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County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
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November 12, 2010

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

From: William T Fujioka
Chief Executive Officer

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT FOR JUVENILE PROBATION CAMPS – RECRUITMENT REPORT FOR OCTOBER 2010 (ITEM 53, AGENDA OF OCTOBER 5, 2010)

On October 5, 2010, your Board directed the Chief Executive Officer (CEO), working in consultation with the Chief Probation Officer, Interim Director of Health Services, Director of Mental Health, and the Auditor-Controller, to prepare a status report on the recruitment of the staff necessary to remedy the health and mental health operational issues in the juvenile probation camps that are identified in the Department of Justice (DOJ) Memorandum of Agreement (MOA). This report provides the status of the recruitment effort and the fiscal controls that will be used to track expenditures and the allocation of the new personnel.

BACKGROUND

Pursuant to County Code Section 6.06.020, your Board approved the allocation of \$7.9 million to increase the number of staff at the juvenile probation camps in order to meet the mental health and medical compliance requirements of the MOA. The recruitment effort is well underway and should be completed within the next few weeks. This should provide sufficient time to situate and train new personnel at the camps and bring the mental health and medical operations into compliance levels prior to the start of the final 12-month DOJ monitoring period, commencing October 2011.

"To Enrich Lives Through Effective And Caring Service"

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STAFF RECRUITMENT AND HIRING

For this reporting period, the Auditor-Controller (A-C), Department of Health Services – Juvenile Court Health Services (DHS/JCHS), and the Department of Mental Health (DMH) report the following statistics:

Classification	No. Positions			
	Working	Being Processed	To be Filled	Total Budgeted
AUDITOR-CONTROLLER (as of 10/28/10)				
Intermediate Accountant Auditor	4	0	0	4
Program Specialist	1	0	0	1
Total	5	0	0	5
DEPARTMENT OF HEALTH SERVICES (as of 11/02/10)				
Light Vehicle Driver	0	0	2	2
Intermediate Clerk	0	1	1	2
Intermediate Typist-Clerk	0	1	1	2
Clinic Nursing Attendant II	0	0	1	1
Pharmacist	0	1	0	1
Pharmacy Technician	0	1	0	1
Phlebotomy Technician	0	1	0	1
Registered Nurse II	0	0	8	8
Senior Physician	0	1	1	2
Supervising Clinic Nurse I	0	1	2	3
Total	0	7	16	23
DEPARTMENT OF MENTAL HEALTH (as of 11/3/10)				
Administrative Manager III	0	0	1	1
Clinical Psychologist II	1	8	2	11
Intermediate Typist-Clerk	0	2	5	7
Mental Health Clinical Program Head	1	0	1	2
Mental Health Psychiatrist	0	0	3	3
Psychiatric Social Worker II	18	14	0	32
Secretary III	0	0	2	2

Sr Community Mental Health Psychologist	1	1	0	2
Senior Secretary III	0	0	1	1
Supervising Psychiatric Social Worker	2	1	1	4
Training Coordinator, Mental Health	0	0	1	1
Total	23	26	17	66
TOTAL BUDGETED POSITIONS				
	28	33	33	94

Auditor-Controller

The A-C has filled all five positions and began the County's internal monitoring of the MOA provisions on October 26, 2010.

Department of Health Services

DHS/JCHS has filled seven of the 23 positions, which are being processed to start County employment, including Live Scan clearance. DHS/JCHS continues to conduct interviews for the remaining positions, of which the majority are nursing items. DHS/JCHS has been aggressively recruiting nurses from the existing eligibility lists. Interviews were conducted on October 5, 6, 7, and 12, 2010. Unfortunately, many of the candidates were not interested because of the camp locations and/or were not viable for the camps. For those positions that would be stationed at the Challenger Memorial Youth Center (Challenger), DHS/JCHS has focused efforts in the North County. The next all-day interview session is scheduled for November 5, 2010. DHS/JCHS Nursing Leadership is also collaborating with Human Resources to identify current DHS employed nursing staff that may be interested in supporting DHS/JCHS on a part-time basis through the relief nurse and registry programs. DHS/JCHS anticipates filling the remaining 16 positions and having these individuals trained, on the job, and ready for compliance monitoring by January 2011.

Department of Mental Health

DMH recruitment efforts have been concentrated on filling the clinical positions that would provide direct services to the juveniles in the camps. As of October 28, 2010, 47 of the 50 clinical positions have been filled with individuals who have already started working or are in various stages of the hiring process. DMH recruitment efforts have included looking internally for staff transfer opportunities and canvassing candidates on existing eligibility lists; whereupon, five clinicians have accepted assignments at the

camp. DMH also conducted six job fairs between August 31, 2010 and October 21, 2010, at Camp Rocky, Challenger, and the Dorothy Kirby Center. The job fairs included facility tours to provide candidates with a perspective of the clinical setting and client population. Of the 240 candidates interviewed at the job fairs, 42 individuals were offered and accepted clinical positions. DMH anticipates filling the remaining clinical and administrative positions and having individuals on the job by mid-December 2010.

A training plan for new staff is in place and will be augmented with additional clinical training as the Integrated Treatment Model is implemented to address the Behavior Management and Rehabilitation Provisions of the MOA. In addition, all new staff attend small group intensive training with the Quality Assurance Coordinator before they begin to provide clinical service in the camps.

Many provisions of the Camp Settlement Agreement, which directly relate to mental health, are identical to provisions in the Juvenile Hall Settlement Agreement. As a result, the modifications to the forms, policies, and procedures that were developed and implemented to bring the juvenile halls into DOJ compliance have already been put in place with the current staff in the camps. As the new staff are brought onboard and trained, this will expedite their ability to practice in a manner compliant with the DOJ agreement.

Finally, DMH has established internal quality assurance protocols in the camps that are consistent with the model used in the juvenile halls. This includes staff participation in Quality Assurance Committees that serve as a training and supervision mechanism. Quality Assurance Audits will also be conducted to demonstrate compliance with the provisions of the agreement. Currently, compliance audits have started for the psychiatric provisions of the MOA and will be initiated for the remaining provisions. Such quality assurance measures will ensure that training and service delivery meet the expectations of the DOJ.

Additional details of this multi-department recruitment effort are provided in Attachment I, including the work location, target dates, and pertinent comments.

FISCAL CONTROLS

CEO convened a meeting on October 12, 2010, with A-C, DMH, DHS, and Probation to discuss how to implement and monitor the services and costs related to the DOJ compliance action plan. A-C and CEO are developing a tracking mechanism to be used by departments for all financial and timecard transactions using the eCAPS financial and time collection systems. One mechanism that we are reviewing is having

Each Supervisor
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employees hired under the MOA to code their timecards against the \$7.9 million allocation. Similarly, DOJ related services would also be processed through the financial system with a comparable coding requirement. In any event, using the eCAPS financial and time collection systems will allow us to generate reports for personnel allocation, costs, and other department needs.

We will continue to provide your Board status updates of our continued efforts. If you have any questions regarding this matter, please do not hesitate to contact me or your staff may contact Deputy Chief Executive Officer Jacqueline A. White, Public Safety, at (213) 893-2374.

WTF:BC:JAW
SW:DT:llm

Attachment

c: Executive Office, Board of Supervisors
County Counsel
Auditor
Health Services
Mental Health
Probation

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Total Budgeted	Deadline for		Comments
		Hired and Working	Hired but being Processed	To be Filled		Recruitment	Start Date	
AUDITOR-CONTROLLER (as of 10/28/10)								
Camps	Intermediate Accountant Auditor	4			4			
Camps	Program Specialist	1			1			
		5	0	0	5			
DEPARTMENT OF HEALTH SERVICES (as of 11/02/10)								
Camp (Mental Health Rotation)	Senior Physician, MD		1		1	10/15/2010	01/03/10	PAR in approval process.
Camp (Mental Health Service)	Phlebotomy Technician		1		1	10/31/2010	01/03/10	Candidate scheduled for Employee Health.
Camp Rocky	Registered Nurse II			1	1	11/30/2010	01/17/11	Interviews in process.
Camp Scott/Scudder	Registered Nurse II			2	2	11/30/2010	01/17/11	Exam requested to be opened. Previous list exhausted.
Central Juvenile Hall - Pharmacy	Light Vehicle Driver		1		1	11/30/2010	01/03/10	Candidate scheduled for livenesscan.
Central Juvenile Hall - Pharmacy	Pharmacist		1		1	10/31/2010	01/03/10	Candidate scheduled for Employee Health.
Central Juvenile Hall - Pharmacy	Pharmacy Technician		1		1	10/31/2010	01/17/11	Interviews in process.
Challenger Memorial Youth Camp	Clinic Nursing Attendant II		1		1	11/30/2010	01/03/11	PAR in approval process.
Challenger Memorial Youth Camp	Intermediate Clerk		1		1	11/30/2010	01/17/11	Interviews in process.
Challenger Memorial Youth Camp	Intermediate Clerk		1		1	11/30/2010	01/03/11	PAR in approval process.
Challenger Memorial Youth Camp	Intermediate Typist-Clerk		1		1	11/30/2010	01/03/11	Interviews in process.
Challenger Memorial Youth Camp	Intermediate Typist-Clerk		4		4	11/30/2010	01/17/11	Interviews in process.
Challenger Memorial Youth Camp	Registered Nurse II		1		1	11/30/2010	01/03/11	Working with Contracts & Grants, Registry Agency.
Challenger Memorial Youth Camp	Senior Physician, MD		1		1	10/31/2010	01/03/11	PAR in approval process;
Challenger Memorial Youth Camp	Supervising Clinic Nurse I		1		1	11/15/2010	01/03/11	Pending acceptance.
Challenger Memorial Youth Camp	Supervising Clinic Nurse I		1		1	11/15/2010	01/03/11	Interviews in process.
Dorothy Kirby Center	Registered Nurse II		1		1	11/30/2010	01/17/11	Interviews in process.
Dorothy Kirby Center	Supervising Clinic Nurse I		1		1	11/30/2010	01/17/11	Interviews in process.
		0	7	16	23			
DEPARTMENT OF MENTAL HEALTH (as of 11/03/10)								
Assessment Center	Clinical Psychologist II	1	2		3	11/15/2010	11/29/2010	List received - establishing interviews
Assessment Center	Intermediate Typist-Clerk			1	1	11/15/2010	12/27/2010	Interviews in process
Camp (Admin - South)	Mental Health Clinical Program Head	1			1	10/26/2010	11/09/2010	List received - establishing interviews
Camp (Admin - South)	Secretary III			1	1	11/15/2010	12/27/2010	Interviews in process
Camp Aflerbaugh/Paige	Psychiatric Social Worker II	2			2	10/13/2010	10/27/2010	Interviews in process
Camp Aflerbaugh/Paige	Supervising Psychiatric Social Worker	1			1	9/17/2010	10/1/2010	List received - establishing interviews
Camp Miller/Klipatrick/Gonzalez	Intermediate Typist-Clerk	1		1	1	11/15/2010	12/13/2010	Interviews in process
Camp Miller/Klipatrick/Gonzalez	Psychiatric Social Worker II	4	1		5	9/27/2010	10/12/2010	Interviews in process
Camp Miller/Klipatrick/Gonzalez	Supervising Psychiatric Social Worker					10/18/2010	11/01/2010	Interviews in process
Camp Miller/Klipatrick/Gonzalez	Psychiatric Social Worker II					10/26/2010	11/08/2010	Interviews in process
Camp Miller/Klipatrick/Gonzalez	Supervising Psychiatric Social Worker					11/08/2010	11/22/2010	Interviews in process
Camp Munz/Mendenthal	Psychiatric Social Worker II	1			1	10/12/2010	10/26/2010	Pending Live Scan clearance
Camp Rocky	Clinical Psychologist II		1		1	11/29/2010	12/13/2010	Pending Live Scan clearance
Camp Rocky	Intermediate Typist-Clerk		1		1	10/30/2010	11/29/2010	Pending Live Scan clearance
Camp Rocky	Mental Health Psychiatrist			1	1	10/13/2010	12/13/2010	Interviews in process
Camp Rocky	Psychiatric Social Worker II	4		1	4	11/15/2010	12/27/2010	Interviews in process
Camp Rocky	Psychiatric Social Worker II					9/24/2010	(1) 10/08/2010	Interviews in process
Camp Rocky	Psychiatric Social Worker II					10/13/2010	(1) 10/27/2010	Interviews in process
Camp Rocky	Psychiatric Social Worker II					10/18/2010	(1) 11/01/2010	Interviews in process
Camp Rocky	Psychiatric Social Worker II					11/01/2010	(1) 11/15/2010	Interviews in process
Camp Scott/Scudder	Clinical Psychologist II		1		1	9/27/2010	12/13/2010	List received - establishing interviews
Camp Scott/Scudder	Intermediate Typist-Clerk		1		1	9/9/2010	12/13/2010	Interviews in process
Camp Scott/Scudder	Psychiatric Social Worker II	3			3	9/20/2010	(2) 10/04/2010	Interviews in process
Challenger Memorial Youth Camp	Clinical Psychologist II		1		1	11/15/2010	12/13/2010	Pending Live Scan clearance
Challenger Memorial Youth Camp	Intermediate Typist-Clerk			2	2	11/15/2010	1/3/2011	List received - establishing interviews
Challenger Memorial Youth Camp	Mental Health Clinical Program Head			1	1	10/30/2010	12/27/2010	Interviews in process
Challenger Memorial Youth Camp	Mental Health Psychiatrist			2	2	11/30/2010	12/27/2010	Interviews in process

