

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

July 20, 2011

ATTENDANCE

Governing Board Present: Chuck Leeb, Ph.D., City of Claremont
Robin Carder, City of La Verne
Mark Lazzaretto, City of Pomona
Joseph M. Lyons, Ph.D., City of Claremont
Edina Martinez, Psy.D, City of Pomona
Bertha Washington, City of La Verne

Guests: Bill Aguirre, City of La Verne
Kristin Turner, City of Claremont
Darold Pieper, General Counsel
Raoul Cervantes, Community Member
Betsey Coffman, League of Women Voters
Christina Vera, Community Member

Staff: Jesse Duff, Executive Director
Toni Navarro, LMFT, Director of Clinical Program Services
Nancy Gill, Director of Operations
Rimmi Hundal, MHSA Manager
Nancy Day, Executive Assistant

CALL TO ORDER

Chuck Leeb, Ph.D., called the meeting to order at 4:49 p.m.

ROLL CALL

A visual roll call was taken.

AGENDA ADDITION

Joseph M. Lyons, Ph.D. motioned that the Governing Board approves an addition to today's agenda for the discussion and action on the matter of a RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN A SHORT/DOYLE CONTRACT WITH THE LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH as authorized by Section 54954.2(b)(2) of the Brown Act; Robin Carder seconded. Without objection, this item was added by a vote of six in favor and one absent. (*Escobar*) (6-0-1-0)

Following a brief discussion, Mr. Lyons motioned by that Governing Board approves Resolution 357 authorizing the Executive Director to Sign a Short/Doyle Contract with the Los Angeles County Department of Mental Health as herein presented; Edina Martinez, PsyD seconded. Without objection, this motion was approved by a vote of six in favor and one absent. *(Escobar) (6-0-1-0)*

1. CONSENT CALENDAR

- A. Approval of Minutes from Governing Board Meeting of June 15, 2011
- B. Approval of Salary Survey for the Community Mental Health Trainer Position for Fiscal Year 2011-2012

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 six in favor and one absent. *(Escobar) (6-0-1-0)*

2. APPROVAL OF INDEPENDENT CONTRACTOR AGREEMENT WITH JOHN G. OTT & ASSOCIATES FOR IMPLEMENTATION OF PEI PROGRAMS AND OTHER VARIOUS MENTAL HEALTH SERVICES ACT (MHSA) PLANNING PROCESSES

Following a brief discussion, Robin Carder motioned that the Governing Board approves an Independent Contractor Agreement with John G. Ott & Associates in the amount of \$272,305 for services to be provided through June 30, 2012; Joseph M. Lyons, Ph.D. seconded. Without objection, the motion was approved by a vote of six in favor and one absent. *(Escobar) (6-0-1-0)*

3. APPOINTMENT OF GOVERNING BOARD MEMBERS TO THE ROSTER OF MENTAL HEALTH SERVICES ACT (MHSA) PERMANENT DELEGATES

Joseph M. Lyons, Ph.D. related his interest and willingness to accept the appointment to the Permanent Delegates structure as a representative of the Governing Board. Robin Carder then motioned that the Governing Board approves the appointment of Mr. Lyons as a Primary Delegate; Edina Martinez, PsyD seconded. Without objection, the motion was approved by a vote of six in favor and one absent. *(Escobar) (6-0-1-0)*

Robin Carder recommended (without objection) that discussion (action) on the appointment of an Alternate Delegate to represent the Governing Board be continued until the September 21 meeting.

4. REPORTS

A. Executive Director

- **Clinic Operations – Garey Location**

The clinic project began the week of May 9 and is targeted for completion by the middle of September 2011.

- **MHSA Updates**

- **Wellness Center**

Construction of the Wellness Center remains on schedule and is now projected to be completed by mid-September 2011.

- **MHSA Prior Year Component Allocations**

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. Tri-City confirmed receipt of these monies on June 23; 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.

- **FY 2011-12 State Budget**

Based upon the California Mental Health Directors Association's (CMHDA) initial review of the budget, it appears implementation will not negatively impact Tri-City's funding for fiscal year 2011-12. The State offered no guarantees for funding of mental health care costs in fiscal 2012-13 and beyond, which is an issue that remains under discussion by CMHDA, CSAC, among others.

