

**COUNTY OF LOS ANGELES**

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

ROBIN KAY, Ph.D.  
Chief Deputy Director

RODERICK SHANER, M.D.  
Medical Director



BOARD OF SUPERVISORS

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550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

**DEPARTMENT OF MENTAL HEALTH**

<http://dmh.lacounty.gov>

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

May 14, 2013

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

Dear Supervisors:

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

35 May 14, 2013

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

**REQUEST APPROVAL TO EXTEND THE CONSULTANT SERVICES AGREEMENT  
WITH LOS ANGELES COUNTY ALLIANCE FOR THE MENTALLY ILL  
FOR FAMILY-FOCUSED STRATEGIES TO REDUCE MENTAL HEALTH STIGMA AND  
DISCRIMINATION FOR ADULTS (AGES 26-59) COUNTYWIDE PROGRAM  
FISCAL YEAR 2013-14  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Request approval to extend the existing Consultant Services Agreement with Los Angeles County Alliance for the Mentally Ill, aka Los Angeles County Coordinating Council, to continue the Family-Focused Strategies for Reducing Mental Health Stigma and Discrimination for Adults (Ages 26-59) Countywide Program without interruption on a month-to-month basis for the first six months of Fiscal Year 2013-14.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Approve and authorize the Director of Mental Health (Director), or his designee, to prepare, sign, and execute an Amendment, substantially similar to the attached format (Attachment), with Los Angeles County Alliance for the Mentally Ill, aka Los Angeles County Coordinating Council (LACCC), to extend the contract on a month-to-month basis for the period of July 1, 2013, through December 31, 2013. Each monthly extension will be in the amount of \$40,321. The Total Compensation Amount (TCA) for six monthly extensions will not exceed \$241,926, fully funded with State Mental Health Services Act (MHSA) revenue.

2. Delegate authority to the Director, or his designee, to prepare, sign, and execute future amendments to the Agreement to add and/or change non-substantive terms and conditions and/or establish as a new TCA the aggregate of the original Agreement and all amendments provided that: 1) any such increase will be used to provide additional services or to reflect program and/or policy changes; 2) your Board has appropriated sufficient funds for all changes; 3) approval of County Counsel, or designee, is obtained prior to such amendment; 4) County and Consultant may, by written amendment, mutually agree to reduce programs, services, or extend the term of the Agreement; and 5) the Director will notify your Board and the Chief Executive Officer (CEO) of any Agreement changes in writing within 30 days after execution of each Amendment.

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

Board approval of the monthly extensions will enable LACCC to continue to provide necessary services without interruption to reduce the stigma and discrimination seen among the family members and parents/caregivers of consumers facing mental health issues. Without the Family-Focused Strategies for Reducing Mental Health Stigma and Discrimination for Adults (Ages 26-59) Countywide Program, the public mental health system is in danger of losing the presence of family and parent advocacy support and services for family members, parents, and caregivers of consumers facing mental health issues. The current Agreement with LACCC is set to expire on June 30, 2013. This Amendment would extend services, on a month to month basis, for another six-month term (July 1, 2013, through December 31, 2013).

The Department of Mental Health (DMH) is in the process of releasing the Statement of Eligibility and Interest (SEI) for this service. The open competitive solicitation process will allow DMH the opportunity to canvas community-based organizations which can provide family and parent advocacy and education programs

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

The recommended actions support the Los Angeles County's Strategic Plan Goal 3, Integrated Services Delivery.

### **FISCAL IMPACT/FINANCING**

The total estimated cost of the increase TCA for six monthly extensions beginning July 1, 2013 through December 31, 2013, will not exceed \$241,926 and is fully funded by State MHSA revenue. Funding for this agreement is included in DMH's FY 2013-14 Recommended Budget.

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

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

LACCC is a non-profit agency and a chapter of the National Alliance for Mental Illness (NAMI), established in 1979, with a remarkable history of educating, advocating, and supporting consumers of mental health service and their families. Family members, parents/caregivers, and consumers manage the array of established programs, initiatives, and activities offered by this grass roots organization. The trainings, education programs, and presentations will be offered at no cost to

community members and mental health professionals. LACCC is a countywide organization which handles all the matters of NAMI affiliate programs throughout Los Angeles County. LACCC advocates for the needs of these affiliate programs with NAMI California and NAMI National. LACCC provides leadership in advocacy, legislation, policy development, education, and support throughout Los Angeles County, and statewide. LACCC offers an array of peer-education and training programs and services for consumers, family members, health care providers, and the general public. These programs demonstrate how individuals have learned to live well with mental illness, and in turn, extensively train others to do the same.

The attached Amendment has been approved as to form by County Counsel. DMH Administrative staff will review and monitor the Contractor's adherence to the Agreement and ensure the Agreement's provisions and departmental policies are followed.

