County of Los Angeles
CHIEF EXECUTIVE OFFICE
713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
http://ceo.lacounty.gov

WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
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Fifth District

December 4, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

DEPARTMENT OF MENTAL HEALTH: AUTHORIZATION FOR ACCEPTANCE OF ADDITIONAL ONE-TIME ONLY SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION FUNDING AND APPROVAL OF AN AMENDMENT TO EXISTING AGREEMENT WITH THE CALIFORNIA INSTITUTE OF MENTAL HEALTH FOR FISCAL YEAR 2007-08
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD BOARD:

1. Authorize the acceptance of a one-time only augmentation of Substance Abuse and Mental Health Services Administration (SAMHSA) Federal Block Grant (FBG) funding of $296,790 for Fiscal Year (FY) 2007-08 to support the development of an educational video regarding the identification and treatment of Post Traumatic Stress Disorder (PTSD) in veterans returning from war zones.

2. Approve and instruct the Director of the Department of Mental Health (DMH) or his designee to prepare, sign, and execute an amendment, substantially similar to Attachment I, to the Consultant Services Agreement (No. MH050013) (Agreement) with the California Institute of Mental Health (CIMH) for FY 2007-08, to increase the Total Compensation Amount (TCA) by $296,790. The revised TCA for FY 2007-08 will be $1,986,658.

3. Delegate authority to the Director of DMH, or his designee to prepare, sign, and execute future amendments to the Agreement, provided that: 1) the County's total payments under the Agreement for each fiscal year shall not exceed a change of twenty percent from the applicable revised TCA; 2) any such increase shall be used to provide additional services or to reflect program and/or policy changes; 3) the Board has appropriated sufficient funds for all changes;

4) approval of County Counsel and the Chief Executive Office (CEO) or their designees is obtained prior to any such Amendment; 5) the County and Contractor may, by written Amendment, mutually agree to reduce programs or services without reference to the twenty percent limitation; and 6) the Director of DMH shall notify the Board of Agreement changes in writing within 30 days after execution of each Amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

The purpose of the recommended actions is to authorize DMH to accept, a one-time SAMHSA Block Grant augmentation of $296,790, to provide additional funding for an educational video regarding the identification and treatment of PTSD in veterans returning from war zones.

On September 21, 2006, California Department of Mental Health (CDMH) provided Los Angeles County $389,735 in one-time SAMHSA funds for the development of an educational video regarding the treatment of veterans with PTSD returning from war zones. The development of this video was the result of discussions between CDMH, the County Mental Health Director's Association, and several veterans' groups around the need for mental health services to veterans. CIMH was identified by the State at that time, as the party who would prepare the video. To comply with your Board's contracting policy requirements for sole source contracts, DMH notified your Board on August 16, 2007, of its intent to enter into a sole source agreement with CIMH (Attachment II).

On February 16, 2007, CDMH notified DMH of an additional allocation of $296,790 in one-time only SAMHSA FBG funds for FY 2006-07 to augment funding for the PTSD video, and agreed that this money could be utilized in FY 2007-08. This increase with State approval is due to the unexpected costs surrounding this video project.

Implementation of Strategic Plan Goals

The recommended Board actions are consistent with the County's Programmatic Goal 7, Health and Mental Health, within the Countywide Strategic Plan. This PTSD video will be made available to providers of mental health services in Los Angeles County and integrated into a comprehensive service delivery system through the collaboration of government agencies, private agencies, and community-based organizations.

FISCAL IMPACT/FINANCING

There is no increase in net County cost.

This one-time SAMHSA augmentation of $296,790 was included in the DMH's FY 2007-08 Adopted Budget during final changes.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

SAMHSA FBG funds are used to provide integrated services to serious mentally illness adults and older adults, serious emotionally disturbance children, consumers and their families. To receive the SAMHSA FBG allocation and additional revenue, the County is required to submit an annual application for renewal of FBG funds and revisions to the application.

This one-time SAMHSA Block Grant augmentation was provided to augment current efforts to create an educational video for statewide use on the symptoms, treatment and prevention of PTSD, a disorder affecting many veterans. It is expected that this video will provide a structured learning system for clinicians, veterans, families and others.

DMH has contracted with CIMH, a non-profit private agency that has provided consultant services including training and technical assistance regarding the CalWORKs program and the planning and implementation of the Mental Health Services Act since December 21, 1999.

The proposed actions have been reviewed by the CEO, County Counsel, and DMH's Program and Financial Services administration. DMH clinical and administrative staff will evaluate the project to ensure that the video produced is of high quality.

