



**MINUTES  
REGULAR MEETING OF THE  
GOVERNING BOARD  
FEBRUARY 17, 2016 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, January 20, 2016 at 4:45 p.m. in the Administrative Office, 1717 N. Indian Hill, Suite B, Claremont, California.

**CALL TO ORDER** Vice-Chair Leeb called the meeting to order at 4:45 p.m.

**ROLL CALL** A visual roll call was taken.

**PRESENT:** Chuck Leeb, Ph.D., City of Claremont, Vice-Chair  
Robin Carder, City of La Verne, Board Member  
Joseph M. Lyons, MA, Ph.D., City of Claremont, Board Member  
John Nolte, City of Pomona, Board Member  
Bill Aguirre, City of La Verne, Alternate Board Member

**ABSENT:** Paula Lantz, City of Pomona, Chair  
Carolyn Cockrell, City of La Verne, Board Member  
Edina Martinez, Psy.D., City of Pomona, Board Member

**STAFF:** Toni Navarro, Executive Director  
Darold Pieper, General Counsel  
Diana Acosta, Chief Financial Officer  
Nancy Gill, Chief Operations Officer  
David Block, Medical Director  
Rimmi Hundal, Director of MHSA and Ethnic Services  
Natalie Majors-Stewart, Acting Manager of Best Practices  
Trevor Bogle, Controller  
Donald Pruyn, Housing Project Manager  
Mica Olmos, Executive Assistant

**CONSENT CALENDAR**

Board Member Carder moved, and Board Member Lyons seconded, to approve the Consent Calendar. There being no comments, the motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Nolte; and Vice-Chair Leeb. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell, and Martinez; and Chair Lantz.

**1. APPROVAL OF MINUTES FROM THE JANUARY 20, 2016 GOVERNING BOARD MEETING**

**Recommendation:** "A motion to approve the Minutes of January 20, 2016."

**NEW BUSINESS**

**2. AWARD OF BID FOR LANDSCAPING AND IRRIGATION IMPROVEMENTS PROJECT FOR PROPERTY LOCATED AT 2001 N. GAREY AVENUE, POMONA, CALIFORNIA**

Board Member Lyons inquired where Tapp Associates business is located; if they were familiar with the prevailing wage requirements; and if this was a deciding factor for selecting Tapp Associates. Executive Director Navarro indicated that Tapp Associates are located in Pomona; that they had performed services for Tri-City in the past and staff had been satisfied with the results; and that all the contractors that were invited to submit bids for this project were selected because they are known throughout Pomona to get the job done.

There being no further discussion, Board Member Lyons moved, and Board Member Nolte seconded, to award the bid to Tapp Associates Land Design for Landscaping and Irrigation Improvements Project at 2001 N. Garey Ave, in Pomona. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Nolte; and Vice-Chair Leeb. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Martinez; and Chair Lantz.

**3. AWARD OF BID FOR PARKING LOT IMPROVEMENTS PROJECT FOR PROPERTY LOCATED AT 2001 N. GAREY AVENUE, POMONA, CALIFORNIA**

There being no discussion, Board Member Lyons moved, and Board Member Nolte seconded, to award the bid to Commercial Paving and Coating for Parking Lot Improvements Project at 2001 N. Garey Ave, in Pomona. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Nolte; and Vice-Chair Leeb. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Martinez; and Chair Lantz.

**4. AWARD OF BID FOR LANDSCAPING AND IRRIGATION IMPROVEMENTS PROJECT FOR PROPERTY LOCATED AT 956 W. BASELINE ROAD, CLAREMONT, CALIFORNIA**

Board Member Lyons inquired if the three bids received were reasonably priced. Executive Director Navarro replied in the affirmative as the cost includes prevailing wages. There being no further discussion, Board Member Lyons moved, and Board Member Nolte seconded, to award the bid to Tapp Associates Land Design for Landscaping and Irrigation Improvements Project at 956 W. Baseline Rd. in Claremont. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Nolte; and Vice-Chair Leeb. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Martinez; and Chair Lantz.

