



Consent Item 8

TO: Ava Community Energy Authority

FROM: Trevor Cherr, Vice President of Human Resources

SUBJECT: **Approval for Agreement with Thrive Mind Collaborative**

DATE: July 17, 2024

Recommendation

Adopt a Resolution authorizing the CEO to negotiate and execute an Amendment to the existing Agreement with Thrive Mind Collaborative, to provide experience-based business coaching and consulting services to employees, in partnership with the Human Resources Team.

Background and Discussion

In Fiscal Year 2022-2023, the Human Resources Team conducted “pilot” groups to gauge the impact of and satisfaction with various learning and development and coaching programs. Part of this included working with Thrive Mind Collaborative, who provided coaching and consulting services for 6 months. With great success and desirable outcomes, including high satisfaction and a desire to continue from participants, Ava moved forward with Thrive Mind Collaborative as our consulting and coaching partner. With 12 years of experience in leadership, operations, and learning and development, the lead coach working with Ava will provide consulting services, including a senior leader coaching program, emerging leaders coaching program, staff workshops and training, and other related support or consulting services. These services were successful and instrumental in the development and support of Ava staff last fiscal year, and we look forward to continued collaboration.

Fiscal Impact

This is an annual agreement for one year and may incur costs of up to \$182,000.00 in the 2024-2025 Fiscal Year.

Attachments

- A. Resolution
- B. Second Amendment to Master Service Agreement by and Between Ava Community Energy Authority and Thrive Mind Collaborative

RESOLUTION NO. R-2024-XX
A RESOLUTION OF THE BOARD OF DIRECTORS
OF AVA COMMUNITY ENERGY AUTHORITY AUTHORIZING THE CEO TO AMEND
THE AGREEMENT WITH THRIVE MIND COLLABORATIVE

WHEREAS The Ava Community Energy Authority (“Ava”) was formed as a community choice aggregation agency (“CCA”) on December 1, 2016, Under the Joint Exercise of Power Act, California Government Code sections 6500 *et seq.*, among the County of Alameda, and the Cities of Albany, Berkeley, Dublin, Emeryville, Fremont, Hayward, Livermore, Piedmont, Oakland, San Leandro, and Union City to study, promote, develop, conduct, operate, and manage energy-related climate change programs in all of the member jurisdictions. The cities of Newark and Pleasanton, located in Alameda County, along with the City of Tracy, located in San Joaquin County, were added as members of Ava and parties to the JPA in March of 2020. The city of Stockton, located in San Joaquin County was added as a member of Ava and party to the JPA in September of 2022. The city of Lathrop, located in San Joaquin County, was added as a member to Ava and party to the JPA in October of 2023. On October 24, 2023, the Authority legally adopted the name Ava Community Energy Authority, where it had previously used the name East Bay Community Energy Authority since its inception.

WHEREAS Thrive Mind Collaborative has provided experience-based business coaching and consulting services to Ava employees in partnership with the Human Resources Team. With 12 years of experience in leadership, operations, and learning and development, the lead coach working with Ava will provide consulting services, including an executive coaching program, emerging leaders coaching program, staff workshops and training, and other related support or consulting services; and

WHEREAS In Fiscal Year 2022-2023, the Human Resources Team conducted “pilot” groups to gauge the impact of and satisfaction with various learning and development and coaching programs. Part of this included working with Thrive Mind Collaborative, who provided coaching and consulting services for 6 months. With great success and desirable outcomes, including high satisfaction and a desire to continue from participants, Ava moved forward with Thrive Mind Collaborative, as our consulting and coaching partner. With 12 years of experience in leadership, operations, and learning and development, the lead coach working with Ava will provide consulting services, including an executive coaching program, emerging leaders coaching program, staff workshops and training, and other related support or consulting services. These services were successful and instrumental in the development and support of Ava staff last fiscal year, and we look forward to continued collaboration; and

WHEREAS Ava staff has participated in this coaching and development program for six months in the Fiscal Year 2022-2023 and the entirety of Fiscal Year 2023-2024, with high success and satisfaction rates; and

WHEREAS consulting and coaching services provided by Thrive Mind Collaborative will be scheduled to begin immediately following approval. Thrive Mind Collaborative will provide consulting services, including an executive coaching program, emerging leaders coaching program, staff workshops and training, and other related support or consulting services.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF AVA COMMUNITY ENERGY AUTHORITY DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Authorizes the CEO to negotiate and execute an Amendment to the Agreement with Thrive Mind Collaborative for the Fiscal Year 2024-2025, with compensation not to exceed \$182,000 for coaching and consulting services.

ADOPTED AND APPROVED this 17th day of July, 2024.