The required Grant Management Statement is attached (Attachment III).

CONTRACTING PROCESS

To comply with your Board's contracting policy requirements for sole source contracts, DMH notified your Board on August 16, 2007, of its intent to enter into a sole source agreement with CIMH. This one-time SAMHSA Block Grant augmentation was earmarked specifically for an educational video for statewide use on the symptoms, treatment and prevention of PTSD, with CIMH to produce the video. Subsequent to the adoption of this action, DMH will take the actions necessary to implement this project.

IMPACT ON CURRENT SERVICES

Acceptance of this one time SAMHSA augmentation will enable DMH to better serve veterans with a serious mental illness. The goal is to assist veterans to re-enter the community and achieve their highest level of functioning and long term success. The funding increase is intended to augment CIMH current efforts to produce an educational video regarding PTSD. It is anticipated that this video will serve as an effective vehicle to encourage open discussion, increase understanding, and provide information on effective copying strategies, treatment protocols, assessment tools and other available resource materials.

CONCLUSION

The Department of Mental Health will need one copy of the adopted Board action. It is requested that the Executive Officer, Board of Supervisors, notify DHM's Contracts Development and Administration Division at (213) 738-4684, when this document is available.

Respectfully submitted,

William T Fujioka
Chief Executive Officer

WTF:SRH:SAS
DRJ:DS:lbm

Attachments (3)

c: County Counsel
Director, Department of Mental Health
Chairperson, Mental Health Commission

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ATTACHMENT I

CONTRACT NO. MH050013

AMENDMENT NO. 4

THIS AMENDMENT is made and entered into this ___ day of _____, 2007, by and between the COUNTY OF LOS ANGELES (hereafter "County") and California Institute for Mental Health (hereafter "Contractor").

WHEREAS, County and Contractor have entered into a written Agreement, dated June 12, 2006, identified as County Agreement No. MH050013, and any subsequent amendments (hereafter collectively "Agreement"); and

WHEREAS, for Fiscal Year 2007-08, County and Contractor intend to amend Agreement only as described hereunder; and

WHEREAS, for Fiscal Year 2007-08 County and Contractor intend to add SAMHSA funding in the Amount of $296,790 to the Total Compensation Amount (TCA) for this Agreement to develop an educational video on Post Traumatic Stress Disorder (PTSD). The revised TCA for FY 2007-08 will be $1,986,658.

NOW, THEREFORE, County and Contractor agree that Agreement shall be amended only as follows:

1. Paragraph 5.0 COMPENSATION, Subparagraphs 5.1 and 5.2 shall be deleted in their entirety and replaced by:

"5.0 COMPENSATION:

5.1 In consideration of the performance by Consultant in a manner satisfactory to County of services described in Exhibits A, A-2, A-3 and A-4,

Consultant shall be paid in accordance with the Fee Schedule established in Exhibit B-4. Total compensation for all services furnished hereunder shall not exceed the sum of ONE MILLION NINE HUNDRED EIGHTY-SIX THOUSAND SIX HUNDRED FIFTY-EIGHT DOLLARS ($1,986,658) for Fiscal Year 2007-08; THREE HUNDRED SEVENTY THOUSAND DOLLARS ($370,000) for Fiscal Year 2008-09; and NOT APPLICABLE ($N/A) for Fiscal Year 2009-10. Notwithstanding such limitation of funds, Consultant agrees to satisfactory complete all work specified in Exhibits A, A-2, A-3 and A-4. To request payment, Consultant shall present County's Program Manager monthly in arrears invoices accompanied by a statement of the number of hours worked daily by each individual assigned to the project and a report of work completed for the invoice period. This report shall be prepared in a format satisfactory to County's Program Manager or his/her designated representative.

5.2 The Total Compensation Amount for this Agreement shall not exceed ONE MILLION NINE HUNDRED EIGHTY-SIX THOUSAND SIX HUNDRED FIFTY-EIGHT DOLLARS ($1,986,658) for Fiscal Year 2007-08; THREE HUNDRED SEVENTY THOUSAND DOLLARS ($370,000) for Fiscal Year 2008-09; and NOT APPLICABLE ($N/A) for Fiscal Year 2009-10. In no event shall County pay Consultant more than this Total Compensation Amount for Consultant's performance hereunder. Payment to Consultant shall be only upon written approval of the invoice and report by County's Program Manager or his/her designated representative.

Consultant shall submit invoices to:

County of Los Angeles
Department of Mental Health
550 South Vermont Avenue
Los Angeles, CA 90020
ATTN: Program Manager

2. The EXHIBIT A-4, Statement of Work attached hereto and incorporated herein by reference, shall add new services to the Agreement.

