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

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DEPARTMENT OF MENTAL HEALTH

http://dmh.lacounty.gov

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

October 21, 2008

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:

AUTHORIZATION TO AMEND A FISCAL INTERMEDIARY AGREEMENT WITH CALIFORNIA STATE UNIVERSITY, LONG BEACH FOUNDATION FOR FISCAL YEAR 2008-09 (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

Request approval to amend a fiscal intermediary agreement with California State University, Long Beach Foundation to increase funding for Fiscal Year 2008-09 for stipends for graduate social workers.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Director of Mental Health, or his designee, to prepare, sign, and execute Amendment No. 4, substantially similar to Attachment I, to increase funding to the fiscal intermediary agreement for Academic Training and Student Professional Development Programs (Agreement No. MH190010) with California State University, Long Beach Foundation (CSULBF) in the amount of $918,000 for Fiscal Year (FY) 2008-09, effective upon Board approval through June 30, 2009, and with the option to extend funding to FY 2009-10 if funds are available. The Amendment will allow CSULBF to disburse stipends to an additional 43 students. For FY 2008-09, the Total Compensation Amount (TCA) will be $1,118,000 fully funded by Mental Health Services Act (MHSA) Community Services and Supports (CSS) Plan funds.

2. Delegate authority to the Director of Mental Health, or his designee, to prepare, sign, and execute future amendments to this Agreement and establish as a new TCA the aggregate of the original contract and all amendments through and

including this amendment, provided that: 1) the County's total payments to the contractor under this Agreement for the applicable FY do not exceed an increase of 20 percent from the applicable revised TCA; 2) any such increase is used to provide additional services or reflect program and/or policy changes; 3) the Board of Supervisors has appropriated sufficient funds for all changes; 4) approval of County Counsel and the Chief Executive Officer (CEO), or their designee, is obtained prior to any such Amendment; 5) the parties may, by written Amendment, mutually agree to reduce programs or services without reference to the 20 percent limitation; and 6) the Director of Mental Health notifies the Board of Agreement changes in writing within 30 days after execution of the Amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Board approval authorizes an amendment to increase the TCA from $200,000 to $1,118,000. This amendment will allow CSULBF to increase student participation from 9 to 52 stipend students. The Statement of Work, Attachment II, explains DMH and CSULBF responsibilities and the stipend disbursement schedule.

The Department of Mental Health (DMH) is in the process of implementing its MHSA CSS Plan. Social work is an integral part of the plan. This amendment provides financial support to students training to become social workers and encourages them to enter the Los Angeles County mental health system. Student training will encompass the values and principles of the MHSA.

The services provided by the graduate social workers will reinforce the goals of recovery, resiliency, and wellness as guiding concepts of the MHSA. The graduate social workers will be trained in service delivery that goes beyond traditional mental health interventions to include support for all realms of a person's life: from education and employment to legal issues; from medical needs to improving family communication.

Implementation of Strategic Plan Goals

The recommended Board actions are consistent with the County Strategic Plan Goal 2, "Workforce Excellence"; and Goal 3, "Organizational Effectiveness."

FISCAL IMPACT/FINANCING

For FY 2008-09, the TCA will be $1,118,000, fully funded by MHSA CSS Plan funds. Funding is included in DMH's FY 2008-09 Adopted Budget. There is no increase in net County cost.

Should sufficient funding be available in FY 2009-10, the increased level of stipends will be continued.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

CSULBF has served as the lead agency for the Student Professional Development Program (Program), which is comprised of graduate schools in Southern California. CSULBF serves as the fiscal intermediary for an internship stipend program designed to attract bilingual and bicultural Master of Social Work (MSW) students from throughout Los Angeles County. These students will provide services in all of the County's supervisorial districts with the goal of establishing careers working in the Los Angeles County mental health system.

The graduate schools that comprise the Program solicit students interested in participating in the program. The list of interested students is provided to the DMH Human Resources Bureau (HRB). Pre-employment processing is conducted by HRB, which entails screening students for criminal background, language capabilities, United States citizenship/permanent resident status, and interest in working in public mental health settings.

Individuals eligible for employment with DMH, or its contracted agencies, are invited to sign an agreement to apply for employment with DMH for at least one calendar year of continuous and satisfactory employment in return for each year of stipend assistance. CSULBF will provide funds to pay tuition costs and/or stipends to part-time and full-time students who are part of the Program and attend one of the following universities: California State University, Long Beach; University of Southern California; University of California, Los Angeles; or California State University, Los Angeles.

The social work stipend program reflects DMH's immediate need to train social workers not only for its directly operated programs, but also for its contract providers. DMH and its contract providers need social workers who are culturally and linguistically competent, provide services that are sensitive and responsive to the needs of local

communities, and focus on issues of ethnicity, age, gender, sexual orientation and religious/spiritual beliefs.

The Amendment format has been approved as to form by the County Counsel. The CEO has reviewed the proposed actions. Administrative staff of DMH will continue to administer and supervise the Agreement and ensure that the Agreement provisions and Departmental policies are being followed.

