

**COUNTY OF LOS ANGELES**

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

SHEILA A. SHIMA  
Chief Deputy Director

RODERICK SHANER, M.D.  
Medical Director



BOARD OF SUPERVISORS

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**DEPARTMENT OF MENTAL HEALTH**

<http://dmh.lacounty.gov>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

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

March 22, 2007

**ADOPTED**  
BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

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

**30**

**APR 03 2007**

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

Dear Supervisors:

**APPROVAL OF AMENDMENT TO EXISTING DEPARTMENT OF MENTAL HEALTH  
CONSULTING SERVICES AGREEMENT WITH CALIFORNIA INSTITUTE OF  
MENTAL HEALTH FOR FISCAL YEAR 2006-07  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Approve and instruct the Director of Mental Health or his designee to prepare, sign, and execute Amendment No. 4, substantially similar to the Attachment, to the existing Department of Mental Health (DMH) Consulting Services Agreement with the California Institute of Mental Health (CIMH) (Agreement No. MH050001) for the continued provision of consultation and evaluation services in the implementation of the Mental Health Services Act (MHSA) Community Services and Supports (CSS) Plan. The Amendment in the amount of \$270,000, fully funded by \$250,000 in one-time only MHSA funds and \$20,000 in one-time only Substance Abuse and Mental Health Services Administration (SAMHSA) funds, will increase the Total Compensation Amount (TCA) from \$1,048,867 to \$1,318,867 for Fiscal Year (FY) 2006-07, and will be effective upon Board approval through June 30, 2007. Adequate funding is included in the Department's FY 2006-07 Adopted Budget.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS**

The purpose of the requested action is to enable CIMH to continue to provide the DMH and its Stakeholders' groups with expertise and specialized experience in facilitating and providing consultation, training and evaluation services in the implementation of MHSA activities. This action is necessary to provide the continued support and capability to implement the MHSA CSS Plan in accordance with the processes

*"To Enrich Lives Through Effective And Caring Service"*

approved by your Board on May 9, 2006, and in compliance with the conditions of the funding stipulated by the State Department of Mental Health (SDMH).

### **Implementation of Strategic Plans Goals**

The recommended Board actions are consistent with the principles of the Countywide Strategic Plan, Goals No. 1, "Service Excellence," No. 3, "Organizational Effectiveness," and No. 4, "Fiscal Responsibility." Board approval will allow the continued implementation of State requirements for planning and outcomes in accordance with the MHSA that will improve the efficiency and effectiveness of mental health operations across the entire service delivery system of directly-operated and contract providers, Fee-For-Service Medi-Cal network providers, and hospitals.

### **FISCAL IMPACT/FINANCING**

There is no impact on net County cost.

The total cost of the Amendment is \$270,000 for FY 2006-07, and is fully funded by \$250,000 in one-time only MHSA funds and \$20,000 in one-time only SAMHSA funds that are included in DMH's FY 2006-07 Adopted Budget.

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

On May 9, 2006, your Board approved the recommended action to implement the MHSA CSS Plan to continue the Stakeholders' planning process and allow DMH to transform its current mental health service delivery system into a client-driven, recovery-oriented system of care.

CIMH has been selected for the provision of MHSA consultation in Los Angeles County based on its established expertise and ongoing experience in consultation, training facilitation, evaluation, and other services in the implementation of the MHSA CSS Plan.

CIMH is a statewide organization with a mission to promote excellence in mental health services through training, technical assistance, research, and policy development. CIMH has worked closely with the DMH Executive Management Team (EMT) and the Stakeholders' groups to provide facilitation, consultation, and planning services. The term of this Agreement expires on June 30, 2009. CIMH will perform services up to, but not exceeding, the approved TCA and will follow the scope of work as described in the Amendment.

On March 20, 2007, the Board of Supervisors approved Amendment No. 2 with CIMH, which enables CIMH to provide consultation, technical assistance, and training through the establishment of Community Development Teams to support training for Los Angeles County Department of Mental Health contract agencies in a variety of evidence-based mental health practices to be used for intensive in-home mental health services as well as to support the ongoing implementation of these sophisticated treatment inventions. Through this current Board letter, CIMH will be able to assist DMH with its transformation of its current mental health service delivery system into a client-driven, recovery oriented system of care. These necessary actions will provide for the continued support and capability to implement the MHSA CSS Plan in accordance with the processes approved by your Board on May 9, 2006, and in compliance with the conditions of the funding stipulated by the SDMH.