### **CONTRACTING PROCESS**

DMH would like to enhance the current services through the addition of supplemental family and parent/caregiver advocacy and supportive services throughout Los Angeles County. Therefore, DMH is in the process of releasing an SEI, an open competitive solicitation process, which would allow DMH the opportunity to canvas community-based agencies to provide 16 families and parent advocacy training and education programs for all age-groups in each of the eight Service Areas of Los Angeles County. The SEI solicitation will be sent to qualified agencies on the MHSA Master Agreement list which consist of approximately 406 agencies. DMH is looking to award two consultant services agreements, one of which will require implementation of the above mentioned 16 family and parent advocacy training and education programs. Upon conclusion of the solicitation process, DMH will return to your Board to request authorization to award and execute two consultant services agreements with the prospective consultant(s). The selected awardees under this SEI will render services for a four year term.

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

Board approval of the proposed actions will ensure the Los Angeles County's commitment to reach out to underserved and unserved populations dealing with mental health issues and reduce stigma and discrimination related to mental health services will continue without interruption.

The Honorable Board of Supervisors

5/14/2013

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mg Southard". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

MARVIN J. SOUTHARD, D.S.W.

Director of Mental Health

MJS:CW:DM:ADA:

alm

Enclosures

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

AMENDMENT NO. 4

THIS AMENDMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2013, by and between the COUNTY OF LOS ANGELES (hereafter "County") and Los Angeles County Alliance for the Mentally Ill aka Los Angeles County Coordinating Council (LACCC) (hereafter "Consultant").

WHEREAS, County and Consultant have entered into a written Agreement, dated May 26, 2011, identified as County Agreement No. MH050049, and any subsequent amendments (hereafter collectively "Agreement"); and

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

WHEREAS, for Fiscal Year (FY) 2013-14, County and Consultant intend to amend Agreement to extend the term of this Agreement, beginning July 1, 2013 and continuing on a month-to-month basis through December 31, 2013, to avoid a disruption in services while the Department completes its pending Statement of Eligibility and Interest (SEI) solicitation process for consultant services; and

WHEREAS, the Total Compensation Amount (TCA) for FY 2013-14 to cover six monthly extension period shall be \$241,926.

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

1. For FY 2013-14, County and Consultant amend Agreement to extend the term of the Agreement, beginning July 1, 2013 and continuing on a month-to-month basis

through December 31, 2013, to avoid a disruption in services while the department completes its pending SEI solicitation process for consultant services. For FY 2013-14, the TCA shall be \$241,926.

2. Exhibit B-2 – Fee Schedule shall be deleted in its entirety and replaced with Exhibit B-4 – Fee Schedule, attached hereto and incorporated herein by reference. All references in Agreement to Exhibit B-2 shall be deemed amended to refer to “Exhibit B-4 – Fee 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 Consultant 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 \_\_\_\_\_  
MARVIN J. SOUTHARD, D.S.W.  
Director of Mental Health

Los Angeles County Alliance for the  
Mentally Ill aka Los Angeles County  
Coordinating Council (LACCC)  
\_\_\_\_\_  
CONTRACTOR

By \_\_\_\_\_  
Name Brittney Weissman  
Title Executive Director  
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:  
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT  
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By \_\_\_\_\_  
Chief, Contracts Development  
and Administration Division

ALM: LACCC 2013-14 Extension.Amendment.032513.

**COUNTY OF LOS ANGELES-DEPARTMENT OF MENTAL HEALTH  
MENTAL HEALTH SERVICES ACT  
PREVENTION AND EARLY INTERVENTION**

**FEE SCHEDULE**

**LOS ANGELES COUNTY ALLIANCE FOR THE MENTALLY ILL  
aka LOS ANGELES COUNTY COORDINATING COUNCIL (LACCC)**

Total Compensation Amount

The Total Compensation Amount (TCA) for the extension of this Agreement; which will be provided from July 1, 2013 to December 31, 2013; shall not exceed the sum of Two Hundred Forty-One Thousand, Nine Hundred Twenty-Six DOLLARS (\$241,926).

Payment Procedures

For all services, Los Angeles County Alliance for the Mentally Ill, also known as Los Angeles County Coordinating Council (LACCC), shall submit monthly invoices and corresponding reports adequately documenting the services provided by the training bureaus and In Our Own Voice (IOOV) program under the Statement of Work (SOW). The monthly invoices shall include detailed descriptions of the cost incurred. Contractor cannot exceed the expenditures outlined in the approved annual budget without prior approval from the Department of Mental Health (DMH). LACCC shall retain all relevant supporting documents and make them available to the DMH at any time for audit purposes. Invoices and corresponding reports shall be specific as to the type of cost requested and shall be submitted to DMH's Provider Reimbursement Section (PRS) (at the address below). PRS will then forward the invoice to Adult System of Care (ASOC) Program.

