



**LOS ANGELES COUNTY  
DEPARTMENT OF MENTAL HEALTH**

JONATHAN E. SHERIN, M.D., Ph.D., Director  
ROBIN KAY, Ph.D., Chief Deputy Director  
RODERICK SHANER, M.D., Medical Director



**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

**25 January 10, 2017**

January 10, 2017

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

LORI GLASGOW  
EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL TO AMEND NINE EXISTING DEPARTMENT OF MENTAL HEALTH  
AGREEMENTS FOR SUPPORTIVE SERVICES  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Request approval to amend nine existing Supportive Services Agreements for the provision of on-site and/or scattered site supportive services for individuals with psychiatric disabilities and, who reside in permanent supportive housing developments.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Approve and authorize the Director of Mental Health (Director), or his designee, to prepare, sign, and execute amendments, substantially similar to Attachment I, to nine existing Department of Mental Health (DMH) Supportive Services Agreements as listed on Attachment II, for additional funds to enable contractors to continue providing supportive services under the Mental Health Services Act (MHSA) Community Services and Supports (CSS) Plan's Housing Trust Fund Program. The amendments will be effective upon your Board's approval and are for Fiscal Year (FY) 2016-17 through the remainder of the agreement term, including any extensions, not to go beyond May 18, 2021. The total cost is to be increased by the amount of \$767,090, fully funded by State MHSA revenue. The revised Total Agreement Amount (TAA) for each of the nine Supportive Services Agreements is provided in Attachment II.

2. Delegate authority to the Director, or his designee, to prepare, sign, and execute future amendments to each Supportive Services Agreement provided that: 1) the County's total payment to each contract provider does not exceed an increase of 20 percent of the revised TAA, which the

Board is being asked to approve in Recommendation 1 and as provided in Attachment II; 2) any such increase is used to provide additional and/or a continuation of services, or to reflect program and/or policy changes consistent with scope of each Supportive Services Agreement; 3) your Board has appropriated sufficient funds for all changes; 4) approval of County Counsel, or designee, is obtained prior to any such amendment; 5) the County and each contractor may, by written amendment, reduce programs or services without reference to the 20 percent limitation and revise the applicable TAA; and 6) the Director, or his designee, notifies your Board and the Chief Executive Office (CEO) of Agreement changes in writing within 30 days after execution of each amendment.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommendations will allow DMH to amend nine existing Supportive Services Agreements to add funds to enable these nine Contractors to continue providing supportive services. The TAA is not fiscal year specific and can be used in FY 2016-17 through the remainder of the agreement.

### **Implementation of Strategic Plan Goals**

The recommended actions are consistent with the County Strategic Plan Goal 3, Integrated Services Delivery.

### **FISCAL IMPACT/FINANCING**

The total cost of the increase of the amendments for the nine Contractors is \$767,090, which is fully funded by State MHSA revenue. Funding for these amendments is included in DMH's FY 2016-17 Final Adopted Budget.

There is no net County cost impact associated with the recommended actions.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On May 19, 2009, following a solicitation process, your Board authorized DMH to enter into Supportive Services Agreements with contractors to provide supportive services for individuals with psychiatric disabilities who reside in new permanent supportive housing projects. The same Board letter also delegated authority to DMH to extend the original five-year term of these agreements for an additional seven years and allowed DMH to increase the original TAAs of the Contractors up to 20 percent.

On December 1, 2015, your Board authorized DMH to amend five Supportive Services Agreements to extend the agreement term and increase their TAAs. Simultaneously, your Board also authorized DMH to correct the initial term and the extension periods of the original agreement approved in the May 19, 2009, Board letter.

On June 15, 2016, DMH informed your Board of its intention to correct the fiscal year in the December 1, 2015, Board letter. Although your Board accepted DMH's memorandum, it asked DMH to submit a Board letter the next time DMH intended to add and or revise the TAAs of its Supportive Services Agreements to avoid any future ambiguities. For that reason, DMH is returning to your Board as DMH intends to add funds to 9 of its 13 Supportive Services Agreements and revise the

TAAAs.