As was anticipated, the budget does require Realignment (II) of previously State administered mental health programs to be pushed down to the counties, which is proceeding.

B. Chief Financial Officer

Refer to report.

C. Director of Clinical Program Services

Discussion included more detailed information on the hiring process utilized during the fiscal year, expedited implementation of various MHSA related programs, highly intensive services provided under the Full Service Partnership Programs, and other events that resulted in a higher than normal turnover rate for 2010-2011. The turnover percentage includes the separation of some longer-term staff that may have experienced difficulties in achieving newly established requirements in the areas of productivity and billing.

D. Director of Operations

Refer to report.

E. Quality Assurance Manager

Refer to report.

F. MHSA Coordinator

Refer to report.

5. GOVERNING BOARD DISCUSSION ITEMS

Bertha Washington – Offered congratulations to Tri-City on the formation of the Mental Health First Aid Program and the benefit it will be to the community. *(Toni Navarro responded by stating that Joseph M. Lyons had recommended this program while serving as a PEI Delegate.)*

Edina Martinez, PsyD – Offered congratulations to acknowledge the forward progress made by the Executive team, entire staff, community members and everyone that has been involved in the process of improving the agency's reputation and increasing the availability of care for mentally ill persons residing in the three cities.

Robin Carder – Recommended that staff resume discussion in September on updating the Tri-City Logo, especially when considering all of the other changes now being experienced at the agency.

6. PUBLIC COMMENT

Raoul Cervantes, Community Member – Claremont resident who spoke on his efforts in support of the integration initiative, which included personal background information relating to his experiences surrounding the affects of mental health issues on persons within families and the community.

Christina Vera, Community Member – Offered compliments to Tri-City on the new website including the user-friendly aspect available to those who visit the site. Expressed appreciation for the earlier discussion relating to the turnover rate of staff especially as it relates a client’s continuity of care. Related that some local community based organizations (CBOs) were unhappy with the selection process used for the Permanent Delegates Structure. Inquired whether Tri-City (by virtue of being a Joint Powers Authority) is eligible to participate in monies associated with Requests for Proposals (RFPs) issued by the County’s Department of Mental Health. (Jesse Duff and Toni Navarro responded, yes.) Inquired whether Tri-City had knowledge on these RFP (Notices) being provided to local CBOs. (Jesse Duff and Toni Navarro responded that to the agency’s knowledge, yes, local CBOs should have access to these offers.)

7. ADJOURNMENT

Robin Carder motioned that the meeting be adjourned; Bertha Washington seconded. Without objection, the meeting adjourned at 5:48 p.m. (6-0-1-0)

Tri-City Mental Health Center • Agenda Addition Motion

Governing Board Mental Health Commission

Date of Session: July 20, 2011

Motion by: Joseph M. Lyons, Ph.D.

Second by: Robin Carder

to:

1. Find that subsequent to the posting of the agenda, it came to the attention of the agency that the Los Angeles County Department of Mental Health requires a resolution from the Governing Board authorizing the Executive Director to sign the Contract with the Department for the provision of Short/Doyle Medi-Cal services for the period of July 1, 2011 through June 30, 2014;
2. Find that there is a need for the agency to take immediate action because the contract document package evidencing the Executive Director's signature authority is required to be submitted to the County prior to the next regularly scheduled meeting of the Governing Board; and to
3. Add the matter of RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN A SHORT/DOYLE CONTRACT WITH THE LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH to the agenda as authorized by Section 54954.2(b)(2) of the Brown Act.

Member	Present	Absent
CARDER (Robin)	X	
ESCOBAR (Ginna)		X
LAZZARETTO (Mark**)	X	
LEEB (Chuck)	X	
LYONS (Joseph)	X	
MARTINEZ (Edina)	X	
WASHINGTON (Bertha)	X	

Voting Tally*:

Aye	Noe	Abstain
X		
X		
X		
X		
X		
6		

* Two-thirds required to pass; unanimity required if less than two-thirds are present.

** Voting as alternate for Paula Lantz

General Counsel

By:  _____