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Deadline for		Functioning at DOJ Compliance Levels	Comments	
		Hired and Working	Hired but being Processed	To be Filled	Total Budgeted	Recruitment			Start Date
Challenger Memorial Youth Camp	Psychiatric Social Worker II	2	10		12	11/15/2010	9/27/2010	(1) 10/12/2010	Pending Live Scan clearance
Challenger Memorial Youth Camp	Senior Community Mental Health Psychologist	1			1	10/4/2010	10/7/2010	10/21/2010	Pending Live Scan clearance
Challenger Memorial Youth Camp	Supervising Psychiatric Social Worker		1		1	11/15/2010	11/29/2010	12/13/2010	Pending Live Scan clearance
Dorothy Kirby Center	Clinical Psychologist II		3		3	11/15/2010	11/29/2010	12/13/2010	List received - establishing interviews
Dorothy Kirby Center	Intermediate Typist-Clerk			1	1	10/30/2010	12/20/2010	1/3/2011	Pending Live Scan clearance
Dorothy Kirby Center	Psychiatric Social Worker II	3	2		5	9/20/2010	9/24/2010	10/8/2010	Pending Live Scan clearance
Dorothy Kirby Center	Secretary III			1	1	10/30/2010	12/20/2010	1/3/2011	DMH Appealing Allocation
Dorothy Kirby Center	Senior Community Mental Health Psychologist		1		1	11/15/2010	11/15/2010	11/29/2010	Pending Live Scan clearance
Dorothy Kirby Center	Supervising Psychiatric Social Worker			1	1	11/15/2010	11/29/2010	12/13/2010	List received - establishing interviews
Dorothy Kirby Center	Senior Secretary III			1	1	10/30/2010	12/20/2010	1/3/2011	DMH Appealing Allocation
Juvenile Justice Admin	Administrative Manager III			1	1	11/15/2010	12/20/2010	1/3/2011	DMH Appealing Allocation
Quality Assurance Training	Clinical Psychologist II			2	2	10/30/2010	11/29/2010	12/13/2010	Interviews in process
Quality Assurance Training	Training Coordinator, Mental Health			1	1	10/30/2010	11/29/2010	12/13/2010	List received - establishing interviews
		23	26	17	66				
TOTAL BUDGETED POSITIONS		28	33	33	94				

On August 17, 2010, the Board of Supervisors approved the Auditor-Controller, Department of Mental Health, and Department of Health Services to fill 94 positions during FY 2010-11, pursuant to County Code Section 6.06.020.

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COUNTY OF LOS ANGELES



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
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DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

January 12, 2011

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

From: William T Fujioka
Chief Executive Officer

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT FOR JUVENILE PROBATION CAMPS – RECRUITMENT REPORT FOR NOVEMBER 2010 (ITEM 53, AGENDA OF OCTOBER 5, 2010)

This report provides the status of the recruitment efforts conducted during November 2010 to remedy the health and mental health operational issues in the juvenile probation camps, as identified in the Department of Justice (DOJ) Memorandum of Agreement (MOA). Also included is a status update on the fiscal controls that will be used to track expenditures and the allocation of the new personnel.

STAFF RECRUITMENT AND HIRING

The Department of Health Services – Juvenile Court Health Services (DHS/JCHS) and the Department of Mental Health (DMH) have continued their successful County-wide recruitment effort with particular focus on the Lancaster/Antelope Valley region. Narratives of their respective recruitment campaigns are provided in this report. Both departments anticipate filling all positions and having the new staff functioning at levels that meet the MOA compliance standards by March 2011. This should provide sufficient time for the Auditor-Controller (A-C) to conduct internal County compliance audits prior to the DOJ Monitoring Team's final 12-month assessment that commences in October 2011.

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The following table summarizes the DOJ mental health and medical staffing recruitment efforts:

Classification	No. Positions			
	Hired and Working	Hired but being Processed	To be Filled	Total Budgeted
AUDITOR-CONTROLLER				
Intermediate Accountant Auditor	4			4
Program Specialist	1			1
Total A-C Positions	5	0	0	5
DEPARTMENT OF HEALTH SERVICES (as of 12/10/10)				
Light Vehicle Driver			2	2
Intermediate Clerk		2		2
Intermediate Typist-Clerk		2		2
Clinic Nursing Attendant II		1		1
Pharmacist	1			1
Pharmacy Technician	1			1
Phlebotomy Technician	1			1
Registered Nurse II		3	5	8
Senior Physician		1	1	2
Supervising Clinic Nurse I		3		3
Total DHS-JCHS Positions	3	12	8	23
DEPARTMENT OF MENTAL HEALTH (as of 12/13/10)				
Administrative Manager III			1	1
Clinical Psychologist II	9	3		12
Intermediate Typist-Clerk	2	2	3	7
Mental Health Clinical Program Head	1		1	2
Mental Health Psychiatrist			3	3
Psychiatric Social Worker II	37	12	1	50
Secretary III		1	1	2
Sr Community Mental Health Psychologist	2			2
Senior Secretary III			1	1
Supervising Psychiatric Social Worker	4		1	5
Substance Abuse Counselor			1	1
Training Coordinator, Mental Health		1	1	2
Total DMH Positions	55	19	14	88
TOTAL BUDGETED POSITIONS	63	31	22	116

Auditor-Controller

The A-C has filled all five positions and began conducting the County's internal monitoring of the MOA provisions, as identified by Probation as compliance ready, on October 26, 2010.

Department of Health Services

Since last month's update to your Board, DHS/JCHS has hired an additional eight new staff members for a total of 15 out of 23 positions filled. Of particular significance is DHS/JCHS' recruitment of three Registered Nurses (RN II) for the Challenger Memorial Youth Camp (Challenger) which, as previously reported, is a difficult to recruit facility due to its relatively remote location in the Antelope Valley. These individuals and a Clinic Nursing Attendant (CNA II) were hired after an all-day interview session for North County nursing positions held on November 5, 2010.

The status for the remaining eight vacant positions are as follows:

- One Senior Physician - DHS/JCHS has exhausted the Senior Physician examination list. DHS/JCHS is working with DHS-Human Resources to open a new examination that is targeted to physicians in the North County.
- Two Light Vehicle Drivers - A new examination for the Light Vehicle Driver was posted on the DHS-Human Resources website and an email was sent to all DHS employees on November 17, 2010. Over 1,000 applications were received and the examination has been closed. The test dates for the examination will be December 15 and 20, 2010. The certification list will be available by the end of the month. DHS/JCHS is confident that it will be able to fill these two positions in January 2011.
- Five RN II - DHS/JCHS has exhausted the North County specific DHS RN II lists. DHS/JCHS is continuing to seek interested and viable candidates who are on the general DHS-RN II list from which they anticipate filling the one vacancy at Camp Rocky (San Dimas) and the one vacancy at Dorothy Kirby Center (City of Commerce). DHS/JCHS will open a new DHS/JCHS RN II examination that will specifically recruit for the remaining one vacancy at Challenger (Lancaster) and two vacancies at Camp Scott-Scudder (Santa Clarita). Should DHS/JCHS be unable to fill any of the remaining RN II positions, relief nursing and registry programs will be considered as an interim staffing option until permanent hires are made.

JCHS will require newly hired physicians and nurses to complete a two-to-three month orientation and preceptorship since most are coming from an acute care setting and will need to be trained to work in a juvenile correctional environment. In order for new staff to function safely and autonomously at the camps, their training will begin at the juvenile halls and will include DOJ compliant policies and procedures. DHS/JCHS anticipates having all 23 individuals trained, on the job, and ready for compliance monitoring by March 2011.

Department of Mental Health

On October 12, 2010, your Board approved a motion to fund and authorize DMH to hire the additional DOJ MOA related 22 positions that were originally slated to be filled during Fiscal Year 2011-12. These positions are in addition to the 66 positions that were previously approved.

DMH has filled 74 of the total 88 positions. Of those hired, 55 are already on the job, including 52 clinicians, with the remaining 19 being processed into the County system. The status of the remaining 14 vacant positions are as follows:

- Three Mental Health Psychiatrists - DMH is waiting for the response from one Psychiatrist who has been offered a position and is in the process to hire two locum tenens.
- One Supervising Psychiatric Social Worker - Interviews are being conducted.
- One Psychiatric Social Worker II - Interviews are being conducted.
- One Training Coordinator - Interviews are being conducted.
- Three Intermediate Typist Clerks - A new examination bulletin was issued and DMH is waiting for the new list to be promulgated.
- One Mental Health Program Head - Waiting for the new list to be promulgated.
- One Substance Abuse Counselor - Interviews are being conducted.
- Three administrative positions (Administrative Services Manager III, Senior Secretary III, and Secretary III) are being appealed with the CEO Classification Unit.

Additional details of this multi-department recruitment effort are provided in the Attachment, including the work location, target dates, and pertinent comments.

Each Supervisor
January 12, 2011
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FISCAL CONTROLS

As previously reported, eCAPS financial and time collection systems will be used to track and report personnel allocation and costs related to the DOJ MOA. A-C, DHS/JCHS, DMH, and Probation are finalizing the necessary financial and timecard codes, targeted for completion by the end of December 2010. During January 2011, the departments will provide recordkeeping training to fiscal and line staff with actual eCAPS entries to begin shortly thereafter.

If you have any questions regarding this matter, please do not hesitate to contact me or your staff may contact Deputy Chief Executive Officer Jacqueline A. White, Public Safety, at (213) 893-2374.

