



MISSION

By understanding the needs of consumers and families, Tri-City provides high quality, culturally competent behavioral health care treatment, prevention and education in the diverse cities of Pomona, Claremont, and La Verne.

TRI-CITY MENTAL HEALTH AUTHORITY MENTAL HEALTH COMMISSION AGENDA

February 8, 2022
3:30 p.m.

MEETING LOCATION

There will be no in-person public meeting location. On September 16, 2021, the Legislature amended the Brown Act provisions regarding teleconferencing through Assembly Bill No. 361, codified under Government Code § 54953. Accordingly, the Mental Health Commission will hold this public meeting via teleconference and the public seeking to observe and to address the Mental Health Commission may participate telephonically or otherwise electronically.

To join the Mental Health Commission meeting click on the following link:

<https://tricitymhs-org.zoom.us/j/99286595307?pwd=SHUzUi9QOG9icitYcFpCSVb1V2FsUT09>

Passcode: kv7C^NUQ

Or Telephone: 1-213-338-8477

Webinar ID: 992 8659 5307

Passcode: 87951982

Posting of Agenda. The Agenda is posted 72 hours prior to each meeting on the Tri-City's website: <http://www.tricitymhs.org>

*Public Participation. Section 54954.3 of the Brown Act provides an opportunity for members of the public to address the Mental Health Commission on any item of interest to the public, before or during the consideration of the item, that is within the subject matter jurisdiction of the Mental Health Commission. **The public can make a comment during the meeting by using the 'raised hand' feature, or by calling in, if they wish to address a particular agenda item or to make a general comment on a matter within the subject matter jurisdiction of the Mental Health Commission. The Chair will call on the member of the public at the appropriate time and allow the person to provide live comment. The public can also submit a comment by writing an email to molmos@tricitymhs.org.** All email messages received by 1:30 p.m. will be shared with the Mental Health Commission before the meeting. If you wish to speak on a matter which is not on the agenda, you will be given the opportunity to do so at the Public Comment section. No action shall be taken on any item not appearing on the Agenda. The Chair reserves the right to place limits on duration of comments.*

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by Tri-City Mental Health Authority to all or a majority of the Mental Health Commission less than 72 hours prior to this meeting are available for public inspection at <http://www.tricitymhs.org>

CALL TO ORDER

Chair Henderson calls the meeting to Order.

ROLL CALL

| | | |
|---------------------------------|--------------------|--------------------|
| Anne Henderson – <i>Chair</i> | Isabella A. Chavez | Alfonso Villanueva |
| Wray Ryback – <i>Vice-Chair</i> | Nichole Perry | David J. Weldon |
| Carolyn Cockrell – GB Liaison | Joan M. Reyes | Toni L. Watson |
| Clarence D. Cernal | Twila L. Stephens | |

REGULAR BUSINESS

I. APPROVAL TO IMPLEMENT TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY UNDER AB 361 (GOVERNMENT CODE SECTION 54953)

Recommendation: “A motion to ask the Interim Executive Director, or designee, to perform all actions necessary to implement the Brown Act provisions regarding teleconferencing in compliance with Government Code § 54953.”

II. APPROVAL OF MINUTES FROM THE JANUARY 11, 2022 MENTAL HEALTH COMMISSION REGULAR MEETING

III. PRESENTATION - TRI-CITY MENTAL HEALTH AUTHORITY HOUSING UPDATE

IV. EXECUTIVE DIRECTOR MONTHLY REPORT

COMMISSION ITEMS AND REPORTS

Commissioners are encouraged to provide comments or ask questions about the community’s mental health needs, services, facilities and special problems. In addition, this is an opportunity to provide reports on their activities.

PUBLIC COMMENT

The Public may speak regarding any Tri-City related issue. No action shall be taken on any item not appearing on the Agenda. The Chair reserves the right to place limits on duration of comments.

ADJOURNMENT

The next Regular Meeting of the Mental Health Commission will be held on **Tuesday, March 8, 2022 at 3:30 p.m.** via teleconference due to the COVID-19 pandemic.

