C. Director of Clinical Program Services

Director of Clinical Program Services Navarro reviewed the staff report and discussed future projections and changes being considered. In response to Board discussion, staff was directed to submit the report to State and Federal representatives and Sheriff Baca's office as an update to increase awareness of how acute need may become. Chair Lantz requested a cover letter be prepared for her signature which should include a statement outlining Tri City views of how services are evolving.

D. Director of Operations

There were no questions related to written report.

E. Manager of Best Practices

Manager of Best Practices Owens gave the Board an update on Integrations and indicated the first CET training went very well.

F. MHSA Manager

There were no questions related to written report.

8. GOVERNING BOARD DISCUSSION ITEMS

None

9. PUBLIC COMMENT

None

10. ADJOURNMENT

Chair Lantz adjourned the Governing Board meeting at 5:30 p.m. in memory of Erma Saldate, wife of Gilbert Saldate, Tri-City Public Outreach Coordinator.