WTF:JAW:DT:Ilm

Attachment

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Health Services
Mental Health
Probation

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
NOVEMBER 2010 POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Total Budgeted	Recruitment	Deadline for		Functioning at DOJ Compliance Levels	Comments
		Hired and Working	Hired but being Processed	To be Filled			Start Date	Completion Date		
AUDITOR-CONTROLLER (as of 10/25/10)										
Camps	Intermediate Accountant Auditor	4	0	0	4	10/15/2010	1/15/2011	3/31/2011	PAR in approval process.	
Camps	Program Specialist	1	0	0	1	10/31/2010	11/12/2010	1/3/2011	Start date 11/12/2010.	
		5	0	0	5					
DEPARTMENT OF HEALTH SERVICES (as of 12/10/10)										
Camp (Mental Health Rotation)	Senior Physician, MD	1	0	0	1	12/31/2010	1/31/2011	3/31/2011	Working with DHS-HR to open exam tailored to JCHS.	
Camp (Mental Health Service)	Phlebotomy Technician	0	0	0	0	12/31/2010	1/31/2011	3/31/2011	Working with DHS-HR to open exam tailored to JCHS.	
Camp Rocky	Registered Nurse II	0	0	0	0	12/31/2010	1/31/2011	3/31/2011	Working with DHS-HR to open exam tailored to JCHS.	
Camp Scott/Scudder	Registered Nurse II	0	0	0	0	12/31/2010	1/31/2011	3/31/2011	Working with DHS-HR to open exam tailored to JCHS.	
Central Juvenile Hall - Pharmacy	Light Vehicle Driver	1	0	0	1	10/31/2010	12/1/2010	1/3/2011	Start date 12/1/2010.	
Central Juvenile Hall - Pharmacy	Pharmacist	1	0	0	1	11/30/2010	11/15/2010	1/3/2011	Start date 11/15/2010.	
Challenger Memorial Youth Camp	Pharmacy Technician	1	0	0	1	11/30/2010	11/15/2010	1/3/2011	PAR in approval process.	
Challenger Memorial Youth Camp	Clinic Nursing Attendant II	1	0	0	1	11/30/2010	1/15/2011	2/15/2011	PAR in approval process.	
Challenger Memorial Youth Camp	Intermediate Clerk	2	0	0	2	11/30/2010	1/15/2011	2/15/2011	PAR in approval process.	
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	2	0	0	2	11/30/2010	1/15/2011	2/15/2011	PAR in approval process.	
Challenger Memorial Youth Camp	Registered Nurse II	3	1	0	4	12/31/2010	1/31/2011	3/31/2011	Working with DHS-HR to open exam tailored to JCHS.	
Challenger Memorial Youth Camp	Senior Physician, MD	0	0	0	0	12/31/2010	1/31/2011	3/31/2011	Working with DHS-HR to open exam tailored to JCHS.	
Challenger Memorial Youth Camp	Supervising Clinic Nurse I	2	0	0	2	10/31/2010	12/31/2010	3/31/2011	PAR in approval process.	
Dorothy Kirby Center	Registered Nurse II	0	0	0	0	12/31/2010	1/31/2011	3/31/2011	Working with DHS-HR to open exam tailored to JCHS.	
Dorothy Kirby Center	Supervising Clinic Nurse I	1	0	0	1	10/31/2010	12/31/2010	3/31/2011	Working with HR for Advance Step Placement.	
		3	12	8	23					
DEPARTMENT OF MENTAL HEALTH (as of 12/14/10)										
Assessment Center	Clinical Psychologist II	3	0	0	3	11/15/2010	11/15/2010	11/29/2010	List received - establishing interviews	
Assessment Center	Intermediate Typist-Clerk	0	0	0	0	11/15/2010	12/13/2010	12/27/2010	List received - establishing interviews	
Camp (Admin - South)	Mental Health Clinical Program Head	1	0	0	1	10/30/2010	10/26/2010	11/9/2010	List received - establishing interviews	
Camp (Admin - South)	Secretary III	0	1	0	1	11/15/2010	12/13/2010	12/27/2010	List received - establishing interviews	
Camp Aflerbaugh/Paige	Psychiatric Social Worker II	2	0	0	2	10/13/2010	10/13/2010	10/27/2010	Pending Live Scan clearance	
Camp Aflerbaugh/Paige	Supervising Psychiatric Social Worker	1	0	0	1	9/17/2010	9/17/2010	10/11/2010	List received - establishing interviews	
Camp Aflerbaugh/Paige	Psychiatric Social Worker II	0	2	0	2	11/8/2010	12/30/2010	1/13/2011	Pending Live Scan clearance	
Camp Miller/Kilpatrick/Gonzalez	Intermediate Typist-Clerk	0	0	0	0	11/15/2010	12/13/2010	12/27/2010	List received - establishing interviews	
Camp Miller/Kilpatrick/Gonzalez	Psychiatric Social Worker II	5	0	0	5	9/27/2010	9/27/2010	10/12/2010	List received - establishing interviews	
Camp Miller/Kilpatrick/Gonzalez	Supervising Psychiatric Social Worker	1	0	0	1	10/16/2010	10/16/2010	11/01/2010	Pending Live Scan clearance	
Camp Miller/Kilpatrick/Gonzalez	Psychiatric Social Worker II	0	2	0	2	10/25/2010	11/08/2010	11/08/2010	Pending Live Scan clearance	
Camp Miller/Kilpatrick/Gonzalez	Supervising Psychiatric Social Worker	1	0	0	1	11/08/2010	11/22/2010	12/26/2010	Pending Live Scan clearance	
Camp Miller/Kilpatrick/Gonzalez	Psychiatric Social Worker II	0	2	0	2	9/15/2010	10/12/2010	10/26/2010	Pending Live Scan clearance	
Camp Munz/Mendenhall	Psychiatric Social Worker II	1	0	0	1	11/8/2010	12/30/2010	1/13/2011	Pending Live Scan clearance	
Camp Munz/Mendenhall	Psychiatric Social Worker II	2	1	0	3	10/30/2010	11/29/2010	12/13/2010	Pending Live Scan clearance	
Camp Rocky	Clinical Psychologist II	1	0	0	1	10/30/2010	11/29/2010	12/13/2010	Pending Live Scan clearance	
Camp Rocky	Intermediate Typist-Clerk	1	0	0	1	10/13/2010	11/29/2010	12/13/2010	Pending Live Scan clearance	
Camp Rocky	Mental Health Psychiatrist	0	0	1	1	11/15/2010	12/13/2010	12/27/2010	Interviews in process	

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
NOVEMBER 2010 POSITION RECRUITMENT REPORT

Facility	Classification	Hired and Working	No. Positions		Total Budgeted	Deadline for		Functioning at DOJ Compliance Levels	Comments
			Hired but being Processed	To be Filled		Recruitment	Start Date		
Camp Rocky	Psychiatric Social Worker II	4	0	0	4	9/27/2010	9/24/2010 10/13/2010 10/18/2010 11/01/2010	(1) 10/08/2010 (1) 10/27/2010 (1) 11/01/2010 (1) 11/15/2010	
<i>Camp Rocky</i>	<i>Psychiatric Social Worker II</i>	2	0	0	2	11/8/2010	12/30/2010	1/13/2011	<i>Pending Live Scan clearance</i>
Camp Scott/Souder	Clinical Psychologist II	1	0	0	1	9/27/2010	11/8/2010	11/22/2010	List received - establishing interviews
Camp Scott/Souder	Intermediate Typist-Clerk	1	0	0	1	9/9/2010	11/29/2010	12/13/2010	
Camp Scott/Souder	Psychiatric Social Worker II	3	0	0	3	9/20/2010	9/29/2010 11/01/2010	(2) 10/04/2010 (1) 11/15/2010	
<i>Camp Scott/Souder</i>	<i>Psychiatric Social Worker II</i>	1	1	0	2	11/8/2010	12/30/2010	1/13/2011	<i>(1) Pending Live Scan clearance</i>
Challenger Memorial Youth Camp	Clinical Psychologist II	1	0	0	1	11/15/2010	11/29/2010	12/13/2010	Pending Live Scan clearance
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	0	1	1	2	11/15/2010	12/20/2010	1/3/2011	List received - establishing interviews
Challenger Memorial Youth Camp	Mental Health Clinical Program Head	0	0	1	1	10/30/2010	12/13/2010	12/27/2010	List received - establishing interviews
Challenger Memorial Youth Camp	Mental Health Psychiatrist	0	0	2	2	11/30/2010	12/19/2010	12/27/2010	Interviews in process
Challenger Memorial Youth Camp	Psychiatric Social Worker II	9	3	0	12	11/15/2010	9/27/2010 10/13/2010 11/29/2010	(1) 10/12/2010 (1) 10/27/2010 (10) 12/13/2010	Pending Live Scan clearance
Challenger Memorial Youth Camp	Senior Community Mental Health Psychologist	1	0	0	1	10/4/2010	10/7/2010	10/21/2010	
Challenger Memorial Youth Camp	Supervising Psychiatric Social Worker	1	0	0	1	11/15/2010	11/29/2010	12/13/2010	Pending Live Scan clearance
<i>Challenger Memorial Youth Camp</i>	<i>Supervising Psychiatric Social Worker</i>	1	0	0	1	11/8/2010	12/30/2010	1/13/2011	<i>Pending Live Scan clearance</i>
<i>Challenger Memorial Youth Camp</i>	<i>Psychiatric Social Worker II</i>	3	3	0	6	11/8/2010	12/30/2010	1/13/2011	<i>Pending Live Scan clearance</i>
Dorothy Kirby Center	Clinical Psychologist II	3	0	0	3	11/15/2010	11/29/2010	12/13/2010	Pending Live Scan clearance
Dorothy Kirby Center	Intermediate Typist-Clerk	0	1	0	1	10/30/2010	12/20/2010	1/3/2011	List received - establishing interviews
Dorothy Kirby Center	Psychiatric Social Worker II	5	0	0	5	9/20/2010	9/24/2010 10/25/2010 11/8/2010 11/29/2010	10/8/2010 11/08/2010 11/22/2010 12/13/2010	Pending Live Scan clearance
Dorothy Kirby Center	Secretary III	0	0	1	1	10/30/2010	12/20/2010	1/3/2011	DMH Appealing Allocation
Dorothy Kirby Center	Senior Community Mental Health Psychologist	1	0	0	1	11/15/2010	11/4/2010	11/18/2010	List received - establishing interviews
Dorothy Kirby Center	Supervising Psychiatric Social Worker	0	0	1	1	11/15/2010	11/29/2010	12/13/2010	<i>Pending Live Scan clearance</i>
<i>Dorothy Kirby Center</i>	<i>Clinical Psychologist II</i>	0	1	0	1	11/8/2010	12/30/2010	1/13/2011	<i>List received - establishing interviews</i>
<i>Dorothy Kirby Center</i>	<i>Psychiatric Social Worker II</i>	0	0	1	1	11/8/2010	12/30/2010	1/13/2011	<i>List received - establishing interviews</i>
<i>Dorothy Kirby Center</i>	<i>Substance Abuse Counselor</i>	0	0	1	1	11/8/2010	12/30/2010	1/13/2011	<i>List received - establishing interviews</i>
Juvenile Justice Admin	Senior Secretary III	0	0	1	1	10/30/2010	12/20/2010	1/3/2011	DMH Appealing Allocation
Quality Assurance Training	Administrative Manager III	0	0	1	1	11/15/2010	12/20/2010	1/3/2011	DMH Appealing Allocation
Quality Assurance Training	Clinical Psychologist II	0	2	0	2	10/30/2010	11/29/2010	12/13/2010	Personnel Action Forms in approval process
Quality Assurance Training	Training Coordinator, Mental Health	0	1	0	1	11/8/2010	12/30/2010	1/13/2011	<i>List received - establishing interviews</i>
<i>Quality Assurance Training</i>	<i>Training Coordinator, Mental Health</i>	0	0	1	1	11/8/2010	12/30/2010	1/13/2011	<i>List received - establishing interviews</i>
		55	19	14	88				
TOTAL BUDGETED POSITIONS		63	31	22	116				

Italicized positions reflect the additional 22 DMH positions approved by the Board of Supervisors on October 12, 2010.



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

January 24, 2011

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

From: William T Fujioka
Chief Executive Officer

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT FOR JUVENILE PROBATION CAMPS – RECRUITMENT REPORT FOR DECEMBER 2010 (ITEM 53, AGENDA OF OCTOBER 5, 2010)

This report provides the status of the recruitment efforts conducted during December 2010 to remedy the health and mental health operational issues in the juvenile probation camps, as identified in the Department of Justice (DOJ) Memorandum of Agreement (MOA).

STAFF RECRUITMENT AND HIRING SUMMARY

The Department of Health Services – Juvenile Court Health Services (DHS/JCHS) hired three additional nurses; however, they also lost three candidates during December. The Department of Mental Health (DMH) has filled nearly all clinical positions with a total of nine clinical and administrative/clerical vacancies remaining. Both departments continue to anticipate filling all critical clinical positions and having the new staff functioning at levels that meet the MOA compliance standards by March 2011.

