



HEALTH AND MENTAL HEALTH CLUSTER AGENDA REVIEW MEETING

DATE: Wednesday, December 6, 2023

TIME: 11:30 A.M.

THIS MEETING WILL CONTINUE TO BE CONDUCTED VIRTUALLY AS PERMITTED UNDER THE BOARD OF SUPERVISORS AUGUST 8, 2023, ORDER SUSPENDING THE APPLICATION OF BOARD POLICY 3.055 UNTIL MARCH 31, 2024.

TO PARTICIPATE IN THE MEETING, PLEASE CALL AS FOLLOWS:

DIAL-IN NUMBER: 1 (323) 776-6996

CONFERENCE ID: 322130288#

[MS Teams link](#) (Ctrl+Click to Follow Link)

AGENDA

Members of the Public may address the Health and Mental Health Services Meeting on any agenda item. Two (2) minutes are allowed for each item.

THIS TELECONFERENCE WILL BE MUTED FOR ALL CALLERS. PLEASE DIAL *6 TO UNMUTE YOUR PHONE WHEN IT IS YOUR TIME TO SPEAK.

11:00 A.M. NOTICE OF CLOSED SESSION

CS-1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Government Code Section 54956.9(a)

Non-Litigated Claim of Keenan I. Stott

Department of Health Services

- I. Call to order
- II. **Information Item(s) (Any Information Item is subject to discussion and/or presentation at the request of two or more Board offices):**
 - a. **DHS:** Authorize the Acquisition of the Medtronic O-arm O2 System with Navigation Interface for Harbor-UCLA Medical Center
 - b. **DHS:** Request to Accept Compromise Offers of Settlement for Patients seen under the Trauma Center Services Agreement

- c. **DPH:** Board Resolution to Apply for and Accept Waste Tire Enforcement Grants from the California Department of Resources Recycling and Recovery for the Period of June 30, 2023, through June 29, 2028 (#07307)
- d. **DMH:** Approval to Extend the Term and Increase Funding for The Existing Memorandum of Agreement No. MHMOA 208 and Rollover Unspent Funds Within Memorandum of Agreement No. MHMOA 227 with The Los Angeles County Office of Education

III. **Presentation Item(s):**

- a. **DMH:** Approval of Interim Ordinance Authority and Request Delegated Authority to Execute Memoranda of Understanding with Managed Care Plans
- b. **DMH:** Approval to Extend Existing Agreements and Request Delegated Authority to Execute New Agreements with The Housing Authority of The City of Los Angeles and The Los Angeles County Development Authority Through June 30, 2034
- c. **DPW/DHS:** Los Angeles General Medical Center Core Laboratory Equipment Anchorage and Roche Total Laboratory Automation Hematology Equipment Replacement Projects - seeking Board approval to approve the project, the project budget, and appropriation adjustment
- d. **DPW/DHS:** Los Angeles General Medical Center Linear Accelerator, Computed Tomography Simulator, and General Radiology Equipment Replacement and Room Remodel Projects - seeking Board approval to approve the project, the project budget, and appropriation adjustment

- IV. Items Continued from a Previous Meeting of the Board of Supervisors or from the Previous Agenda Review Meeting
- V. Items not on the posted agenda for matters requiring immediate action because of an emergency situation, or where the need to take immediate action came to the attention of the Department subsequent to the posting of the agenda.
- VI. Public Comment
- VII. Adjournment

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/6/2023	
BOARD MEETING DATE	12/19/2023	
SUPERVISORIAL DISTRICT AFFECTED	<input type="checkbox"/> All <input type="checkbox"/> 1 st <input checked="" type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Health Services	
SUBJECT	Authorize the Acquisition of the Medtronic O-arm System with Navigation Interface for Harbor-UCLA Medical Center	
PROGRAM	N/A	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS	N/A	
COST & FUNDING	Total cost: \$748,000	Funding source: DHS FY 2023-24 Final Budget
	TERMS (if applicable): N/A	
	Explanation:	
PURPOSE OF REQUEST	Authorize the Director of the Internal Services Department, as the Los Angeles County's Purchasing Agent, to proceed with the sole source acquisition of the Medtronic O-arm O2 Surgical Imaging System with Navigation Interface (O-arm) from Medtronic USA, Inc. for Department of Health Services' Harbor-UCLA Medical Center (H-UCLA MC), with an estimated cost of \$748,000.	
BACKGROUND (include internal/external issues that may exist including any related motions)	This acquisition will allow H-UCLA MC to replace the current end-of-life O-arm system and utilize intraoperative 2D/3D CT scan imaging. The acquisition of the O-arm is necessary for intraoperative capability of obtaining CT images in 2D and 3D and fluoroscopic images during the performance of surgical procedures. The O-Arm is the standard of care and is used in neurosurgical, cranial and orthopedic procedures and provides higher quality images that facilitate the placement of spinal hardware during surgery. Without the O-arm, physicians are unable to verify proper hardware placement and fix any issues prior to the patient being released from the operating room. Further, use of the O-arm eliminates the need to perform a post operative CT scan, reducing patient radiation exposure, better patient outcomes, and maximization of resources.	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	

SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: Board Priority #2: Health Integration/ Alliance for Health Integration – The acquisition of this system will ensure patients that receive services through this alliance, receive high-quality health care services.
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: DHS - Jason Ginsberg, Chief of Supply Chain Operations, (323) 914-7926, jginsberg@dhs.lacounty.gov ; DHS – Azar Kattan, Chief Operating Officer, (424) 306-6312, akattan@dhs.lacounty.gov ; County Counsel- Kelly Hassel, khassel@counsel.lacounty.gov , (213) 974-1803

December 19, 2023

DRAFT

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

Dear Supervisors:

**AUTHORIZE THE ACQUISITION OF THE MEDTRONIC O-ARM O2 SYSTEM WITH
NAVIGATION INTERFACE FOR HARBOR-UCLA MEDICAL CENTER
(SUPERVISORIAL DISTRICT 2)
FISCAL YEAR 2023-24
(3 VOTES)**

SUBJECT

Authorize the Director of the Internal Services Department (ISD), as the Los Angeles County (LA County) Purchasing Agent, to proceed with the sole source acquisition of a Medtronic USA, Inc. (Medtronic) O-arm O2 System with Navigation Interface (referred to as O-arm) for Harbor-UCLA Medical Center (H-UCLA MC) with a purchase cost in excess of \$250,000.

IT IS RECOMMENDED THAT THE BOARD:

Authorize the Director of ISD, as the LA County's Purchasing Agent, to proceed with the sole source acquisition of the Medtronic O-arm from Medtronic for the Department of Health Services' (DHS) H-UCLA MC, with an estimated cost of \$748,000.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended action will authorize ISD, as the LA County's Purchasing Agent, to proceed with the sole source acquisition of the O-arm for H-UCLA MC. This acquisition will allow H-UCLA MC to replace the current end-of-life O-arm system and utilize intraoperative 2D/3D CT scan imaging.

The acquisition of the O-arm is necessary for the intraoperative capability of obtaining CT images in 2D and 3D and fluoroscopic images during the performance of surgical procedures. The O-Arm is the standard of care and is used in neurosurgical, cranial, and orthopedic procedures and provides higher-quality images that facilitate the placement of spinal hardware during surgery. Without the O-arm, physicians are unable to verify proper hardware placement and fix any issues prior to the patient being released from the operating room. Further, use of the O-arm eliminates the need to

perform a post operative CT scan, reducing patient radiation exposure, better patient outcomes, and maximization of resources.

H-UCLA MC is requesting that the O-arm be purchased from a sole source vendor, because this equipment is proprietary to Medtronic. There is no comparable product on the market with this small of a footprint.

Implementation of Strategic Plan Goals

This recommendation supports Goal II.2 “Support the Wellness of Our Communities” and III.3, “Pursue Operational Effectiveness, Fiscal Responsibility and Accountability” of LA County Strategic Plan.

FISCAL IMPACT/FINANCING

The total estimated acquisition cost of the O-arm is \$748,000. The cost includes the equipment, accessories, 12-month service warranty, freight, and tax. Funding is included in the Fiscal Year 2023-24 Final Budget.

Operating Budget Impact

DHS will request and fund the associated ongoing annual maintenance, as needed, with existing resources in future budget phases. There is no net County cost impact associated with the recommendation.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On October 16, 2001, the Board approved the classification categories for fixed assets and new requirements for major fixed asset (now referred to as capital asset) acquisitions requiring LA County departments to obtain Board approval to acquire or finance equipment with a unit cost of \$250,000 or greater prior to submitting their requisition to ISD.

CONTRACTING PROCESS

The acquisition of equipment falls under the statutory authority of the LA County Purchasing Agent and will be accomplished in accordance with the LA County’s purchasing policies and procedures for sole source purchases.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommendation will ensure the continued provision of excellent neurosurgical spinal and brain procedures and will enhance the intra-operative procedure workflow for complex surgical cases. The O-arm with navigation will reduce radiation exposure to staff and patients and increase the accuracy for tumor resections

The Honorable Board of Supervisors
December 19, 2023
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and placement of implants. It obviates the need for post-operative imaging to confirm hardware position, thus alleviating the radiology backlog. The potential reduction of surgical errors reduces medical legal liability for LA County. These products have become the regional standard of care since their introduction more than a decade ago.

Respectfully submitted,

Christina R. Ghaly, M.D.
Director

CRG:jc

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors
Internal Services Department

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/6/2023		
BOARD MEETING DATE	12/19/2023		
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th		
DEPARTMENT(S)	Department of Health Services (DHS)		
SUBJECT	REQUEST TO ACCEPT COMPROMISE OFFERS OF SETTLEMENT FOR PATIENTS SEEN UNDER THE TRAUMA CENTER SERVICE AGREEMENT.		
PROGRAM	Health Services		
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
	If Yes, please explain why:		
DEADLINES/ TIME CONSTRAINTS	Not Applicable		
COST & FUNDING	Total cost: \$0.00	Funding source: Not Applicable	
	TERMS (if applicable): Not Applicable		
	Explanation: There is no net cost to the County		
PURPOSE OF REQUEST	<p>Requesting Board approval for the acceptance of compromise offers of settlement for patient accounts that are unable to be paid in full.</p> <p>The Board is being asked to authorize the Director, or designee, to accept the attached compromise offers of settlement, pursuant to Section 1473 of the Health and Safety Code. This will expedite the County's recovery of revenue totaling \$72,796.17 for medical care provided at LA General MC.</p>		
BACKGROUND (include internal/external issues that may exist including any related motions)	The acceptance of the attached compromise settlements will help maximize net revenues and will help DHS meet its' budgeted revenue amounts.		
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:		
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:		
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: DHS, Virginia Perez, Associate Hospital Administrator II, (626) 525-6077 virperez@dhs.lacounty.gov County Counsel, Kelly Hassel, Deputy County Counsel, (213) 974-1803 khassel@counsel.lacounty.gov		

December 19, 2023

DRAFT

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

Dear Supervisors:

**REQUEST TO ACCEPT COMPROMISE OFFERS OF SETTLEMENT
FOR PATIENTS SEEN UNDER THE
TRAUMA CENTER SERVICE AGREEMENT
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

To request the Los Angeles County (LA County) Board of Supervisors' (Board) approval for the Director of Health Services (Director), or designee, to accept compromise offers of settlement for patients who received medical care at either LA County facilities and/or at non-County operated facilities under the Trauma Center Service Agreement. The compromise offers of settlement referenced below are not within the Director's authority to accept.