MICAELA P. OLMOS
JPA ADMINISTRATOR/CLERK



**Tri-City Mental Health Authority
MONTHLY STAFF REPORT**

DATE: February 8, 2022

TO: Mental Health Commission of Tri-City Mental Health Authority

FROM: Jesse H. Duff, Interim Executive Director

BY: Mica Olmos, JPA Administrator/Clerk

SUBJECT: Approval to Implement Teleconferencing Requirements during a Proclaimed State of Emergency Under AB 361 (Government Code Section 54953)

Summary:

On September 16, 2021, the Legislature amended the Brown Act waiving certain provisions regarding teleconferencing through Assembly Bill No. 361 (AB 361.) Accordingly, public agencies are authorized to hold its public meetings via teleconference under a proclaimed state of emergency which makes it unsafe to meet in person, provided that it allows the public, seeking to observe and to address the legislative body, to participate in real time telephonically or an internet-based service option during a virtual meeting; and the legislative body makes additional findings every 30 days in order to continue such teleconferencing pursuant to AB 361.

Background

The Ralph M. Brown Act requires that all meetings of a legislative or advisory body of a local agency be open and public and that any person may attend and participate in such meetings; and allows for legislative bodies to hold meetings by teleconference, but imposes the following requirements for doing so:

1. The public agency must give notice of each teleconference location from which a member will be participating in a public meeting.
2. Each teleconference location must be specifically identified in the meeting notice and agenda, including full address and room number.
3. Each teleconference location must be accessible to the public.
4. Members of the public must be able to address the body at each teleconference location.

On March 17, 2020, Governor Newsom issued Executive Order No. N-29-20, suspending the Brown Act's teleconferencing requirements (enumerated above) in order to address the need for public meetings during the present public health emergency (COVID-19) and allow legislative and advisory bodies to meet virtually as long as certain notice and accessibility requirements were met; and on June 11, 2021, Governor Newsom issued Executive Order No. N-8-21 continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021.

AGENDA ITEM NO. I

Mental Health Commission of Tri-City Mental Health Authority
Approval to Implement Teleconferencing Requirements During a Proclaimed State of
Emergency Under Government Code Section 54953
February 8, 2022
Page 2

On September 16, 2021, the State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361), codified under Government Code § 54953, waiving certain provisions of the Brown Act in order to allow local agencies to continue to meet using teleconferencing without complying with the regular teleconferencing requirements of the Brown Act when a legislative or advisory body holds a meeting during a proclaimed state of emergency and it unsafe to meet in person.

In addition, Government Code section 54953 adds new procedures and clarifies the requirements for conducting remote (virtual) meetings, including the following:

- Public Comment Opportunities in Real Time – a legislative or advisory body that meets remotely pursuant to AB 361, must allow members of the public to access the meeting via a call-in option or an internet-based service option, and the agenda for the remote meeting must provide an opportunity for members of the public to directly address the body in real time. A legislative body cannot require public comments to be submitted in advance of the meeting.
- No Action During Disruptions – in the event of a disruption that prevents the local agency from broadcasting the remote meeting, or in the event of a disruption within the local agency’s control that prevents members of the public from offering public comments using the call-in option or internet-based service option, AB 361 prohibits the legislative body from taking any further action on items appearing on the meeting agenda until public access is restored.
- Periodic Findings – Government Code § 54953(e)(B) requires the legislative body to hold a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risk to the health or safety of attendees.

The Commission must make these findings no later than 30 days after the first teleconferenced meeting is held after September 30, 2021, and must also make these findings every 30 days thereafter, in order to continue to allow teleconference accessibility for conducting public meetings (Government Code § 54953(e)(3).) AB 361 will sunset on January 1, 2024.