The attached Amendment format has been approved as to form by County Counsel. The Chief Administrative Office has reviewed the proposed actions. DMH's administrative staff will continue to administer and supervise the Agreement and ensure that Agreement provisions and departmental policies are being followed.

### **CONTRACTING PROCESS**

To comply with your Board's contracting policy requirements for sole source contracts, DMH notified your Board on December 20, 2006, of its intent to enter into a sole source contract amendment with CIMH. Upon Board approval, DMH will allocate \$270,000 to CIMH to continue to provide DMH with consultation, training, facilitation, and evaluation services to implement the CSS Plan in accordance with the provisions of the MHSA and SDMH planning requirements.

This Board letter does not require Proposition A contracting processes and will therefore not be listed on the County's Bid Webpage. Additionally, these Board actions are part of the approved Stakeholders' group plans for DMH to provide necessary support for its MHSA planning process.

### **IMPACT ON CURRENT SERVICES**

Board approval of the proposed Amendment will enable CIMH to continue to provide DMH's EMT and the Stakeholders' groups with supportive consultant and evaluation services in the development of MHSA plans for the implementation of innovative programs and improvements in the system of care.

The Honorable Board of Supervisors  
March 22, 2007  
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Time is of the essence for the utilization of these funds since SDMH continues to mandate accelerated and stringent schedules for planning and implementation of the MHSA.

**CONCLUSION**

The Department of Mental Health will need one (1) copy of the adopted Board actions. It is requested that the Executive Officer of the Board notifies the Department of Mental Health's Contracts Development and Administration Division at (213) 738-4684 when this document is available.

Respectfully submitted,

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

MJS:DM:OC:RK

Attachment

c: Chief Administrative Officer  
County Counsel

## ATTACHMENT

CONTRACT NO. MH050001

AMENDMENT NO. 4

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

WHEREAS, County and Contractor have entered into a written Agreement, dated June 27, 2006, identified as County Agreement No. MH050001, (hereafter "Agreement"); and

WHEREAS, for Fiscal Years 2006-07, 2007-08, and 2008-09 County and Contractor intend to amend Agreement only as described hereunder; and

WHEREAS, for Fiscal Year 2006-07 County and Contractor intend to add Mental Health Services Act (MHSA) funding in the amount of \$250,000 and Substance Abuse and Mental Health Services Administration (SAMHSA) funding in the Amount of \$20,000 to the Total Compensation Amount (TCA) for Fiscal Year 2006-07 only for the provision of consultation and evaluation services on the implementation of the MHSA Community Services and Supports (CSS) Plan. The revised TCA for Fiscal Year 2006-07 will be \$1,318,867. The remainder of the Agreement will stay the same.

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

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

5.0 COMPENSATION:

5.1 In consideration of the performance by Consultant in a manner satisfactory to County of services described in Exhibit A, Consultant shall be paid in accordance with the Fee Schedule established in Exhibit B. Total compensation for all services furnished hereunder shall not exceed the sum of ONE MILLION THREE HUNDRED EIGHTEEN THOUSAND EIGHT HUNDRED SIXTY-SEVEN DOLLARS (\$1,318,867) for Fiscal Year 2006-07; ONE MILLION FOUR HUNDRED SEVENTY-ONE THOUSAND EIGHT HUNDRED SIXTY-EIGHT DOLLARS (\$1,471,868) for Fiscal Year 2007-08; and THREE HUNDRED SEVENTY THOUSAND DOLLARS (\$370,000) for Fiscal Year 2008-09. Notwithstanding such limitation of funds, Consultant agrees to satisfactory complete all work specified in Exhibit A. To request payment, Consultant shall present County's Program Manager monthly in arrears invoices accompanied by a statement of the number of hours worked daily by each individual assigned to the project and a report of work completed for the invoice period. This report shall be prepared in a format satisfactory to County's Program Manager or his/her designated representative.

5.2 The Total Compensation Amount for this Agreement shall not exceed ONE MILLION THREE HUNDRED EIGHTEEN THOUSAND EIGHT HUNDRED SIXTY-SEVEN DOLLARS (\$1,318,867) for Fiscal Year 2006-07; ONE MILLION FOUR HUNDRED SEVENTY-ONE THOUSAND EIGHT HUNDRED SIXTY-EIGHT DOLLARS (\$1,471,868) for Fiscal Year 2007-08; and

THREE HUNDRED SEVENTY THOUSAND DOLLARS (\$370,000) for Fiscal Year 2008-09. In no event shall County pay Consultant more than this Total Compensation Amount for Consultant's performance hereunder. Payment to Consultant shall be only upon written approval of the invoice and report by County's Program Manager or his/her designated representative.