IT IS RECOMMENDED THAT THE BOARD:

Authorize the Director, or designee, to accept the attached compromise offers of settlement, pursuant to Section 1473 of the Health and Safety Code, for the patients who received medical care at Los Angeles General Medical Center.

- Account Number 102444325 in the amount of \$2,000.00 (Attachment I).
- Account Number 102308530 in the amount of \$3,500.00 (Attachment II).
- Account Number 100197628 in the amount of \$67,296.17 (Attachment III).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The compromise offer of settlement for these patient accounts is recommended because the patients are unable to pay the full amount of charges and the compromise offers represent the maximum amount the Department of Health Services (DHS) was able to negotiate or was offered.

It is in the best interest of LA County to approve the acceptance of these compromise offers, as it will enable the DHS to maximize net revenue on these accounts.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended actions will support Strategy III.3 “Pursue for Operational Effectiveness, Fiscal Responsibility, and Accountability” of LA County’s Strategic Plan.

FISCAL IMPACT/FINANCING

The approval will recover revenue totaling \$72,796.17 in charges.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Under LA County Code Chapter Section 2.76.046, the Director, or designee, has the authority to reduce patient account liabilities by the greater of i) \$15,000, or ii) \$75,000 or 50 percent of the account balance, whichever is less. Any reduction exceeding the Director’s, or designee’s, authority requires Board approval.

On January 15, 2002, the Board adopted an ordinance granting the Director, or designee, authority to compromise or reduce patient account liabilities when it is in the best interest of LA County to do so.

On November 1, 2005, the Board approved a revised ordinance granting the Director, or designee, authority to reduce, on an account specific basis, the amount of any liability owed to LA County which relates to medical care provided by third parties for which LA County is contractually obligated to pay and related to which LA County has subrogation or reimbursement rights. The revised ordinance was adopted by the Board on December 8, 2005.

IMPACT ON CURRENT SERVICES

Maximizing net revenues on patients who received medical care at LA County facilities will help DHS meet its budgeted revenue amounts.

Respectfully submitted,

Christina R. Ghaly, M.D.
Director

The Honorable Board of Supervisors
December 19, 2023
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CRG:rs:vp

Enclosures

c: Chief Executive Office
County Counsel
Executive Office, Board of Supervisors

DATA FOR COMPROMISE SETTLEMENT

COUNTY OF LOS ANGELES – DEPARTMENT OF HEALTH SERVICES
TRANSMITTAL 23-08-A

Amount of Aid	\$134,895.00	Account Number	102444325
Amount Paid	\$0.00	Name	Adult Male
Balance Due	\$134,895.00	Service Date	08/14/22 – 04/26/23
Compromise Amount Offered	\$2,000.00	Facility	LA General Medical Center
Amount to be Written Off	\$132,895.00	Service Type	Inpatient

JUSTIFICATION

The patient was treated at LA General Medical Center at a total cost of \$134,895.00. The patient has a total of \$276,722.00 in medical bills and attorney fees.

The attorney has settled the case in the amount of \$15,000.00. Due to the low recovery and the insufficient funds to fully satisfy all liens and fees the attorney proposes the following disbursement:

Disbursements	Total Claim	Proposed Settlement	Percent of Settlement
Attorney Fees	\$5,000.00	\$0.00	0.00%
Attorney Cost	\$0.00	\$0.00	0.00%
Other lien holders	\$136,827.00	\$1,932.00	12.88%
Los Angeles Department of Health Services (LA General MC)	\$134,895.00	\$2,000.00	13.33%
Net to Client (Heirs)	\$0.00	\$11,068.00	73.79%
Total	\$276,722.00	\$15,000.00	100.00%

DATA FOR COMPROMISE SETTLEMENT

COUNTY OF LOS ANGELES – DEPARTMENT OF HEALTH SERVICES
TRANSMITTAL 23-08-B

Amount of Aid	\$35,700.00	Account Number	102308530
Amount Paid	0.00	Name	Adult Male
Balance Due	\$35,700.00	Service Date	03/12/2022 – 02/01/2023
Compromise Amount Offered	\$3,500.00	Facility	LA General Medical Center
Amount to be Written Off	\$32,200.00	Service Type	Inpatient

JUSTIFICATION

The patient was treated at LA General Medical Center at a total cost of \$35,700.00. The patient has a total of \$121,695.71 in medical bills and attorney fees.

The attorney has settled the case in the amount of \$69,704.29. Due to the low recovery and the insufficient funds to fully satisfy all liens and fees the attorney proposes the following disbursement:

Disbursements	Total Claim	Proposed Settlement	Percent of Settlement
Attorney Fees	\$48,000.00	\$48,000.00	68.86%
Attorney Cost	\$2,295.71	\$2,295.71	3.29%
Other lien holders	\$35,700.00	\$0.00	0.00%
Los Angeles Department of Health Services (LA General MC)	\$35,700.00	\$3,500.00	5.02%
Net to Client (Heirs)	\$0.00	\$15,908.58	22.82%
Total	\$121,695.71	\$69,704.29	100.00%

DATA FOR COMPROMISE SETTLEMENT

COUNTY OF LOS ANGELES – DEPARTMENT OF HEALTH SERVICES
TRANSMITTAL 23-08-C

Amount of Aid	\$265,689.00	Account Number	100197628
Amount Paid	\$0.00	Name	Adult Male
Balance Due	\$265,689.00	Service Date	12/22/2018 – 01/15/2019 & 04/01/2019
Compromise Amount Offered	\$67,296.17	Facility	LA General Medical Center
Amount to be Written Off	\$198,392.83	Service Type	Inpatient

JUSTIFICATION

The patient was treated at LA General Medical Center at a total cost of \$265,689.00. The patient has a total of \$877,856.47 in medical bills and attorney fees.

The attorney has settled the case in the amount of \$575,000.00. Due to the low recovery and the insufficient funds to fully satisfy all liens and fees the attorney proposes the following disbursement:

Disbursements	Total Claim	Proposed Settlement	Percent of Settlement
Attorney Fees	\$258,750.00	\$258,750.00	45.00%
Attorney Cost	\$5,317.88	\$5,317.88	.092%
Other lien holders	\$348,099.59	\$88,169.88	15.33%
Los Angeles Department of Health Services (LA General MC)	\$265,689.00	\$67,296.17	11.70%
Net to Client (Heirs)	\$0.00	\$155,466.07	27.04%
Total	\$877,856.47	\$575,000.00	100.00%

**BOARD LETTER/MEMO
CLUSTER FACT SHEET**

DRAFT

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/6/2023	
BOARD MEETING DATE	12/19/2023	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Public Health	
SUBJECT	BOARD RESOLUTION TO APPLY FOR AND ACCEPT WASTE TIRE ENFORCEMENT GRANTS FROM THE CALIFORNIA DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY FOR THE PERIOD OF JUNE 30, 2023, THROUGH JUNE 29, 2028	
PROGRAM	ENVIRONMENTAL HEALTH	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS		
COST & FUNDING	Total cost: \$ 0	Funding source: California Department of Resources Recycling and Recovery (CalRecycle)
	TERMS (if applicable): Fiscal years (FY) 2023-24 through 2027-28	
	Funding for CalRecycle FY 2024-25 will be included in the Department of Public Health's (Public Health) FY 2024-25 Recommended Budget and will be requested in future FYs, as necessary.	
PURPOSE OF REQUEST	Authority to approve a Board Resolution, to apply for and accept grants for fiscal years (FY) 2023-24 through 2027-28 from the California Department of Resources Recycling and Recovery (CalRecycle), which includes executing all necessary documentation required by the State, including grant agreements containing standardized terms and conditions, for services to be performed during FY 2024-25 through FY 2028-29, at amounts determined by CalRecycle, for inspections and surveys of waste tire facilities within Los Angeles County (LAC).	
BACKGROUND (include internal/external issues that may exist including any related motions)	Since 1991, the LAC Board of Supervisors has approved resolutions and Local Enforcement Agency (LEA) grant applications to receive grant funds on behalf of LAC. On March 6, 2007, the LAC Board of Supervisors designated Public Health as the LEA for LAC. The Public Health Solid Waste Management Program (SWMP) is the designated	

	<p>LEA for solid waste management for 85 incorporated cities and the unincorporated areas within LAC. Waste tire enforcement activities are within this scope of responsibility for the Public Health SWMP.</p> <p>The funds from CalRecycle will allow Public Health to continue to inspect and survey approximately 4,000 potential waste tire facilities within LAC; investigate illegal tire disposal activities; perform waste tire facilities inspections; and survey tire dealers, auto dismantlers, tire haulers, and other points of waste tire generation.</p>
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:
DEPARTMENTAL CONTACTS	<p>Name, Title, Phone # & Email:</p> <p>Liza Frias Director of Environmental Health 626- 430-5374 LFrias@ph.lacounty.gov</p>



BARBARA FERRER, Ph.D., M.P.H., M.Ed.
Director

MUNTU DAVIS, M.D., M.P.H.
County Health Officer

ANISH P. MAHAJAN, M.D., M.S., M.P.H.
Chief Deputy Director

313 North Figueroa Street, Room 806
Los Angeles, California 90012
TEL (213) 240-8117 • FAX (213) 975-1273

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BOARD OF SUPERVISORS

Hilda L. Solis
First District

Holly J. Mitchell
Second District

Lindsey P. Horvath
Third District

Janice Hahn
Fourth District

Kathryn Barger
Fifth District

DRAFT

December 19, 2023

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:

**BOARD RESOLUTION TO APPLY FOR AND ACCEPT WASTE TIRE
ENFORCEMENT GRANTS FROM THE CALIFORNIA DEPARTMENT OF
RESOURCES RECYCLING AND RECOVERY FOR THE PERIOD
OF JUNE 30, 2023, THROUGH JUNE 29, 2028
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Request approval of a resolution to apply for and accept grant agreements from the California Department of Resources Recycling and Recovery, during the period of June 30, 2023, through June 29, 2028, to support inspections and surveys of waste tire facilities within Los Angeles County for the performance period of June 30, 2024, through June 29, 2029.

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the attached Board Resolution, Exhibit I, delegating authority to the Director of the Department of Public Health (Public Health), or designee, to apply for and accept grants for fiscal years (FY) 2023-24 through 2027-28 from the California Department of Resources Recycling and Recovery (CalRecycle), which includes executing all necessary documentation required by the State, including grant agreements containing standardized terms and conditions, for services to be performed during FY 2024-25 through FY 2028-29, at amounts determined by CalRecycle, for inspections and surveys of waste tire facilities within Los Angeles County (LAC); the awarded grant agreements and amendments will be subject to review by the Chief Executive Office

Risk Management, approval as to form by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of recommendation 1 will allow Public Health to continue to apply for and accept funds from CalRecycle through June 29, 2028, for service provision through June 29, 2029. These funds will allow Public Health to continue to inspect and survey approximately 4,000 potential waste tire facilities within LAC; investigate illegal tire disposal activities; perform waste tire facilities inspections; and survey tire dealers, auto dismantlers, tire haulers, and other points of waste tire generation.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended action supports Strategy II.3, Make Environmental Sustainability Our Daily Reality, Objective II.3.4, Reduce waste generation and recycle and reuse waste resources, of the current County Strategic Plan.