Jack Balch, Chair

ATTEST:

Adrian Bankhead, Clerk of the Board

Second Amendment to Master Service Agreement by and Between Ava Community Energy Authority and Thrive Mind Collaborative

This Second Amendment to the Agreement with Thrive Mind Collaborative, LLC for Consulting Services (“Second Amendment”) is made this 17th day of July, 2024, by and between the Ava Community Energy Authority, a Joint Powers Agency formed under the laws of the State of California (“Ava”) and Thrive Mind Collaborative, LLC, a California Limited Liability Company (“The Provider”), for the purposes of adding additional compensation, adding additional services to the scope, and extending the termination date.

Recitals

- A. Ava and The Provider entered into that certain Master Service Agreement dated December 21, 2022 (“Agreement”), wherein The Provider agreed to provide Leadership Coaching & Development to Ava, with compensation not to exceed \$30,000.
- B. Ava and The Provider entered into that certain First Amendment to the Master Service Agreement on July 1, 2023 to add additional compensation, increasing the not-to-exceed amount by \$130,000 for Fiscal Year 2023 through 2024 to cover additional services for a total amount not to exceed \$160,000, and to add additional services to the Statement of Work.
- C. Ava and The Provider now desire to amend the Agreement to add additional compensation, increasing the not-to-exceed amount by \$182,000, for Fiscal Year 2024 through 2025 for a total amount not to exceed three hundred and forty-two thousand dollars (\$342,000.00).
- D. On October 24, 2023, East Bay Community Energy Authority legally adopted the name Ava Community Energy Authority, where it had previously used the name East Bay Community Energy Authority since its inception.

Now therefore, for good and valuable consideration, the amount and sufficiency of which is hereby acknowledged, the Parties agree as follows:

- 1. All references to East Bay Community Energy (“EBCE”) in the Agreement are hereby amended to Ava Community Energy (“Ava”).
- 2. Section 1 of the Agreement (“Term”) is amended to extend the term of the Agreement through June 30, 2025.

3. Exhibit A (“Scope of Work”) of the Agreement is replaced in its entirety by Exhibit A, attached hereto.
4. All other terms and conditions in the Agreement not otherwise modified by this Second Amendment will remain in full force and effect.

In witness whereof, the Parties have entered this Amendment on the date written above.

Ava Community Energy Authority,
A Joint Powers Authority

Thrive Mind Collaborative, LLC,
A California Limited Liability Company

Howard Chang
Chief Executive Officer

Kristen Wilkinson
Founder & CEO

Date:

Date:

Approved as to form:

Ava General Counsel

Exhibit A**Scope of Work**

This Scope of Work is issued under the subject to all of the terms and conditions of the MSA effective as of the Effective Date between Ava Community Energy Authority, a Joint Powers Agency formed under the laws of the State of California (“Ava”) and Thrive Mind Collaborative, LLC, a California Limited Liability Company (“The Provider”).

Compensation for July 17, 2024 to June 30, 2025 is not to exceed \$182,000.

The following services and costs apply for the July 17, 2024 through June 30, 2025 term:

Ava 24-25 Scope of Work		
Service Type	Service	Description
<u>Coaching Services</u>	1:1 Coaching	Monthly 1 hour 1:1 Coaching for senior leaders inclusive of: <ul style="list-style-type: none"> - Personalized attention to individual development needs. - Tailored guidance for professional growth. - Confidential space for self-reflection and skill enhancement.
	Emerging Group Coaching	Monthly 1 hour Group Coaching Sessions for emerging leaders. Includes topic development & content creation with the goals of cultivating: <ul style="list-style-type: none"> - Teamwork and collaboration among emerging leaders. - Peer learning and support. - Exposure to diverse perspectives and ideas.
	Elevating Group Coaching	Monthly 1 hour Group Coaching Sessions for mid-senior leaders. Includes topic development & content creation with the goals of cultivating: <ul style="list-style-type: none"> - Advanced leadership development for mid to senior-level managers. - Cultivation of teamwork and collaboration. - Focus on peer to peer learning and support.
	Forums	Monthly 1 hour group coaching sessions
	Open Door Coaching Sessions	1 hour Open Door Coaching Sessions to allow for: <ul style="list-style-type: none"> - Accessible coaching for all levels of the organization. - Opportunity for quick problem-solving and guidance. - Support for addressing immediate challenges.

<u>L&D Services</u>	All Staff Workshops	Develop & Deliver all staff workshops that focus on: - Building shared language and understanding around key topics. - Skill development for handling common workplace challenges. - Creating a culture of continuous learning and development.
	New Managers Training Content Development & Delivery	Development & delivery of training materials to support new manager skill-building and alignment in areas such as communication, delegation, and performance management.
	Session Facilitation	Focused time for team building and strategic planning. Creativity and innovation through off-site environments. Facilitated discussions for aligning team goals with organizational objectives.
<u>Programmatic & Advising Services</u>	Ongoing Strategic Advising	1 hour Monthly Strategy and Business Consulting Sessions with the VP of HR to support in optimizing benefits and organizational development strategies.
	New Managers Training Curriculum Development	Tailored training program aligned with organizational goals and expectations for leaders. Focus on essential skills for effective managerial roles. Development of a consistent managerial approach across the organization.