



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
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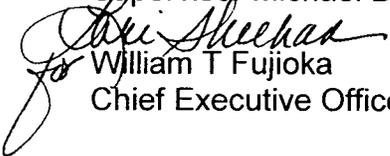
ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

December 31, 2008

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: 
William T Fujioka
Chief Executive Officer

DEPARTMENT OF MENTAL HEALTH REQUEST TO APPOINT ROBIN KAY TO THE POSITION OF CHIEF DEPUTY DIRECTOR, MENTAL HEALTH (UNCLASSIFIED)

Consistent with the Board-approved policy on management appointments, the Department of Mental Health (DMH) requests authorization to appoint Robin Kay, Ph.D., to the position of Chief Deputy Director, Mental Health, Unclassified at an annual salary of \$174,343.08 (\$14,528.59/month), placing her on MAPP range R17, reflecting a 9 percent increase from her current base salary. We have reviewed the attached request and concur with the Department's request.

As the Chief Deputy, Dr. Kay will report to the Director of Mental Health. In this capacity, Dr. Kay will have executive and administrative responsibility for assisting the Director in managing all operational and strategic planning aspects of the Department, which is comprised of approximately 3,800 employees and has an annual budget of approximately \$1.5 billion. Dr. Kay will assist the Director in overseeing, through subordinate managers, the delivery of mental health services to approximately 250,000 residents of Los Angeles County, as well as represent the Department and the County before various stakeholder groups.

Dr. Kay has extensive experience working in the Department as a Deputy Director, Mental Health, Unclassified, and has been the Acting Chief Deputy Director since June 2007. Dr. Kay has distinguished herself working in various health and mental

"To Enrich Lives Through Effective And Caring Service"

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health capacities in both DMH and private industry since 1980. Dr. Kay possesses a Doctor of Philosophy degree in Clinical Psychology from Fordham University in New York, as well as internship, fellowship, and other educational experience. In addition, Dr. Kay is a licensed psychologist, has academic experience as a teacher and professor at various institutions, and is a member of the American Psychological Association and the California State Psychological Association.

In accordance with the policy on managerial appointments, unless this Office is informed otherwise from your offices by January 13, 2009, we will advise DMH that authorization has been granted to proceed with Dr. Kay's appointment to Chief Deputy Director, Mental Health, Unclassified at an annual salary of \$174,343.08 effective January 14, 2009.

If you have any questions or concerns regarding this appointment, please call me or your staff may contact James Sokalski of this office at jsokalski@ceo.lacounty.gov or (213) 974-1274.

WTF:SRH:SAS
MLM:JS:yb

Attachments

c: Executive Officer, Board of Supervisors
Director, Department of Mental Health
Director of Personnel

