



## MINUTES

### **REGULAR MEETING OF THE GOVERNING BOARD OCTOBER 21, 2020 – 5:00 P.M.**

The Governing Board held on Wednesday, September 16, 2020 at 5:00 p.m. its Regular Meeting Via Teleconference pursuant to California Governor Newsom Executive Order N-25-20 wherein he suspended certain provisions of the Brown Act to allow 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 Carder called the meeting to order at 5:00 p.m.

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

#### GOVERNING BOARD

**PRESENT:** Robin Carder, City of La Verne, Chair  
Jed Leano, City of Claremont, Vice-Chair  
Carolyn Cockrell, City of La Verne, Board Member  
Nora Garcia, City of Pomona, Board Member (joined the meeting at 5:16 pm)  
Elizabeth Ontiveros-Cole, City of Pomona, Board Member  
Ronald T. Vera, City of Claremont, Board Member  
Benita DeFrank, City of Pomona, Alternate Board Member

**ABSENT:** *Vacant*, City of Pomona, Board Member

**STAFF:** Toni Navarro, Executive Director  
Darold Pieper, General Counsel  
Diana Acosta, Chief Financial Officer  
Nancy Gill, Chief Operations Officer  
Seeyam Teimoori, Medical Director  
Rimmi Hundal, Director of MHSA & Ethnic Services  
Natalie Majors-Stewart, Chief Compliance Officer  
Mica Olmos, JPA Administrator/Clerk

#### **CONSENT CALENDAR**

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

**1. APPROVAL OF MINUTES FROM THE SEPTEMBER 16, 2020 GOVERNING BOARD REGULAR MEETING**

Recommendation: “A motion to approve the Minutes of the Governing Board Regular Meeting of September 16, 2020.”

**2. APPROVAL OF RESOLUTION NO. 551 ADOPTING TEMPORARY EXPANSION OF THE VACATION AND COMPENSATORY CASH OUT POLICY AND PROCEDURE NO. I.17 EFFECTIVE FISCAL YEAR 2020-22**

Recommendation: “A motion to adopt Resolution No. 551 establishing a Temporary Expansion of Vacation and Compensatory Cash-Out Policy No. I.17 for Fiscal Year July 1, 2020 through June 30, 2021.”

**NEW BUSINESS**

**3. APPROVAL OF RESOLUTION NO. 552 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH RKA CONSULTING GROUP FOR ENGINEERING SERVICES IN THE AMOUNT OF \$43,025 IN CONNECTION WITH THE THERAPEUTIC COMMUNITY GARDEN PROJECT AT 2008 N. GAREY AVENUE IN POMONA, CA**

Executive Director Navarro indicated that this contract is for the construction and renovation of Tri-City’s Therapeutic Community Garden (TCG), noting that the Governing Board had already approved to allocated CFTN funds for the renovation project of TCG; that RKA engineers will be the project manager for the site.

Board Member Vera inquired if these services were put out to bid. Chief Operations Office Gill stated that engineering services are professional services which fall under the 50,000 required to go through a formal RFP; that she reached out to several vendors to seek their bids; however, did not received any other bids.

There being no further comment, Vice-Chair Leano moved, and Board Member Ontiveros-Cole seconded, to adopt Resolution No. 552 authorizing the Executive Director to enter into an Agreement with RKA Consulting Group in the sum of \$43,025. The motion was carried by the following vote: AYES: Alternate Board Member DeFrank; Board Members Cockrell, Ontiveros-Cole, and Vera; Vice-Chair Leano; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: Board Member Garcia.

**4. APPROVAL OF RESOLUTION NO. 553 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH WITHERS & SANDGREN, LTD. FOR LANDSCAPE ARCHITECT DESIGN AND SPECIFICATION SERVICES IN THE AMOUNT OF \$17,400.00 FOR THE THERAPEUTIC COMMUNITY GARDEN PROJECT AT 2008 N. GAREY AVENUE IN POMONA, CA**

Executive Director Navarro stated that this is for the approval of the landscape architect which will design the garden, including having more raised beds for persons with disabilities, ADA approved pathways, and garden upgrades to the street level to meet the City of Pomona Corridor Specific Plan.