The following table summarizes the DOJ mental health and medical staffing recruitment efforts:

“To Enrich Lives Through Effective And Caring Service”

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Intra-County Correspondence Sent Electronically Only**

Classification	No. Positions			
	Hired and Working	Hired but being Processed	To be Filled	Total Budgeted
AUDITOR-CONTROLLER				
Intermediate Accountant Auditor	4			4
Program Specialist	1			1
Total Auditor-Controller Positions	5	0	0	5
DEPARTMENT OF HEALTH SERVICES (as of 1/3/11)				
Light Vehicle Driver			2	2
Intermediate Clerk		2		2
Intermediate Typist-Clerk		1	1	2
Clinic Nursing Attendant II		1		1
Pharmacist	1			1
Pharmacy Technician	1			1
Phlebotomy Technician			1	1
Registered Nurse II		6	2	8
Senior Physician			2	2
Supervising Clinic Nurse I		3		3
Total DHS-JCHS Positions	2	13	8	23
DEPARTMENT OF MENTAL HEALTH (as of 1/10/11)				
Administrative Services Manager III			1	1
Clinical Psychologist II	12			12
Intermediate Typist-Clerk	2	2	3	7
Mental Health Clinical Program Head	1	1	0	2
Mental Health Psychiatrist	2	1	0	3
Psychiatric Social Worker II	44	5	1	50
Secretary III		1	1	2
Sr Community Mental Health Psychologist	2			2
Senior Secretary III			1	1
Supervising Psychiatric Social Worker	4		1	5
Substance Abuse Counselor			1	1
Training Coordinator, Mental Health		2	0	2
Total DMH Positions	67	12	9	88
TOTAL BUDGETED POSITIONS	74	25	17	116

Auditor-Controller

The Auditor-Controller (A-C) has filled all five positions and began conducting the County's internal monitoring of the MOA provisions identified by the Probation Department (Probation) as compliance ready on October 26, 2010.

Department of Health Services

Since last month's update to your Board, DHS/JCHS has hired three additional Registered Nurses (RN II), one each for the Dorothy Kirby Center, Camp Rocky, and Challenger Memorial Youth Camp (Challenger). Unfortunately, DHS/JCHS also lost three candidates: a Phlebotomy Technician was hired and working, but subsequently accepted a position elsewhere; a Senior Physician and an Intermediate Typist Clerk were in the hiring process, but also accepted positions elsewhere.

The status for the remaining eight vacant positions is as follows:

- Two Senior Physicians - DHS/JCHS is working with DHS-Human Resources to open a new JCHS-specific exam that is targeted to physicians in the North County.
- One Phlebotomy Technician - DHS/JCHS is conducting recruitment utilizing the existing Exam List.
- Two Light Vehicle Drivers - Interviews were held on January 10 and 11, 2011.
- One Intermediate Typist Clerk - DHS/JCHS is conducting recruitment utilizing the existing Exam List.
- Two Registered Nurse II - DHS/JCHS is conducting recruitment utilizing the existing Exam List, and is also working toward opening a new exam for "JCHS RN II (North County)." Should DHS/JCHS be unable to fill any of the remaining RN II positions, relief nursing and registry programs will be considered as an interim staffing option until permanent hires are made.

As previously reported, JCHS will require newly hired physicians and nurses to complete a two-to-three month orientation and preceptorship since most are coming from an acute care setting and will need to be trained to work in a juvenile correctional environment. In order for new staff to function safely and autonomously at the camps, their training will begin at the juvenile halls and will include DOJ compliant policies and procedures. DHS/JCHS anticipates having all 23 individuals trained, on the job, and ready for compliance monitoring by March 2011.

Department of Mental Health

To date, DMH has filled 79 of the total 88 positions. Of those hired, 67 are already on the job, including 64 clinicians, with the remaining 12 being processed into the County system.

The status for the remaining 9 vacant positions is as follows:

- One Supervising Psychiatric Social Worker - Interviews are being conducted.
- One Psychiatric Social Worker II - Interviews are being conducted.
- Three Intermediate Typist Clerks - A new exam bulletin was issued and DMH is waiting for the new list to be promulgated.
- One Substance Abuse Counselor - Interviews are being conducted.
- Three administrative positions are being appealed with a response back pending from the Chief Executive Office's Classification Unit (Administrative Services Manager III, Senior Secretary III, and Secretary III).

Additional details of this multi-department recruitment effort are provided in Attachment I, including the work locations, target dates, and pertinent comments.

FACILITY ACCOMODATIONS FOR NEW STAFF

To accommodate the addition of new mental health clinicians, Probation is building offices within existing Probation camp space to facilitate confidential patient-clinician counseling sessions. Given that mental health clinicians have already been hired and on the job, Probation has incurred construction costs of approximately \$41,000 for 16 offices at Challenger and cost estimates for the other camps are being finalized. The construction of additional offices was not included in the original position allocation request that was approved by your Board. A budget adjustment will be submitted that details this construction cost.

If you have any questions regarding this matter, please do not hesitate to contact me or your staff may contact Deputy Chief Executive Officer Jacqueline A. White, Public Safety, at (213) 893-2374.

WTF:JAW:DT:llm

Attachment

- c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Health Services
Mental Health
Probation

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
NOVEMBER 2010 POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Recruitment Start Date	Deadline for Start Date	Functioning at DOJ Compliance Levels	Comments
		Hired and Working	Hired but To be Filled	Total Budgeted				
AUDITOR-CONTROLLER (as of 10/25/10)								
Camps	Intermediate Accountant Auditor	4	0	4	10/15/2010	2/15/2011	Lost Candidate; working HR to open N Cty/JCHS exam.	
Camps	Program Specialist	1	0	1	10/31/2010	2/15/2011	Candidate transferred, item control to be cleared for recruitment from existing list	
Total A-C Positions								
		5	0	5				
DEPARTMENT OF HEALTH SERVICES (as of 1/7/11)								
Camp (Mental Health Rotation)	Senior Physician, MD	0	1	1	10/15/2010	2/15/2011	PAR in approval process.	
Camp (Mental Health Services)	Phlebotomy Technician	0	1	1	11/30/2010	1/31/2011	1 candidate to start 1/11/11. Interviews continue. N Cty/JCHS exam open soon.	
Camp Rocky	Registered Nurse II	1	0	1	11/30/2010	2/15/2011	Interviews will be conducted 1/10 & 1/11, 2011	
Camp Scott/Scudder	Light Vehicle Driver	0	2	2	10/31/2010	12/1/2010	Process completed	
Central Juvenile Hall - Pharmacy	Pharmacist	1	0	1	10/31/2010	1/3/2011	PAR in approval process.	
Central Juvenile Hall - Pharmacy	Pharmacy Technician	1	0	1	11/30/2010	1/31/2011	Awaiting results from employee health	
Challenger Memorial Youth Camp	Clinic Nursing Attendant II	1	0	1	11/30/2010	1/15/2011	Awaiting results from employee health	
Challenger Memorial Youth Camp	Intermediate Clerk	1	0	1	11/30/2010	1/15/2011	Awaiting results from employee health	
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	1	0	1	11/30/2010	2/15/2011	Lost Candidate, recruitment in process -3 potential transfers	
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	0	1	1	11/30/2010	2/15/2011	1 PAR approval process, 2 Livescan. Interviews continue. N Cty/JCHS exam open soon.	
Challenger Memorial Youth Camp	Registered Nurse II	3	1	4	11/30/2010	2/15/2011	Working HR to open N Cty/JCHS exam.	
Challenger Memorial Youth Camp	Senior Physician, MD	0	1	1	10/31/2010	1/31/2011	PARs in final approval process, one in Livescan	
Challenger Memorial Youth Camp	Supervising Clinic Nurse I	2	0	2	10/31/2010	1/31/2011	PAR in approval process.	
Dorothy Kirby Center	Registered Nurse II	1	0	1	10/31/2010	2/15/2011	PARs in final approval process.	
Dorothy Kirby Center	Supervising Clinic Nurse I	1	0	1	10/31/2010	2/15/2011		
Total								
		2	13	8	23			
DEPARTMENT OF MENTAL HEALTH (as of 1/10/11)								
Assessment Center	Clinical Psychologist II	3	0	3	11/15/2010	11/29/2010	Waiting for new clerical lists to be promulgated by DHR	
Assessment Center	Intermediate Typist-Clerk	0	1	1	11/15/2010	4/15/2011	Employee to be released on 1/13/2011	
Camp (Admin - South)	Mental Health Clinical Program Head	1	0	1	10/30/2010	10/26/2010		
Camp (Admin - South)	Secretary III	0	1	1	11/15/2010	1/14/2011		
Camp Afterbaugh/Paige	Psychiatric Social Worker II	2	0	2	10/13/2010	10/28/2010		
Camp Afterbaugh/Paige	Supervising Psychiatric Social Worker	1	0	1	9/17/2010	9/17/2010		
Camp Afterbaugh/Paige	Psychiatric Social Worker II	2	0	2	1/10/2011	1/31/2011		
Camp Miller/Kipatrack/Gonzalez	Intermediate Typist-Clerk	0	1	1	11/15/2010	3/31/2011		
Camp Miller/Kipatrack/Gonzalez	Psychiatric Social Worker II	5	0	5	9/27/2010	10/18/2010		
Camp Miller/Kipatrack/Gonzalez	Supervising Psychiatric Social Worker	1	0	1	10/25/2010	11/08/2010		
Camp Miller/Kipatrack/Gonzalez	Supervising Psychiatric Social Worker	1	0	1	11/08/2010	11/22/2010		
Camp Miller/Kipatrack/Gonzalez	Psychiatric Social Worker II	1	0	1	11/15/2010	10/26/2010		
Camp Miller/Kipatrack/Gonzalez	Psychiatric Social Worker II	1	0	1	11/15/2010	2/7/2011		
Camp Munz/Mendenhall	Psychiatric Social Worker II	1	0	1	10/30/2010	11/29/2010		
Camp Munz/Mendenhall	Psychiatric Social Worker II	2	1	3	11/8/2010	1/31/2011		
Camp Rocky	Clinical Psychologist II	1	0	1	10/30/2010	11/29/2010		
Camp Rocky	Intermediate Typist-Clerk	1	0	1	10/13/2010	11/29/2010		
Camp Rocky	Mental Health Psychiatrist	1	0	1	11/15/2010	12/29/2011		
Camp Rocky	Psychiatric Social Worker II	4	0	4	9/27/2010	9/24/2010		
					11/18/2010	10/18/2010		
					11/18/2010	11/15/2010		
Camp Rocky	Psychiatric Social Worker II	2	0	2	11/8/2010	12/13/2010		
Camp Scott/Scudder	Clinical Psychologist II	1	0	1	9/27/2010	1/7/2011		
Camp Scott/Scudder	Intermediate Typist-Clerk	1	0	1	9/19/2010	11/22/2010		
Camp Scott/Scudder	Psychiatric Social Worker II	3	0	3	9/19/2010	11/29/2010		
Camp Scott/Scudder	Psychiatric Social Worker II	1	0	1	9/20/2010	1/6/2011		
Camp Scott/Scudder	Psychiatric Social Worker II	1	1	2	11/8/2010	1/26/2011		
Challenger Memorial Youth Camp	Clinical Psychologist II	1	0	1	11/15/2010	11/29/2010		
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	0	1	1	11/15/2010	3/31/2011		
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	0	1	1	11/15/2010	4/15/2011		