FISCAL IMPACT/FINANCING

Funding for CalRecycle FY 2024-25 will be included in Public Health's FY 2024-25 Recommended Budget and will be requested in future FYs, as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

CalRecycle receives an annual appropriation from the State of California Tire Recycling Management Fund to administer the Tire Recycling Program. Implementation of the Tire Recycling Program began in 1990 and is supported by a California tire fee, which is currently \$1.75 per tire, paid by every person who purchases a new tire from a retail tire dealer in California. Revenue for the Waste Tire Enforcement Grants is generated from this tire fee. Grant funding will fully cover costs for staffing, training, supplies and mileage to fulfill grant requirements.

Since 1991, your Board has approved resolutions and Local Enforcement Agency (LEA) grant applications to receive grant funds on behalf of LAC. On March 6, 2007, your Board designated Public Health as the LEA for LAC. The Public Health Solid Waste Management Program (SWMP) is the designated LEA for solid waste management for 85 incorporated cities and the unincorporated areas within LAC. Waste tire enforcement activities are within this scope of responsibility for the Public Health SWMP.

On January 29, 2019, your Board approved the most recent resolution allowing Public Health to submit applications for the purpose of securing grant funds for the period of FY 2018-19 through FY 2022-23 including expenditures through FY 2023-24, to support inspections and surveys of waste tire facilities within LAC.

The Honorable Board of Supervisors

December 19, 2023

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Exhibit I has been reviewed and approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Board approval of the recommended action will allow Public Health to continue conducting waste tire facilities inspections and surveys throughout LAC.

Respectfully submitted,

Barbara Ferrer, Ph.D., M.P.H., M.Ed.
Director

BF:ig
#07307

Enclosure

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

**CALIFORNIA DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY
WASTE TIRE ENFORCEMENT GRANT PROGRAM**

**RESOLUTION AUTHORIZING
WASTE TIRE ENFORCEMENT GRANT APPLICATION**

WHEREAS, the California Department of Resources Recycling and Recovery (CalRecycle) allocates funds in the form of grants to solid waste Local Enforcement Agencies (LEA) and cities and counties with regulatory authority within the city and county government, which apply to CalRecycle to perform enforcement/compliance and /or surveillance activities at waste tire facilities; and

WHEREAS, the applicant, the County of Los Angeles Department of Public Health (Public Health) Solid Waste Management Program (SWMP), demonstrates it has sufficient staff resources, technical expertise, and/or experience with similar projects to carry out the proposed program;

NOW, THEREFORE, be it resolved that the County of Los Angeles Board of Supervisors authorizes the submission of Public Health SWMP's application to CalRecycle for the period of Fiscal Year 2023-24 through Fiscal Year 2027-28 for grant funds to support inspections and surveys of waste tire facilities within the County for the period of Fiscal Year 2024-25 through Fiscal Year 2028-29.

BE IT FURTHER RESOLVED that the Director of Public Health, or designee, is hereby authorized and empowered to execute in the name of the County of Los Angeles, all necessary applications, agreements and amendments, to certify that Public Health has complied and will comply with all applicable federal and state statutory and regulatory requirements related to any financial assistance funds received and to be received; and, the Public Health Director's designee, is hereby authorized and empowered to sign financial documents for the purpose of securing/obtaining Waste Tire Enforcement grant funds during the period of 6/30/2023 through 6/29/2028 for the performance period of 6/30/2024 through 6/29/2029, to implement and carry out the purposes specified in the application.

The foregoing resolution was passed on _____ day of _____, 2023, adopted by the Board of Supervisors of the County of Los Angeles and ex officio the governing body of all other special assessment and taxing districts, agencies and authorities for which said Board so acts.

CELIA ZAVALA, Executive Officer
of the Board of Supervisors
County of Los Angeles

BARBARA FERRER, Ph.D., M.P.H., M.Ed. Director
Department of Public Health

APPROVED AS TO FORM
DAWRYN R. HARRISON
COUNTY COUNSEL

BY _____
Deputy

BOARD LETTER/MEMO CLUSTER FACT SHEET

DRAFT

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/6/2023	
BOARD MEETING DATE	12/19/2023	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Mental Health	
SUBJECT	Request approval to amend two existing Memoranda of Agreement No. MHMOA208 and MHMOA227 with the Los Angeles County Office of Education (LACOE) to extend the term through June 30, 2026, and increase funding for FY 2023-24, and reallocate unspent funding to subsequent grant years, respectively.	
PROGRAM	PEI	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS	12/19/2023	
COST & FUNDING	FY 23-24: \$1,329,785 FY 24-25: \$10,793,395 FY 25-26: \$10,767,015 <hr/> \$ 22,890,195	Funding source: MHSA PEI
	TERMS (if applicable): July 1, 2023 through June 30, 2026	
	Explanation:	
PURPOSE OF REQUEST	This Board Letter will allow DMH, in partnership with LACOE, to continue providing school based mental health services countywide and expand the program to include psychiatric social workers, peer leadership, and Margaret's Place at all LACOE Community Schools Initiative (CSI) sites.	
BACKGROUND (include internal/external issues that may exist including any related motions)	<p>On January 15, 2019, the Board adopted Motion No. 19-2422 instructing DMH to provide funding to enhance mental health and wellbeing services among students, families, and staff. The Board approved a subsequent amendment to this Motion instructing DMH, in partnership with LACOE, CEO, and the A-C, to develop a countywide plan for providing school based mental health services including prevention and early intervention services, education, support, and outreach. As the result, DMH executed two MOAs with LACOE – MOA No. MHMOA208 and No. MHMOA227.</p> <p>This program's intended goal is to continue providing school based mental health services countywide by providing supportive services, training, and coordination at selected school sites. This Board Letter will allow DMH to amend the MOA to increase funding for FY 2023-24, and to extend the term of the MOA for two FYs for the purpose of expanding the program to include psychiatric social workers, peer leadership, and Margaret's Place at all LACOE CSI sites.</p>	
EQUITY INDEX OR LENS WAS UTILIZED	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain how: This BL falls under the Equity Guiding Principle of "Intervene early and emphasize long-term prevention." By continuing and expanding this program, DMH in partnership with LACOE, will continue to provide school based mental health services including providing prevention and early intervention services at LACOE Community Schools.	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: This BL supports the Boards Priority of "Alliance for Health Integration." DMH, in partnership with LACOE will continue to provide school based mental health services countywide.	
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Robert Byrd, Deputy Director, (424) 369-4018 rbyrd@dmh.lacounty.gov Rachel Kleinberg, Senior Deputy County Counsel, (213) 974-7735, rkleinberg@counsel.lacounty.gov	



DEPARTMENT OF MENTAL HEALTH

hope. recovery. wellbeing.

LISA H. WONG, Psy.D.
Director

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

Connie D. Draxler, M.P.A.
Acting Chief Deputy Director

December 19, 2023

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:

**APPROVAL TO EXTEND THE TERM AND INCREASE FUNDING FOR THE
EXISTING MEMORANDUM OF AGREEMENT NO. MHMOA208
AND
ROLLOVER UNSPENT FUNDS WITHIN MEMORANDUM OF AGREEMENT
NO. MHMOA227
WITH THE LOS ANGELES COUNTY OFFICE OF EDUCATION
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Request approval to amend two existing Memoranda of Agreement, No. MHMOA208 and No. MHMOA227, with the Los Angeles County Office of Education to extend the term through June 30, 2026, and increase funding for Fiscal Year 2023-24, and reallocate unspent funding to subsequent grant years, respectively.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and authorize the Director of Mental Health (Director), or designee, to prepare, sign, and execute an amendment (Attachment I) to the Memorandum of Agreement (MOA) No. MHMOA208 with the Los Angeles County Office of Education (LACOE) to increase funding for Fiscal Year (FY) 2023-24, and to extend the term of the MOA for two additional fiscal years, through June 30, 2026. For FY 2023-24 the increase is \$1,329,785, for a revised total funding amount of \$8,420,067. Funding for FY 2024-25 and for FY 2025-26 are \$10,793,395 and \$10,767,015, respectively, fully funded by State Mental Health Services Act (MHSA) revenue.

2. Approve and authorize the Director, or designee, to prepare, sign, and execute an amendment (Attachment II) to MOA No. MHMOA227 with LACOE to reallocate \$1,251,116 in unspent State Mental Health Student Service Act (MHSSA) grant funding from Year 1 throughout the term of the MOA, which expires on December 31, 2026.
3. Delegate authority to the Director, or designee, to prepare, sign, and execute future amendments to the MOAs in Recommendation 1 and 2 to extend the term; revise the MOA language; allow for the rollover of unspent funds with prior written approval from the Mental Health Services Oversight and Accountability Commission (MHSOAC) for MOA No. MHMOA227; and/or reflect federal, State, and County regulatory and/or policy changes provided that sufficient funds are available. The amendments will be subject to the prior review and approval as to form by County Counsel, with written notification to your Board and CEO.
4. Delegate authority to the Director, or designee, to terminate the MOAs in accordance with the MOA termination provision. The Director, or designee, will provide written notification to your Board and CEO of such termination action.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On January 15, 2019, your Board adopted Motion No. 19-2422 instructing the Department of Mental Health (DMH) to provide funding to enhance mental health and wellbeing services among students, families, and staff. The Board approved a subsequent amendment to this Motion instructing DMH, in partnership with LACOE, CEO, and the Auditor-Controller (A-C), to develop a countywide plan for providing school based mental health services including prevention and early intervention services, education, support, and outreach. As the result, DMH executed two MOAs with LACOE – MOA No. MHMOA208 and No. MHMOA227.

Board approval of Recommendation 1 will allow DMH to amend the MOA No. MHMOA208 to increase funding for FY 2023-24, and to extend the term of the MOA for two fiscal years for the purpose of expanding the program to include psychiatric social workers, peer leadership, and Margaret's Place at all LACOE Community Schools Initiative (CSI) sites.

Board approval of Recommendation 2 will allow DMH to amend the MOA No. MHMOA227 to reallocate MHSSA grant funding to subsequent grant years due to the delay of program implementation and staffing shortages.

Board approval of Recommendation 3 will allow DMH to make any modifications to the MOAs as needed; increase the funding amounts; rollover unspent funds; and/or reflect federal, State, and County regulatory and/or policy changes.

Board approval of Recommendation 4 will allow DMH to terminate the MOAs in accordance with the MOA termination provision.

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 and Strategic Plan Goal II, Foster Vibrant and Resilient Communities via Strategy 11.2 – Support the Wellness of our Communities.

FISCAL IMPACT/FINANCING

The funding increase of \$1,329,785 for MHMOA208, for FY 2023-24 will be fully funded by State MHSA revenue and is included in DMH's FY 2023-24 supplemental budget.

The total reallocated MHSSA grant for MHMOA227 is \$1,251,116, with funds being allocated annually at the beginning of each grant year with an expiration date of December 31, 2026.

Funding for future fiscal years will be requested through DMH's annual budget request process.

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

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In response to the January 15, 2019, Board motion, DMH in partnership with LACOE, CEO, and the A-C proposed to enhance school mental health services countywide by providing supportive services, training, and coordination at selected school sites. The proposed framework focused on three key initiatives, including developing trauma-informed schools, implementing the CSI approach focused on developing community partnerships that reinforce mental health supports, and DMH School Based Services Coordination Teams to develop and improve the infrastructure of school mental health services.

As a result, LACOE, in collaboration with DMH, established at least one Community School at each of the five Supervisorial Districts to provide comprehensive, culturally

sensitive, strengths-based services to increase protective factors and promote social-emotional wellbeing of children, youth and families residing in public school districts within Los Angeles County that are served and supported by LACOE.