The attached amendment format (Attachment I) has been approved as to form by County Counsel. DMH administrative staff will administer and monitor the agreements, evaluate programs to ensure that quality services are being provided to clients, and make certain that agreement provisions and departmental policies are being followed.

Attachment II includes information for all nine Supportive Services providers, such as the contractor name, the Supervisorial District in which the headquarters are located, and the revised TAA for the Supportive Services Agreement.

In accordance with your Board Policy Manual, Section No. 5.120, Authority to Approve Increases to Board Approved Contract Amounts, DMH notified your Board on November 15, 2016 (Attachment III), of its intent to request delegated authority of more than 10 percent for these agencies. DMH seeks delegated authority to increase the proposed revised TAA by up to 20 percent. This authority will allow DMH greater capacity to amend the Agreement and implement additional services in a more timely and expeditious manner.

### **CONTRACTING PROCESS**

All nine agencies listed on Attachment II have a current Supportive Services Agreement with DMH.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Board approval of the proposed actions will allow the nine Contractors to maintain continuity of service under the MHSA CSS Plan's Housing Trust Fund Program for individuals with mental illness, and their families, living throughout Los Angeles County. These funds are critical to Los Angeles County's commitment to end homelessness and provide the supportive services necessary to assist individuals with psychiatric disabilities on successfully maintaining permanent housing and living independently.

The Honorable Board of Supervisors

1/10/2017

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Respectfully submitted,

A handwritten signature in black ink, appearing to read 'JES', is centered on the page.

Jonathan E. Sherin, M.D., Ph.D.

Director

JES:RK:MM:SK:m

m

Enclosures

c: Executive Office, Board of Supervisors  
Chief Executive Office  
County Counsel  
Chairperson, Mental Health Commission

CONTRACT NO. MH \_\_\_\_\_

AMENDMENT NO. \_\_

THIS AMENDMENT is made and entered into this \_\_ day of \_\_\_\_\_, 2016, by and between the COUNTY OF LOS ANGELES (hereafter "County") and \_\_\_\_\_ (hereafter "Contractor").

WHEREAS, County and Contractor have entered into a written Agreement, dated May 12, 2009 or July 19, 2010, (*use accordingly*) identified as County Agreement No. MH \_\_\_\_\_, (hereafter "Agreement") or as subsequently amended (hereafter collectively "Agreement"); (*use accordingly*) and

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

WHEREAS, County and Contractor intend to amend Agreement to increase the Total Agreement Amount (TAA), to continue providing on-site and/or scattered supportive services to individuals with psychiatric disabilities, and who reside in permanent supportive housing developments through the implementation of the Mental Health Services Act (MHSA) Community Services and Supports (CSS) Plan's Housing Trust Fund.

NOW, THEREFORE, effective [Board approval date] County and Contractor agree that Agreement shall be amended only as follows:

1. For FY 2016-17 and the remainder of the Agreement term, including any extensions, not to go beyond May 18, 2021, the TAA is increased by \$\_\_\_\_\_. The revised TAA is \$\_\_\_\_\_ for the duration of the Agreement, including any extensions not to go beyond May 18, 2021.

2. Exhibit B – (Payment Schedule) shall be deleted in its entirety and replaced with Exhibit B – x (Payment Schedule), attached hereto and incorporated herein by reference. All references in the Agreement to Exhibit B – (Payment Schedule) shall be deemed amended to refer to “Exhibit B – x (Payment Schedule).”
3. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
Jonathan E. Sherin, M.D., Ph.D.  
Director of Mental Health

\_\_\_\_\_  
CONTRACTOR

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_  
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:  
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT  
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By \_\_\_\_\_  
Administrative Deputy

mm: Amendment format to add funds to 9 providers SRF#72 and SRF#59

COUNTY OF LOS ANGELES  
 DEPARTMENT OF MENTAL HEALTH  
 Supportive Services Agreements