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
NOVEMBER 2010 POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Recruitment Start Date	Deadline for Start Date	Functioning at DOJ Compliance Levels	Comments
		Hired and Working	Hired but being Processed	To be Filled				
Challenger Memorial Youth Camp	Mental Health Clinical Program Head	0	1	0	10/30/2010	1/31/2011	PAF in process	
Challenger Memorial Youth Camp	Mental Health Psychiatrist	1	1	0	11/30/2010	1/31/2011	PAF in process	
Challenger Memorial Youth Camp	Psychiatric Social Worker II	11	1	0	11/15/2010	9/27/2010 10/13/2010 11/29/2010	(1) 10/12/2010 (1) 10/27/2010 (10) 12/13/2010	
Challenger Memorial Youth Camp	Senior Community Mental Health Psychologist	1	0	0	10/4/2010	10/7/2010	10/21/2010	
Challenger Memorial Youth Camp	Supervising Psychiatric Social Worker	1	0	0	11/15/2010	11/29/2010	12/13/2010	
<i>Challenger Memorial Youth Camp</i>	<i>Supervising Psychiatric Social Worker</i>	1	0	0	11/8/2010	12/30/2010	1/13/2011	
<i>Challenger Memorial Youth Camp</i>	<i>Supervising Psychiatric Social Worker</i>	5	1	0	11/8/2010	1/10/2011	2/7/2011	
Dorothy Kirby Center	Clinical Psychologist II	3	0	0	11/15/2010	11/29/2010	12/13/2010	
Dorothy Kirby Center	Intermediate Typist-Clerk	0	1	0	10/30/2010	1/12/2011	1/26/2011	
Dorothy Kirby Center	Psychiatric Social Worker II	5	0	0	9/20/2010	9/24/2010 10/25/2010 11/08/2010 11/22/2010 11/29/2010	10/08/2010 11/08/2010 11/22/2010 12/13/2010	
Dorothy Kirby Center	Secretary III	0	0	1	10/30/2010	1/31/2011	2/14/2011	
Dorothy Kirby Center	Senior Community Mental Health Psychologist	1	0	0	11/15/2010	11/4/2010	11/18/2010	
Dorothy Kirby Center	Supervising Psychiatric Social Worker	0	0	1	11/15/2010	1/31/2011	2/14/2011	
<i>Dorothy Kirby Center</i>	<i>Clinical Psychologist II</i>	1	0	0	11/8/2010	12/20/2010	1/10/2011	
<i>Dorothy Kirby Center</i>	<i>Psychiatric Social Worker II</i>	0	0	1	11/8/2010	1/31/2011	2/14/2011	
<i>Dorothy Kirby Center</i>	<i>Substance Abuse Counselor</i>	0	0	1	11/8/2010	1/31/2011	2/14/2011	
Juvenile Justice Admin	Senior Secretary III	0	0	1	10/30/2010	1/31/2011	2/14/2011	
Quality Assurance Training	Administrative Services Manager III	0	0	1	11/15/2010	1/31/2011	2/14/2011	
Quality Assurance Training	Clinical Psychologist II	2	0	0	10/30/2010	12/27/2011	1/17/2011	
Quality Assurance Training	Training Coordinator, Mental Health	0	1	0	12/15/2010	1/31/2011	2/14/2011	
<i>Quality Assurance Training</i>	<i>Training Coordinator, Mental Health</i>	0	1	0	1/5/2011	1/31/2011	2/14/2011	
		67	12	9				88
TOTAL BUDGETED POSITIONS		74	25	17				116

Italicized positions reflect the additional 22 DMH positions approved by the Board of Supervisors on October 12, 2010.



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MARK RIDLEY-THOMAS
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Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

February 8, 2011

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

From: William T Fujioka
Chief Executive Officer

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT FOR JUVENILE PROBATION CAMPS – RECRUITMENT REPORT FOR JANUARY 2011 (ITEM 53, AGENDA OF OCTOBER 5, 2010)

This report provides the status of the recruitment efforts conducted during January 2011 to remedy the health and mental health operational issues in the juvenile probation camps, as identified in the Department of Justice (DOJ) Memorandum of Agreement (MOA).

STAFF RECRUITMENT AND HIRING SUMMARY

The Department of Health Services – Juvenile Court Health Services (DHS/JCHS) has filled the majority of their positions. The Department of Mental Health (DMH) has completed the training of five additional clinicians, who are now on the job, and continues recruitment efforts for the remaining nine clinical and administrative/clerical vacancies. In the event these positions remain vacant, DHS/JCHS and DMH have prepared contingency plans for interim staffing until permanent hires are made. However, both departments remain optimistic in filling all their positions by March 2011.

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The following table summarizes the DOJ recruitment efforts:

Classification	No. Positions			
	Hired and Working	Hired but being Processed	To be Filled	Total Budgeted
AUDITOR-CONTROLLER				
Intermediate Accountant Auditor	4			4
Program Specialist	1			1
Total A-C Positions	5	0	0	5
DEPARTMENT OF HEALTH SERVICES (as of 2/3/11)				
Light Vehicle Driver		2		2
Intermediate Clerk	2			2
Intermediate Typist-Clerk	1		1	2
Clinic Nursing Attendant II		1		1
Pharmacist	1			1
Pharmacy Technician	1			1
Phlebotomy Technician		1		1
Registered Nurse II	2	4	2	8
Senior Physician			2	2
Supervising Clinic Nurse I		3		3
Total DHS-JCHS Positions	7	11	5	23
DEPARTMENT OF MENTAL HEALTH (as of 2/1/11)				
Administrative Manager III			1	1
Clinical Psychologist II	12			12
Intermediate Typist-Clerk	3	1	3	7
Mental Health Clinical Program Head	1	1	0	2
Mental Health Psychiatrist	3	0	0	3
Psychiatric Social Worker II	47	2	1	50
Secretary III	1	0	1	2
Sr Community Mental Health Psychologist	2			2
Senior Secretary III			1	1
Supervising Psychiatric Social Worker	4		1	5
Substance Abuse Counselor			1	1
Training Coordinator, Mental Health		2	0	2
Total DMH Positions	73	6	9	88
TOTAL BUDGETED POSITIONS	85	17	14	116

Auditor-Controller

The Auditor-Controller (A-C) has filled all five positions and began conducting the County's internal monitoring of the MOA provisions, as identified by Probation as compliance ready on October 26, 2010.

Department of Health Services

DHS/JCHS continues to make progress on hiring. Since last month's report, a total of seven individuals were hired and are working on the job. In addition, DHS/JCHS has hired an additional three individuals (two Light Vehicle Drivers and one Phlebotomy Technician), for a total of 11 individuals in various stages of the hiring process.

The status of the remaining five vacancies are as follows:

- Two Senior Physicians: The existing exam list has been exhausted. As noted previously, DHS/JCHS is working with DHS-Human Resources to open a new JCHS-specific exam that is targeted to Senior Physicians in the North County. If the exam is not opened by mid-February, DHS/JCHS will initiate a Specialty Medical Services contract as an interim staffing option until permanent hires are made.
- One Intermediate Typist Clerk: Interviews have been completed. DHS/JCHS is evaluating the candidates for a potential offer.
- Two Registered Nurse II: The existing exam list has been exhausted. As noted previously, DHS/JCHS is also working with DHS-HR to open a new exam for JCHS Registered Nurse II (North County). Should DHS/JCHS be unable to fill the remaining positions by mid-February, relief nursing and registry programs will be utilized until permanent hires are made.

As reported previously, newly hired physicians and nurses will need to complete a two-to-three month orientation and preceptorship in order for new staff to function safely and autonomously at the camps. Most new staff are coming from an acute care setting and will need to be trained in a juvenile correctional environment. Training will begin at the juvenile halls and will include DOJ compliant policies and procedures. DHS/JCHS remains optimistic that all 23 positions will be filled and individuals be on the job by March 2011.

Department of Mental Health

To date, DMH has filled 79 of the total 88 positions. Of those hired, 73 are already on the job, including 69 clinicians, with the remaining 6 being processed into the County system.

DMH continues its recruitment efforts for the remaining 9 vacant positions, as follows:

- One Supervising Psychiatric Social Worker - Interviews are being conducted.
- One Psychiatric Social Worker II - Interviews are being conducted.
- Three Intermediate Typist Clerks - The new list was promulgated and interviews are being conducted.
- One Substance Abuse Counselor - Interviews are being conducted.
- Three administrative positions (Administrative Services Manager III, Senior Secretary III, and Secretary III) - We are revisiting the allocated classifications with the CEO Classification Unit.

Additional details of this multi-department recruitment effort are provided in Attachment I, including the work location, target dates, and pertinent comments.

FISCAL CONTROLS

The implementation of the fiscal controls to monitor the DOJ MOA expenses is on schedule. A-C has completed the development of the eCAPS project code structure and provided each department with the necessary training and support. The departments have setup their project codes in eCAPS and will begin using them on their eCAPS documents. The CEO will continue to work with each department to ensure DOJ MOA expenses are actively monitored and remain within budget.

If you have any questions regarding this matter, please do not hesitate to contact me or your staff may contact Deputy Chief Executive Officer Jacqueline A. White, Public Safety, at (213) 893-2374.

WTF:JAW:DT:llm

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Health Services
Mental Health
Probation

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
JANUARY 2011 POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Recruitment Start Date	Deadline for Start Date	Functioning at DOJ Compliance Levels	Comments
		Hired and Working	Hired but being Processed	To be Filled				
AUDITOR-CONTROLLER (as of 10/25/10)								
Camps	Intermediate Accountant Auditor	4		4				
Camps	Program Specialist	1		1				
Total A-C Positions		5	0	0	5			
DEPARTMENT OF HEALTH SERVICES (as of 2/3/11)								
Camp (Mental Health Rotation)	Senior Physician, MD		1	1	10/15/10	02/15/11	List exhausted; Working with HR to open N Cty/JCHS exam	
Camp (Mental Health Service)	Phlebotomy Technician		1	1	01/20/11	03/31/11	PAR in approval process	
Camp Rocky	Registered Nurse II		1	1	11/30/10	03/31/11	PAR in approval process	
Camp Scott/Scudder	Registered Nurse II	1		2	11/30/10	03/31/11	1 = Process Completed; 1 = List exhausted; Working with HR to open N Cty/JCHS exam	
Central Juvenile Hall - Pharmacy	Light Vehicle Driver		2	2	01/13/11	02/15/11	2 = Pending Livescan results	
Central Juvenile Hall - Pharmacy	Pharmacist	1		1	10/31/10	12/01/10	Process Completed	
Central Juvenile Hall - Pharmacy	Pharmacy Technician	1		1	10/31/10	11/15/10	Process Completed	
Challenger Memorial Youth Camp	Clinic Nursing Attendant II		1	1	11/30/10	01/31/11	PAR in approval process	
Challenger Memorial Youth Camp	Intermediate Clerk	1		1	11/30/10	01/18/11	Process Completed	
Challenger Memorial Youth Camp	Intermediate Clerk	1		1	11/30/10	01/31/11	Process Completed	
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	1		1	11/30/10	01/18/11	Process Completed	
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	1		1	11/30/10	02/15/11	1 = Interview process	
Challenger Memorial Youth Camp	Registered Nurse II	1	2	4	11/30/10	02/15/11	1 = Process Completed; 2 = Pending Livescan results; 1 = List exhausted; Working with HR to open N Cty/JCHS exam	
Challenger Memorial Youth Camp	Senior Physician, MD		1	1	11/30/10	01/31/11	List exhausted; Working with HR to open N Cty/JCHS exam.	
Challenger Memorial Youth Camp	Supervising Clinic Nurse I		2	2	10/31/10	01/31/11	1 = PAR in approval process; 1 = Pending Auditor's approval	
Dorothy Kirby Center	Registered Nurse II		1	1	10/31/10	01/31/11	PAR in approval process	
Dorothy Kirby Center	Supervising Clinic Nurse I		1	1	10/31/10	02/15/11	PAR in approval process	
		7	11	5	23			
DEPARTMENT OF MENTAL HEALTH (as of 2/1/11)								
Assessment Center	Clinical Psychologist II	3		3	11/15/10	11/29/10		
Assessment Center	Intermediate Typist-Clerk	1		1	11/15/10	03/31/11		
Camp (Admin - South)	Mental Health Clinical Program Head	1		1	10/30/10	11/09/10		
Camp (Admin - South)	Secretary III	1		1	11/15/10	01/28/11		
Camp Afterbaugh/Paige	Psychiatric Social Worker II	2		2	10/13/10	10/27/10		
Camp Afterbaugh/Paige	Supervising Psychiatric Social Worker	1		1	09/17/10	11/15/10		
Camp Afterbaugh/Paige	Psychiatric Social Worker II	2		2	11/08/10	04/17/10		
Camp Miller/Klipatrick/Gonzalez	Intermediate Typist-Clerk		1	1	11/15/10	01/13/11		
Camp Miller/Klipatrick/Gonzalez	Psychiatric Social Worker II	5		5	09/27/10	10/12/10		
Camp Miller/Klipatrick/Gonzalez	Psychiatric Social Worker II		5	5	10/18/10	11/01/10		
Camp Miller/Klipatrick/Gonzalez	Psychiatric Social Worker II		5	5	10/23/10	11/06/10		
Camp Miller/Klipatrick/Gonzalez	Supervising Psychiatric Social Worker	1		1	11/08/10	11/22/10		
Camp Miller/Klipatrick/Gonzalez	Psychiatric Social Worker II	2		2	09/15/10	10/26/10		
Camp Munz/Mendenhall	Psychiatric Social Worker II	1		1	11/08/10	01/19/11		
Camp Munz/Mendenhall	Psychiatric Social Worker II	2		2	10/30/10	11/29/10		
Camp Munz/Mendenhall	Psychiatric Social Worker II	2	1	3	11/08/10	01/13/11		
Camp Rocky	Clinical Psychologist II	1		1	10/30/10	11/29/10		
Camp Rocky	Intermediate Typist-Clerk	1		1	11/15/10	12/29/11		
Camp Rocky	Mental Health Psychiatrist	1		1	11/15/10	01/17/11		
Camp Rocky	Psychiatric Social Worker II	4		4	09/27/10	10/13/10		
Camp Rocky	Psychiatric Social Worker II		4	4	10/16/10	(1) 11/01/10		
Camp Rocky	Psychiatric Social Worker II		4	4	11/01/10	(1) 11/15/10		
Camp Rocky	Psychiatric Social Worker II	2		2	11/08/10	01/07/11		
Camp Scott/Scudder	Clinical Psychologist II	1		1	09/27/10	11/22/10		
Camp Scott/Scudder	Intermediate Typist-Clerk	1		1	09/09/10	11/29/10		
Camp Scott/Scudder	Psychiatric Social Worker II	3		3	09/20/10	(2) 10/04/10		
Camp Scott/Scudder	Psychiatric Social Worker II		3	3	11/01/10	(1) 11/15/10		
Camp Scott/Scudder	Psychiatric Social Worker II	2		2	11/08/10	02/14/11		