The current MOA No. MHMOA208 with LACOE is set to expire on June 30, 2024. DMH is seeking your Board's approval to amend the MOA to increase the funding amount to allow for expansion of the program. In FY 2023-24, the expansion of the program will include the hiring of two Coordinators. One of the Coordinators will provide oversight of the development, monitoring and implementation of the LACOE Community School Social Work Intern Program. Annually, sixteen students enrolled in Social Work Bachelor's and Master's programs will be trained to provide triage services and receive professional development from LACOE CSI leadership to prepare them for future careers in school-based mental health services. The other Coordinator will focus on the development and implementation of mental health focused peer leadership programs at LACOE Community Schools. Beginning in FY 2024-25, the expansion of the program will include the hiring of eleven Psychiatric Social Workers who will provide mental health prevention and early intervention services to students and their families. Additionally, the expansion of the program will have Margaret's Place, a youth empowerment and violence prevention program, located at all fifteen LACOE funded CSI sites when it was initially only at five sites. The number of students anticipated to be served yearly is 23,474, from the fifteen school sites.

MHSSA grant funding is being used to support the LACOE CSI, through MOA No. MHMOA227, which focuses on creating trauma and resilience informed schools to support students' academic, emotional, and physical wellbeing. During Year 1, program implementation was delayed due to challenges LACOE encountered in hiring staff and the MHSSAC approved the reallocation of funds from Year 1 throughout the term on the MOA to maximize usage of the funds and continue to provide and expand support for the CSI model.

The attached amendment formats (Attachments I and II) have 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 recommended actions will allow DMH, in partnership with LACOE, to continue providing school based mental health services countywide by providing

The Honorable Board of Supervisors
December 19, 2023
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supportive services, training, and coordination at selected school sites, and expand the program to include psychiatric social workers, peer leadership, and Margaret's Place at all LACOE CSI sites.

Respectfully submitted,

LISA H. WONG, Psy.D.
Director

LHW:CDD:KN:
SK:MG:atm

Attachments (2)

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

CONTRACT NO. MHMOA208

AMENDMENT NO. 5

THIS AMENDMENT is made and entered into this XX day of _____, 2023, by and between the COUNTY OF LOS ANGELES (hereafter "County") and the Los Angeles County Office of Education (LACOE) (hereafter "Provider").

WHEREAS, reference is made to that certain document entitled "Memorandum of Agreement for Community School Initiative (CSI) Services", dated September 17, 2019, and further identified as County MOA No. MHMOA208, and any amendments thereto (hereafter collectively "MOA"); and

WHEREAS, on February 8, 2022, the County Board of Supervisors delegated authority to the Director of Mental Health, or designee, to execute amendments to the MOA and make other certain designated changes; and

WHEREAS, on _____, the County Board of Supervisors delegated authority to the Director of Mental Health, or designee, to increase funding for Fiscal Year (FY) 2023-24 and extend the term of the MOA for two additional Fiscal Year (FYs) through FY 2025-26; and

WHEREAS, said MOA 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 Provider intend to replace the original MOA executed on September 17, 2019 to expand the CSI Services Program for the provision of new services for FYs 2023-24, 2024-25 and 2025-26; and

WHEREAS, as the result of the above changes, additional funding will be added for the CSI Services Program expansion for FYs 2024-25 and 2025-26, and to replace Addendums B-4 (LACOE Budget) and C-3 (Invoice); and

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

NOW, THEREFORE, County and Provider agree as follows:

1. The amendment is effective _____.
2. For FY 2023-24 only, the Mental Health Services Block Grant American (MHGB) American Rescue Plan Act (ARPA) and Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) funding are added in the amount of \$1,329,785 from \$7,090,282 to \$8,420,067.
3. The staffing position of Psychiatric Social Worker will be added to the CSI Services Program; and
4. For FY 2024-25, the MHGB, ARPA and MHSA PEI funding are added in the amount of \$10,793,395 from \$10,807,527 to \$21,600,922.
5. For FY 2025-26, the MHGB, ARPA, and MHSA PEI funding will be added in the amount \$10,767,015 from \$21,600,922 to \$32,367,937.
6. Addendum B-4 (LACOE BUDGET) will be deleted in its entirety and replaced with Addendum B-5 (LACOE BUDGET), attached hereto and incorporated herein by reference. All references in MOA to "Addendum B-4 (LACOE BUDGET)" shall be deemed amended to state "Addendum B-5 (LACOE BUDGET)".
7. Addendum C-3 (INVOICE) will be deleted in its entirety and replaced with Addendum C-4 (INVOICE), attached hereto and incorporated herein by reference.

All references in MOA to "Addendum C-3 (INVOICE)" shall be deemed amended to state "Addendum C-4 (INVOICE)".

8. The original MOA executed on September 17, 2019 will be deleted in its entirety and replaced with the revised Exhibit 1 (Memorandum of Agreement between Los Angeles Department of Mental Health and the Los Angeles County Office of Education for Community Schools Initiative Services) and attached hereto and incorporated herein by reference.
9. Except as provided in this amendment, all other terms and conditions of the MOA 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 Director of Mental Health or designee, and Provider 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
Director

Los Angeles County Office of Education
CONTRACTOR

By _____

Name Karen Kimmel

Title Chief Financial Officer
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL

By: Rachel Kleinberg
Senior Deputy County Counsel

**MEMORANDUM OF AGREEMENT BETWEEN
THE LOS ANGELES DEPARTMENT OF MENTAL HEALTH
AND THE LOS ANGELES COUNTY OFFICE OF EDUCATION
FOR COMMUNITY SCHOOLS INITIATIVE SERVICES**

I. OVERVIEW

On January 15, 2019 the Los Angeles County Board of Supervisors (Board) approved Motion No. 19-2422 instructing the Department of Mental Health (DMH) to provide funding to the Los Angeles Unified School District (LAUSD) to enhance mental health and wellbeing services among students, families, and staff. The Board approved a subsequent amendment to this motion instructing the Director of DMH, in partnership with the Los Angeles County Office of Education (LACOE), the Los Angeles County Chief Executive Office (CEO), and the Auditor-Controller (A-C), to develop a countywide plan for providing school based mental health services, including but not limited to, prevention services, education, support, and outreach.

DMH, in partnership with LACOE, CEO, and the A-C, will enhance school mental health services countywide by providing supportive services, training, and coordination at selected school sites. The proposed framework focuses on three key initiatives, including:

1. Developing trauma-informed schools;
2. Implementing the Community Schools Initiative (CSI) approach focused on developing community partnerships that reinforce mental health supports;
3. Developing and improving the infrastructure of school mental health services provided by DMH School Based Services Coordination Teams.

These initiatives will ensure optimal coordination of services and leveraging of available resources.

II. OBJECTIVE

DMH proposes the following framework, incorporating the development of trauma-informed schools and the implementation of Community Schools as a way to enhance mental health and wellbeing:

A. Developing Trauma-Informed Schools

Educating school staff and administrators on the impact of trauma and how to apply a trauma-informed lens in schools is essential to providing comprehensive services to address the whole child. The goal of these trainings is to facilitate a discussion to help staff understand the impact of trauma on students and learn strategies to support mental wellbeing and resilience.

B. *Implementing Community Schools*

The Community Schools (CS) Model is an evidence-based school improvement framework that recognizes the role of family and community as key stakeholders who can collaborate with educators to address external factors influencing student achievement, such as family circumstances, traumatic events (including adverse childhood experiences), poverty, and health concerns, while incorporating cultural differences, and student engagement. Additionally, Community Schools represent a site-based strategy of schools partnering with community agencies and allocating resources on campus to provide an accessible and integrated focus on academics, health and social services, and youth and community engagement and development. The four pillars that support the Community Schools framework are:

1. Integrated student supports: address out-of-school barriers to learning through partnerships with social and health service agencies and providers.
2. Expanded learning time and opportunities: thoughtfully selected additional enrichment supports and partnerships during and beyond the school day for students and their families; they are associated with positive academic and non-academic outcomes, including improvements in student attendance, behavior, and academic enrichment.
3. Family and community engagement: bring parents and other community members into the school as partners with shared decision-making power in their children's education.
4. Collaborative leadership and practice: build a culture of professional learning, collective trust, and shared responsibility.

Family involvement in children's learning, both at home and school, promotes strong student performance outcomes. As such, one of the guiding pillars aims to strengthen family and community engagement to support the learning and development of students more effectively. (Third Pillar: Active Family and Community Engagement¹). Through deep engagement and collaboration, students, families, communities, and schools become partners with mutually agreed upon strategies to help create a more nurturing, safe, and respectful school climate.

To promote family and community engagement and collaborative practices, LACOE Community School staff conduct ongoing needs assessments with students, families, and community members to identify services needed. In addition, Community School staff will provide leadership, integrated health, social supports and opportunities for parents/caregivers to leverage assets and build

¹ Community Schools Playbook: Chapter 5. Third Pillar: Active Family and Community Engagement.
<https://communityschools.futureforlearning.org/chapter-5>

capacity to support wellbeing and empowerment, not only for their children, but for themselves. Effective engagement increases family and community participation in school activities and decision-making, which in turn builds parent leadership in the school community.

Overall, trauma-informed schools and community schools are dedicated to building school capacity to increase protective factors and reduce risk factors for children, youth, and families in jeopardy of developing serious emotional mental health disturbances, and interrupting historical and intergenerational trauma and poverty.

III. LACOE BACKGROUND

LACOE is a state-funded public agency that promotes academic excellence and financial stability in the county's 80 K-12 public school districts. There are approximately 1.3 million K-12 students enrolled in school districts across the county, including 247,689 English Learners, 38,501 unhoused, and 9,993 foster youth. 7 out of 10 students are socioeconomically disadvantaged.²

LACOE is uniquely situated to implement the Community Schools Initiative (CSI). By partnering with LACOE, DMH can leverage LACOE's partnerships with all 80 public school districts to provide preventative mental health services countywide.

IV. SERVICES TO BE PROVIDED

LACOE, in collaboration with DMH, intends to provide comprehensive, culturally sensitive, strengths-based services to increase protective factors and promote social-emotional wellbeing. Services will be tailored to meet the needs of each school district's Community School(s). Interventions will target the universal and selected prevention and early intervention tiers. The CSI project will focus on four priority areas including:

1. Developing trauma-informed schools;
2. Developing and maintaining community partnerships;
3. Expanding and integrating student support services; and
4. Supporting strong student performance outcomes

The overall goal of CS is to improve the academic, emotional, and physical wellbeing of students to improve their educational outcomes.

For the purposes of this MOA, "Existing sites in Implementation Phase" will refer to sites previously receiving funding from LAC_DMH Community Schools Initiative Fiscal Year (FY) 2019-20 through FY 2022-23. "New sites in Planning Phase" will

² <https://www.lacoe.edu/About-LACOE>

refer to sites not originally identified for funding in previous FYs. These sites will be funded beginning in FY 2023-24.

New Sites in Planning Phase

New school sites selected from the CS Districts shall provide the following services:

1. Stakeholder engagement, including the development of a Community School Council.
2. Comprehensive Needs Assessment and Asset Mapping, including the development of a school site Gap Analysis.
3. Development of a shared leadership structure that includes data-driven, shared decision-making.
4. Support with the identification of sustainable funding beyond this contract period, including but not limited to the California Community Schools Partnership Program (CCSPP) grants, either through LACOE or the School District.