CONTRACTING PROCESS

On May 31, 2007, DMH received Board approval for a three-year agreement (FYs 2007-08, 2008-09, and 2009-10) with CSULBF with a TCA of $200,000 for FY 2008-09.

On July 7, 2008, DMH notified the Board of its intent to enter into sole source contract amendment negotiations with CSULBF to provide additional MHSA funded stipends to students under DMH's Student Professional Development Program (Attachment III).

IMPACT ON CURRENT SERVICES

Mental health service providers throughout the State and in Los Angeles County have experienced severe problems in recruiting clinical personnel with advanced degrees who are pursuing or are eligible to pursue professional clinical licensure.

Your Board's authorization to expend MHSA one-time funds will enable DMH to further implement the MHSA CSS Plan and continue to create and support a culturally competent mental health system that promotes recovery and wellness of adults and older adults with severe mental illness and resiliency for children and youth with emotional disorders.

CONCLUSION

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

Respectfully submitted,

Robin Kay for

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

MJS:DM:ED:RK

Attachments (3)

c: Chief Executive Office
County Counsel
Auditor-Controller
Chairperson, Mental Health Commission

ATTACHMENT I

CONTRACT NO. MH190010

AMENDMENT NO. 4

THIS AMENDMENT is made and entered into this____ day of _____, 2008, by and between the COUNTY OF LOS ANGELES (hereafter "County") and **California State University, Long Beach Foundation (CSULBF)** (hereafter "Contractor").

WHEREAS, County and Contractor have entered into a written Agreement, dated June 12, 2007, identified as County Agreement No. MH190010, and any subsequent amendments (hereafter collectively "Agreement"); and

WHEREAS, County and Contractor intend to amend Agreement only as described hereunder; and

WHEREAS, the Mental Health Services Act (MHSA), adopted by the California electorate on November 2, 2004, creates a new permanent revenue source, administered by the State Department of Mental Health (SDMH), for the transformation and expanded delivery of mental health services provided by State and County agencies; and

WHEREAS, for Fiscal Year (FY) 2008-09 only, County and Contractor intend to "transform" the Agreement services previously provided with County General Funds (CGF) to MHSA funding; and

WHEREAS, for FY 2008-09 only, County and Contractor intend to amend Agreement to decrease CGF in the amount of $200,000 and increase MHSA funds in the amount of $1,118,000. The Total Compensation Amount (TCA) will increase from

$200,000 to $1,118,000 for FY 2008-09. This increase will add stipends under the Department of Mental Health's Student Professional Development Program to 43 additional students; and

WHEREAS, the TCA for FY 2008-09 will be $1,118,000.

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

1. Statement of Work Exhibit A-1 shall be deleted in its entirety and replaced with Exhibit A-2, attached hereto and incorporated herein by reference. All references in Agreement to Exhibit A-1 shall be deemed amended to state "Exhibit A-2 (Statement of Work)."
2. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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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 State University, Long Beach Foundation
CONTRACTOR

By _____

Name Denise Bell

Title Director of Grants, Contracts and Foundation Programs
(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

COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH

FISCAL INTERMEDIARY AGREEMENT FOR ACADEMIC TRAINING AND STUDENT PROFESSIONAL DEVELOPMENT PROGRAMS

EXHIBIT A-2

STATEMENT OF WORK

I. Objective:

To establish a fiscal intermediary for academic training between California State University, Long Beach Foundation, hereinafter called the CSULBF, and the County of Los Angeles Department of Mental Health, hereinafter called DMH. CSULBF will be responsible for dispersing funds provided under this Agreement to student interns to be identified by the DMH Student Professional Development Program Coordinator. As consideration for its services as a fiscal intermediary, the CSULBF will receive a 15 percent administrative overhead cost annually, based upon the total amount of stipends issued to students. CSULBF agrees to use all funds provided hereunder, less allowable overhead cost reimbursement, for stipends that will be specifically provided to interns in DMH's Student Professional Development Programs. During the Academic Year, interns shall be paid in semi-annual installments of one-half (1/2) of approved stipend amount to maximize the time spent in placement and minimize funds that may be forfeited. During the Summer Block, Interns shall be paid a one lump sum.

II. DMH's Responsibilities:

DMH will be responsible for dispersing funds to CSULBF for purposes specified in this Statement of Work. DMH will provide CSULBF with the information needed to disperse funds to students according to disbursement schedule indicated in Section IV of this Statement of Work.

III. Contractor's Responsibilities:

CSULBF will be responsible for dispersing funds to the student interns identified by the DMH Student Professional Development Program Coordinator.

The CSULBF shall collaborate with the colleges and universities that are part of the foundation to ensure that student interns are trained in the competencies consistent with the Mental Health Services Act.

