



DEPARTMENT OF MENTAL HEALTH
hope. recovery. wellbeing.

LISA H. WONG, Psy.D.
Acting Director

Curley L. Bonds, M.D.
Chief Medical Officer

Connie D. Draxler, MPA
Acting Chief Deputy Director

October 18, 2022

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

43 November 1, 2022

CELIA ZAVALA
EXECUTIVE OFFICER

**APPROVAL TO AMEND THE EXISTING MENTAL HEALTH
COMMUNITY-BASED INCUBATION ACADEMY CONTRACT WITH
COMMUNITY PARTNERS TO INCREASE FUNDING FOR FISCAL YEAR 2022-23
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Request approval to amend the existing Mental Health Community-Based Incubation Academy contract with Community Partners to increase funding for Fiscal Year 2022-23 to implement the Incubation Academy with 29 grassroots community-based organizations who are providing prevention-related mental health activities and programs within their communities.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and authorize the Acting Director of Mental Health (Acting Director), or designee, to prepare, sign, and execute an amendment, substantially similar to Attachment I, to the existing contract with Community Partners to continue serving as the fiscal intermediary for the Mental Health Community-Based Incubation Academy (Incubation Academy), including coordinating training and convening logistics, providing coaching to the Academy participants, facilitating peer-learning communities, and conducting mid-term and end of year evaluations. The Amendment will be effective upon Board approval, with an increase of \$2,497,000 for Fiscal Year (FY) 2022-23, fully funded by State Mental Health Services Act (MHSA) revenue. The revised Total Contract Sum (TCS) for FY 2022-23 is \$5,827,000.
2. Delegate authority to the Acting Director, or designee, to prepare, sign, and execute future amendments to extend the term for one fiscal year; revise the contract language; revise the TCS by

no more than ten percent of the last Board-approved TCS; add, delete, modify, or replace the Statement of Work; and/or reflect federal, State, and County regulatory and/or policy changes provided that sufficient funds are available. These amendments will be subject to the prior review and approval as to form by County Counsel, with written notice to the Board and Chief Executive Officer (CEO).

3. Delegate authority to the Acting Director, or designee, to terminate the contract in accordance with the termination provisions, including Termination for Convenience. The Acting Director, or designee, will notify the Board and CEO, in writing, of such termination action.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On May 29, 2018, your Board approved a motion directing the CEO and the Department of Mental Health (DMH), in consultation with the Auditor-Controller and the Director of Center for Strategic Public-Private Partnerships, to make recommendations on establishing an Incubation Academy. The Incubation Academy would provide mentorship, trainings, and technical assistance to small and mid-sized grassroots community-based organizations interested in providing prevention services to the County's most vulnerable residents in the communities they serve. In the report back to the Board, dated September 14, 2018, CEO requested delegated authority to procure and select the contractor, with input from stakeholders, and Community Partners was identified to be the contractor for DMH's Mental Health Community-Based Incubation Academy.

Board approval of Recommendation 1 will allow DMH to amend the contract to increase funding in the amount of \$2,497,000 for FY 2022-23, thereby increasing the TCS for FY 2022-23 to \$5,827,000, fully funded by State MHSA, to fund the Incubation Academy.

Board approval of Recommendation 2 will allow DMH to amend the contract to extend the term for one fiscal year, if necessary; revise the contract language as needed; add, delete, modify, or replace the Statement of Work; reflect federal, State, and County regulatory and/or policy changes; and/or modify the TCS.

Board approval of Recommendation 3 will allow DMH to terminate the contract in accordance with the Contract's termination provisions, including Termination for Convenience, in a timely manner, as necessary.

Implementation of Strategic Plan Goals

These recommended actions are consistent with the County's Strategic Plan Goal I, Make Investments that Transform Lives, specifically Strategy I.1 – Increase Our Focus on Prevention Initiatives; Strategic Plan Goal II, Foster Vibrant and Resilient Communities via Strategy II.1 – Drive Economic and Workforce Development in the County and Strategy II.2 – Support the Wellness of our Communities.

FISCAL IMPACT/FINANCING

The amendment will increase FY 2022-23 funding in the amount of \$2,497,000; the revised TCS for FY 2022-23 will be \$5,827,000, fully funded by State MHSA revenue.

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

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In response to the May 29, 2018 Board motion, recommendations for implementing the Incubation Academy were provided to your Board on September 14, 2018, including the curriculum and program design. In addition, DMH has provided your Board semi-annual progress reports on project implementation, including planned activities and the associated timeline.

On July 14, 2022, DMH provided your Board the most recent semi-annual progress report with an update on implementation progress and additional project targets. For FY 2022-23, the curriculum will include targeted trainings and technical assistance provided by DMH Subject Matter Experts from divisions within DMH, as requested by the participating community-based organizations.