Existing sites in Implementation Phase

Existing school sites from the pilot CS, shall provide the following services:

1. Continue services listed above under “New sites in Planning Phase”.
2. Access to multi-tiered school mental health services and supports.
3. Access to concrete supports, including counseling and referrals to needed services.
4. Peer-led wellness activities.
5. Engagement opportunities for families, including parent education workshops and trainings on youth mental health and other related topics.
6. Expanded and enriched learning opportunities for students

Margaret's Place

LACOE will be required to partner with Margaret's Place to provide on-site violence prevention and early intervention services for identified secondary Community Schools sites who agree to the requirements of Margaret's Place program implementation. Margaret's Place utilizes the Youth Empowered to Speak (YES) curriculum, which educates middle and high school aged youth (ages 11-18) about issues related to violence and empowers them to seek alternatives to violence. The topics are intended to educate, elicit personal responses and support students in engaging in reflection. Topics include:

- Understanding violence
- Impact of trauma
- Coping skills and safety strategies
- How to help a friend and be a responsible bystander

- Empowerment

LACOE staff will be trained as trainers in peer leadership programming. LACOE staff will build upon and adapt the model according to the assets and needs of each school site. The peer leadership programming will be aimed at supporting the student body and school community by promoting peer-led mental health promotion and awareness on school campuses and empowering leadership roles among students. Through peer leadership programming, students will deliver mental health-oriented outreach and education campaigns and activities based on school and community needs. Campaigns and activities may include but are not limited to:

- School-Wide Mental Health Campaigns
- Trainings / Workshops for Peers
- School Community Outreach and Engagement

V. TARGET POPULATION

The target population to be served in the CS Initiative includes children, youth and families residing in public school districts within Los Angeles County that are served and supported by LACOE. A CS will be located at either a new or existing school site in one of the 15 originally identified CS Initiative school districts (refer to **Addendum A**).

As part of the original/pilot CS Initiative, LACOE targeted at least one school in each of the five (5) Supervisorial Districts utilizing the analysis of data included in *Measure of America's Portrait of LA County and LACDPH's Education and Health in LA County Report*. This data includes the education index, underrepresented students, high school graduation rates, graduates with A-G³ requirements, suspension rates, chronic absenteeism, and violent crimes. Santa Monica-Malibu Unified was selected based on a comparison with other school districts within its respective supervisorial district. Factors compared include attendance, chronic absenteeism, homelessness, poverty rates, and mental health needs.

For new expansion sites, LACOE targeted sites that met the California Community Schools Partnership Program (CCSPP) minimum eligibility and competitive priority requirements for funding, which include:

- Fifty percent (50%) of the pupil population for minimum eligibility, and 80% for competitive priority, are unduplicated pupils; i.e., living in poverty, English Learner, Foster Youth)
- Higher than state average dropout rates
- Higher than state average rates of suspension and expulsion

³ To be eligible to enter a four-year public college, students must meet a series of course requirements called A through G.

- Higher than state average rates of child homelessness, foster youth, or justice-involved youth

The intended outcome is for each selected school to become a “hub in its neighborhood, uniting educators, community partners, and families to provide all students with top-quality academics, enrichment, health and social services, and opportunities to learn and thrive.” (Coalition for Community Schools⁴).

VI. TRAININGS

Educating school staff and administrators on the impact of trauma and how to apply a trauma-informed lens in schools is essential to providing comprehensive services for the whole child. To achieve this goal, DMH partnered with the UCLA Center of Excellence to develop a trauma-based curriculum to provide trauma- and resilience-informed trainings. In FY 22-23, UCLA Center of Excellence provided a Training of Trainers for LACOE Sr. Program Specialists, Psychiatric Social Workers (PSW) and School Social Workers (SSW) in the curriculum for Trauma and Resilience Informed Care (TRIC) and Maintaining Wellbeing for Educators (MWB). These LACOE staff will customize trainings for the CS school sites and their respective school districts.

Additional supports include on-line trainings posted on Wellbeing4LA.org for educators, school mental health professional and paraprofessional staff to provide on-going support for the implementation trauma informed schools. The Wellbeing4LA website contains supports that focus on trauma-informed student and parent engagement, tiered prevention tools, and access to tools/materials that support wellbeing.

Examples of trainings offered on the Wellbeing4LA website:

Engaging Disengaged Students	Making Schools Safer for LGBTQIA+ Youth
Mental Health in the Classroom	Parent Engagement for Schools
Race Equity in Education	Recognizing Commercial Sexual Exploitation in Schools
Recognizing Substance Use in Students	Responding to Racial Injustice: Implications for Teachers and Schools
Restorative Justice for Schools – Rethinking Disciplinary Action	Supporting Basic Student and Family Needs
Trauma and Resilience Informed Care Foundations for Educators	Intergenerational Trauma: Understanding and Addressing Racial Trauma in Behavioral Health

LACOE will continue to assess the training needs of each community school and evaluate for additional professional development trainings needed to ensure that school communities are trauma-informed. LACOE shall, as part of their continued community development efforts, leverage resources to continue to train staff in

⁴ Coalition for Community Schools <http://coordinators.communityschools.org/page/community-schools>

trauma- and resilience- informed practices. Educational engagement will also be delivered to parents/caregivers and others within the school community to cultivate a deeper understanding of trauma and the factors that shape young children's social emotional development. LACOE will offer at least 10 trauma-informed trainings annually at CSI sites, such as Trauma and Resilience Informed Care, Wellbeing for Educators, Youth Mental Health First Aid, etc. for staff, parents/caregivers, or other educational partners.

VII. OUTCOME MEASURES

The intention of Community Schools is to reduce risk factors and increase protective factors, which aligns with the MHSA Regulations. Community Schools will offer a range of supports and opportunities to achieve improvement in the following five goals:

1. Students attending school consistently
2. Students succeeding academically
3. Students engaging in learning and participating in their communities
4. Parents/caregivers engaging with their children's education

Students improving physical, social and emotional health

Deliverables

The Community Schools Specialist (CSS), Educational Community Worker (ECW), Psychiatric Social Workers (PSW), and Coordinators under the Director of Community Schools Initiative will assist in the implementation of the Community Schools Initiative in public school districts served by LACOE. A dedicated CSS and ECW will be assigned to each of the identified school sites. By the second year of the contract, a PSW will be assigned to each identified school site who agrees to the services.

These school-based positions will liaise with multiple Los Angeles County offices and agencies to assist the school community in understanding the Community Schools' framework, navigate the process of developing a Community School, identify resources, foster partnerships with county agencies and community-based organizations, and develop or expand multi-tiered systems of school mental health supports. The CSS and ECW will engage in a professional learning community that will share, learn, and support one another.

Outcome Measure Tools

Ongoing assessment and monitoring of the Community Schools project is essential to determining the impact of its services in reducing risk factors and increasing protective factors with participating children and families. Community Schools' staff will review the outcome measures collected from teachers, students, and parent/caregivers, as well as LACOE reports to evaluate and track program impact and outcomes.

School-Level long-term outcome measures at the new and existing sites will include:

- School attendance rates
- Chronic absenteeism rates

- Middle school dropout rates
- High school dropout rates
- Proficiency scores - English Language Arts and Mathematics proficiency scores - if/when available
- High school graduation rates
- Pupil suspension rates
- Pupil expulsion rates
- School climate surveys
- Other locally determined measures

DMH and LACOE will collaborate on identifying data elements and developing data collection methods to evaluate wellbeing and educational outcomes based on CCSPP requirements.

Community School Survey

LACOE CS and DMH will agree upon a Community School Survey that allows the school district to document, track, and advance their quality and sustainability improvement goals, and assess trauma responsiveness. The survey will be completed annually by educators, students, and parents/caregivers. A summary of the survey results aggregated by school site must be submitted to DMH at the end of each fiscal year, no later than July 15th.

VIII. DATA COLLECTION

LACOE will cooperate with DMH in the regularly scheduled monitoring of the Community Schools, including the review of the agency and program records, site visits, telephonic conferences, correspondences, and attendance at any meetings where LACOE adherence to the performance-based criteria will be assessed or evaluated as part of LACOE's performance of this Memorandum of Agreement (MOA). LACOE will develop a process for systematically collecting required service delivery evaluation data. LACOE/CSI staff will administer surveys to evaluate the CSI program and prepare linked student and school data. LACOE will develop the program evaluation design, survey collection platform, data analysis and evaluation reports on the CSI initiative.

LACOE and each participating school district will develop a Data Use Agreement (DUA), which will enable sharing of unidentified student level data including academic, attendance, climate, social emotional, and well-being metrics outlined in this MOA that can be linked to analyze the impact of CSI services. LACOE will analyze the necessary fields to link across data sets prior to delivery to DMH. This report will be transmitted to DMH to complete the reporting requirements of this funding. Data will be analyzed by LACOE no less than every six (6) months to complete the required semi-annual and annual reporting requirements of this funding. LACOE will prepare and submit an annual summative report to DMH that will include both quantitative and qualitative data.

Development of Data Tracking Processes

LACOE will develop a process for systematically collecting required data elements. LACOE will share data with DMH to monitor and evaluate the required data elements, as well as evaluate the quality and performance indicators and outcomes at the program level. Should there be a change in federal, state, and/or county policies/regulations, DMH at its sole discretion, may amend these performance-based criteria via an amendment to this MOA.

Socio-Demographic Data

LACOE will gather and report client socio-demographic information in accordance with the reporting guidelines identified in the [MHSA Prevention and Early Intervention Regulations](#). LACOE will share socio-demographic information with DMH as needed for data analysis and reporting. Data will be reported to DMH as outlined in the regulations.

The following socio-demographic data shall be collected:

- Age,
- Race,
- Ethnicity,
- Language,
- Disability, and
- Current Gender Identity.

Data Report and Schedule

Data will be gathered and reflected in the required semi-annual and annual reports submitted to DMH:

Data Required	Report Form	Submission Dates
Numbers Referred and Served: Students/Parents/Families/ Staff	Aggregate Summary of the Program and individual school sites	Semi-Annually January 15 & July 15
Numbers Referred and Linked to: Concrete supports Community resources	Aggregate Summary of the Program and individual school sites	Semi-Annually January 15 & July 15
Outcome Measures Data	Aggregate Summary of the Program and individual school sites	Semi-Annually January 15 & July 15
Outreach and Engagement Activities	Aggregate Summary of the Program and individual school sites	Semi-Annually January 15 &

Advisory Councils		July 15
Trainings/Workshops	Aggregate Summary of the Program and individual school sites	Semi-Annually January 15 & July 15
Survey Results	Aggregate Summary of the Program and individual school sites	Annually July 15
Informal and Formal Partnerships	Aggregate Summary of the Program and individual school sites	Annually July 15
Demographic Data	Aggregate Summary of the Program and individual school sites	Annually July 15
Comparison School Data on the following: Absenteeism Suspensions and expulsions Graduation rates	Aggregate Summary of the Program and individual school sites in contrast to the identified comparison schools	Annually July 15

Data Sharing

Data will be collected with individual identifiers by LACOE. LACOE will link data elements and shared de-identified linked data (such as individual student universal screening outcomes, academic outcomes and service participation) with DMH. Linking student level service participation and outcome data will be central to the evaluation. LACOE will share aggregate data with DMH. LACOE will provide data requested under the Performance-Based Criteria section.

