

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

**June 15, 2011**

**ATTENDANCE**

**Governing Board Present:** Chuck Leeb, Ph.D., City of Claremont  
Robin Carder, City of La Verne  
Paula Lantz, City of Pomona (*arr @ 4:58 p.m.*) (*dep @ 6:00 p.m.*)  
Mark Lazzaretto, City of Pomona  
Joseph M. Lyons, Ph.D., City of Claremont  
Edina Martinez, Psy.D, City of Pomona

**Guests:** Bill Aguirre, City of La Verne  
Kristin Turner, City of Claremont  
Patti Azevedo, K-12 Student Wellbeing Committee (PUSD)  
Steve Beland, Ewing & Beland  
Arny Bloom, K-12 Student Wellbeing Committee (CUSD)  
Dick Bunce, NAMI of Pomona Valley  
Betsey Coffman, League of Women Voters  
Debbie Croan, Bonita Unified School District  
Darwin DeSilva, Ewing & Beland  
Barry Newton, Creative Management Solutions, Inc.  
Wes Woods, Inland Valley Daily Bulletin

**Staff:** Jesse Duff, Executive Director  
Margaret Harris, Chief Financial Officer  
Nancy Gill, Director of Operations  
Elizabeth Owens, Quality Assurance Manager  
Rimmi Hundal, MHSA Manager  
Dana Stein, PEI Coordinator  
Brian Cesario, IT Technician I  
Nancy Day, Executive Assistant

**CALL TO ORDER**

Chuck Leeb, Ph.D., called the meeting to order at 4:57 p.m.

**ROLL CALL**

A visual roll call was taken.

**Governing Board Meeting of June 15, 2011**

**Minutes**

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**1. PRESENTATION**

Jesse Duff briefly outlined efforts implemented earlier this year to redevelop (redesign) the Tri-City website and representatives from Ewing & Beland made a formal presentation on the status of this project.

Discussion included a potential Logo change for Tri-City though no final decisions were made in this regard.

**2. CONSENT CALENDAR**

A. Approval of Minutes from Joint Governing Board / Mental Health Commission Meeting of May 18, 2011

B. Approval of Renewal of Real Property License Agreement with Amy's Farms through June 30, 2012

Robin Carder motioned that the Governing Board approves the Consent Calendar as herein submitted; Joseph M. Lyons, Ph.D. seconded. Without objection, the Consent Calendar was approved by a vote of five in favor and two absent. (*Escobar and Washington*) (5-0-2-0)

**3. RESOLUTION TO ADOPT AMENDMENT TO CLASSIFICATIONS OF GENERAL SERVICE EMPLOYEES FOR THE POSITIONS OF EXECUTIVE ASSISTANT, PUBLIC OUTREACH COORDINATOR, AND SUPPORT SYSTEMS MANAGER**

Following a brief discussion, Robin Carder motioned that the Governing Board approves Resolution 354 revising the job descriptions for three General Service positions as herein presented; Joseph M. Lyons, Ph.D. seconded. Without objection, the motion was approved by a vote of five in favor and two absent. (*Escobar and Washington*) (5-0-2-0)

**4. RESOLUTION TO APPROVE 2011-2012 CLASSIFICATION AND COMPENSATION STUDY**

Barry Newton of Creative Management Solutions, Inc., presented information on the process used to complete the 2011-2012 Classification and Compensation Study and answered questions posed by Governing Board members in attendance.

Nancy Gill related that a salary study for the position of Community Mental Health Trainer was not included within this Study, and would be submitted for approval by the Governing Board at the July meeting.

Joseph M. Lyons, Ph.D. motioned that the Governing Board approves Resolution 355 and the 2011-2012 Classification and Compensation Study as herein presented; Edina Martinez, PsyD seconded. Without objection, the motion was approved by a vote of five in favor and two absent. (*Escobar and Washington*) (5-0-2-0)

**5. APPROVAL OF CAMPAIGN FOR K-12 WELLBEING UNDER THE PREVENTION AND EARLY INTERVENTION (PEI) PLAN**

Jesse Duff presented information on efforts that began in June 2010 and continuing through May 2011 where representatives from the three local school districts met to develop a framework for a K-12 Campaign for Student Wellbeing Project. The plan called for the three districts to jointly develop an implementation framework to expand and better integrate their efforts in order to promote the mental and emotional wellbeing of their students.