Los Angeles County - Department of Mental Health  
Provider Reimbursement Section  
550 S. Vermont Avenue, 8<sup>th</sup> floor  
Los Angeles, CA 90020  
Attn: Accounting Division

Invoices shall be submitted within 30 days after the end of the month in which the services occurred. Late submission may result in non-payment of an invoice.

The Deputy Director of ASOC, or designated staff, will review the invoices and sign to verify that expenditures are eligible as outlined in the SOW. Approved invoices will then be forwarded to DMH's PRS.



Funding for training services under this Agreement shall not exceed the TCA as stated in this Agreement.

Any expenditure other than those listed in this Exhibit requires prior written approval from the Deputy Director of ASOC.

Mental Health Services Act Funds

In the event MHSA funds are not made available by the State DMH, or if the State DMH denies any or all of the MHSA claims submitted by County on behalf of the Contractor, County is not responsible for any substantive payment obligation, and accordingly, Contractor shall not seek any payment from County and shall indemnify and hold harmless County for any and all liability for payment of any or all of the denied MHSA claims or claims for which MHSA funds are not made available.

**Los Angeles County Alliance for the Mentally III  
aka Los Angeles County Coordinating Council (LACCC)  
Training/Consultative Services Fee Schedule  
July 1, 2013-December 31, 2013**

<b>Orientation Session for new FSB/PSS Trainers</b>			
Deliverable(s)	Minimally 10 % increase from FY 2011-2012 data in total number of FSB/PSS trainers Countywide	An additional 10% reimbursement rate for UREP trainers	
	Maximum Total: Orientation Session		\$5,498
<b>FSB/PSS Training Materials</b>			
Deliverable(s)	Provided to each attendee, including, but not limited to: notes, manuals, and workbooks. This material will be offered at no charge	\$33/attendee	
	Maximum Total: Training Materials		\$12,375
<b>FSB/PSS Trainings</b>			
Deliverable(s)	Minimally 410 attendees successfully complete an FSB or PSS trainings Countywide	\$187.50/attendee who completes a pre-test survey and \$187.50/attendee who completes a post-test survey = \$153,750	
	Additional \$25 for UREP attendee at FSB/PSS trainings	\$25/UREP attendee who completes a pre-test survey and \$25/UREP attendee who completes a post-test survey for up to 269 UREP attendees = \$13,450	
	Maximum Total: FSB/PSS trainings		\$167,200
<b>FSB/PSS Consultative Services</b>			

Deliverable(s)	Identify a minimum of 270 FSB/PSS attendees who require continued support and provide minimally 1 telephone/in-person contact per month for first three months upon attendee completing an FSB/PSS training. Minimally 25% of the 270 FSB/PSS attendees requiring continued support will seek follow-up care at a community based group/organization through a referral from LACCC	270 attendees will receive a minimum of 3 follow-up telephone calls @ \$31.72/call	
		Maximum Total: Consultative Services	\$25,693
<b>In Our Own Voice Trainings</b>			
Deliverable(s)	Provide two (2) In Our Own Voice (IOOV) trainings  Each training session will train at least twenty (20) new IOOV Consumer speakers	\$280/Consumer attendee	
		Maximum Total: IOOV Trainings	\$11,200
<b>IOOV Training Manuals</b>			
Deliverable(s)	Provide to each Consumer speaker attendee a training manual at each IOOV training. This material will be offered at no charge.	\$50/Consumer Manual	
		Maximum Total: Training Manuals	\$2,000
<b>In Our Own Voice Presentations</b>			
Deliverable(s)	Minimally two (2) IOOV presentations each month in each of the eight (8) Service Areas, totaling minimally sixteen (16) IOOV presentations for FY 2013-2014 in each Service Area (or a minimum of 96 IOOV presentations countywide.)	\$110/Consumer Speaker Presentation	
			\$10,560

		Maximum Total: IOOV Presentations	
<b>IOOV Consultative Services</b>			
Deliverable(s)	IOOV Consultant to identify a minimum of two (2) locations per Service Area per month to provide IOOV presentations.	\$31.25/newly identified IOOV presentation location	
	IOOV Consultant to identify a minimum of forty (40) new IOOV Consumer speakers.	\$110/newly identified and trained Consumer speaker	
		Maximum Total: Consultative Services	\$7,400
<b>Grand Total: All Training and Consultative Service Costs:</b>			<b>\$241,926</b>

\* UREP includes the following groups: African/African-American, American-Indian, Asian/Pacific Islander, Eastern European/Middle Eastern, and Latino.