**5. APPROVAL OF RESOLUTION NO. 418 APPROVING THE PURCHASE OF PARKING LOT PARCEL (APN 8339-027-025) ADJACENT TO WELLNESS CENTER, AND AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE ALL NECESSARY ACTIONS AND EXECUTE ALL NECESSARY DOCUMENTS**

Executive Director Navarro distributed parcel maps of the vacant land being proposed to purchase, noting that she was excited that Tri-City has now the opportunity to purchase this vacant land which will allow to meet its CUP requirement.

She explained that the issue of the adjacent cottages had been resolved and that the City of Pomona had allowed the sale of the vacant land as a separate parcel provided that an easement for four parking spaces will be granted to the cottages, noting that CalPac is willing to use the 2015 land appraisal of \$150,000.

Discussion ensued regarding the required improvements of the parking lot such as a slurry seal, lighting, and a security gate, which would not exceed \$75,000.

There being no further discussion, Board Member Lyons moved, and Board Member Carder seconded, to approve and adopt Resolution No. 418 effectuating the purchase of the Parking Lot Parcel, APN 8339-027-025. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Nolte; and Vice-Chair Leeb. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Martinez; and Chair Lantz.

## **6. CITY OF CLAREMONT PROPOSED VETERANS' HOUSING PROJECT**

Executive Director Navarro stated that this item regarding the City of Claremont's proposal was for the Board's information only, and if the Board wished to discuss the terms and price, a Closed Session item had been placed on the Agenda.

Council Member Lyons expressed support and excitement about the possibility of having a sizable facility to house homeless veterans and also serve their needs in a supportive setting which Tri-City and other providers can offer; that he hoped that this project moves forward with the Board's positive input for a much needed project; and expressed support in having the Board entertain the possibility of authorizing the Executive Director to continue with the negotiations.

The Board expressed support of the proposed Veteran's Housing Project and there being no further discussion, Board Member Nolte moved, and Board Member Carder seconded, to go into a Closed Session pursuant Government Code § 54956.8 to consider and discuss the terms and price of City of Claremont's proposal. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Nolte; and Vice-Chair Leeb. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Martinez; and Chair Lantz.

## **MONTHLY STAFF REPORTS**

### **7. EXECUTIVE DIRECTOR REPORT**

Executive Director Navarro talked about a meeting wherein various community partners meet to address fragile health shelter participants, noting that it was very positive and as a result, there is more involvement and more communication with DMH which resulted in more referrals. She then expressed gratitude for Chair Lantz spearheading this meeting.

Board Member Lyons stated Chair Lantz is setting the standard for the rest of the Board and as such, the Board should follow her lead to engage with the community when these types of issues occur and have the opportunity to promote the Agency's presence in the community.

Executive Director Navarro then reported that on January 29th, staff held the lottery for Tri-City's MSHA units and it was very exciting and much fun, noting that it was so wonderful to see how these housing units are changing people's lives which was very emotional for staff that was part of this event.

Governing Board Lyons stated that these type of public events and its success, makes everyone's job much easier and rewarding; and expressed that the MHSA had been a blessing.

Discussion ensued regarding lottery selection for MHSA and non-MHSA units, as well as how local outreach efforts from the developer benefit the local communities.

Don Pruyn, Housing Project Manager, provided a supportive housing report and stated that both the Parkside Apartments and the Cedar Springs project are scheduled for completion in April; that the Holt Family Apartments will break ground in March; and that Tri-City and the City of Pomona are still waiting to hear from the PUSD who has not responded to numerous calls placed by Pomona's new Deputy City Manager, therefore there is no action on the exchange of property behind the Clinic on Garey Avenue.

Executive Director Navarro then provided an update in connection with Tri-City's eight MHSA units at the Cedars Springs Apartments on the David & Margaret property. She explained how families qualify for these housing units and announced that two informational meetings hosted by Tri-City's housing division will take place next week to allow people that qualify submit their initial interest application.