Tri-City Mental Health Authority (TCMHA) has already implemented the above stated requirements for conducting public meetings and is in full compliance with AB 361, thus there will be no change of the currently established procedures. Teleconference accessibility is available via call-in option or through via RingCentral Webinars platform (internet-based service option) and both the telephone number and meeting link are listed on the published agenda for each meeting as well as on TCMHA’s website.

Mental Health Commission of Tri-City Mental Health Authority
Approval to Implement Teleconferencing Requirements During a Proclaimed State of
Emergency Under Government Code Section 54953
February 8, 2022
Page 3

The JPA Administrator/Clerk monitors public comment submitted via email correspondence (as published on the agenda); and designated staff monitors comment via teleconference throughout each public meeting and provides access for public comment opportunities in real time both verbally and in writing in the 'chat' option.

Funding

None required.

Recommendation:

Staff recommends that the Mental Health Commission (MHC) of Tri-City Mental Health Authority finds, determines, and declares by a majority of vote, the following:

1. That a state of emergency as a result of the threat of COVID-19 still exists and continues to impact the ability of members of the Mental Health Commission, Tri-City staff, and public to meet safely in person.

2. The State of California and the TCMHA continue to follow safety measures in response to COVID-19 as ordered or recommended by the Centers for Disease Control and Prevention (CDC), California Department of Public Health (DPH), California Occupational Safety and Health Administration (Cal/OSHA), and/or County of Los Angeles, as applicable, including facial coverings when required and social distancing.

3. That the MHC will make these findings every 30 days in order to continue such teleconferencing pursuant to AB 361.

4. That, pursuant to the findings listed in this Report, the Interim Executive Director or his designee, continue to utilize teleconferencing accessibility to conduct MHC meetings and implement teleconference requirements in compliance with AB 361 (Stats. 2021, ch. 165) and Government Code § 54953 (as amended), effective immediately.

Attachments

None.



**MINUTES
REGULAR MEETING OF THE MENTAL HEALTH COMMISSION
JANUARY 11, 2022 – 3:30 P.M.**

The Mental Health Commission met in a Regular Meeting on Tuesday, January 11, 2022 at 3:33 p.m. via teleconference pursuant to Government Code § 54953, which allows the continuation to hold meetings without gathering in a room in an effort to minimize the spread and mitigate the effects of COVID-19 (Corona Virus Disease of 2019).

CALL TO ORDER Chair Henderson called the meeting to order at 3:33 p.m.

ROLL CALL Roll call was taken by JPA Administrator/Clerk Olmos.

PRESENT: Anne Henderson, Chair
Wray Ryback, Vice-Chair
Carolyn Cockrell, GB Member Liaison
Clarence D. Cernal
Twila L. Stephens
Joan M. Reyes
Toni L. Watson

ABSENT: Isabella A. Chavez
Nichole Perry
Alfonso "Al" Villanueva
David J. Weldon (Approved Leave of Absence from 1/2022 – 04/2022)

STAFF: Jesse H. Duff, Interim Executive Director
Rimmi Hundal, Director of MHSA and Ethnic Services
Ken Riomales, Chief Information Officer
Gamaliel Polanco, Wellness Center Manager
Mica Olmos, JPA Administrator/Clerk

REGULAR BUSINESS

I. APPROVAL TO IMPLEMENT TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY UNDER AB 361 (GOVERNMENT CODE SECTION 54953)

Commissioner Cernal moved, and Vice-Chair Ryback seconded, to ask the executive director, or designee, to perform all actions necessary to implement the Brown Act provisions regarding teleconferencing in compliance with Government Code § 54953.

Chair Henderson opened the meeting for public comment; and there was no public comment.

AGENDA ITEM NO. II

There being no comment, the motion was carried by the following vote: AYES: Board Member Liaison Cockrell; Commissioners Cernal, Reyes, Stephens, Watson; Vice-Chair Ryback; and Chair Henderson. NOES: None. ABSTAIN: None. ABSENT: Commissioners Chavez, Perry, Villanueva, and Weldon.