Stipends will be dispersed by CSULBF as indicated hereunder; CSULBF shall adhere to the following disbursement schedule for all interns:

IV. Intern Stipend Disbursement Schedule:

Academic Year: Fall – Effective Date: Upon Board approval – December 15th
Spring – May 30th

Summer Block: June 30th

Interns who are placed at internships during the Academic Year will be paid half of approved stipend amount in two installments. Notwithstanding the above, the Summer Block Interns (June through August) will be paid their approved stipend amount in a lump sum on June 30 of each year.

Students who fail to fulfill his/her placement agreement between his/her respective University and DMH will be required to reimburse the full amount of the stipend issued by CSULBF.

It is expected that CSULBF will receive the following funds from DMH:

For Academic Year 2008-2009:

1. The original $200,000 allocated amount to the Student Professional Development Programs will train a maximum of 9 student interns per this fiscal year.

9 students will be funded at $18,500	=	$ 166,500
Administrative Overhead at 15%	=	$ 24,975
Unanticipated costs*	=	$ 8,525
SUBTOTAL	=	**$ 200,000**

2. The increased allocation of $918,000 to the Student Professional Development Programs will train a maximum of 43 student interns per this fiscal year.

43 students will be funded at $18,500	=	$ 795,500
Administrative Overhead at 15%	=	$ 119,325
Unanticipated costs*	=	$ 3,175
SUBTOTAL	=	**$ 918,000**
TOTAL	=	**$ 1,118,000**

* Unanticipated costs are for registration and travel associated with periodic conferences that students may be asked to attend. The conferences relate to outside types of trainings such as MHSA recovery, resilience, etc.

COUNTY OF LOS ANGELES

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DEPARTMENT OF MENTAL HEALTH

http://dmh.lacounty.gov

Reply To: (213) 738-4978
Fax: (213) 738-6455

July 7, 2008

TO: Each Supervisor

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

SUBJECT: **ADVANCE NOTICE OF INTENT TO ADD ADDITIONAL FUNDS INTO AN EXISTING SOLE SOURCE CONTRACT WITH CALIFORNIA STATE UNIVERSITY, LONG BEACH FOUNDATION**

This memo is to comply with the Board of Supervisors' Policy 5.100 regarding sole source contracts. It is the Los Angeles County Department of Mental Health's (LACDMH) intent to continue a sole source contract with the California State University, Long Beach Foundation (CSULBF) located in Supervisory District Four at 6300 East State University Drive, Suite 332, Long Beach, California 90815. This is a Fiscal Intermediary Agreement for Academic Training and Student Professional Development.

CSULBF serves as a lead agency for the Student Professional Development Program, which is comprised of graduate schools in Southern California, training students who are part of the Social Work Graduate Education Program. Schools belonging to the Foundation include: CSULBF, University of Southern California (USC), University of California at Los Angeles (UCLA), and California State University, Los Angeles. CSULBF serves as the fiscal intermediary for an internship stipend program designed to attract bilingual and bicultural Master of Social Work students from throughout Los Angeles County, who provide services in all of the Supervisory districts with the ultimate goals of establishing careers working in the Los Angeles County mental health system. As the fiscal intermediary, CSULBF serves as the agency that writes checks which are issued to student interns for LACDMH.

The social work stipend program reflects LACDMH's immediate need to train social workers not only for its County operated programs, but for its contract agencies, who are trained in a series of competencies based on the Mental Health Services Act (MHSA). Such competencies support and promote recovery and wellness through independence, hope, personal development and resiliency for children, adults, and older adults with serious emotional and behavioral disorders. Additionally, LACDMH and its contract providers need social workers who are culturally and linguistically competent, provide services that are sensitive and responsive to the needs of local

communities, and focus on issues of ethnicity, age, gender, sexual orientation and religious/spiritual beliefs. Consistent with the shared vision of the mental health partnership, social workers must be trained to provide services in the least restrictive and most appropriate settings, with attention to consumer and family involvement at all levels of the mental health system. Social workers must be able to address the special mental health needs of persons with co-occurring substance abuse and emotional disorders and be able to recognize that these individuals and their families are at risk for diverse bio-psycho-social factors which can affect their functioning.

On May 31, 2007, LACDMH received Board approval for a three-year agreement (2007-08, 2008-09, 2009-10) with CSULBF with a Total Compensation Amount of $200,000 for Fiscal Year 2008-09. LACDMH plans to return to your Board to get approval to revise the Total Compensation Amount for Fiscal Year 2008-09 to $1,118,000 to be funded with MHSA Community Services and Supports Plan dollars. The terms of this Agreement will be effective upon Board approval and will terminate on June 30, 2009, unless additional dollars become available.

Unless otherwise instructed by a Board office, LACDMH will proceed with the sole source contract within two (2) weeks. LACDMH will work closely with both County Counsel and the Chief Executive Office in preparing a new agreement with CSULBF.

MJS:DM:ed

c: Health Deputies
Chief Executive Office
County Counsel
Robin Kay, Ph.D.
Dennis Murata, M.S.W.