



**MINUTES  
REGULAR MEETING OF THE  
GOVERNING BOARD  
APRIL 18, 2018 – 4:45 P.M.**

The Governing Board met in a Regular Meeting on Wednesday, April 18, 2018 at 4:53 p.m. in the Administrative Office, 1717 N. Indian Hill, Suite B, Claremont, California.

**CALL TO ORDER** Chair Carder called the meeting to order at 4:53 p.m.

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

**PRESENT:** Robin Carder, City of La Verne, Chair  
Ronald T. Vera, City of Claremont, Vice-Chair  
Carolyn Cockrell, City of La Verne, Board Member  
Rubio R. Gonzalez, City of Pomona, Board Member (arrived at 5:15 p.m.)  
Joseph M. Lyons, MA, PhD, City of Claremont, Board Member  
Elizabeth Ontiveros-Cole, City of Pomona, Board Member  
Mona Sparks Johnson, City of Pomona, Board Member  
Bill Aguirre, City of La Verne, Alternate Board Member

**ABSENT:** None.

**STAFF:** Toni Navarro, Executive Director  
Darold Pieper, General Counsel  
Diana Acosta, Chief Financial Officer  
Nancy Gill, Chief Operations Officer  
Rimmi Hundal, Director of MHSA and Ethnic Services  
Natalie Majors-Stewart, Manager of Best Practices  
Trevor Bogle, Controller  
Jesse Duff, Special Projects Consultant

**CONSENT CALENDAR**

There being no comment, Board Member Lyons moved, and Board Member Sparks Johnson seconded, to approve the Consent Calendar. The motion was carried by the following vote: **AYES:** Board Members Cockrell, Lyons, Ontiveros-Cole, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. **NOES:** None. **ABSTAIN:** None. **ABSENT:** Board Member Gonzalez.

**1. APPROVAL OF MINUTES FROM THE MARCH 21, 2018 GOVERNING BOARD MEETING**

**Recommendation:** "A motion to approve the Minutes of the Meeting of March 21, 2018."

**2. APPROVAL OF REVISED FAMILY MEDICAL LEAVE AND PREGNANCY DISABILITY LEAVE POLICY**

Recommendation: “A motion to adopt Revised Family Medical and Pregnancy Disability Leave Policy.”

**3. APPROVAL OF RESOLUTION NO. 447 ADOPTING REVISED PERSONNEL RULES AND REGULATIONS MANUAL**

Recommendation: “A motion to adopt Resolution No. 447 approving amendments to the Personnel Rules and Regulations Manual.”

**NEW BUSINESS**

**4. PARKING LOT EXPANSION DEVELOPMENT PROJECT AT 2008 AND 2018 N. GAREY AVENUE IN POMONA, CA**

Executive Director Navarro provided bid results for the Parking Lot Expansion Project at 2008 and 2018 N. Garey Avenue in Pomona, and pointed out that staff was seeking Board’s direction.

Cody Howing, Engineer from RKA, explained the bid process, bid results, conversations with bidders; and answered Board questions about project costs estimates being low when submitted and of project requirements and specifications.

At 5:15 p.m., Board Member Gonzalez arrived at the meeting.

Discussion ensued regarding trees being removed from the designated property to allow for parking expansion. Board Member Ontiveros-Cole stated she would check with the City of Pomona staff to see if any trees can be moved rather than removed.

There being no further discussion, Vice-Chair Vera moved, and Board Member Lyons seconded, to reject the bid from KASA Construction, and direct staff to solicit new bids. The motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Lyons, Ontiveros-Cole, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

**MONTHLY STAFF REPORTS**

**5. TONI NAVARRO EXECUTIVE DIRECTOR REPORT**

Executive Director Navarro reported about a grant opportunity through the Mental Health Services Oversight And Accountability Commission for crisis intervention for students that are suffering from mental health; and about Tri-City working towards becoming approved by the Los Angeles Department of Health Services as an intensive case management service provider under Measure H for those needing mental health services in any permanent supportive housing in the three cities.