II. APPROVAL OF MINUTES FROM THE DECEMBER 15, 2021 GOVERNING BOARD AND MENTAL HEALTH COMMISSION REGULAR JOINT MEETING

Commissioner Watson moved, and Commissioner Reyes seconded, to approve the Minutes of the December 15, 2021 Regular Joint Meeting of the Governing Board and the Mental Health Commission.

Chair Henderson opened the meeting for public comment; and there was no public comment.

There being no comment, the motion was carried by the following vote: AYES: Board Member Liaison Cockrell; Commissioners Cernal, Reyes, Stephens, Watson; Vice-Chair Ryback; and Chair Henderson. NOES: None. ABSTAIN: None. ABSENT: Commissioners Chavez, Perry, Villanueva, and Weldon.

III. CONSIDERATION OF A LEAVE OF ABSENCE REQUEST FROM MENTAL HEALTH COMMISSION MEMBER DAVID J. WELDON BEGINNING JANUARY 2022

Vice-Chair Ryback moved, and Commissioner Stephens seconded, to approve a Leave of Absence request from Commissioner Weldon from Tri-City's Mental Health Commission beginning January 2022 through March 2022.

Chair Henderson opened the meeting for public comment; and there was no public comment.

There being no comment, the motion was carried by the following vote: AYES: Board Member Liaison Cockrell; Commissioners Cernal, Reyes, Stephens, Watson; Vice-Chair Ryback; and Chair Henderson. NOES: None. ABSTAIN: None. ABSENT: Commissioners Chavez, Perry, Villanueva, and Weldon.

IV. DISCUSSION REGARDING THE ROLE OF THE MENTAL HEALTH COMMISSION IN THE RECRUITMENT AND SELECTION PROCESS OF TRI-CITY'S NEW EXECUTIVE DIRECTOR

Interim Executive Director Duff reported that Tri-City is currently conducting a recruitment for a permanent Executive Director; that the Governing Board has approved a contract with the recruiting firm Wendi Brown Creative Partners; that they are starting the recruitment process in approximately two weeks; that Tri-City would like the Mental Health Commission (MHC) to participate in the selection process for the Executive Director; and recommended that the MHC form AdHoc Committee, and discuss how they envisioned to be involved in the selection and recruitment process.

Discussion ensued regarding the recruitment timeframe of approximately 4 months; about the typical way of the MHC to interact with the recruiting firm through an AdHoc Committee; about roles the Mental Health Commission could perform during the executive director recruitment process; and about what the selection process might look like.

Governing Board Liaison Cockrell indicated that she will be participating in the selection process as a Governing Board Member; therefore, she would not participate in the AdHoc Committee which will allow an opportunity for somebody else to participate. Commissioners Cernal, Reyes, and Watson, Vice-Chair Ryback, and Chair Henderson volunteered to be members of the AdHoc Committee.

Chair Henderson opened the meeting for public comment; and there was no public comment.

There being no further discussion, Vice-Chair Ryback moved, and Commissioner Reyes seconded, to form an AdHoc Committee made up by Commissioners Cernal, Reyes, and Watson, Vice-Chair Ryback, and Chair Henderson to participate in the selection process of Tri-City's new Executive Director. The motion was carried by the following vote: AYES: Board Member Liaison Cockrell; Commissioners Cernal, Reyes, Stephens, Watson; Vice-Chair Ryback; and Chair Henderson. NOES: None. ABSTAIN: None. ABSENT: Commissioners Chavez, Perry, Villanueva, and Weldon.

V. PRESENTATION - TRI-CITY'S WELLNESS CENTER OPERATIONS DURING COVID-19 PANDEMIC

Director of MHA and Ethnic Services Hundal stated that most people have been asking if Tri-City's Wellness Center has been open during COVID-19 or not; however, it has never closed; that the Manager of the Wellness Center was in attendance to provide a presentation about how we quickly pivoted and continue to provide the services virtually, so it would be a seamless transition for our community.