Consultant shall submit invoices to:

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

2. The EXHIBIT A-1, Statement of Work attached hereto and incorporated herein by reference, shall add new services to the existing Exhibit A of the Agreement.
3. The EXHIBIT B, Fee Schedule attached hereto and incorporated herein by reference, shall supersede and replace the previously effective Exhibit B, to the Agreement.
4. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
MARVIN J. SOUTHARD, D.S.W.  
Director of Mental Health

\_\_\_\_\_  
California Institute for Mental Health  
CONTRACTOR

By \_\_\_\_\_

Name Sandra Goodwin, Ph.D.

Title Executive Director  
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:  
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT  
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

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



## EXHIBIT A-1

### CALIFORNIA INSTITUTE FOR MENTAL HEALTH

#### STATEMENT OF WORK

#### TRAINING SERVICES TO BE PROVIDED BY CIMH

##### ADULT SYSTEMS OF CARE

##### SAMHSA – CO-OCCURRING JOINT ACTION COUNCIL (COJAC) [Amendment No. 4]

These funds will enable CIMH to consult with and support COJAC. Through, CIMH, COJAC will facilitate services to establish statewide co-occurring diseases (COD) funding, statewide COD facility and program licensing and certification, and increase the supply of appropriate housing to support the COD population.

##### PLANNING DIVISION

CIMH will assist DMH by providing training resources, consultation, and technical assistance to the Planning Division in the following areas:

- Community engagement strategies
- Mental Health Services Act Trainings
- Facilitation of countywide workgroups
- Training conference
- Staff specialty skills development

##### MENTAL HEALTH SERVICES ACT (MHSA)

##### CONSULTANT SERVICES [Amendment No. 4]

CIMH will provide technical assistance, facilitation, and consultation to the Planning Division, Executive Management Team, and the Stakeholders' groups in the following areas:

- a. Conduct and facilitate the Stakeholders' group process for consensus building on MHSA implementation.
- b. Prepare, produce, review, and revise necessary documents to complete the planning process, including the Plan as authorized by the Community Planning Grant accepted by the Board of Supervisors on April 19, 2005.
- c. Support the DMH submittal of the Plan to the State Department of Mental Health (SDMH), including any revisions required by SDMH for Plan approval, facilitation of consensus building among all participants and

organizations affected by the Plan, and institutional participants, such as the Mental Health Commission and the Board of Supervisors.

- d. Consultation services for the implementation of MHSA Community Services and Supports (CSS) Plan.
- e. Support the development of new MHSA plans: capital facilities and technology, education and training, prevention and early intervention, and innovative programs.
- f. Training services on-site and coaching of staff and supervisors on the Recovery Model.
- g. Evaluate DMH's MHSA implementation as part of a statewide learning collaborative study of MHSA implementation by eight (8) counties (Humboldt, Kern, Los Angeles, San Mateo, Santa Clara, Santa Cruz, Stanislaus, and Ventura).

# CALIFORNIA INSTITUTE FOR MENTAL HEALTH

## EXHIBIT B

### FEE SCHEDULE

Funding Sources:	FY 2006-2007	FY 2007-2008	FY 2008-2009
CalWORKs	\$ 150,000	\$ 150,000	\$ 150,000
MHSA-Community Planning Grant	\$ 200,000	\$ 200,000	\$ 200,000
Sales Tax Realignment (CGF)	\$ 20,000	\$ 20,000	\$ 20,000
<u>Amendment No. 1</u>			
SAMHSA-Veterans Project	\$ 144,867	\$ 244,868	
<u>Amendment No. 2</u>			
MHSA Intensive In-Home			
MHS (DMH)	\$ 267,000	\$ 428,500	
DCFS	\$ 267,000	\$ 428,500	
<u>Amendment No. 4</u>			
SAMHSA - COJAC	\$ 20,000		
MHSA Consultant Services	\$ 250,000		
<b>Total Contract Amount</b>	<b>\$ 1,318,867</b>	<b>\$ 1,471,868</b>	<b>\$ 370,000</b>

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

#### 1. MHSA

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

2. CalWORKs

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

3. SAMHSA COJAC

County of Los Angeles – Department of Mental Health  
550 S. Vermont Avenue, 11<sup>th</sup> Floor  
Los Angeles, CA 90020  
ATTN: John Sheehe, COD Manager

4. SAMHSA Veterans Project

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

5. Intensive In-Home MHS

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