3. The EXHIBIT B-4, Fee Schedule attached hereto and incorporated herein by reference, shall supersede and replace the previously effective Exhibit B-3, to the Agreement.

4. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by County's Director of Mental Health or his designee, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By_____
MARVIN J. SOUTHARD, D.S.W.
Director of Mental Health

California Institute for Mental Health
CONTRACTOR

By_____

Name Sandra Goodwin, Ph.D.

Title Executive Director
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By _____
Chief, Contracts Development
and Administration Division

EXHIBIT A - 4

CALIFORNIA INSTITUTE FOR MENTAL HEALTH (CIMH)

STATEMENT OF WORK

TRAINING SERVICES TO BE PROVIDED BY CIMH

ADULT SYSTEMS OF CARE

SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION (SAMHSA)

CIMH will produce an educational video with DVD/CD Learning System titled "ANOTHER KIND OF VALOR". The video will be designed to teach the mental health issues faced by returning Iraq/Afghanistan war veterans, their families, and others involved in their lives. The video will present a series of 15 to 20 minute docudrama video vignettes that probe the veteran's experiences - pre-war, battleground, and post deployment. These vignettes will provide insights about the impact of exposure to powerful trauma on the mental health, behavior, and social connections of the veteran. A structured interactive training CD will provide a review and structured discussion about avenues that might be pursued to provide treatment, improve circumstances, support healing, and promote positive health outcomes.

The completed DVD/CD Learning System will include:

- A series of 15 to 20 minute vignettes that illustrate a range of veterans' experiences that contribute to the onset of Post Traumatic Stress Disorder (PTSD) and a variety of ways in which PTSD and other mental health issues impact veterans' behaviors and relationships

- A training CD that, through an interactive process, covers the basic signs and symptoms of PTSD, a range of treatment options, and the exploration of approaches that address all aspects of the veterans' lives in order to support healing and wellness

Each county in California will receive a copy of the DVD/CD Learning System.

The schedule for completion will be December 31, 2007.

CALIFORNIA INSTITUTE FOR MENTAL HEALTH (CIMH)

EXHIBIT B - 4

FEE SCHEDULE

Funding Sources:	FY 2007-2008	FY 2008-2009
CalWORKS	$ 150,000	$ 150,000
MHSA- Community Planning	$ 200,000	$ 200,000
Sales Tax Realignment (CGF)	$ 20,000	$ 20,000
Amendment No. 4		
SAMHSA-Veterans Project	$ 541,658	
MHSA Intensive In-Home MHS (DMH)	$ 428,500	
DCFS	$ 428,500	
Amendment No. 2 [MIOCR Grant]		
IntraFund Transfer from Prob. Dept.	$ 43,000	
Amendment No. 3		
MHSA - Consultant Services	$ 175,000	
Total Contract Amount	**$ 1,986,658**	**$ 370,000**

The California Institute for Mental Health (CIMH) shall submit monthly invoices for actual costs incurred for services provided under the Statement of Work. CIMH shall retain all relevant supporting documents and make them available to DMH at any time for audit purposes. Invoices shall be specific as to the type of services provided and shall be submitted to:

1. CalWORKs

County of Los Angeles – Department of Mental Health
550 S. Vermont Ave., 11th Floor
Los Angeles, CA 90020
Telephone: (213) 738-2819
ATTN: Dolorese Daniel, District Chief, CalWORKs

2. SAMHSA Veterans Project

County of Los Angeles – Department of Mental Health
550 S. Vermont Ave., 11th Floor
Los Angeles, CA 90020
ATTN: Linda Graul, District Chief

3. Children's System of Care

County of Los Angeles – Department of Mental Health
550 S. Vermont Ave., 4th Floor
Los Angeles, CA 90020
Telephone: (213) 351-7797
ATTN: Olivia Celis, Deputy Director

4. MHSA

County of Los Angeles – Department of Mental Health
550 S. Vermont Ave., 12th Floor
Los Angeles, CA 90020
Telephone: (213) 738-4105
ATTN: Angel Baker, Administrative Manager

5. Intensive In-Home MHS

County of Los Angeles – Department of Mental Health
550 S. Vermont Ave., 4th Floor
Los Angeles, CA 90020
ATTN: Sandra Thomas, Deputy Director

COUNTY OF LOS ANGELES

MARVIN J. SOUTHARD, D.S.W.
Director

ROBIN KAY, Ph.D.
Acting Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Attachment II