Gamaliel Polanco, Wellness Center Manager, stated that he has worked for Tri-City for approximately 12 years and during the majority of this time, he has been overseeing the Wellness Center. He then reported that during the last 22 months Tri-City's Wellness Center never closed; and explained that it historically served as a learning institution by providing internships to MSW (Master of Social Work) students and volunteer opportunities; and as a community hub where community events and meetings are held such as school district, churches, and 501c(3) organizations meetings. He then discussed the services provided which focus on prevention rather than treatment such as support groups for all ages including mentoring, recreational activities, peer support assessment and linkage, resource development, and self advocacy; education and vocational services, which include educational and career planning, developing job search skills, ESL classes, adult literacy classes, GED preparation classes, computer classes, and weekly employment workshops; family wellbeing, including parenting classes and anger management; Transitional Age Youth activities such as workshops, ILS classes, study space, homework assistance, and recreational activities; and that all services are facilitated by 20 staff members, including an employment coordinator, clinicians, peer advocates, maintenance staff, and social work interns. He noted that currently there are limited in-person meetings due to COVID-19 restrictions and the temperature self-screenings, social distancing, and masks are continued to be required to be on site; however, the Wellness Center continues to provide services virtually through a telehealth platform, including most events to keep the community safe, but still fulfilling Tri-City's mission; and pointed out that instead of having individuals come to the Wellness Center in person, it became a full-on call center, where wellness checks were being performed, and reported that staff made over 20,000 calls to approximately 2,500 individuals in Fiscal Year 2020-21, averaging about 1200 calls in December 2021 alone. Lastly, he stated that staff is looking forward to being able to keep folks safe and serve the community in a first class manner as we continue to fulfill the mission of Tri-City.

Director of MHSA and Ethnic Services Hundal added that during the pandemic, a staff member was hired at the Wellness Center to provide education about the importance of COVID-19 vaccines, about how to take care of yourself, and helping persons make their vaccination appointments; and that in partnership with the community navigators, the Wellness Center made available PPE (Personal Protective Equipment) for those community members who cannot purchase it.

Commissioner Reyes reported that the Assistance League of Pomona website indicates that there are 3,500 homeless students, and inquired if they have access to the computer lab at the Wellness Center. Wellness Center Manager Polanco replied in the affirmative, noting that currently only a maximum of three persons can be at the lab at any given time due to COVID-19 restrictions.

Commissioner Cernal inquired how Tri-City promotes the services that it provides to our community. Wellness Center Manager Polanco indicated that through community navigators since they attended a lot of meetings when we were in person, through a phone calls, emails, social media platforms, and through literature. Director of MHSA and Ethnic Services Hundal added that also through a List-Serve distribution, any meetings we attend, and through the local law enforcement.

Commissioner Cernal further inquired about the age demographics of those visiting the Wellness Center. Wellness Center Manager Polanco replied that it provides services to all ages ranging 0-100, noting that there are 'mommy and me' groups, zero to five; kids groups, seven to 12; teen groups, 13 to 15; TAY groups, 18 to 25; adults 26 to 59; and senior groups; and also pointed out that staff is responsive to the needs of the community focusing on filling a gap, rather than duplicating services that are currently available through other community organizations.

Commissioner Reyes inquired if staff had considered a PSA -public service announcement. Director of MHSA and Ethnic Services Hundal replied that it had been done in the past, and it was time to revisit it again.

VI. EXECUTIVE DIRECTOR REPORT

Interim Executive Director Duff stated that he had discussed earlier the executive director recruitment process and the anticipated timeline, adding that staff is also working with the recruiting firm WBCP on putting details to the schedule process.

Discussion ensued regarding the executive director qualifications being established by WIC 5607, which also discusses the required standards of training and experience required by the State Department of Health Care Services for the Executive Director position; and that the characteristics that the Governing Board and the Mental Health Commission are looking for in an executive director, will be added to those requirements.

COMMISSION ITEMS AND REPORTS

Vice-Chair Ryback spoke about the continued decrease of public attendance at the Commission meetings, and inquired what can be done to increase public involvement.