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
 LOS ANGELES COUNTY JUVENILE PROBATION CAMP
 JANUARY 2011 POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Recruitment Start Date	Deadline for Functioning at DOJ Compliance Levels	Comments
		Hired and Working	Hired but being Processed	To be Filled			
		Total Budgeted					
Challenger Memorial Youth Camp	Clinical Psychologist II	1		1	11/15/10	12/13/10	The new list was promulgated by DHR and interviews are being conducted Pending Live Scan clearance Start date for employee is 2/14/2011
Challenger Memorial Youth Camp	Intermediate Typist-Clerk		1	1	11/15/10	04/15/11	
Challenger Memorial Youth Camp	Mental Health Clinical Program Head	2		2	10/30/10	02/14/11	
Challenger Memorial Youth Camp	Mental Health Psychiatrist		1	1	11/30/10	02/14/11	
Challenger Memorial Youth Camp	Psychiatric Social Worker II	11	1	12	09/27/10	(1) 10/12/10 (1) 10/27/10 (10) 12/13/10	
Challenger Memorial Youth Camp	Senior Community Mental Health Psychologist	1		1	10/04/10	10/21/10	
Challenger Memorial Youth Camp	Supervising Psychiatric Social Worker	1		1	11/15/10	12/13/10	
Challenger Memorial Youth Camp	Supervising Psychiatric Social Worker	1		1	11/08/10	01/13/11	
Challenger Memorial Youth Camp	Psychiatric Social Worker II	6		6	11/08/10	02/07/11	
Dorothy Kirby Center	Clinical Psychologist II	3		3	11/29/10	12/13/10	
Dorothy Kirby Center	Intermediate Typist-Clerk	1		1	11/15/10	01/25/11	
Dorothy Kirby Center	Psychiatric Social Worker II	5		5	09/24/10	10/08/10	
Dorothy Kirby Center	Secretary III		1	1	10/25/10	11/08/10	
Dorothy Kirby Center	Senior Community Mental Health Psychologist		1	1	09/20/10	11/08/10	
Dorothy Kirby Center	Supervising Psychiatric Social Worker	1		1	11/15/10	12/13/10	
Dorothy Kirby Center	Clinical Psychologist II	1		1	11/15/10	02/14/11	
Dorothy Kirby Center	Psychiatric Social Worker II	1		1	11/08/10	01/10/11	
Dorothy Kirby Center	Substance Abuse Counselor		1	1	11/08/10	02/14/11	
Juvenile Justice Admin	Senior Secretary III		1	1	11/08/10	02/14/11	
Quality Assurance Training	Administrative Manager III	2		2	10/30/10	02/14/11	
Quality Assurance Training	Clinical Psychologist II		1	1	11/15/10	02/14/11	
Quality Assurance Training	Training Coordinator, Mental Health		1	1	10/30/10	01/17/11	
Quality Assurance Training	Training Coordinator, Mental Health		1	1	12/15/10	02/14/11	
		73	6	9	01/05/11	02/14/11	
TOTAL BUDGETED POSITIONS		85	17	14			
		116					

Italicized positions reflect the additional 22 DMH positions approved by the Board of Supervisors on October 12, 2010.



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Chief Executive Officer

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Fifth District

March 15, 2011

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

From: William T Fujioka
Chief Executive Officer

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT FOR JUVENILE PROBATION CAMPS – RECRUITMENT REPORT FOR FEBRUARY 2011 (ITEM 53, AGENDA OF OCTOBER 5, 2010)

This report provides the status of the recruitment efforts conducted during February 2011 to remedy the health and mental health operational issues in the juvenile probation camps, as identified in the Department of Justice (DOJ) Memorandum of Agreement (MOA).

STAFF RECRUITMENT AND HIRING SUMMARY

Auditor-Controller

The Department of Auditor-Controller has filled all five positions and began conducting the County's internal monitoring of the MOA provisions, as identified by the Probation Department (Probation) as compliance ready on October 26, 2010.

Department of Health Services

To date, the Department of Health Services – Juvenile Court Health Services (DHS/JCHS) has filled 19 of 23 total positions. Of those hired, 10 are currently on the job and nine are in various stages of the hiring process and will be on the job shortly.

The status of the four remaining positions is as follows:

- Two Senior Physicians: The JCHS North County specific bulletin opened on February 9, 2011. JCHS will start conducting interviews as soon as a list becomes

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March 15, 2011
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available. During the interim, DHS/JCHS will be utilizing physicians within the JCHS system. A potential candidate (part-time/interim) has already been identified for Camp Challenger. JCHS is also looking for candidates to cover the mental health rotation position.

- Two Registered Nurse II: The JCHS North County specific bulletin opened on February 15, 2011. The remaining vacancies are at Camp Scott/Scudder and Camp Challenger. Until these positions are filled, DHS/JCHS will use the Registry and Relief Registered Nurse (RN) pool, consisting of RNs that are already oriented and trained to work at JCHS facilities.

As reported previously, newly hired physicians and nurses will need to complete a two-to-three month orientation and preceptorship in order for new staff to function safely and autonomously at the camps. Most new staff are coming from an acute care setting and will need to be trained in a juvenile correctional environment. Training will begin at the juvenile halls and will include DOJ compliant policies and procedures. Aside from the positions identified above, DHS/JCHS will have all individuals hired and on the job by the end of this month.

Department of Mental Health

To date, the Department of Mental Health has filled 85 of the total 88 positions. Of those hired, 79 are already on the job and six are in the hiring process. The appeal for allocation of the three remaining administrative positions is still being internally reviewed by DMH Human Resources.

If you have any questions regarding this matter, please do not hesitate to contact me or your staff may contact Deputy Chief Executive Officer Jacqueline A. White, Public Safety, at (213) 893-2374.

WTF:JAW:DT:llm

Attachments

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Health Services
Mental Health
Probation

**Department of Justice Memorandum of Agreement (Probation Camps)
Summary of Staff Recruitment Efforts
(as of March 7, 2011)**

Classification	No. Positions			
	Hired and Working	Hired but being Processed	To be Filled	Total Budgeted
AUDITOR-CONTROLLER				
Intermediate Accountant Auditor	4			4
Program Specialist	1			1
Total A-C Positions	5	0	0	5
DEPARTMENT OF HEALTH SERVICES (as of 3/3/11)				
Light Vehicle Driver		2		2
Intermediate Clerk	2			2
Intermediate Typist-Clerk	1	1		2
Clinic Nursing Attendant II		1		1
Pharmacist	1			1
Pharmacy Technician	1			1
Phlebotomy Technician		1		1
Registered Nurse II	4	2	2	8
Senior Physician			2	2
Supervising Clinic Nurse I	1	2		3
Total DHS-JCHS Positions	10	9	4	23
DEPARTMENT OF MENTAL HEALTH (as of 3/7/11)				
Administrative Manager III			1	1
Clinical Psychologist II	12			12
Intermediate Typist-Clerk	4	3		7
Mental Health Clinical Program Head	2			2
Mental Health Psychiatrist	3			3
Psychiatric Social Worker II	49	1		50
Secretary III	1		1	2
Sr Community Mental Health Psychologist	2			2
Senior Secretary III			1	1
Supervising Psychiatric Social Worker	4	1		5
Substance Abuse Counselor		1		1
Training Coordinator, Mental Health	2			2
Total DMH Positions	79	6	3	88
TOTAL BUDGETED POSITIONS	94	15	7	116

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
FEBRUARY 2011 POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Recruitment	Deadline for		Comments
		Hired and Working	Hired but being Processed	To be Filled		Total Budgeted	Start Date	
AUDITOR-CONTROLLER (as of 10/25/10)								
Camps	Intermediate Accountant Auditor	4						
Camps	Program Specialist	1						
Total A-C Positions		5	0	0				
DEPARTMENT OF HEALTH SERVICES (as of 3/31/11)								
Camp (Mental Health Rotation)	Senior Physician, MD		0	1	10/15/10	03/31/11		1 = North County/JCHS bulletin posted 2/09/11
Camp (Mental Health Service)	Phlebotomy Technician		1	0	01/20/11	02/28/11		1 = Livescan in progress.
Camp Rocky	Registered Nurse II		1	0	11/30/10	03/15/11		1 = PAR in approval process.
Camp Scott/Scudder	Registered Nurse II	1	0	1	11/30/10	03/15/11		1 = candidate working/process completed; 1 = North County/JCHS bulletin posted 2/15/11
Central Juvenile Hall - Pharmacy	Light Vehicle Driver		2	0	01/13/11	03/15/11		1 = Perform Mgmt. reviewing Livescan results; 1 = Employee Health
Central Juvenile Hall - Pharmacy	Pharmacist	1	0	0	10/31/10	12/01/10		1 = candidate working/process completed
Central Juvenile Hall - Pharmacy	Pharmacy Technician	1	0	0	10/31/10	11/15/10		1 = candidate working/process completed
Challenger Memorial Youth Camp	Clinic Nursing Attendant II		1	0	11/30/10	03/31/11		1 = PAR in approval process.
Challenger Memorial Youth Camp	Intermediate Clerk	1	0	0	11/30/10	01/18/11		1 = candidate working/process completed
Challenger Memorial Youth Camp	Intermediate Clerk	1	0	0	11/30/10	01/31/11		1 = candidate working/process completed
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	1	0	0	11/30/10	01/18/11		1 = candidate working/process completed
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	1	0	0	11/30/10	03/15/11		1 = PAR in approval process.
Challenger Memorial Youth Camp	Registered Nurse II	3	0	1	11/30/10	01/05/11		3 = candidates working/process completed; 1 = North County/JCHS bulletin posted 2/15/11
Challenger Memorial Youth Camp	Senior Physician, MD		0	1	11/30/10	03/31/11		1 = North County/JCHS bulletin posted 2/09/11
Challenger Memorial Youth Camp	Supervising Clinic Nurse I	1	1	0	10/31/10	01/14/11		1 = candidate working/process completed; 1 = PAR in final approval process
Dorothy Kirby Center	Registered Nurse II	1	1	0	10/31/10	03/15/11		1 = PAR in approval process.
Dorothy Kirby Center	Supervising Clinic Nurse I	1	0	0	10/31/10	02/28/11		1 = PAR in approval process.
		10	9	4				
DEPARTMENT OF MENTAL HEALTH (as of 3/7/11)								
Assessment Center	Clinical Psychologist II	3			11/15/10	11/15/10		
Assessment Center	Intermediate Typist-Clerk		1		11/15/10	03/31/11		PAF in process
Camp (Admin. - South)	Mental Health Critical Program Head	1			10/30/10	10/26/10		
Camp (Admin. - South)	Secretary III	1			11/15/10	01/28/11		
Camp Afterbaugh/Paige	Psychiatric Social Worker II	2			10/13/10	10/13/10		
Camp Afterbaugh/Paige	Supervising Psychiatric Social Worker	1			09/17/10	09/17/10		
Camp Afterbaugh/Paige	Psychiatric Social Worker II	2			11/08/10	01/10/11		
Camp Miller/Kilpatrick/Gonzalez	Intermediate Typist-Clerk		1		11/15/10	03/31/11		PAF in process
Camp Miller/Kilpatrick/Gonzalez	Psychiatric Social Worker II	5			09/27/10	10/12/10		
Camp Miller/Kilpatrick/Gonzalez	Supervising Psychiatric Social Worker	1			09/15/10	10/12/10		
Camp Miller/Kilpatrick/Gonzalez	Psychiatric Social Worker II	2			11/08/10	01/19/11		
Camp Munz/Mendenhall	Psychiatric Social Worker II	1			10/30/10	11/29/10		
Camp Munz/Mendenhall	Psychiatric Social Worker II	3			11/08/10	01/31/11		
Camp Rocky	Clinical Psychologist II	1			10/30/10	11/29/10		
Camp Rocky	Intermediate Typist-Clerk	1			10/13/10	11/29/10		
Camp Rocky	Mental Health Psychiatrist	1			11/15/10	12/29/11		
Camp Rocky	Psychiatric Social Worker II	4			09/24/10	09/24/10		
Camp Rocky	Psychiatric Social Worker II				10/13/10	10/27/10		
Camp Rocky	Psychiatric Social Worker II				10/18/10	11/01/10		
Camp Scott/Scudder	Clinical Psychologist II	2			11/08/10	12/13/10		
Camp Scott/Scudder	Intermediate Typist-Clerk	1			09/27/10	11/08/10		
Camp Scott/Scudder	Psychiatric Social Worker II	3			09/09/10	11/29/10		
Camp Scott/Scudder	Psychiatric Social Worker II				09/20/10	10/04/10		
					11/01/10	11/15/10		

