

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

**Wednesday, October 17, 2012 – 4:45 p.m.  
2008 N. Garey Avenue, Suite 1B, Pomona, California**

**CALL TO ORDER**

Vice Chair Leeb called the Governing Board meeting to order at 4:50 p.m.

**ATTENDANCE**

**Governing Board Present:** Paula Lantz, City of Pomona, Chair (late arrival)  
Chuck Leeb, Ph.D, City of Claremont, Vice-Chair  
Robin Carder, City of La Verne  
Joseph M. Lyons, MA, Ph.D, City of Claremont  
Edina Martinez, Psy.D, City of Pomona  
Carolyn Cockrell, City of La Verne  
Mark Lazzaretto, City of Pomona

**Governing Board Absent:** Freddie Rodriguez, City of Pomona

**Guests:** Darold Pieper, General Counsel  
Kevin Pulliam, Vavrinek, Trine, Day & Company, LLP  
Diane Acosta, Vavrinek, Trine, Day & Company, LLP  
Lauren Marshall, City of Claremont  
Heidi Bonadie, NAMI Pomona Valley  
Bill Aguirre, City of La Verne  
Bjorn Knudsen, Chief Executive Officer of Hygeia  
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  
Don Pruyn, Housing Project Manager

**ROLL CALL**

A visual roll call of the Governing Board was taken.

## **1. CONSENT CALENDAR**

A. Approval of Minutes from Governing Board Meeting of September 19, 2012.

Board Member Carder moved to approve the Consent Calendar as presented, seconded by Board Member Martinez and unanimously carried.

Chair Lantz arrived at 4:53 p.m.

## **2. AUDITED FINANCIAL STATEMENTS FOR FISCAL YEAR 2011-2012**

Kevin Pulliam, Vavrinek, Trine, Day & Company, LLP, gave a brief presentation to the Board including the following communications required to be presented:

- Note 2, significant accounting policies
- No disagreements with management
- No consultants hired
- No past audit adjustment

He stated the completed audit resulted in an unqualified “clean” opinion, and complimented Chief Financial Officer Harris on the amount of detail provided in the financial statement.

Board Member Lyons thanked Chief Financial Officer Harris and the audit team as he was pleased with the product, and also gave kudos to the management team for having no PERS liability.

In response to Board Member Lyons’ question of whether or not there is any potential for future unfunded PERS liability, Mr. Pulliam stated there are two new pronouncements from the GASB Board, 67 and 68, but that Tri City should not be significantly impacted.

Following a brief discussion related to reserves and formulas for establishing repayment of debt, Board Member Lyons moved to approve and file the Independent Auditors’ Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards, seconded by Board Member Carder, and unanimously carried.

Executive Director Duff added that Tri City has taken a conservative approach related to PERS retirement, so whatever changes are made, there should be minimal impact on Tri City.

### **3. BRIEF INTRODUCTION AND PRESENTATION BY BJORN KNUDSEN OF HYGEDIA**

Bjorn Knudsen, President of Hygeia, introduced his company and its new name, Within Reach. He stated it is their mission to bring social services within reach. The company is developing a system to put clients in the top 10 when performing a Google search for services, connecting people with services they need.

### **4. REPORTS**

#### **A. Executive Director**

Executive Director Duff reviewed the written report and stated Chair Lantz has informed him she will not be able to attend the November 14<sup>th</sup> public hearing due to a scheduling conflict. He also indicated the housing report will be provided monthly as housing is taking on momentum.

Board Member Carder expressed appreciation for Don Pruyn being present at the City Council meeting where the David and Margaret Home project was being considered for approval.

Executive Director Duff also related that site planning on the Clifford Beers project is being done, which may enable some mitigation of the concerns expressed by Chair Lantz. He indicated the company has also been presented with a list of alternative sites to consider.

#### **B. Chief Financial Officer**

There were no questions related to the written report.

#### **C. Director of Clinical Program Services**

Director of Clinical Program Services Navarro reviewed the written report and related the NAMI Walks was a great event, which served to help Tri City community build. She also stated that counselors of the Peer to Peer Counseling Program are beginning to take ownership of the program.

#### **D. Director of Operations**

Board Member Lyons noted the turnover rate is down. There were no questions related to the written report.

E. Manager of Best Practices

Manager of Best Practices Owens reviewed the written report and stressed that Tri City is working to make the initial contact with clients as friendly as possible, and now has a lobby greeter to aid clients while they wait.

Vice Chair Leeb noted the lobby gets crowded and having one of the community support workers in the lobby is something personal and engaging. They will pass out flyers, help with client surveys, and let clients know what to expect. He hopes people will feel more welcome.

Chair Lantz departed @ 5:30 p.m.

F. MHSA Manager

MHSA Manager Hundal reviewed the written report and related the Williams Center has begun providing GED preparation classes.

Board Member Lyons commented that a buddy program might be helpful as it is anxious time from class to testing.

In response to Board Member Lyons comment, staff felt it a good suggestion and stated they will be implementing it using the Peer to Peer Counseling Program.

**5. GOVERNING BOARD DISCUSSION ITEMS**

Executive Director Duff noted the regular meeting of November would fall the day before Thanksgiving and suggested the meeting be held November 14<sup>th</sup> at 4:45 p.m. at the Tri City Administrative Offices on Indian Hill Boulevard in Claremont. It would then be followed by the public hearing in Taylor Hall. He noted Chair Lantz will not be able to attend.

General Counsel Pieper notified the Board he may have a conflict as well.

Vice Chair Leeb agreed the meeting should be changed as suggested.

Vice Chair Leeb commented that recalling where Tri City was in 2007 and looking at where it is now, it makes every meeting almost an act of joy to see the integration, number of people being served, and the level of professionalism. He congratulated staff.

Board Member Lyons commented one of his hopes for the mental health first aid program is that as more understanding occurs, there will be a tipping point where the whole

community starts to receive the message and remove the stigma. He also commented he is very impressed with the accomplishments of NAMI and Tri City and their ability to stretch dollars.

## **6. PUBLIC COMMENT**

Heidi Bonadie thanked Tri City for its participation at the NAMI Walks event. She said it was an inspiration to NAMI and the participants; a tremendous encouragement. She also echoed Dr. Leeb's comments and is happy to participate in the excitement and diligence of Tri City leaders. She also stated information provided at a meeting at Decker Elementary discussing ADHD was very well received. She related NAMI has been in conversations with the Claremont Police Department, receiving good feedback towards making a better system of care.

## **7. ADJOURNMENT**

Vice Chair Leeb moved to adjourn the meeting, seconded by Board Member Carder, and unanimously carried at 5:50 p.m. The next meeting of the Tri-City Mental Health Governing Board will be held at 4:45 p.m., on November 14, 2012, at 1717 N. Indian Hill Blvd #B, Claremont, California.