No.	Contractor	Contract No.	Sup District (HQ)	Current TAA	Add funds/Amendment Amount	Revised TAA
1	A Community of Friends (ACOF) 3701 Wishire Blvd., Suite 700 Los Angeles, CA 90010	MH190048	2	961,945	48,350	1,010,295
2	Downtown Women's Center 325 South Los Angeles Street Los Angeles, CA 90013	MH190049	1	750,000	74,000	824,000
3	Emotional Health Association dba SHARE! The Self-Help And Recovery, Inc. 6666 Green Valley Circle Culver City, CA 90230	MH190084	2	912,827	150,000	1,062,827
4	L.A. Family Housing Corporation 7843 Lankershim Blvd North Hollywood, CA 91605	MH190051	3	750,000	75,550	825,550
5	Mental Health America of Los Angeles 100 W. Broadway, Suite 5010 Long Beach, CA 90802	MH190053 (Elm Avenue)	4	496,277	39,950	536,227
6	Ocean Park Community Center 1453 16th Street Santa Monica, CA 90404	MH190055	3	741,084	150,000	891,084
7	PATH Ventures 2346 Colner Avenue Los Angeles, CA 90064	MH190056	2	900,000	100,000	1,000,000
8	Skid Row Housing Trust 1317 E. 7th Street Los Angeles, CA 90021	MH190059	2	799,066	103,950	903,016
9	Mental Health America of Los Angeles 100 W. Broadway, Suite 5010 Long Beach, CA 90802	MH190083 (Arbor Fields)	4	749,489	25,290	774,779

767,090





**LOS ANGELES COUNTY  
DEPARTMENT OF MENTAL HEALTH**

JONATHAN E. SHERIN, M.D., Ph.D., Director  
ROBIN KAY, Ph.D., Chief Deputy Director  
RODERICK SHANER, M.D., Medical Director



November 15, 2016

TO: Supervisor Hilda L. Solis, Chair  
Supervisor Mark Ridley-Thomas  
Supervisor Sheila Kuehl  
Supervisor Don Knabe  
Supervisor Michael D. Antonovich  
*Robin Kay for*

FROM: Jonathan E. Sherin, M.D., Ph.D.  
Director

SUBJECT: **NOTICE OF INTENT TO REQUEST DELEGATED AUTHORITY TO APPROVE A PERCENTAGE INCREASE EXCEEDING TEN PERCENT OF THE TOTAL AGREEMENT AMOUNTS OF NINE SUPPORTIVE SERVICES AGREEMENTS**

This is to advise your Board that the Department of Mental Health (DMH) is scheduling a Board letter for the December 13, 2016, agenda requesting approval to amend its Supportive Services Agreements to increase the Total Agreement Amounts (TAA) for nine agreements. The Board letter also requests an additional ten percent for a total of twenty percent delegated authority to increase the revised TAAs of the Supportive Services Agreements.

In accordance with Board of Supervisors Policy No. 5.120, prior Board notice is required for any department requesting delegated authority to increase Board-approved contracts over ten percent.

**JUSTIFICATION**

This authority will prevent an interruption of services to formerly homeless individuals with psychiatric disabilities who reside in Permanent Supportive Housing.

Should there be a need to exceed the twenty percent delegated authority, DMH will return to your Board with a request for authority to amend the contracts accordingly.

Each Supervisor  
November 15, 2016  
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**NOTIFICATION TIMELINE**

Consistent with the procedures of Board Policy No. 5.120, we are informing your Board of our intention to proceed with filing the Board letter with the Executive Office of the Board of Supervisors for the December 13, 2016, Board meeting.

If you have any questions or concerns, please contact me, or your staff may contact Margo Morales, Administrative Deputy, at (213) 738-2891.

JES:RK:MM:SK:mm

c: Executive Office, Board of Supervisors  
Chief Executive Office  
County Counsel  
Margo Morales  
Maria Funk  
Reina Turner  
Stella Krikorian