123108_HMHS_DMH_MBS_Robin Kay

COUNTY OF LOS ANGELES -- DEPARTMENT OF MENTAL HEALTH

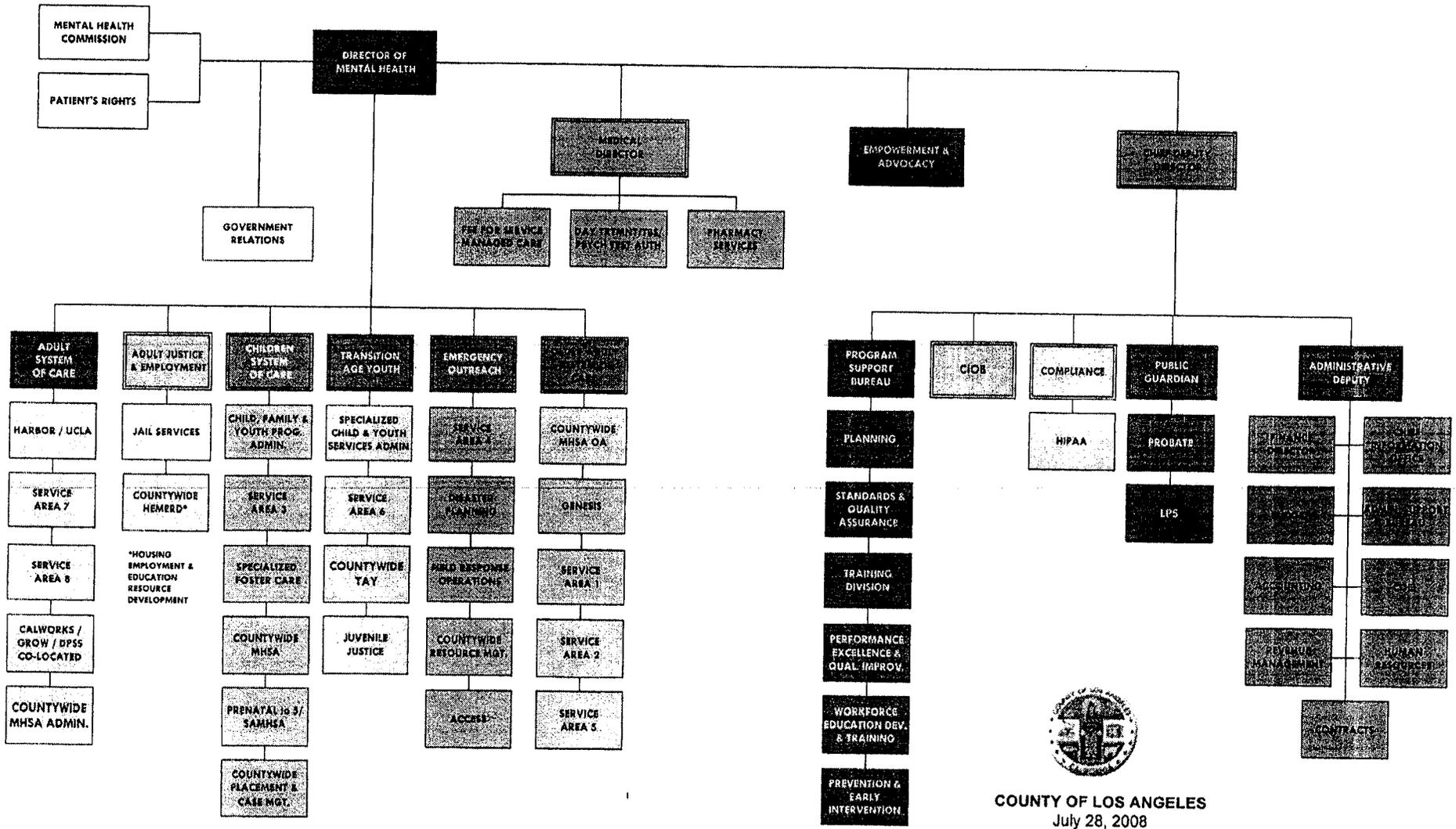
**MANAGEMENT APPRAISAL AND PERFORMANCE
REQUEST FOR MAPP PROMOTIONAL APPOINTMENT**

CANDIDATE'S NAME: Robin Kay, Ph.D.

CURRENT POSITION AND ANNUAL SALARY	NEW POSITION	PERCENT INCREASE	CONTROL POINT	NEW MONTHLY SALARY	
Deputy Director, UC (Acting Chief Deputy Director, MH, UC) \$13,321.73	Chief Deputy Director, MH, UC	9.1%	174,343	\$14,528.59	Below Control Point

BUDGETED ITEM	UNIQUE #	COST CENTER	TARGET DATE
Chief Deputy Director, MH, UC	B101701	20502	December 8, 2008