IX. PERFORMANCE BASED CRITERIA

The Community School model will allow the selected school districts to have hubs for community school programming that will improve the academic, emotional, and physical wellbeing of participating students so they improve their educational outcomes. The Community Schools Initiative will be measured by all of the following performance-based criteria:

PERFORMANCE BASED CRITERIA	METHODS OF DATA COLLECTION	PERFORMANCE TARGETS
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PERFORMANCE BASED CRITERIA	METHODS OF DATA COLLECTION	PERFORMANCE TARGETS
Professional Development (PD) focused on Trauma Informed and Healing centered practices	LACOE Reports School Climate Survey	<ul style="list-style-type: none"> LACOE will ensure that at least one (1) training/workshop around trauma-informed practices is offered once a year at each school site Increased # of program and school staff who participate in PD related to trauma-informed practices
Community Collaborative Development	LACOE Reports	<ul style="list-style-type: none"> Increase and/or maintain the number of informal and formal community partners (e.g., MOUs) that support vulnerable and underserved populations Participation of community partners in collaborative meetings (e.g. Community School Council, sub-committees)
Increase social connectedness	LACOE Reports School Climate Survey Success Stories in EPS	<ul style="list-style-type: none"> Increased involvement by educational partners (students, staff, parents/caregivers) in the school site community school council, workshops, support groups, wellness activities, and other community/school events Enhance positive, supportive, inclusive, and racially just school climates

PERFORMANCE BASED CRITERIA	METHODS OF DATA COLLECTION	PERFORMANCE TARGETS
Increase collaborative leadership opportunities	LACOE Reports	<ul style="list-style-type: none"> • Development and maintenance of an Advisory/Community School Council with a diverse group of key educational partners who develops and continuously reviews/adapts in response to the assets and needs analysis and the annual Community School plan • Participation in interdisciplinary shared decision-making meetings
Referral and Linkage	LACOE Reports	<ul style="list-style-type: none"> • Linkages of students and families to concrete supports and community resources (e.g. mental health, health, housing, legal) in the community • Number of referrals to Psychiatric Social Worker • Increased positive student engagement and experience • Increased number of students who report knowledge of mental health supports available on campus
Professional Growth of Mental Health Practitioners	LACOE Reports	Clinical Supervision Hours and Trainings Provided to Mental Health Practitioners and Interns
Peer Leadership	LACOE Reports	Development of peer leaders to engage the student body in wellness topics

PERFORMANCE BASED CRITERIA	METHODS OF DATA COLLECTION	PERFORMANCE TARGETS
Expanded learning times and opportunities	LACOE Reports	Increase the number of enrichment and educational support programming being delivered and available to the school community (e.g. services being delivered by partners)

Further evaluation of the impact of the Community School model implementation includes the identification of a comparison school within the same school district or another school district. LACOE will collect the following data elements from the comparison schools to evaluate the impact of existing Community Schools in Implementation Phases on these universal data points.

COMMUNITY SCHOOL & COMPARISON SCHOOL DATA ELEMENTS (REPORTED ANNUALLY)		
CATEGORY	DESCRIPTION	METHODS OF DATA COLLECTION
Absenteeism	The average number of days students in each grade level miss in a school year	LACOE Reports School Site Attendance Reports California Longitudinal Pupil Achievement Data System (CALPADS)
Suspensions and expulsions	The total number of suspensions and expulsions in a school year	LACOE Reports State Reports CALPADS EPS
Graduation rates	The total number of students who graduated in the school year	LACOE Reports State Reports EPS

X. BUDGET

The total amount of funding committed for CSI implementation at LACOE sites is \$32,367,937. This funding will be allocated over three (3) fiscal years beginning FY 2023-24 and concluding FY 25-26. The budget is outlined in **Addendum B-5 – LACOE budget**.

A. Staffing

LACOE will hire or contract for staff at their own discretion to meet the needs of the CSI, including a unit to oversee the administration of services and meet the responsibilities of LACOE as outlined in this MOA. LACOE will seek input from each school district during the hiring process to identify candidates that have knowledge of the districts and communities to be served. The unit will be comprised of the staff items listed below:

1. Community Schools Initiative Director

The Community Schools Initiative Director, under the Chief of Wellbeing and Student Support Services, will be a driving force for the CSI in Los Angeles County. The Director will work strategically with Los Angeles County departments, local city services, community-based organizations, businesses, and LACOE staff, as appropriate, to build partnerships and a network of high-quality resources. The Director will provide guidance and technical assistance to school districts, LACOE stakeholders and, as appropriate, to external stakeholders – county and city departments, community-based organizations, and businesses.

Duties:

- a. Provide outreach to school districts to engage school personnel and increase awareness of Community Schools as an evidence-based school improvement framework
- b. Organize ongoing professional development for schools, county agencies, community partners, businesses, LACOE staff, and institutes of higher education to support the Community Schools Initiative
- c. Utilize a Community School framework from a strengths-based, solution-focused perspective
- d. Establish a community of practice for Community School Leaders
- e. Use resource-mapping methodology annually to identify assets and resources that can be used to build Community Schools
- f. Develop a resource network of high-quality programs and services available to schools. Resources can include, but are not limited to, expanded learning opportunities, health services, mental health services, parent/family engagement, and direct material assistance
- g. Serve as a liaison for agencies and programs interested in partnering with school districts
- h. Provide a forum for stakeholders to build capacity and sustain the Community Schools

- i. Monitor progress of schools in the development and expansion of Community Schools
- j. Review progress and use data to report on outcomes of the Community School Initiative in Los Angeles County
- k. Develop a systematic referral process for Community Schools' programming, such as linkage to mental health services and concrete supports

2. Coordinator – Community Schools Initiative (CSI)

The Coordinator of Community Schools Initiative, shall provide administrative support to the Los Angeles County Office of Education's Community Schools Initiative. Position will assist with the oversight and monitoring of the initiative by providing direction with the implementation of the community school strategy at participating school districts. This will include providing and developing professional development tools focused on building a comprehensive community school model.

Duties:

- a. Uphold the vision of the LACOE Community Schools Initiative to transform schools into community hubs to address inequities and increase access to resources
- b. Provide ongoing supervision, consultation, and training services for community schools staff on procedural and operational strategies
- c. Design, organize, lead and deliver dynamic professional development presentations for LACOE staff, school, and LEA staff and partner agencies on the components of community schools
- d. Provide technical assistance to schools and LEAs planning and implementing community schools
- e. Provide consultative and coaching support to school and district personnel leading the work of the Community Schools Initiative
- f. Contribute to the development and implementation of the Community Schools Initiative vision and strategic plan to implement the Community Schools framework in schools across Los Angeles County
- g. Serve on internal and external advisories and committees that support the strengthening and expansion of community schools at the local, and regional levels
- h. Build capacity of staff in LACOE Community Schools partner LEAs, community agencies and other organizations for purposes of the implementation of the Community Schools strategy
- i. Supervise LACOE staff who implement support services in schools
- j. Plan, schedule, and facilitate countywide meetings, in-service training workshops, and conferences

- k. Serve as a liaison between school district agencies, State Department of Education, professional organizations, and other public and private agencies in the area of responsibility; assist in the identification of needs, as well as strategies to support
- l. Provide research and relevant data for management planning sessions and subsequent policy and procedural guidelines
- m. Prepare, organize, and develop management reports to communicate project milestones, accomplishments, and end of year reports
- n. Evaluate or provide technical evaluation of the performance of professional, technical, and clerical personnel to ensure compliance with the project policies and operational goals and objectives
- o. Provide support with the completion of grant applications and development of support programs that will enhance services at LACOE Community Schools sites

3. Coordinator – Psychiatric Social Worker (PSW)

The PSW promotes early identification of students with behavioral, social, and/or emotional problems, provides opportunities for ameliorative intervention, and recommends procedures for dealing with those effects on a student's learning and behavior.

Duties:

- a. Provide administrative supervision, management, and evaluation of assigned staff
- b. Provide for program quality improvement through the review of program and staff documentation and data
- c. Coordinate and collaborates with district and school level administrators regarding program implementation and improvement
- d. Develop, monitor, and evaluate program services and expectations
- e. Collaborate with LACOE, school district, school, and grant partners regarding grant and program expectations, and coordination of services
- f. Collaborate with LACOE Information Technology (IT) staff on the development, reporting, and monitoring of mental health related service documentation
- g. Collaborate with university partners regarding the ongoing development, monitoring, and implementation of the LACOE CSI Social Work Intern Program
- h. Provide oversight of the LACOE CSI Social Work Intern Program which includes the following: Intern recruitment, university Field Liaison

meetings and communications, MOU monitoring, development and implementation of the Intern training plan, development and implementation of the Preceptor training plan, development and implementation of the Field Instructor training plan, and ongoing program monitoring and support

4. Coordinator – Peer Leadership

The Coordinator promotes the adoption, development, and implementation of mental health focused peer leadership programs at LACOE Community Schools.

Duties:

- a. Complete assessment of peer leadership programming at participating schools, including training provided to students and participating staff/facilitators, to identify strengths and gaps
- b. Coordinate and provides training to school staff/facilitators of mental health peer programming
- c. Coordinate the development of a student training curriculum
- d. Coordinate the development and/or curation of a menu of student lead mental health workshops and outreach/promotion events and activities that schools can choose to adopt
- e. Provide ongoing consultation and support to facilitators of school based mental health peer leadership programs
- f. Collaborate with partner organizations, schools, and LACOE departments to coordinate annual peer leadership conference/event
- g. Provide clinical supervision to School Social Workers as required by the California Board of Behavioral Sciences

5. Community Schools Specialist (CSS)

The Community Schools Specialist is a dedicated staff member responsible for coordinating and supporting programs that address learning barriers for students. In partnership with the site administrator, the CSS develops a system of support for students, families, and community members. Additionally, the CSS is responsible for implementing administrative systems, procedures, and policies; monitoring administrative projects; and maintaining program fidelity.

Duties:

- a. Conduct needs assessments and identifies community school district priorities by working with school administrators, teachers, partner agencies, parents, and students to identify barriers to learning, available resources, and gaps in services

- b. Identify, engage, and recruit partners to offer programs and services to students and families based on the community's needs assessment
- c. Develop administrative agreements/MOUs with partners to provide services
- d. Develop the continuum of integrated services for students, families, and community members within the school neighborhood
- e. Create a referral system to assist with linkage and assists directly with information sharing and referral services to maintain an effective referral process to community resources
- f. Develop, maintain, and publicize a schedule of programs and activities offered at the school
- g. Create, strengthen, and maintain the bridge between the school and the community by creating regular and ongoing (minimum of bi-monthly) opportunities for shared leadership and trust; this can be done through the stakeholder group / Community School Council.
- h. Facilitate and provide leadership through collaboration in order to resolve related issues to service delivery, access and coordination
- i. Make assessments for improvement and shared accountability between partnerships
- j. Advocate for students, families and community members within the school neighborhood and community
- k. Facilitate an awareness of needs and trends within the community
- l. Coordinate all services and trainings that take place during and beyond the school day to support the CSI site plan. Services can include, but are not limited to, expanded learning opportunities, health services, mental health services, parent/family engagement and concrete supports
- m. Serve as the liaison between the expanded learning staff, teachers, and community partners
- n. Administer, collect, and review outcomes and progress through observation and identified data collection tools; assist in the preparation of outcome reports

6. Psychiatric Social Worker (PSW)

The PSW promotes a multi-tiered system of school mental health supports on assigned school campuses, with an emphasis on mental health prevention and early intervention services.