Board Member Ontiveros-Cole inquired if the Therapeutic Community Garden will have water features. Executive Director Navarro replied in the negative, noting that this is the same Therapeutic Community Garden that Tri-City has had for approximately nine years where group based horticulture therapy is used through mindfulness and meditation.

There being no further discussion, Board Member Cockrell moved, and Board Member Ontiveros-Cole seconded, to adopt Resolution No. 553 authorizing the Executive Director to enter into an Agreement with Withers & Sandgren, Ltd in the sum of \$17,400.00. The motion was carried by the following vote: AYES: Alternate Board Member DeFrank; Board Members Cockrell, Ontiveros-Cole, and Vera; Vice-Chair Leano; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: Board Member Garcia.

**5. APPROVAL OF RESOLUTION NO. 554 AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A THREE-YEAR AGREEMENT WITH CENTRESCAPES, INC FOR LANDSCAPE MAINTENANCE SERVICES FOR FISCAL YEARS ENDING JUNE 30, 2021, 2022 AND 2023, IN THE AMOUNT OF \$81,486.00, WITH AN OPTION TO EXTEND TWO ADDITIONAL YEARS**

There being no discussion, Board Member Vera moved, and Board Member Cockrell seconded, to award the Agreement for Landscape Maintenance Services to CentreScapes, Inc. and adopt Resolution No. 554 authorizing the Executive Director to execute a Three-Year Agreement with CentreScapes, Inc. for Fiscal Years Ending June 30, 2021, 2022 and 2023, in the amount of \$81,486.00, with an option to extend two additional years, totaling \$137,990 for five years. The motion was carried by the following vote: AYES: Alternate Board Member DeFrank; Board Members Cockrell, Ontiveros-Cole, and Vera; Vice-Chair Leano; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: Board Member Garcia.

**6. APPROVAL OF RESOLUTION NO. 555 AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A NON-BINDING MEMORANDUM OF UNDERSTANDING WITH RESTORE NEIGHBORHOODS LA AND GENESIS LA TO DEVELOP 15 UNITS OF COMBINED AFFORDABLE AND PERMANENT SUPPORTIVE HOUSING IN TCMHA PROPERTY LOCATED AT 956 W. BASELINE ROAD IN CLAREMONT, CALIFORNIA.**

Executive Director Navarro stated that Genesis LA (GLA) is working with developer Restore Neighborhood LA (RNLA) and, back in February, provided a presentation to the Board proposing to develop a senior housing project on Tri-City's Baseline Property in Claremont; that GLA is partnering with the City of Claremont; that they have secured almost all of the funding; that the County of Los Angeles has contributed funds, and Tri-City will be contributing the land and its No Place Like Home non-competitive funds; that this non-binding MOU paves the way for Tri-City to finalize negotiations; that the final agreements for the land and the funding will be ready within the next two months; that eight of these 15 units will be for Tri-City clients, age 60 and older.

Vice-Chair Leano thanked Tri-City's Executive Director Navarro and the entire Tri-City Staff who have worked hard to help facilitate this process; that it is his understanding that the final piece is a matching grant from HCD for funding that was approved by the San Gabriel Valley Regional Housing Trust, and that is expected this month; and noted that everything will be ready in advance of the deadline for submission to HCD on No Place Like Home funding. Executive Director Navarro expressed gratitude for Claremont Council Member and Tri-City Vice-Chair Leano for his leadership in this project and indicated that the funding from the City of Claremont and the County of Los Angeles would not have happened without his initiative and leadership.

At 5:16 p.m. Board Member Nora Garcia joined the meeting; and Alternate Board Member Benita DeFrank left the virtual dais.