BOARD OF SUPERVISORS
GLORIA MOLINA
YVONNE B. BURKE
ZEV YAROSLAVSKY
DON KNABE
MICHAEL D. ANTONOVICH

DEPARTMENT OF MENTAL HEALTH
http://dmh.lacounty.gov

Reply To: (213) 738-4601
Fax: (213) 386-1297

August 16, 2007

TO: Each Supervisor

FROM: Marvin J. Southard, D.S.W.
Director of Mental Health

SUBJECT: **ADVANCE NOTIFICATION OF INTENT TO ENTER INTO SOLE SOURCE CONTRACT NEGOTIATIONS WITH THE CALIFORNIA INSTITUTE OF MENTAL HEALTH**

This memo is to comply with the Chief Administrative Officer, David E. Janssen's September 1999 letter regarding contracting policy requirements for sole source contracts. It is the Los Angeles County Department of Mental Health's (DMH) intent to enter into sole source contract negotiations with the California Institute of Mental Health (CIMH), located at 2125 19th Street, 2nd Floor, Sacramento, CA 95818 to amend $296,790 into its Consultant Services Agreement to support the development of an educational video about Post Traumatic Stress Disorder (PTSD) in veterans.

On September 21, 2006, the California Department of Mental Health (CDMH) provided Los Angeles County $389,735 in one-time Substance Abuse and Mental Health Services Administration (SAMHSA) funds for the development of an educational video regarding the treatment of veterans with PTSD returning from war zones. This action was taken subsequent to an agreement among CDMH, the County Mental Health Directors' Association and several veterans' groups regarding augmenting mental health services to veterans. Included in the agreement was the development of an educational PTSD video to be provided through CIMH. The amendment to add this initial allocation was executed on February 6, 2007 and CIMH began work on the video.

On February 16, 2007, CDMH notified the Director of Mental Health of an additional allocation of $296,790 in one-time only SAMHSA funds for FY 2006-2007 to augment funding for the PTSD video, and agreed that this money could be utilized in FY 2007-08. This one-time SAMHSA augmentation was provided by CDMH to support CIMH's current efforts to create an educational video for statewide use on the symptoms, treatment and prevention of PTSD, a disorder affecting many veterans. It is expected that this video will provide a structured learning system for clinicians, veterans, families and others.

CIMH is a non-profit, private agency that has contracted with DMH since December 1999 and currently provides consultant services including training and technical assistance regarding the CalWORKs program and the planning and implementation of the Mental Health Services Act.

Unless otherwise instructed by a Board office within two weeks, DMH will proceed with negotiating the sole source action. DMH will work closely with both the Office of the County Counsel and the Chief Executive Office in amending the existing Agreement with the California Institute of Mental Health.

MJS:JCA:LG:lc

c: Chief Executive Officer
Executive Officer, Board of Supervisors
County Counsel
Sheila Shima

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ATTACHMENT III

Los Angeles County Chief Administrative Office
Grant Management Statement for Grants $100,000 or More

Department: Mental Health

Grant Project Title and Description: Substance Abuse and Mental Health Services Administration (SAMHSA) Federal Block Grant (FBG)

SAMHSA FBG funds are used for the provision of integrated services to adults and older adults with mental illness and children with serious emotional disturbances. This SAMHSA one-time funding of $296,790 will be utilized to support the development of an educational video regarding the identification and treatment of Post Traumatic Stress Disorder (PTSD) in veterans returning from war who reside in Los Angeles County.

Funding Agency	**Program (Fed. Grant #/State Bill or Code #)**	**Grant Acceptance Deadline**
California Department of Mental Health	SAMHSA Letter No: 06-02 Revision No. 4 (Federal Catalog No. 93.958)	Board notification of Grant acceptance. Deadline not applicable.

Total Amount of Grant Funding: $296,790	**County Match: N/A**

Grant Period: Fiscal Year 2007-08	**Begin Date: 07/01/07**	**End Date: 6/30/08**

Number of Personnel Hired Under This Grant:	**Full Time: N/A**	**Part Time: N/A**

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant-funded program?	Yes__X_	No___
Will all personnel hired for this program be placed on temporary ("N") items?	Yes___	No_X_
Is the County obligated to continue this program after the grant expires?	Yes___	No_X__
If the County is not obligated to continue this program after the grant expires, the Department will:		
a.) Absorb the program cost without reducing other services	Yes___	No ___
b.) Identify other revenue sources (describe below) The Department will explore all sources of potential or new funding if there are no existing funds available.	Yes_X__	No____
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes_X_	No____

Impact of additional personnel on existing space:

Other requirements not mentioned above:

Department Head Signature _____

Date: 9-11-07