DEPARTMENT OF MENTAL HEALTH



COUNTY OF LOS ANGELES
July 28, 2008

**CURRICULUM VITAE
ROBIN B. KAY, PH.D.
Licensed Psycholoaist**

**(213) 738-4108 (Work)
rkay@dmh.lacounty.gov**

**PROFESSIONAL EXPERIENCE:
Los Angeles County Department of Mental Health**

**July, 2007 to present
Acting Chief Deputy Director**

- Ensure the delivery of mental health services to approximately 250,000 residents of Los Angeles County annually through oversight of the business operations of the Department of Mental Health including Administrative Support Bureau, Contracts Development and Administration Division, Human Resources, Finance Bureau, and Chief Information Office
- Direct the preparation of the budget for the Department of Mental Health and oversee fiscal matters including development of strategies to address gaps in funding. For Fiscal Year 2008-2009 the DMH budget is approximately \$1.5 billion.
- Oversee the effective community planning process, design, delivery and monitoring of programs established with Mental Health Services Act funding through the Program Support Bureau
- Ensure directly operated and contract programs' compliance with Federal, State and County regulations and requirements through oversight of the Office of Compliance
- Ensure that the needs of conservatees under the legal guardianship of Los Angeles County are addressed through oversight of the Office of the Public Guardian
- Develop and implement new initiatives designed to use performance and outcome data in the monitoring and delivery of programs for both directly operated and contract agencies; this includes establishing and developing the Office of STATS for the Department of Mental Health
- Address the training and resource needs of the 3,838 FTE DMH employees through oversight of support components of the Department including Administrative Support Bureau, Training and Cultural Competency Bureau and through direct implementation and delivery of Program Head and other training
- Ensure that Department of Mental Health issues and accomplishments are shared with the Board of Supervisors and the Chief Executive Office and that DMH responds to all inquiries and assignments in a timely and thorough manner
- Current Salary is \$161,920, exclusive of employee benefits.

June, 2005 to June, 2007

**Deputy Director, Older Adult Programs Administration
Service Areas II and V**

- Develop, implement and oversee mental health services for older adults throughout the County of Los Angeles
- Oversee administrative and clinical functions for 10 Department of Mental Health directly operated programs with combined staff of 342 employees serving children, adults, older adults and families in Service Areas 2 and 5. Programs include San Fernando Valley Mental Health Center-Adult Program, San Fernando Valley Mental Health Center-Child Program, Santa Clarita Valley Mental Health Center, West Valley Mental Health Center, Valley Coordinated Services, Edelman Westside Mental Health Center-Adult Program, Edelman Mental Health Center-Child Program, Olive View Urgent Community Services, Countywide Older Adult – GENESIS Program, and Countywide Older Adult – FACTS Program with a total combined annual budget of approximately \$25 million
- Oversee contract development, compliance and service delivery for 42 contract agencies serving children, adults, older adults and families with total combined annual budgets of approximately \$145 million
- Develop and implement a monthly meeting for all Department of Mental Health Program Heads to ensure knowledge of County regulations, Department policies, and state-of-the-art clinical practices; develop and publish the Center Operations Manual, a resource guide for program personnel

July, 2000 to June, 2005

**Geographic Initiative Manager/Mental Health Clinical District Chief for Service
Area V**

- Oversee administrative and clinical functions for county-operated outpatient facilities serving children, adults, older adults and families with combined staff of 79 FTEs with annual personnel budget totaling approximately \$5,389,000
- Oversee contract development, compliance and service delivery of seventeen contract agencies with annual combined budgets of approximately \$40.5 million dollars
- Chair/co-chair Committees to plan and implement countywide projects including the "Clients in Acute Treatment Settings" workgroup of the countywide stakeholder process, Adult Hospital Linkage Project, IS-Business Practices Workgroup, Academics and Curriculum Subcommittee of the Institute for Co-Occurring Behavioral Disorders, Indigent Task Force, Service Innovations Workgroup
- Lead Service Area 5 Planning/Advisory bodies as chair of the Executive Providers' Group, Quality Improvement Committee, School Mental Health-SPA 5 Social and Emotional Well-Being Committee, SAAC 5 Steering Committee. Serve as a member of the Executive Committee of the SPA 5 Council, Westside Shelter and Hunger Coalition, Westside Mental Health Network, Westside Health Coalition
- Co-chair statewide California Mental Health Directors' Association (CMHDA) committee on Transition Age Adults

- Direct the implementation of the Comprehensive Community Care plan for the West Los Angeles Geographic Initiative. Chaired the Community Advisory Steering Committee (CASC), a stakeholders' workgroup dedicated to projects supporting systems change. Direct administrative functions of a team of 7.0 FTEs with annual personnel budget totaling approximately \$561,000
- Develop and oversee professional training programs including the DMH-UCLA adult residency training program and the child fellow programs at Edelman WMHC, and special continuing education programs designed for Service Area 5, such as the UCLA Multigenerational Training, Diversity Training, Suicide Training Series
- Develop and implement Service Area 5 Disaster Plan