There being no further discussion, Vice-Chair Leano moved, and Board Member Ontiveros-Cole seconded, to adopt Resolution No. 555 Authorizing a non-binding MOU with RNLA and GLA to develop 15 Units of combined affordable and permanent supportive housing at Tri-City's property located at 956 W. Baseline Road in Claremont, CA. The motion was carried by the following vote: AYES: Board Members Cockrell, Garcia, Ontiveros-Cole, and Vera; Vice-Chair Leano; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

**7. APPROVAL OF RESOLUTION NO. 556 AUTHORIZING THE PURCHASE OF COMPUTER HARDWARE AND ACCESSORIES FOR 80 STAFF MEMBERS FROM INSIGHT PUBLIC SECTOR, INC. IN THE AMOUNT OF \$166,714.50**

Executive Director Navarro stated that computers become obsolete within three to five years and it is time to replace them; that the purchase will include all laptop dock station capability for the entire agency to allow the flexibility to continue to create office space as needed ensuring physical distance for one another, as well to allow staff to telecommute as needed throughout the rest of this pandemic; that this amount is the cost for the 80 replacements and required accessories.

There being no further comment, Board Member Garcia moved, and Vice-Chair Leano seconded, to adopt Resolution No. 556 Authorizing the purchase of Computer Hardware and Accessories from Insight Public Sector, Inc. in the amount of \$166,714.50. The motion was carried by the following vote: AYES: Board Members Cockrell, Garcia, Ontiveros-Cole, and Vera; Vice-Chair Leano; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

**8. APPROVAL OF RESOLUTION NO. 557 AUTHORIZING AN AMENDMENT TO FISCAL YEAR 2020-21 BUDGET BY INCREASING CONSULTING SERVICES IN THE AMOUNT OF \$85,000 AND AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A 12-MONTH AGREEMENT WITH BRAND PURPOSE, LLC IN THE AMOUNT OF \$127,500**

Executive Director Navarro stated that staff had been talking about Tri-City's 60th anniversary for over year and discussed the events that were planned to celebrate and COVID-19 happened; that we still want to celebrate and appreciate our 60th year by reflecting on what has transpired and conduct an assessment of Tri-City; that as a result of meeting several times with Brand Purpose, they developed a proposal for Tri-City to consider.

Jeremy Zimmerman, of Brand Purpose, LLC, expressed being honored to be considered being part of something that he thinks is so important for the three communities; that Tri-City can serve as a template, not just the rest of the state but the rest of the nation, noting that this is the reason they entitled the proposal Mission 2030: Building and Becoming the Model; then discussed his professional background and experience with similar projects; and talked about the philosophy that will drive the process in developing a new approach for Tri-City.

Executive Director Navarro added that in the next 15 months - five years, county behavioral health in the State of California is going to undergo a major transformation and payment reform; that it is important for Tri-City to fortify its foundation and its identity within the three cities, as well as ensuring that community partners and staff are really clear about Tri-City's purpose and mission, and that no matter the changes that comes in the State of California, Tri-City will stand as the

independent Authority, which gives unique, special, flexible, and responsive service versus reactive service to its three cities; thus, establishing ourselves for the long-term.

Discussion ensued regarding the request to increase the budget line item of consulting services in the amount of \$85,000 to cover the contract fees for this proposed contract.

Board Member Vera inquired about the expected outcome at the end of the process that will be provided to the Board and to the community. Executive Director Navarro stated that she hopes to develop a catch phrase to place under Tri-City's logo; to make Tri-City a household name; that Tri-City becomes the preferred provider of services to those in the three cities who are challenged by, or suffering with a mental health condition; that Tri-City increases its referrals for children and families; that Tri-City will be able to address and provide more preventative services because people will access us sooner, noting that these are also priorities that the state governor has identified as goals for behavioral health statewide for the next few years.

Jeremy Zimmerman, of Brand Purpose, LLC, stated that there will be a number of deliverables that will come out during the 12-month process, and discussed some of the planned strategies.