Interim Executive Director Duff recommended that Commissioners invite folks or stakeholders that they are aware of in the community, to come and participate, since they are out and about, in the community and they probably know folks that are having interest in mental health.

Vice-Chair Ryback inquired if staff informs all of our current clients about the meetings and provide them the meeting link to participate. JPA Administrator/Clerk Olmos stated that the agenda is distributed to a list of key community stakeholders, the Board, the Commission and it is also posted on Tri-City's website; that she does not have access to client information since it is confidential information; however, anyone wishing to participate has access by visiting Tri-City's website, that the link is on the agenda and in the calendar, and it is also available on social media.

Commissioner Stephens stated that in addition to all of that, we also have the MHSA housing residential services coordinators, such as herself, who routinely make that information available and try help people understand what it is about, how they may be involved, and how they could have an impact on mental health services in the area, noting that they talk about this with MHSA residents and the individuals who are in the low income of those communities.

Commissioner Watson stated that she volunteers at the Wellness Center and she announces what the Commission meetings are to the support groups that she facilitates, noting that the agenda of any public meetings are also available on the counter at the Wellness Center, with the information about the date, time, and how to connect.

Discussion ensued regarding the decrease in public involvement across all meetings, including stakeholder process, which appears to be as the result of 'zoom fatigue'. Strategies were discussed to advertise Tri-City meetings and events, such as continuing to advertise at the local libraries, city halls, and senior centers; social media platforms; and by word of mouth.

Commissioner Reyes spoke that the Board of Supervisors will be voting on the proposed plans to house Los Angeles County's most serious juvenile offenders at detention facilities in La Verne. She then reported that in July the number 988, will be used as an alternative to 911 to provide crisis response for behavioral health emergencies. Lastly, she discussed an LA Times Article about 'How to talk to your child about mental health', to help prevent suicides.

Commissioner Watson inquired when we will revisit the in-person meetings. Interim City Manager Duff indicated that it is his understanding that OSHA is going to provide new meeting guidance and we would act accordingly; however, with the virus that is raging right now, it does not look very promising. JPA Administrator/Clerk Olmos added that Tri-City has to follow the current OSHA guidelines, which is being six-feet apart, and we do not have the capability of space to accommodate this for staff, the public and the Commission.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

At 4:39 p.m., on consensus of the Mental Health Commission its Regular Meeting of January 11, 2022 was adjourned. The next Regular Meeting of the Mental Health Commission will be held on **Tuesday, February 8, 2022 at 3:30 p.m.** via teleconference due to the COVID-19 pandemic, pursuant to Government Code § 54953.



III. PRESENTATION

TRI-CITY MENTAL HEALTH AUTHORITY HOUSING UPDATE

Presenter: Mary Monzon, Housing Manager



**Tri-City Mental Health Authority
MONTHLY STAFF REPORT**

DATE: February 8, 2022

TO: Mental Health Commission of Tri-City Mental Health Authority

FROM: Jesse H. Duff, Interim Executive Director

SUBJECT: Executive Director's Monthly Report

COVID-19 OPERATIONS UPDATE

In response to the rise in COVID-19 Omicron cases, and in an effort to minimize exposure where possible, the Executive Team reinstated the 'essential services staffing order' agency-wide effective Thursday, January 13, 2022 through Sunday, February 13, 2022. All employees who are not required to provide essential, on-site or in-person duties, will be required to remain home and telework.

Staff was also reminded, that as required by Tri-City's Mandated COVID-19 Vaccination Policy and the State Public Health Order, booster *eligible* employees and non-employees who will be onsite at Tri-City facilities as described in our policy, must obtain and provide proof of receipt of a COVID-19 vaccine booster by March 1, 2022 or prior to coming onsite to a Tri-City facility, whichever is the latest.

Management continues to do their best to make decisions based on readily available science and data which is continuously evolving. It is their priority to ensure the safety and wellbeing of Tri-City staff and the community that we serve.