## **8. CHIEF FINANCIAL OFFICER REPORT**

Chief Financial Officer Acosta introduced newly appointed Controller Trevor Bogle and indicated that Mr. Bogle has eight years of public accounting experience and is currently working on his CPA. She then reported that Tri-City has received from LADMH a reimbursement associated with SB90 that was owed to us since 2002.

Board Member Lyons inquired how back logged are reimbursements associated with SB90.

Chief Financial Officer Acosta replied that LADMH owed Tri-City money for four separate years and has been reimbursed only for two years.

## **9. CHIEF OPERATIONS OFFICER REPORT**

Executive Director Navarro reported that Chair Lantz question regarding storage units were addressed in the Chief Operations Report.

## **10. DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT**

There was no comment.

## **11. MEDICAL DIRECTOR REPORT**

Board Member Lyons asked for an update of medical services and the staff's role in connection with the integration of clients' physical health and mental health since Tri-City is their primary psychiatric care.

Medical Director Block provided an update for medical personnel staffing and then explained that at Tri-City, all clients' vital signs are checked and they are also educated about services provided by their primary care physician, noting that staff sometimes assists in scheduling clients with their primary care physician. He also stated that during intake, staff screens for existing physical issues and for any medication they are taking; if they are not taking their medication, staff finds out the reasons for that. He noted that although staff often communicates with the clients' primary care doctors, he is not currently aware how many clients are directly referred to us by their primary care physician.

Executive Director Navarro added that case managers are aware of the importance of asking clients the right questions regarding their physical health and that Dr. Block is empowering psychologists to call MDs directly.

Discussion ensued regarding how transportation is available for those clients that needed it.

## **12. DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT**

Board Member Lyons stated that the MHSA programming is really taking root and that Director of MSHA Hundal is part of it.

## **13. MANAGER OF BEST PRACTICES REPORT**

There was no comment.

There being no further comments, Board Member Lyons moved, and Board Member Carder seconded, to receive and file the month of February staff reports. The motion was carried by the following vote: AYES: Board Members Carder, Lyons, and Nolte; and Vice-Chair Leeb. NOES: None. ABSTAIN: None. ABSENT: Board Members Cockrell and Martinez; and Chair Lantz.

## **PUBLIC COMMENT**

Karen Rosenthal, Observer of the League of Women Voters, invited the Board to attend a League sponsored forum called "Higher Public Education Working" on Saturday, February 27<sup>th</sup>, which will be a 2-hour panel discussion about higher public education.

Dana Barford, MHSA Projects Manager, reminded everyone that the stakeholder meetings will be taking place next week.

**CLOSED SESSION**

At 5:20 p.m., the Governing Board recessed to a Closed Session pursuant to Government Code § 54956.8: Conference With Real Property Negotiators; Property: 956 West Baseline Road, Claremont, CA 91711 (APN 8669-019-029); Agency Negotiators: Toni Navarro, Darold Pieper, Jesse H. Duff, Diana Acosta, and Donald Prunyn; Negotiating Parties: City of Claremont; Under Negotiation: Terms and price.

**RECONVENE TO OPEN SESSION**

At 5:53 p.m., the Governing Board reconvened to an Open Session.

**CLOSED SESSION REPORT**

Counsel Pieper reported that the Board met in Closed Session and no action was taken that is required to be disclosed at this time.

**GOVERNING BOARD COMMENTS**

There was no comment.

**PUBLIC COMMENT**

There was no comment.

**ADJOURNMENT**

At 5:54 p.m., on consensus of the Governing Board its Regular Meeting of February 17, 2016 was adjourned. The next Regular Meeting of the Governing Board will be held on **Wednesday, March 16, 2016 at 4:45 p.m.** in the Administration Building, 1717 North Indian Hill Boulevard #B, Claremont, California.



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Micaela P. Olmos, Executive Assistant