Representatives from each school district were in attendance (Arny Bloom for Claremont, Debbie Croan for Bonita, and Patti Azevedo for Pomona) and briefly outlined the process used to develop this Campaign, including the challenges faced by differences in the size and demographics of the districts involved. Information was also provided on two upcoming trainings that have facilitated by use of PEI funds which includes a School Threat Assessment training scheduled in mid-September, and a PREPaRE Workshop currently being planned in October.

Robin Carder motioned that the Governing Board approves the proposal for the Campaign for K-12 Wellbeing as herein presented and authorizes staff to create the necessary agreements and contracts to support implementation of the Campaign proposal; Dr. Edina Martinez seconded. Without objection, the motion was approved by a vote of five in favor and two absent. *(Escobar and Washington) (5-0-2-0)*

**6. AUTHORIZATION FOR TRI-CITY MENTAL HEALTH CENTER TO ESTABLISH MEMBERSHIP IN THE CA MENTAL HEALTH SERVICES AUTHORITY, A JOINT POWERS AUTHORITY**

Following significant discussion and without objection, this item was continued for additional review and discussion. Staff was directed to obtain the formation documents of this JPA and provide them to General Counsel Darold Pieper for review, comment, and determination of all obligations related to membership within the CA Mental Health Services Authority prior to additional discussion.

**7. RESOLUTION TO APPROVE THE OPERATING BUDGET FOR FISCAL YEAR 2011-2012**

Robin Carder motioned that the Governing Board approves the Operating Budget for fiscal year 2011-2012 as herein presented; Dr. Edina Martinez seconded. Without objection, the motion was approved by a vote of five in favor and two absent. *(Escobar and Washington) (5-0-2-0)*

## 8. REPORTS

### A. Executive Director

- Clinic Operations – Garey Location

The clinic project began the week of May 9 and is targeted for completion by the end of September 2011. During this period meetings of the Tri-City Governing Board will be held at the Alexander Hughes Community Center in Claremont. BIACO will be relocated at the beginning of July until the first floor remodel has been completed.

- MHSA Updates

- Wellness Center

Construction of the Wellness Center remains on schedule and is projected to be completed by mid-August 2011. Wellness Center staff members have been relocated to temporary offices; however, program services are continuing at both the temporary site and Garey clinic.

- MHSA 2011-12 Annual Update

Tri-City's Annual Update was filed with the CA Department of Mental Health (CA DMH) and the Mental Health Services Oversight and Accountability Commission (MHSOAC) on April 15, 2011. A total of \$3,987,178 of MHSA funds requested in the Annual Update from prior year component allocations (2010-11 and prior) was received the first week of June. In addition, the requested transfer of 2010-11 CSS non-recurring funds of \$3,221,019 to the Housing Component was also completed.

On June 6, 2011 Tri-City received notice that \$6,575,039 of prior year component allocations that *have not* yet been approved or requested will be disbursed to Tri-City. However, these funds will not be available for expenditure until the appropriate component plans, MHSA updates, and related budgets are established through the normal delegate and stakeholder processes, and, approved by the Governing Board.

- Meeting with Congresswoman Grace Napolitano

Tri-City met with Congresswoman Napolitano and staff on June 8 at the Garey Clinic. Representatives in attendance on behalf of Tri-City included various staff members, Mark Lazzaretto from the City of Pomona, Lt. Mike Ellis from the Pomona Police Department, Superintendent Richard Martinez and Patti Azevedo from the Pomona Unified School District, along with members from NAMI Pomona Valley and a newly formed tri-cities area Veteran's Wellness Collaborative.

The Congresswoman provided some recommendations on how Tri-City and its partners might expand their outreach efforts and future funding / resource options.

Overall the discussion was upbeat and positive, lasting nearly two-hours.

B. Chief Financial Officer

*Refer to report.*

C. Director of Clinical Program Services

*Refer to report.*

D. Director of Operations

*Refer to report.*

E. Quality Assurance Manager

*Refer to report.*

F. MHPA Coordinator

*Refer to report.*

**9. GOVERNING BOARD DISCUSSION ITEMS**

None.

Jesse Duff formally introduced Kristin Turner who was recently appointed as the Claremont Liaison to assume the appointment previously held by Mercy Santoro.

**10. PUBLIC COMMENT**

None.

**11. ADJOURNMENT**

Robin Carder motioned that the meeting be adjourned and without objection, the meeting adjourned at 6:36 p.m. (5-0-2-0)