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
 LOS ANGELES COUNTY JUVENILE PROBATION CAMP
 FEBRUARY 2011 POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Deadline for		Functioning at DOJ Compliance Levels	Comments	
		Hired and Working	Hired but being Processed	To be Filled	Total Budgeted	Recruitment			Start Date
Camp Scott/Scudder	Psychiatric Social Worker II	2			2	11/08/10	01/26/11	02/14/11	
Challenger Memorial Youth Camp	Clinical Psychologist II	1			1	11/15/10	11/29/10	12/13/10	
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	1	1		2	11/15/10	03/31/11	04/15/11	PAF in process
Challenger Memorial Youth Camp	Mental Health Clinical Program Head	1			1	10/30/10	01/31/11	02/14/11	
Challenger Memorial Youth Camp	Mental Health Psychiatrist	2			2	11/30/10	01/31/11	02/14/11	
Challenger Memorial Youth Camp	Psychiatric Social Worker II	12			12	11/15/10	10/13/10	10/27/10	
							11/29/10	12/13/10	
Challenger Memorial Youth Camp	Senior Community Mental Health Psychologist	1			1	10/04/10	10/07/10	10/21/10	
Challenger Memorial Youth Camp	Supervising Psychiatric Social Worker	1			1	11/15/10	11/29/10	12/13/10	
Challenger Memorial Youth Camp	Supervising Psychiatric Social Worker	1			1	11/08/10	12/30/10	01/13/11	
Challenger Memorial Youth Camp	Psychiatric Social Worker II	6			6	11/08/10	01/19/11	02/07/11	
Dorothy Kirby Center	Clinical Psychologist II	3			3	11/15/10	11/29/10	12/13/10	
Dorothy Kirby Center	Intermediate Typist-Clerk	1			1	10/30/10	01/12/11	01/26/11	
Dorothy Kirby Center	Psychiatric Social Worker II	5			5	09/20/10	09/24/10	10/08/10	
							10/25/10	11/08/10	
							11/08/10	11/22/10	
							11/29/10	12/13/10	
Dorothy Kirby Center	Secretary III	1		1	1	10/30/10	01/31/11	02/14/11	DMH Appealing Allocation
Dorothy Kirby Center	Senior Community Mental Health Psychologist	1			1	11/15/10	11/04/10	11/18/10	
Dorothy Kirby Center	Supervising Psychiatric Social Worker	1			1	11/15/10	01/31/11	02/14/11	PAF in process
Dorothy Kirby Center	Clinical Psychologist II	1			1	11/08/10	12/20/10	01/10/11	
Dorothy Kirby Center	Psychiatric Social Worker II	1			1	11/08/10	01/31/11	02/14/11	Pending Live Scan clearance
Dorothy Kirby Center	Substance Abuse Counselor	1			1	11/08/10	01/31/11	02/14/11	Pending Live Scan clearance
Juvenile Justice Admin	Senior Secretary III			1	1	10/30/10	01/31/11	02/14/11	DMH Appealing Allocation
Quality Assurance Training	Administrative Manager III			1	1	11/15/10	01/31/11	02/14/11	DMH Appealing Allocation
Quality Assurance Training	Clinical Psychologist II	2			2	10/30/10	12/27/11	01/17/11	
Quality Assurance Training	Training Coordinator, Mental Health	1			1	12/15/10	01/31/11	02/14/11	
Quality Assurance Training	Training Coordinator, Mental Health	1			1	01/05/11	01/31/11	02/14/11	
		79	6	3	88				
TOTAL BUDGETED POSITIONS					94	15	7	116	



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

May 2, 2011

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

From: William T Fujioka
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT FOR JUVENILE PROBATION CAMPS – RECRUITMENT REPORT FOR MARCH 2011 (ITEM 53, AGENDA OF OCTOBER 5, 2010)

This report provides the status of the recruitment efforts conducted during March 2011 to remedy the health and mental health operational issues in the juvenile probation camps, as identified in the Department of Justice (DOJ) Memorandum of Agreement (MOA).

STAFF RECRUITMENT AND HIRING SUMMARY

Auditor-Controller

The A-C has filled all five positions and began conducting the County's internal monitoring of the MOA provisions, as identified by the Probation Department (Probation) as compliance ready on October 26, 2010.

Department of Health Services

To date, DHS-JCHS has filled 20 of the 23 total positions. Of those hired, 15 are currently on the job and five are in various stages of the hiring process and will be on the job shortly. Since the last update to the Board, two new Registered Nurse II's were offered employment and are now in the hiring process. Unfortunately, a Supervising Clinic Nurse I who was previously in the hiring process has declined the position. DHS-JCHS will need to recruit a new candidate. The status of the three vacant positions are as follows:

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Each Supervisor
May 2, 2011
Page 2

- Two Senior Physicians: The DHS-JCHS North County specific bulletin opened on February 9, 2011; however, there are no candidates on the list to date. At this time, DHS-JCHS will support one of the positions with a part-time physician hired through a Medical Specialty Care Contract until the two full-time physicians are hired.
- One Supervising Clinic Nurse I: DHS-JCHS is reviewing the exam list for potential candidates.

As reported previously, newly hired physicians and nurses will need to complete a two-to-three month orientation and preceptorship in order for new staff to function safely and autonomously at the camps. Most new staff are coming from an acute care setting and will need to be trained in a juvenile correctional environment. Training will begin at the juvenile halls and will include DOJ compliant policies and procedures.

Department of Mental Health

To date, DMH has filled 85 of the total 88 positions. Of those hired, 83 are already on the job and two are in the hiring process. On April 8, 2011, the Chief Executive Office Compensation-Classification completed the appeal review and allocated the three remaining administrative positions. The Administrative Manager III has been approved as a Senior Community Mental Health Psychologist, the Secretary III was approved as requested, and the other Senior Secretary III was approved as an Intermediate Typist-Clerk. DMH has already initiated the recruitment to fill these positions.

If you have any questions regarding this matter, please do not hesitate to contact me or your staff may contact Deputy Chief Executive Officer Jacqueline A. White, Public Safety, at (213) 893-2374.

WTF:JAW:DT:llm

Attachments

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Health Services
Mental Health
Probation

**Department of Justice Memorandum of Agreement (Probation Camps)
Summary of Staff Recruitment Efforts
(as of April 20, 2011)**

Classification	No. Positions			
	Hired and Working	Hired but being Processed	To be Filled	Total Budgeted
AUDITOR-CONTROLLER				
Intermediate Accountant Auditor	4			4
Program Specialist	1			1
Total A-C Positions	5	0	0	5
DEPARTMENT OF HEALTH SERVICES (as of 4/20/11)				
Light Vehicle Driver	2			2
Intermediate Clerk	2			2
Intermediate Typist-Clerk	2			2
Clinic Nursing Attendant II		1		1
Pharmacist	1			1
Pharmacy Technician	1			1
Phlebotomy Technician	1			1
Registered Nurse II	4	4		8
Senior Physician			2	2
Supervising Clinic Nurse I	2		1	3
Total DHS-JCHS Positions	15	5	3	23
DEPARTMENT OF MENTAL HEALTH (as of 4/12/11)				
<u>Admin Mgr-III Sr Comm Mental Health Psychologist</u>			1	1
Clinical Psychologist II	12			12
Intermediate Typist-Clerk	6	1		7
Mental Health Clinical Program Head	2			2
Mental Health Psychiatrist	3			3
Psychiatric Social Worker II	50			50
Secretary III	1		1	2
Sr Community Mental Health Psychologist	2			2
<u>Sr-Sec-III Intermediate Typist-Clerk</u>			1	1
Supervising Psychiatric Social Worker	5			5
Substance Abuse Counselor		1		1
Training Coordinator, Mental Health	2			2
Total DMH Positions	83	2	3	88
TOTAL BUDGETED POSITIONS	103	7	6	116

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
MARCH 2011 POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions				Deadline for			Functioning at DOJ Compliance Levels	Comments
		Hired and Working	Hired but being Processed	To be Filled	Total Budgeted	Recruitment	Start Date			
AUDITOR-CONTROLLER (as of 10/25/10)										
Camps	Intermediate Accountant Auditor	4			4					
Camps	Program Specialist	1			1					
	Total A-C Positions	5	0	0	5					
DEPARTMENT OF HEALTH SERVICES (as of 4/7/11)										
Camp (Mental Health Rotation)	Senior Physician, MD			1	1		10/15/10	03/31/11	04/29/11	North County Specific Bulletin posted 2/09/11. HR Analyst noted that there are no candidates on the list.
Camp (Mental Health Service)	Phlebotomy Technician	1			1		01/20/11	03/01/11	03/31/11	Process completed
Camp Rocket	Registered Nurse II		1		1		11/30/10	03/15/11	04/29/11	PAR in approval process.
Camp Scott/Scudder	Registered Nurse II	1			2		11/30/10	03/15/11	03/31/11	1 = candidate working/process completed, 1 = PAR in approval process.
Central Juvenile Hall - Pharmacy	Light Vehicle Driver	2			2		01/13/11	03/31/11	03/31/11	Process completed
Central Juvenile Hall - Pharmacy	Pharmacist	1			1		10/31/10	12/01/10	01/03/11	Process completed
Central Juvenile Hall - Pharmacy	Pharmacy Technician	1			1		10/31/10	11/15/10	01/03/11	Process completed
Challenger Memorial Youth Camp	Clinic Nursing Attendant II		1		1		11/30/10	06/01/11	07/01/11	As of 4/7/11, candidate initially accepted offer, however, candidate was a no show. JCHS identified a new candidate during the week of 4/18/11 and has already begun the hiring process.
Challenger Memorial Youth Camp	Intermediate Clerk	1			1		11/30/10	01/18/11	02/15/11	Process completed
Challenger Memorial Youth Camp	Intermediate Clerk	1			1		11/30/10	01/18/11	02/15/11	Process completed
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	1			1		11/30/10	01/18/11	02/15/11	Process completed
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	1			1		11/30/10	03/31/11	03/15/11	Process completed
Challenger Memorial Youth Camp	Registered Nurse II	3	1		4		11/30/10	01/05/11	07/01/11	3 of 4 positions are filled and they are working. The 4th position is in the hiring process.
Challenger Memorial Youth Camp	Senior Physician, MD			1	1		11/30/10	03/31/11	07/01/11	North County Specific Bulletin posted 2/09/11. HR Analyst noted that there are no candidates on the list.
Challenger Memorial Youth Camp	Supervising Clinic Nurse I	2			2		10/31/10	01/14/11	03/31/11	Process completed
Dorothy Kirby Center	Registered Nurse II		1		1		10/31/10	03/31/11	04/29/11	PAR in approval process.
Dorothy Kirby Center	Supervising Clinic Nurse I			1	1		10/31/10	06/01/11	04/29/11	As of 4/7/11 the candidate that accepted the position initially, has now declined. JCHS is reviewing exam list for potential candidates.
DEPARTMENT OF MENTAL HEALTH (as of 4/12/11)										
Assessment Center	Clinical Psychologist II	3			3		11/15/10	11/15/10	11/29/10	
Assessment Center	Intermediate Typist-Clerk	1			1		11/15/10	03/31/11	04/15/11	
Camp (Admin - South)	Mental Health Clinical Program Head	1			1		10/30/10	10/26/10	11/09/10	
Camp (Admin - South)	Secretary III	1			1		11/15/10	01/14/11	01/28/11	
Camp Afferbaugh/Paige	Psychiatric Social Worker II	2			2		10/13/10	10/13/10	10/27/10	
Camp Afferbaugh/Paige	Supervising Psychiatric Social Worker	1			1		11/01/10	11/15/10	11/15/10	
Camp Afferbaugh/Paige	Psychiatric Social Worker II	2			2		09/17/10	09/17/10	10/01/10	
Camp Miller/Kilpatrick/Gonzalez	Intermediate Typist-Clerk	1			1		11/15/10	03/31/11	04/15/11	
Camp Miller/Kilpatrick/Gonzalez	Psychiatric Social Worker II	5			5		09/27/10	10/12/10	10/12/10	
Camp Miller/Kilpatrick/Gonzalez	Psychiatric Social Worker II						10/18/10	10/18/10	11/01/10	
Camp Miller/Kilpatrick/Gonzalez	Psychiatric Social Worker II						10/25/10	10/25/10	11/08/10	
Camp Miller/Kilpatrick/Gonzalez	Psychiatric Social Worker II						11/08/10	11/08/10	11/22/10	
Camp Munz/Mendenhall	Supervising Psychiatric Social Worker	1			1		09/15/10	10/12/10	10/26/10	
Camp Munz/Mendenhall	Psychiatric Social Worker II	2			2		11/08/10	01/19/11	02/07/11	
Camp Munz/Mendenhall	Psychiatric Social Worker II	1			1		10/30/10	11/29/10	12/13/10	
Camp Munz/Mendenhall	Psychiatric Social Worker II	3			3		11/08/10	01/31/11	02/14/11	