Duties:

- a. Provide mental health promotion and suicide prevention services directed towards school staff, parents, and students including

workshops, education/outreach events, school wide campaigns, and classroom curriculum

- b. Provide mental health consultation to school staff
- c. Provide mental health early intervention services to students and families including mental health triage; mental health screening; referral and linkage; case management; psycho-social assessments and treatment planning; and group, individual, and family counseling
- d. Participate in school site shared decision-making and school climate focused teams and workgroups such as: Community School Council, Coordination of Services Teams, and Positive Behavioral Intervention and Support planning meetings.
- e. Serve as preceptor and/or Field Instructor for Bachelor and Master level Social Work Interns
- f. Provide support to school site mental health peer leadership programming and peer-to-peer mental health promotion events and activities

7. Educational Community Worker (ECW)

The ECW supports the enhancement of family and community engagement within the Community School by providing meaningful family and community engagement which is associated with positive student outcomes and increased trust between students, parents, and staff.

Duties:

- a. Assist the CSS in the creation and implementation of CSI plan for their assigned school district
- b. Assist in the community needs assessment to prioritize services, identify gaps in services, and build on existing supports
- c. Assist with the coordination of all services and trainings that take place during and beyond the school day to support the CSI site plan. Services can include, but are not limited to, expanded learning opportunities, health services, mental health services, parent/family engagement, and concrete supports
- d. Establish and facilitate regularly scheduled (minimum of bi-monthly) parent group, which will include parent trainings to educate parents on topics related to student success and trauma-informed responsiveness
- e. Create, strengthen and maintain the bridge between the school and the community by creating regular and ongoing (minimum of bi-monthly) opportunities for shared leadership and trust; this can be done through the stakeholder group or Community School Advisory Board
- f. Assist students and families with referral and linkage to community resources including those for concrete supports

- g. Identify, collaborate, and build relationships with community-based organizations that can support and provide services to the school site
- h. Serve as a liaison for agencies, parents/caregivers and programs interested in partnering with the school district
- i. Administer, collect, and review outcomes and progress through observation and identified data collection tools, and assist in the preparation of outcome reports
- j. Communicate with caregivers/parents, on a routine basis, to ensure families' needs are being met and services are being maximized to the extent possible
- k. Work with CSS and school site administration to ensure that the voice and choice of the family is being heard

8. Research and Evaluation Coordinator (REC)

The REC, under administrative direction, provides technical support and advisement to LACOE divisions and school districts throughout Los Angeles County in the areas of research design, data collection analysis and reporting activities.

Duties:

- a. Collaborate with participating school district staff in the design of research collection methods, analysis, interpretation, and reporting of data
- b. Collaborate with Director of Development to construct a report and provide data informed feedback and program recommendations to school districts
- c. Conduct research to support data, recommendations, inquiries, training requests, and other matters as necessary
- d. Collaborate with the Director of Community Schools Initiative and CSSs in developing a method of assessing the need for technical assistance (TA), an implementation plan for the TA, and providing the TA within subject matter expertise
- e. Develop reports, tracking systems, solution-focused plans, and written communications utilizing various software applications to ensure that all projects are delivered within an appropriate timeframe
- f. Collaborate with CSS to collect data from the various CS groups, develop a method of tracking and disseminating relevant data, develop solution-focused plans to address identified issues within an appropriate time frame, and ensure that the goals are met

- g. Develop and maintain networks with community-based organizations, providers, and other CS members and ensures that all communication, verbal and written, is delivered in a culturally humble manner
- h. Develop and deliver formal presentations countywide to CS and stakeholders
- i. Develop, in collaboration with the Director and CSS, policies and procedures to guide the resolution of issues or conflict in the CS and ensure that CS stakeholder input is received and incorporated

XI. FUNDING & PAYMENT PROVISIONS

- A. DMH will establish an annual funding amount to provide MHSA funding for the LACOE CSI project as indicated in **Addendum B-5 – LACOE budget**. Up to 10% of the Project Budget may be reallocated within services. LACOE must notify the DMH Project Manager in writing at least 10 days in advance if 10% of the Project Budget is reallocated within services.
- B. Funding is contingent upon an analysis of (a) availability of funds; (b) an acceptable level of performance as evidenced by DMH monitoring of Performance Based Criteria listed in section IX of this MOA; (c) receipt of semi-annual and annual outcome and demographic data collection progress; (d) receipt of quarterly financial reports, including numbers served and socio-demographic data; and (e) receipt of annual report (please refer to section XII Term of MOA).
- C. The budget and MOA may be adjusted according to any change in state funding allocation and the performance of LACOE. Please refer to section XII Term of MOA and section IX Performance Based Criteria for more information.
- D. DMH shall reimburse LACOE the costs for services provided to LACOE CSI Project participants under this MOA from funds DMH has allocated for services to LACOE CSI Project, provided that DMH has received MHSA funding from the state.
- E. Reimbursement claims must be submitted using Addendum C, Invoice, each quarter on the following dates:

October 15th, January 15th, April 15th and July 15th
- F. Reimbursement to LACOE will be on a quarterly basis upon DMH's receipt of the following information from LACOE:
 - 1. Actual number of students, families, and staff served under the universal and selective levels of Prevention.
 - 2. Itemized indirect costs.

3. Payroll data to determine staff salaries and employee benefits; and expenditures data to define services and supplies relating to program services and supports expenses (e.g. workshops, mentoring, O&E activities, individual and group activities, personal development skills training, facility and equipment rentals, materials, etc.).
 4. Submission of outcome measures that adhere to MHSA regulation requirements. Reimbursement to LACOE for services provided in June will be billed in accordance with the Auditor-Controller Fiscal Year Closing Instruction deadline within thirty (30) days, for DMH to review and approve the invoice.
- G. In the event the MOA needs to be revised, DMH shall prepare and submit the revised MOA to LACOE. The revised MOA shall be signed and returned to DMH within thirty-five (35) working days. Any unresolved issues relating to the revised MOA shall be elevated to the level of LACOE and DMH executive management for resolution.
- H. In the event of state, and/or county audit exceptions that result in fiscal sanction or claim disallowance that arise out of this MOA, LACOE and its contractors or subcontractors shall be liable for any sanctions or disallowed costs.
- I. Increases or decreases in workload that result in any increase or decrease in funding may be made upon mutual agreement of the parties and memorialized through a formal amendment as provided in section XII (D), below.
- J. Invoices for services rendered under this MOA shall be electronically submitted to the Accounts Payable to the attention of the County's Project Manager:

Kanchana Tate, LCSW
Mental Health Clinical Program Manager II
APSVPUInquiries@dmh.lacounty.gov

- K. All invoices submitted by the Contractor for payment must have the written approval of the County's Project Manager prior to any payment thereof. In no event shall the county be liable or responsible for any payment prior to such written approval. Approval for payment will not be unreasonably withheld.

XII. TERM OF MOA

- A. Subject to the availability of funds, the term of this MOA shall commence upon execution by both parties, through the end of the Fiscal Year (FY) on June 30, 2026, unless sooner terminated or extended, in whole or in part, as provided in this MOA.

- B. Renewal of the MOA and continuation of the LACOE CSI Project beyond the agreed upon term will be subject to each Party signing a renewal MOA at least fifteen (15) days before the end of the FY 2025-26.
- C. DMH shall notify LACOE in writing at least ninety (90) days in advance if the MOA will not be renewed for the subsequent FYs.
- D. Either Party may request changes to this MOA. Any changes, modifications, revisions, or amendments to this MOA that are mutually agreed upon by and between the Parties shall be incorporated in writing, and effective when executed and signed by the Parties.

XIII. NOTICES

All notices or demands required or permitted to be given or made under this MOA shall be in writing and delivered via electronic mail addressed to the Parties as identified in Exhibit 1 – DMH Administration and Exhibit 2 – LACOE Administration. Addresses may be changed by either Party giving 10 days' prior written notice to the other Party.

XIV. LIMITATION OF LIABILITY, INDEMNIFICATION, AND INSURANCE

To the maximum extent provided by law, in no event shall either Party be responsible for any special, indirect, consequential, exemplary damages of any kind, including loss of profits and/or indirect economic damages whatsoever, and regardless of whether such damages arise from claims based upon contract, negligence, tort or other.

DMH and LACOE mutually agree to defend, hold harmless, and indemnify the other and their Governing Board, officers, agents, employees, and volunteers from any and all liabilities including, but not limited to any claims for damages, death, sickness, or other personal injury or injury to property, including, without limitation all consequential damages, for any cause whatsoever arising from or connected with its services and or MOU in the normal course of business, unless resulting from the gross negligence or willful misconduct of their agents and/or employees.

Each Party shall be responsible for providing disability, workers' compensation, professional liability, or other insurance as well as licenses and permits usual or necessary for performing the services under this MOU.

In accordance with California Government Code Section 989-991.2, County Code Chapter 5.32, and Articles 1 and 2 of the Los Angeles County Charter, the county, a political sub-division of the state, is authorized to self-insure for its liability. This self-insurance includes coverage for legal liability and defense costs for claims asserted by third parties for bodily injury and property damage, including general and professional liability (malpractice).

Each Party agrees to indemnify, defend, and hold harmless the other party, its officers, agents, and employees from any and all liabilities, claims, or losses of any nature, to the extent caused by, arising out of, or in connection with, the indemnifying party's negligent or wrongful acts or omissions arising from its respective activities pursuant to this MOU.

XV. **TERMINATION**

All parties involved in this MOA may terminate the MOA at any time without cause provided that a written notice is given at least 30 days in advance to the other party.

XVI. **COUNTERPARTS**

This MOU may be signed and delivered in two or more counterparts, each of which, when so signed and delivered, shall be an original, but such counterparts together shall constitute the one instrument that is the MOU, and the MOU shall not be binding on any Party until all Parties have signed it. Facsimile signatures shall be deemed for all intents and purposes as binding as original signatures.

XVII. **CONFIDENTIALITY**

- A. LACOE will ensure that adequate provisions for disposing and keeping DMH participant records confidential are included in contracts and agreements entered into with third parties and other outside agents or agencies. Documents for record and retention purposes in accordance with this MOA are to be maintained for a period of five (5) years.
- B. LACOE will maintain the confidentiality of all records and information, including but not limited to, claims, county records, patient/client records and information, in accordance with Welfare and Institutions Code (WIC) sections 5328 through 5330, inclusive, and all other applicable county, state, and federal laws, ordinances, rules, regulations, manuals, guidelines, and directives related to confidentiality and privacy. Additionally, LACOE will ensure that all data received from participants is appropriately used only for the purposes set forth in this document and/or any subsequent agreements between LACOE and DMH. This will be in accordance with WIC sections 17006 and 10850, and CDSS Manual of Policies and Procedures Chapter 19-000.
- C. LACOE will not publish, disclose, or permit or cause to be published or disclosed, or include in any way the name, address, or any personal-identifying information concerning the condition or circumstances of any student, or family member, if applicable, from whom, or about whom, information is obtained. Should a report be published using data provided by LACOE, DMH retains the right to review, comment on, and edit all such reports prior to distribution.

- D. DMH agrees that it may create, receive from or on behalf of LACOE, or have access to records or record systems that are subject to the Family Educational Rights and Privacy Act ("FERPA"), 10 U.S.C. Section 1232g (collectively, the "FERPA Records"). DMH represents, warrants, and agrees that it will: (1) hold the FERPA Records in strict confidence and will not use or disclose the FERPA Records except as (a) permitted or required by this MOA, (b) required by law, or (c) otherwise authorized by LACOE in writing; (2) safeguard the FERPA Records according to commercially reasonable administrative, physical and, technical standards that are no less rigorous than the standards by which DMH protects its own confidential information; and (3) continually monitor its operations and take any action necessary to assure that the FERPA Records are safeguarded.