Discussion ensued regarding the grant application requirements and the goals for the types of services under the grant; and about Measure H funding.

**DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT**

Chief Financial Officer Acosta reported that a bankruptcy payment totaling \$450 thousand had been made last month and noted that the bankruptcy liability balance is approximately \$7 million; that staff is getting ready for finalizing next fiscal year's budget; and preparing for annual audit.

Discussion ensued regarding Tri-City's plan to expend dollars subject to reversion by the DHCS; about the stakeholder process under MHSA; and about the MHSA Plan approving process by the Governing Board.

**6. NANCY GILL, CHIEF OPERATIONS OFFICER REPORT**

There was no comment.

**7. ELIZABETH OWENS, DIRECTOR OF CLINICAL PROGRAM SERVICES REPORT**

There was no comment,

**8. SEEYAM TEIMOORI, MEDICAL DIRECTOR STAFF REPORT**

There was no comment,

**9. RIMMI HUNDAL, DIRECTOR OF MHSA AND ETHNIC SERVICES REPORT**

Director of MHSA and Ethnic Services Hundal reminded the Board about the upcoming joint meeting with the Mental Health Commission and Annual MHSA Public hearing.

Discussion ensued about the plans for discussion during the MHSA public hearing.

**10. NATALIE MAJORS-STEWART, MANAGER OF BEST PRACTICES REPORT**

Manager of Best Practices Majors-Stewart provided an update on two of the longer term projects: 1) 'Access to Care', noting that the first phase of the project has been successfully implemented and that data shows that it is progressing successfully; and 2) Client portal project is in the final stage of implementation noting that it will be completed in July and there will be a presentation in the next two months.

There being no further discussion, Board Member moved Cockrell, and Board Member Lyons seconded, to receive and file the month of April 2018 staff reports. The motion was carried by the following vote: AYES: Board Members Cockrell, Gonzalez, Lyons, Ontiveros-Cole, and Sparks Johnson; Vice-Chair Vera; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

**PUBLIC COMMENT**

There was no public comment.

**GOVERNING BOARD COMMENTS**

Vice-Chair Vera reported that he attended a Claremont School District meeting on safety in the schools, noting that Board Member Lyons and Tri-City staff members were also in attendance; that during the meeting he found out about Tri-City submitting the grant proposal and it was noted that the Claremont School District had not been reaching out to Tri-City; that Executive Director Navarro followed up with the CUSD and they will meet with Tri-City, including the school superintendent and a school board member.

**CLOSED SESSION**

At 5:46 p.m., the Governing Board recessed to a Closed Session pursuant to Public Employee Performance Evaluation (Gov't Code § 54957), position being evaluated: Executive Director.

At 6:30 p.m., Chair Carder left the meeting.

**RECONVENE TO OPEN SESSION**

At 6:34 p.m., the Governing Board reconvened to an Open Session.

**CLOSED SESSION REPORT**

Vice-Chair Vera presided over the meeting and reported that in closed session the Governing Board conducted a performance evaluation of Tri-City's Executive Director Toni Navarro; that Chair Carder moved, and Board Member Gonzalez seconded, to retain Ms. Navarro's services for another year; to increase her salary by 3%; and direct legal counsel to prepare an Amendment to her contract to reflect the Governing Board's motion.

**GOVERNING BOARD COMMENTS**

There was no Governing Board comment.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

At 6:35 p.m., on consensus of the Governing Board its Regular Meeting of April 18, 2018 was adjourned. The Governing Board will meet next in a Regular Joint Meeting with the Mental Health Commission to be held on Wednesday, May 16, 2018 at 4:45 p.m. in the MHSA Office, 2001 N. Garey Avenue in Pomona, California.



Micaela P. Olmos, JPA Administrator/Clerk