February 2000 to July 2000

Sector Chief/Mental Health Clinical District Chief

Service Areas IV and V and Edmund D. Edelman Westside Mental Health Center

- Directed administrative and clinical functions for four county-operated outpatient facilities serving adults, older adults and families in Service Areas IV and V
- Led contract development and monitored compliance and service delivery of contract agencies in Service Areas IV and V

1999 to 2000

Acting Mental Health Clinical District Chief

Service Area V and Edmund D. Edelman Westside Mental Health Center

- Directed administrative and clinical functions for county-operated outpatient facility serving adults, older adults and families with combined staff of 63.75 FTEs
- Managed all program components including continuous treatment teams, rehabilitation teams, and Psychiatric Mobile Response Team with responsibility for field and in-house LPS evaluations, homeless outreach services and crisis intervention
- Developed, implemented and provided oversight for special programs including innovative federally funded inter-agency program for dually diagnosed homeless individuals, Money Management program, Family Council, comprehensive group treatment program, Adult Targeted Case Management Services and CalWORKs. Oversee the functioning of EDEWMHC as a Primary Linkage and Coordination Program
- Ensured continuation and expansion of residency training and medical school training for the public-academic affiliation between UCLA and the Edelman Westside Mental Health Center. This included developing contractual vehicles, overseeing budget, and designing the training program for 17 third year residents in psychiatry, over 70 medical students and a fifth year fellow in community psychiatry each year

1998 to 2000

Psychology Liaison to the DHS/DMH Psychology Consortium

- Designed, implemented and provided oversight for the innovative training affiliation between the Department of Health Services and the Department of Mental Health

- Provided direct clinical supervision, including training in crisis intervention, for interns placed at the Edmund D. Edelman Westside Mental Health Center

1997 to 1999

Mental Health Clinical Program Head/Risk Manager Office of the Medical Director

- As Risk Manager for DMH, represented the Department in all matters pertaining to medical malpractice. Served as liaison with County Counsel, third party risk managers, and Department of Mental Health directly operated and contract providers
- Designed and implemented public-academic affiliation programs including collaborations between the Harbor-UCLA Medical Center and Metropolitan State Hospital, LAC+USC Medical Center and DMH sites including Roybal Family Mental Health Service and MacLaren Children's Center
- Worked to develop special programs such as the design of an MOU between the Department of Mental Health and the Department of Health Services, coordination of fair hearings for DMH and the Adverse Outcomes Manual and training program for managers of the Department of Mental Health

1995-1997

Program Manager/Senior Community Mental Health Psychologist Santa Monica West-Edmund D. Edelman Westside Mental Health Center

- Provided administrative and clinical oversight for outpatient facility with a staff of 43 employees (34.5 FTEs). Responsible for program design and implementation, quality assurance, revenue generation and coordination of staff training
- Directed internship and residency placement programs in psychiatry, nursing, social work and occupational therapy
- Chaired the Westside Shelter and Hunger Coalition, a consortium of 26 mental health and social service agencies providing outreach, emergency and ongoing services to homeless individuals and families
- Developed and implemented the Santa Monica Dual Diagnosis Program, a federally funded inter-agency collaboration providing outreach, emergency shelter, mental health and case management services for homeless mentally ill and substance abusing individuals

1996

PACIFICARE BEHAVIORAL HEALTH, INC.