There being no further discussion, Board Member Ontiveros-Cole moved, and Board Member Vera seconded, to adopt Resolution No. 557 approving a marketing Agreement with Brand Purpose, LLC; amending Fiscal Year 2020-21 Budget by increasing Consulting Services in the amount of \$85,000; and authorizing the Executive Director to execute the Agreement. The motion was carried by the following vote: AYES: Board Members Cockrell, Garcia, Ontiveros-Cole, and Vera; Vice-Chair Leano; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

## **MONTHLY STAFF REPORTS**

### **9. TONI NAVARRO, EXECUTIVE DIRECTOR REPORT**

Executive Director Navarro expressed excitement for the City of Pomona Council having selected Paula Lantz as the community representative for Tri-City Governing Board; that Paula Lantz was a Tri-City Governing Board Chair for over 25 years when she was a Pomona City Council Member; and that she will be sworn in next month. She then provided an overview of Tri-City's modified operations and expressed appreciation and respect for the staff at Tri-City, noting that Tri-City supports them; that a survey was conducted for clients and the results indicated that they are feeling very good about telehealth and the level of care they have been receiving through this very different time; that staff will be trained on Justice, Equity, Diversity, and Inclusion (JEDI), and continue to focus on racial equity and social justice, ensuring that we are doing everything we can to make sure that our services are welcoming, safe and inclusive for all who want them. She also discussed the workforce demographics from September 2020, and pointed out the Asian population in our three cities combined is 11%; thus, this is an area where we need to continue to grow and focus in terms of consumer, recruitment and engagement of staffing. Lastly, she indicated that the housing division continues to reach out to the clients that we have in permanent supportive housing and finding out what they need, creating all kinds of fun and different ways to engage families and groups via zoom and online so that they stay connected and can be as well as possible.

Board Member Vera stated that he liked the legislation report, noting it was very helpful; and asked for similar updates from the County Behavioral Health Directors Association to be provided in the future.

Executive Director Navarro talked about SB 803, the Peer Certification, and SB 2265, which allows for MHSA to be spent on co-occurring disorders that helps us provide integrated care; and pointed out that these two bills have implications for how we do the work.

Vice-Chair Leano stated that this was an excellent summary of all the mental health legislation which made it clear that mental health was a big priority in this last legislative session; referred to SB 855 which will require medical providers to include certain mental health conditions as covered in medical plans; and inquired how this will impact Tri-City as an agency in terms of intakes and future revenues. Executive Director Navarro stated that SB 855 is for the managed care plans; that county behavioral health has done a wonderful job of implementing and taking care of persons that have mental health conditions; that it just brings our partners to the table and holds them accountable for folks, and focuses in bringing the managed care up to speed with county behavioral health because we have been taking care of people for the last 10 years.

#### **10. DIANA ACOSTA, CHIEF FINANCIAL OFFICER REPORT**

Chief Financial Officer Acosta reported that traditionally the independent audit report is presented at the Board October meeting; unfortunately, it did not make the deadline to include it in this month's Board packet; that the audit report will be presented at next month's meeting; that Tri-City received \$3 million from LACDMH for past cost report settlements and for some receivables from last year; that this means that we will be able to make Tri-City's final bankruptcy payment a lot sooner than anticipated.

#### **11. NANCY GILL, CHIEF OPERATIONS OFFICER REPORT**

Chief Operations Officer Gill reported that staff will be submitting an application for the LIFE Program; that this is a grant through the LA Metro Transportation Authority and the Administrators International Institute of Los Angeles; that this program will provide transportation assistance to low-income families residing in Los Angeles; and that staff will be able to obtain bus passes and taxi vouchers for Tri-City clients.

#### **12. ANGELA IGRISAN, CHIEF CLINICAL OFFICER REPORT**

There was no comment.