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT
LOS ANGELES COUNTY JUVENILE PROBATION CAMP
MARCH 2011 POSITION RECRUITMENT REPORT

Facility	Classification	No. Positions			Deadline for			Functioning at DOJ Compliance Levels	Comments
		Hired and Working	Hired but being Processed	To be Filled	Total Budgeted	Recruitment	Start Date		
Camp Rocky	Clinical Psychologist II	1			1	10/30/10	11/29/10	12/13/10	
Camp Rocky	Intermediate Typist-Clerk	1			1	10/13/10	11/29/10	12/13/10	
Camp Rocky	Mental Health Psychiatrist	1			1	11/15/10	12/29/10	01/17/11	
Camp Rocky	Psychiatric Social Worker II	4			4	09/27/10	09/24/10	10/08/10	
							10/13/10	10/27/10	
							10/18/10	11/01/10	
							11/01/10	11/15/10	
Camp Rocky	Psychiatric Social Worker II	2			2	11/08/10	12/13/10	01/07/11	
Camp Scott/Souder	Clinical Psychologist II	1			1	09/27/10	11/08/10	11/22/10	
Camp Scott/Souder	Intermediate Typist-Clerk	1			1	09/09/10	11/29/10	12/20/10	
Camp Scott/Souder	Psychiatric Social Worker II	3			3	09/20/10	09/20/10	(2) 10/04/10	
							11/01/10	(1) 11/15/10	
Camp Scott/Souder	Psychiatric Social Worker II	2			2	11/08/10	01/26/11	02/14/11	
Challenger Memorial Youth Camp	Clinical Psychologist II	1			1	11/15/10	11/29/10	12/13/10	
Challenger Memorial Youth Camp	Intermediate Typist-Clerk	1	1		2	11/15/10	03/31/11	04/15/11	
Challenger Memorial Youth Camp	Mental Health Clinical Program Head	1			1	10/30/10	01/31/11	02/14/11	
Challenger Memorial Youth Camp	Mental Health Psychiatrist	2			2	11/30/10	01/31/11	02/14/11	
Challenger Memorial Youth Camp	Psychiatric Social Worker II	12			12	11/15/10	09/27/10	(1) 10/12/10	
							10/13/10	(1) 10/27/10	
							11/29/10	(10) 12/13/10	
Challenger Memorial Youth Camp	Senior Community Mental Health Psychologist	1			1	10/04/10	10/07/10	10/21/10	
Challenger Memorial Youth Camp	Supervising Psychiatric Social Worker	1			1	11/15/10	11/29/10	12/13/10	
Challenger Memorial Youth Camp	Supervising Psychiatric Social Worker	1			1	11/08/10	12/30/10	01/13/11	
Challenger Memorial Youth Camp	Psychiatric Social Worker II	6			6	11/08/10	01/19/11	02/07/11	
Dorothy Kirby Center	Clinical Psychologist II	3			3	11/15/10	11/29/10	12/13/10	
Dorothy Kirby Center	Intermediate Typist-Clerk	1			1	10/30/10	01/12/11	01/26/11	
Dorothy Kirby Center	Psychiatric Social Worker II	5			5	09/20/10	09/24/10	10/08/10	
							10/25/10	11/08/10	
							11/08/10	11/22/10	
							11/29/10	12/13/10	
Dorothy Kirby Center	Secretary III			1	1	10/30/10	01/31/11	02/14/11	
Dorothy Kirby Center	Senior Community Mental Health Psychologist	1			1	11/15/10	11/04/10	11/18/10	
Dorothy Kirby Center	Supervising Psychiatric Social Worker	1			1	11/15/10	01/31/11	02/14/11	
Dorothy Kirby Center	Clinical Psychologist II	1			1	11/08/10	12/20/10	01/10/11	
Dorothy Kirby Center	Psychiatric Social Worker II	1			1	11/08/10	01/31/11	02/14/11	
Dorothy Kirby Center	Substance Abuse Counselor	1			1	11/08/10	01/31/11	02/14/11	
Juvenile Justice Admin	Senior Secretary III			1	1	10/30/10	01/31/11	02/14/11	Pending Live Scan clearance
Quality Assurance Training	Administrative Manager III			1	1	11/15/10	01/31/11	02/14/11	4/8/2011 - Appeal completed - approved as an Intermediate Typist Clerk Psychologist
Quality Assurance Training	Clinical Psychologist II	2			2	10/30/10	12/27/11	01/17/11	
Quality Assurance Training	Training Coordinator, Mental Health	1			1	12/15/10	01/31/11	02/14/11	
Quality Assurance Training	Training Coordinator, Mental Health	1			1	01/05/11	01/31/11	02/14/11	
		83	2	3	88				
		103	7	6	116				
TOTAL BUDGETED POSITIONS									



County of Los Angeles
CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

June 17, 2011

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

From: William T Fujioka
Chief Executive Officer

DEPARTMENT OF JUSTICE MEMORANDUM OF AGREEMENT FOR JUVENILE PROBATION CAMPS – RECRUITMENT REPORT FOR APRIL 2011 (ITEM 53, AGENDA OF OCTOBER 5, 2010)

This final report provides the status of the recruitment efforts conducted during April 2011 to remedy the health and mental health operational issues in the juvenile probation camps, as identified in the Department of Justice (DOJ) Memorandum of Agreement (MOA), and related fiscal controls to monitor the \$7.9 million allocated to fund the positions.

STAFF RECRUITMENT AND HIRING SUMMARY

The Auditor-Controller (A-C), Department of Health Services–Juvenile Court Health Services (JCHS), and Department of Mental Health (DMH) have filled 111 of the 116 positions.

Auditor-Controller

The A-C has filled all five positions and began conducting the County's internal monitoring of the MOA provisions, as identified by Probation as compliance ready, on October 26, 2010.

"To Enrich Lives through Effective and Caring Service"

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Department of Health Services

DHS-JCHS has filled 20 of the total 23 positions. Of those hired, 16 are currently on the job and four are in various stages of the hiring process and will be on the job shortly. The statuses of the three vacant positions are as follows:

- One Supervising Clinic Nurse I: DHS-JCHS conducted interviews the week of May 23, 2011.
- Two Senior Physicians: The Senior Physician bulletin has been open since February 9, 2011; however, there are no candidates on the list to date. DHS-JCHS intends to expand the job bulletin in order to include other qualified classifications of physicians in the hopes that this will yield a wider pool of qualified and interested applicants. The bulletin with the expanded language is currently being worked on by both DHS-JCHS and DHS Human Resources staff.

Physician coverage at the camps has been augmented by using existing physicians from the halls, but further augmentation at the camps is needed to fulfill the DOJ settlement requirements. DHS-JCHS will continue to look for further opportunities to increase physician hours in the coming months.

Department of Mental Health

DMH has filled 86 of the total 88 positions. Of those hired, 84 are already on the job and two are in the hiring process. The remaining two positions are in the interview process and should be selected within the next couple of weeks.

FISCAL CONTROLS

In January 2011, the A-C established project codes for each department to use in the eCAPS financial and time collection systems. The project codes will help each department to monitor the personnel allocation and costs related to the DOJ MOA. The A-C is working with each department to resolve a few remaining project coding issues. In addition, the A-C, JCHS, and DMH have established Department Service Orders (DSO) with Probation Department (Probation) for the DOJ MOA related services and budget allocations. As the departments bill Probation for their services, the charges can also be tracked against the DSO.

Given that nearly all DOJ related positions have been filled and trained staff are now on the job, this will be the final monthly status report to your Board unless additional ongoing reports are requested. DMH and DHS-JCHS will continue their recruitment

Each Supervisor
June 17, 2011
Page 3

efforts to fill the few remaining vacant positions. The Chief Executive Office and A-C will also continue to work with the departments to monitor fiscal compliance.

If you have any questions regarding this matter, please do not hesitate to contact me or your staff may contact Deputy Chief Executive Officer Jacqueline A. White, Public Safety, at (213) 893-2374.

WTF:JAW:DT:Ilm

Attachment

c: Executive Officer, Board of Supervisors
Auditor-Controller
County Counsel
Health Services
Mental Health
Probation

Prob.D0J MOA.Item 53.Agenda 100510.bm.061711

**Department of Justice Memorandum of Agreement (Probation Camps)
Summary of Staff Recruitment Efforts
(as of May 19, 2011)**

Classification	No. Positions			
	Hired and Working	Hired but being Processed	To be Filled	Total Budgeted
AUDITOR-CONTROLLER				
Intermediate Accountant Auditor	4			4
Program Specialist	1			1
Total A-C Positions	5	0	0	5
DEPARTMENT OF HEALTH SERVICES (as of 5/19/11)				
Light Vehicle Driver	2			2
Intermediate Clerk	2			2
Intermediate Typist-Clerk	2			2
Clinic Nursing Attendant II		1		1
Pharmacist	1			1
Pharmacy Technician	1			1
Phlebotomy Technician	1			1
Registered Nurse II	5	3		8
Senior Physician			2	2
Supervising Clinic Nurse I	2		1	3
Total DHS-JCHS Positions	16	4	3	23
DEPARTMENT OF MENTAL HEALTH (as of 5/16/11)				
Clinical Psychologist II	12			12
Intermediate Typist-Clerk	7		1	8
Mental Health Clinical Program Head	2			2
Mental Health Psychiatrist	3			3
Psychiatric Social Worker II	50			50
Secretary III	1		1	2
Sr Community Mental Health Psychologist	2	1		3
Supervising Psychiatric Social Worker	5			5
Substance Abuse Counselor		1		1
Training Coordinator, Mental Health	2			2
Total DMH Positions	84	2	2	88
TOTAL BUDGETED POSITIONS	105	6	5	116