Consultant

- Developed crisis intervention protocols and training materials for managed care company

1989 to 1995

CULVER CITY FIRE DEPARTMENT

Consultant

- Developed and implemented Critical Incident Stress Debriefing Program for Emergency Services personnel, including peer counseling and stress management programs

1994 to 1995

DIDI HIRSCH COMMUNITY MENTAL HEALTH CENTER, CULVER CITY

Director, Adult Outpatient Services

Assistant Director, Psychology Training Program

- Directed administrative and clinical functions for outpatient mental health programs at comprehensive community mental health center, including crisis intervention clinic, two adult outpatient clinics, emergency service, consultation and education. Total agency budget averaged 6 million dollars
- Provided clinical and administrative direction for 28 multidisciplinary professional staff (14.25 FTEs)
- Maintained responsibility for developing and coordinating agency's response to natural and man-made disasters, including the Northridge earthquake, Malibu fires and civil unrest
- Offered direct service including crisis intervention, assessments, individual and group psychotherapy
- Taught agency's crisis intervention course attended annually by over 25 students and staff of varying disciplines
- Supervised crisis intervention and on-going therapy conducted by six predoctoral psychology interns in APA-approved psychology training program

1990 to 1994

Assistant Director, Adult Outpatient Services

Assistant Director, Psychology Training Program

Coordinator of Consultation, Education and Prevention Division

- Provided administrative and clinical oversight for outpatient mental health services including crisis intervention clinic, two adult outpatient clinics, and emergency service
- Coordinated Consultation, Education and Prevention Division, including staff and student projects. Provided direct consultation to agencies including social service agencies offering programs for homeless individuals and families
- Provided clinical and administrative direction for 28 multidisciplinary staff members (14.25 FTEs) and clinical supervision for 6 predoctoral psychology interns
- Maintained responsibility for developing and coordinating agency's response to natural and man-made disasters
- Offered direct service including crisis intervention, assessments and individual and group psychotherapy

1985 to 1990

**Coordinator, Emergency Services
Coordinator, Consultation, Education & Prevention Division**

Provided clinical and administrative oversight for emergency service division, which conducted crisis and emergency response within the mental health center and through field outreach; supervised 10 multidisciplinary staff

- Participated in Service Area 5 pilot Psychiatric Emergency Team (PET) project, which established collaboration between mental health personnel and police in the area of LPS evaluations and hospitalizations

1980 to 1985

Assistant Coordinator, Emergency Services

- Assisted in providing administrative and clinical oversight of 24 hour Emergency Service involving the delivery of crisis intervention and emergency psychiatric evaluation within the Center and in the field
- Conducted crisis intervention and emergency psychiatric evaluations; supervised 5 staff providing these services

ADDITIONAL EXPERIENCE:

**1979 to 1980
Predoctoral Psychology Intern**

**DIDI HIRSCH COMMUNITY MENTAL
HEALTH CENTER, CULVER CITY**

**1978 to 1979
Psychology Extern**

**ST. VINCENT'S HOSPITAL
NEW YORK, NEW YORK**

**1977 to 1978
Psychology Rotation**

**NEW YORK STATE PSYCHIATRIC
HOSPITAL**

**1976 to 1978
Psychology Fellow**

NEW YORK MEDICAL COLLEGE

ACADEMIC EXPERIENCE:

**1984 to present
Lecturer**

Varied. Training conducted in Crisis-Oriented Therapy for the DMH Training and Cultural Competency Bureau, DHS-DMH Psychology Training Program at Augustus F. Hawkins CMHC, West LA VA, and numerous directly operated and Contracted mental health centers Annual lectures at UCLA School of Social Welfare on "Public Mental Health Funding" (2003 to present)

1996 to 2000
Clinical Instructor

**UNIVERSITY OF CALIFORNIA LOS
ANGELES, DEPARTMENT OF PSYCHIATRY
AND BIOBEHAVIORAL SCIENCES**

1997 to 2001
Supervisor

**DHS-DMH PSYCHOLOGY TRAINING
CONSORTIUM**

1988 to 1989
Assistant Adjunct Professor

**CALIFORNIA SCHOOL OF
PROFESSIONAL PSYCHOLOGY**

1978 to 1979
Teaching Assistant

FORDHAM UNIVERSITY, NEW YORK

EDUCATION

1984

**Ph.D. in Clinical Psychology
Fordham University, Bronx, NY**

1978

**M.A. in Clinical Psychology
Fordham University, Bronx, NY**

1974

**B.A. in Psychology
University of Rochester, Rochester**

LICENSE

1987

**Licensed Psychologist, California
License Number PSY10132**

PROFESSIONAL AFFILIATIONS:

- **Member, American Psychological Association**
- **Member, California State Psychological Association**