#### **13. SEEYAM TEIMOORI, MEDICAL DIRECTOR REPORT**

Dr. Teimoori reported that we are trying to prepare ourselves for the negative effect of COVID in terms of mental health in our communities; that he researched different models for prevention and also decreasing the rate of suicide; that he, his team, and the executive selected the Zero Suicide framework which is endorsed by American Psychiatric Association (APA); that it is an agency-wide approach, has a very nice framework, and it is evidence-based; and that he hopes that this framework will be implemented soon. Executive Director Navarro spoke in support and the need for the Zero Suicide framework.

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

Director of MHSA & Ethnic Services Hundal announced that the African American Family Wellness Advisory Council will host a town hall on November 10th focusing on the impact of mental health on physical health, and encouraged everyone to attend; that staff launched a book club for this council and are encouraging people to read books; that it is MHSA stakeholder season at Tri-City and the first meeting had 41 participants; that the workgroups focused on program services, successes, and challenges, how COVID-19 impacted the program, and how the programs adapted services due to COVID-19 and continue to serve the community; that all the workgroups have agreed to continue the programs the way we have been presenting them; that the Peer Mentor Program this year will provide services in seven languages; and talked about the various webinars and trainings that took place during suicide prevention awareness.

**15. NATALIE MAJORS-STEWART, CHIEF COMPLIANCE OFFICER REPORT**

Chief Compliance Officer Majors-Stewart stated that last month she discussed the modified operations survey that was administered to our workforce members; that this month staff concluded the survey for clients and participants which was conducted by phone; that staff gathered 252 telephone survey responses; that the overall purpose was to gather feedback about the experiences and needs from our clients and from our workforce members to evaluate how well we are operating in this new landscape, how well are we meeting the needs of our staff, how well are we providing our services in accordance to our mission, and how can we identify areas of improvement; that the next phase is launching the quality improvement committee process which will be addressing the key themes; and that this will be an ongoing process.

There being no further comment, Vice-Chair Leano moved, and Board Member Cockrell seconded, to receive and file the month of October staff reports. The motion was carried by the following vote: AYES: Board Members Cockrell, Garcia, Ontiveros-Cole, and Vera; Vice-Chair Leano; and Chair Carder. NOES: None. ABSTAIN: None. ABSENT: None.

**GOVERNING BOARD COMMENTS**

Vice-Chair Leano thanked Tri-City staff, specifically Rimmi Hundal, Toni Navarro, and Chris Anzalone for their assistance in conducting a Facebook live Tri-City event to talk about affordable housing and inequities among people of color in having access to affordable housing and the impact that creates on mental health; that it was very exciting seeing the hundreds of people clicking on their smartphones and engaging in the dialogue; that it was his understanding that it was Tri-City's most engaged social media event; that he hopes to do this again; and that it was a really wonderful engagement with the community.

Board Member Vera complimented Executive Director Navarro and staff because he keeps hearing the name Tri-City; that staff is doing a great job in getting the word out that Tri-City is the go-to provider for behavioral and mental health because these are stressful times for many of our community members.

Executive Director Navarro welcomed the Board's ideas, noting that it was Vice-Chair Leano who thought it was important to talk about the housing and the equity at this time.

Chair Carder stated that on Monday night, Tri-City navigators assigned in La Verne, spoke at the Council meeting and presented what they are doing in our community; that they did a very good job; and that Executive Director Navarro should be very proud of them.

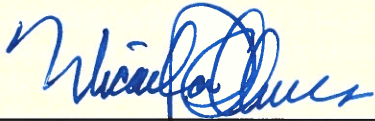
Board Member Ontiveros-Cole stated that this was a wonderful meeting noting that it went very smoothly; that there are new projects in the process which is so exciting; and she is looking forward to see the therapeutic community garden, and new housing project in Claremont, completed.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

At 6:06 p.m., on consensus of the Governing Board its meeting of October 21, 2020 was adjourned. The next Regular Meeting of the Governing Board will be held on Wednesday, November 18, 2020 at 5:00 p.m., via teleconference due to the COVID-19 pandemic.



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Micaela P. Olmos, JPA Administrator/Clerk