The participating community-based organizations were selected by an external team of reviewers who reviewed, scored, and ranked 51 applications and submitted recommendations to DMH and Community Partners. Community Partners completed follow-up interviews as needed and forwarded the final list of 29 recommended organizations to DMH for approval. The selected 29 grassroots community-based organizations are providing prevention-related mental health activities and program within their communities.

Community Partners will continue to oversee the implementation of the Incubation Academy which is an innovative capacity building program designed to help small and mid-sized grassroots organizations get the mentorship, training, and technical assistance they need to be better prepared to compete for and manage funding from DMH. By building up the capacity of trusted community-based organizations, DMH expands its potential provider network and access to preventative mental health services for underserved communities across Los Angeles County.

The attached amendment format (Attachment I) has been approved as to form by County Counsel.

As mandated by your Board, the performance of the Contractor is evaluated by DMH on an annual basis to ensure the Contractor's compliance with all contract terms and performance standards.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Board approval of the proposed actions will promote the County's efforts in fostering vibrant and resilient communities through partnerships with grassroots community-based organizations to support mental health wellbeing for communities throughout Los Angeles County.

The Honorable Board of Supervisors

10/18/2022

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Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lisa H. Wong, Psy.D.", written in a cursive style.

LISA H. WONG, Psy.D.

Acting Director

LHW:CDD:CDSK:SC:atm

Enclosures

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

CONTRACT NO. MH280001

AMENDMENT NO. 5

THIS AMENDMENT is made and entered into this ___ day of October, 2022, by and between the COUNTY OF LOS ANGELES (hereafter "County") and Community Partners (hereafter "Contractor").

WHEREAS, reference is made to that certain document entitled "Department of Mental Health Community Based Incubation Academy Implementation Contract", dated October 23, 2019, and further identified as County Contract No. MH280001, and any amendments thereto (hereafter collectively "Contract"); and

WHEREAS, on October 18, 2022, the Board of Supervisors delegated authority to the Acting Director of Mental Health (DMH), or designee, to execute amendments to the Contract to increase the Total Contract Sum (TCS) and make other designated changes; and

WHEREAS, said Contract provides that changes may be made in the form of a written amendment which is formally approved and executed by the parties; and

WHEREAS, County and Contractor intend to amend the Contract to revise the Funding Summary (Exhibit B), and increase the Total Contract Sum (TCS) for Contractor to continue as the fiscal intermediary for the Mental Health Community-Based Incubation Academy, including coordinating training and convening logistics, providing coaching to the Academy participants, facilitating peer-learning communities, and conducting mid-term and end of year evaluations.

WHEREAS, as the result of the above changes, the TCS will increase; and

WHEREAS, Contractor warrants that it continues to possess the competence, expertise, and personnel necessary to provide services consistent with the requirements of the Contract, and consistent with the professional standard of care for these services.

NOW, THEREFORE, County and Contractor agree as follows:

1. The amendment is effective upon execution for Fiscal Year (FY) 2022-23.
2. For FY 2022-23, the annual expenditure allocated is increased by \$2,497,000 from \$3,330,000 to \$5,827,000.
3. For FY 2022-23, the TCS is increased by \$2,497,000, from \$9,157,778 to \$11,654,778.
4. Funding Summary (Exhibit B) – 4, shall be deleted in its entirety, and replaced with Funding Summary (Exhibit B) – 5, attached hereto and incorporated herein by reference. All references in the Contract to Funding Summary (Exhibit B) – 4, shall be deemed amended to state “Funding Summary (Exhibit B) – 5.”
5. Except as provided in this amendment, all other terms and conditions of the Contract 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 the County's Acting Director of Mental Health or 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 _____
Lisa H. Wong, Psy.D.
Acting Director

Community Partners
CONTRACTOR

By _____

Name Alicia Lara

Title President and CEO
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL

By: Emily D. Issa
Senior Deputy County Counsel

County of Los Angeles - Department of Mental Health

Community Partners Contract Funding Summary for Incubation Academy (Transforming LA)

Exhibit B-5

Expenditures	Fiscal Year				Total
	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	
Planning Development and Implementation of Training Content and Resources	\$147,718	\$287,244	\$288,614	\$0	\$723,576
Coaching, Training Logistics, Performance-Based Evaluation	\$0	\$0	\$0	\$719,130	\$719,130
Support for Participant Projects					
Supervisorial District 1	\$0	\$494,714	\$505,286	\$1,000,000	\$2,000,000
Supervisorial District 2	\$0	\$468,795	\$531,205	\$1,000,000	\$2,000,000
Supervisorial District 3	\$0	\$441,643	\$558,357	\$1,000,000	\$2,000,000
Supervisorial District 4	\$0	\$297,724	\$702,276	\$1,000,000	\$2,000,000
Supervisorial District 5	\$0	\$327,459	\$672,541	\$1,000,000	\$2,000,000
Administrative OH (15%)	\$17,823	\$43,087	\$43,292	\$107,870	\$212,072
Total	\$165,541	\$2,360,666	\$3,301,571	\$5,827,000	\$11,654,778