XVIII. DMH RESPONSIBILITIES

- A. Designate a DMH Project Manager responsible for the oversight of this program.
- B. Ensure all applicable policies and guidelines for the county's MHSA Plan are provided to LACOE CSI Project Manager.
- C. Monitor LACOE performance under this MOA utilizing data submitted by LACOE through semi-annual reports. Reports submitted by LACOE ensure that services provided and associated costs are valid. Monitoring activities shall address utilization and results of outcome measures, as well as fiscal, administrative, and service delivery reviews.
- D. Evaluate LACOE performance under this MOA to ensure compliance with the terms and performance standards on no less than a semi-annual basis. The evaluation will review the outcome measures, fiscal, administrative, and service delivery of the program.
- E. Identify deficiencies that may place the performance of this MOA in jeopardy and require that LACOE initiate corrective action measures.
- F. Retain on file, copies of all notices sent to LACOE that pertain to this MOA.
- G. Develop collaborative meetings and resources to increase service and resource access for program participants.

XIX. LACOE RESPONSIBILITIES

- A. Designate a LACOE CSI Project Program Manager responsible for oversight of this program.

- B. Designate a staff person to serve as the LACOE CSI liaison between DMH and LACOE for the CSI Program.
- C. Coordinate quarterly telephone conferences between DMH and LACOE CSI Project Manager and/or liaison(s) to discuss implementation issues.
- D. Deliver the services of the LACOE CSI Project as outlined in this MOA to the target population.
- E. LACOE will ensure the services provided support the outcome and goals established in this document.
- F. LACOE will be responsible for developing and/or supporting the participating school district in developing an MOU with any community-based organization and/or department that will partner with the school site to provide supports to students and their families.
- G. LACOE shall ensure outreach protocols are established to maintain a consistent level of student, family, and community participation.
- H. LACOE will utilize a referral tracking system to report referrals made to community resources and linkage outcomes.
- I. LACOE will administer an annual survey to students, families, and school staff. LACOE shall complete an analysis of the survey results per CS school site and make this information available to DMH by July 15th. LACOE shall provide DMH access to survey information if requested.
- J. Require and ensure potential LACOE CSI Project referral agencies and providers receive education and/or training to support CSI services.
- K. Gather and report client socio-demographic data for CSI participants in accordance with the reporting guidelines identified in the MHSA Regulations. Data shall be reported to DMH as outlined in the regulations.
- L. Keep a record of services that were provided, dates, agendas, and sign-in sheets for all LACOE CSI Project components for five (5) years.
- M. Provide claims for expenditures with appropriate back up documentation to DMH for all services.
- N. Comply with state and county MHSA policies and procedures for claiming, invoicing and reporting of data and outcomes for MHSA funded programs.
- O. Ensure that all data collected is entered into the LACOE identified or developed database templates.

- P. Be responsible for collecting, managing, and submitting specific demographic, and outcome data on a semi-annual basis to DMH to demonstrate client outcomes inclusive of guidelines set forth by DMH and the state. This includes collecting outcome data to assess the LACOE CSI Project and make mid-course corrections, as necessary, to ensure the achievement of positive client and program outcomes.
- Q. Submit semi-annual reports, as required by this MOA.
- R. Provide DMH all correspondence with inquiries regarding this MOA to:

Kanchana Tate, LCSW
Mental Health Clinical Program Manager II
Department of Mental Health
510 S. Vermont Ave 22nd Floor
Los Angeles, California 90020
Email address: KTate@dmh.lacounty.gov

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by the County's Director of Mental Health or designee, and Provider 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
Director

Los Angeles County Office of Education
CONTRACTOR

By _____

Name: DEBRA DURADO, M.S.W., Ed.D.

Title: Superintendent of Schools
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL

By: Rachel Kleinberg
Senior Deputy County Counsel

A Community Schools Initiative (CSI) hub will be located in at least one identified school site per school district. LACOE identified the following school districts to implement the CSI Project:

- Antelope Valley Union High*
- Azusa Unified*
- Baldwin Park*
- Bassett Unified*
- Bellflower Unified*
- Compton Unified*
- Duarte Unified^
- Inglewood Unified*
- Montebello Unified ^
- Norwalk-La Mirada Unified*
- Santa Monica-Malibu Unified^

*Denotes school districts that will be funded through this agreement with a new school site in the planning phase. In 2021 the Legislature passed the California Community Schools Partnership Act, followed by the Budget Act of 2021, that allocated funding for the goals presented in the legislation. As a result, the California Department of Education (CDE) developed the California Community Schools Partnership Program (CCSPP) aimed at addressing inequities in high need schools. Through this initiative, CDE will be accepting applications from qualifying entities for LEAs to plan for, implement, and help coordinate community schools. Funding will take place across several 5-year grant cycles and be available through the 2031 fiscal year.

^Denotes school districts that will be funded through this agreement as an existing pilot site in the implementation phase.

DMH ADMINISTRATION

MOU NAME: MOA by and between DMH and LACOE for Community School Initiative Services

DIRECTOR OF MENTAL HEALTH:

Name: Lisa H. Wong

Title: Director

Address: 510 S. Vermont Avenue

City, State, Zip: Los Angeles, CA 90020

Telephone: (213) 947-6670

E-mail Address: LWong@dmh.lacounty.gov

COUNTY MOU MANAGER:

Name: Kanchana Tate

Title: Mental Health Program Manager II

Address: 510 S. Vermont Avenue

City, State, Zip: Los Angeles, CA 90020

Telephone: (213) 943-9765

E-mail Address: KTate@dmh.lacounty.gov

COUNTY MOU ANALYST:

Name: Michael Preston

Title: Administrative Services Manager II

Address: 510 S. Vermont Avenue

City, State, Zip: Los Angeles, CA 90020

Telephone: (213) 943-9174

E-mail Address: Mpreston@dmh.lacounty.gov

LACOE ADMINISTRATION

MOU NAME: MOA by and between DMH and LACOE for Community School Initiative Services

LACOE AUTHORIZED SIGNATORY:

Name: Debra Durado, M.S.W., Ed.D.

Title: Superintendent of Schools

Address: 9300 Imperial Highway

City, State, Zip: Downey, CA 90242

Telephone: (562) 922-6127

E-mail Address: Durado_debra@laoe.edu

LACOE MOU MANAGER:

Name: Karen Kimmel

Title: Chief Financial Officer

Address: 9300 Imperial Highway

City, State, Zip: Downey, CA 90242

Telephone: (562) 922-6124

E-mail Address: Kimmel_karen@laoe.edu

LACOE MOU ANALYST:

Name:

Title:

Address:

City, State, Zip:

Telephone:

E-mail Address:

CONTRACT NO. MHMOA227

AMENDMENT NO. 3

THIS AMENDMENT is made and entered into this XX day of _____, 2023, by and between the COUNTY OF LOS ANGELES (hereafter "County") and the Los Angeles County Office of Education (LACOE) (hereafter "Provider").

WHEREAS, reference is made to that certain document entitled "Memorandum of Agreement " for community school initiative services, dated March 1, 2022, and further identified as County MOA No. MHMOA227, and any amendments thereto (hereafter collectively "MOA"); and

WHEREAS, on February 15, 2022, the County Board of Supervisors delegated authority to the Director of Mental Health, or designee, to execute amendments to the MOA to make other certain designated changes; and

WHEREAS, on _____, the County Board of Supervisors delegated authority to the Director of Mental Health, or designee, to rollover unspent Mental Health Student Services Act (MHSSA) grant funding to address the delay in program implementation during Grant Year 1 (3/1/22 – 2/28/23) due to staffing shortages and to replace Addendum A-2 (LACOE BUDGET) and Addendum B-2 (INVOICE); and

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

WHEREAS, the MHSSA funds for Grant Year 1 (3/1/22 – 2/28/23) will be reallocated to Grant Years 2-5 (3/1/23 – 2/28/24, 3/1/24 – 2/28/25, 3/1/25 – 2/28/26, 3/1/26 – 12/31/26); and

WHEREAS, the above changes shall not result in an increase to funding or service delivery levels; and

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

NOW, THEREFORE, County and Provider agree as follows:

1. The amendment is effective upon execution.
2. For Grant Year 1 only, the MHSSA grant funds are decreased in the amount of \$1,251,116 from \$1,819,617 to \$568,501.
3. For Grant Year 2, the MHSSA grant funds are increased in the amount of \$172,915 from \$1,868,093 to \$2,041,008.
4. For Grant Year 3, the MHSSA grant funds are increased in the amount of \$168,432 from \$1,914,063 to \$2,082,495.
5. For Grant Year 4, the MHSSA grant funds are increased in the amount of \$174,693 from \$2,017,630 to \$2,192,323.
6. For Grant Year 5, the MHSSA grant funds are added in the amount of \$735,076.
7. Addendum A-2 (LACOE BUDGET) will be deleted in its entirety and replaced with Addendum A-3 (LACOE BUDGET), attached hereto and incorporated herein by reference. All references in MOA to "Addendum A-2 (LACOE BUDGET)" shall be deemed amended to state "Addendum A-3 (LACOE BUDGET)".
8. Addendum B-2 (INVOICE) will be deleted in its entirety and replaced with Addendum B-3 (INVOICE), attached hereto and incorporated herein by reference. All references in MOA to "Addendum B-2 (INVOICE)" shall be deemed amended to state "Addendum B-3 (INVOICE)".

9. Except as provided in this amendment, all other terms and conditions of the MOA 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 Director of Mental Health or designee, and Provider 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
Director

Los Angeles County Office of Education
CONTRACTOR

By _____

Name Karen Kimmel

Title Chief Financial Officer
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL

By: Rachel Kleinberg
Senior Deputy County Counsel

Addendum A-3 (LACOE BUDGET)

LOS ANGELES COUNTY OFFICE OF EDUCATION MENTAL HEALTH STUDENT SERVICES ACT GRANT

Personnel	Grant Year 1 (3/1/22- 2/28/23)	Grant Year 2 (3/1/23-2/28/24)	Grant Year 3 3/1/24-2/28/25	Grant Year 4 3/1/25-2/28/26	Grant Year 5 (3/1/26-6/30/26)	Total
<u>School Social Worker (Certificated)</u>						
Salary (@ 3% COLA)	219,039	\$115,924	\$119,560	\$123,147	41,451	\$619,121
Benefits	119,414	48,124	51,705	52,657	18,992	290,892
Total S & B per position	338,453	164,048	171,265	175,804	60,443	910,013
8 School Social Worker	338,453	1,312,384	1,370,120	1,406,432	483,544	4,910,933
<u>Coordinator III (Certificated)</u>						
Salary (@ 3% COLA)	58,894	147,952	152,596	157,174	52,905	569,521
Benefits	29,453	56,269	60,466	61,681	22,030	229,899
Total S & B per position	88,347	204,221	213,062	218,855	74,935	799,420
1 Coordinator III	88,347	204,221	213,062	218,855	74,935	799,420
<u>Data Processing Assistant (Classified)</u>						
Salary (@ 3% COLA)	37,474	65,082	67,124	69,138	23,272	262,090
Benefits	24,654	45,728	47,064	47,893	17,353	182,692
Total S & B per position	62,128	110,810	114,188	117,031	40,625	444,782
1 Data Processing Assistant	62,128	110,810	114,188	117,031	40,625	444,782
Student Stipend	-	64,000	64,000	64,000	19,200	211,200
Other expenses						
Mileage	998	12,000	13,263	21,600	3,600	51,461
Workshop/Training	-	22,600	8,000	38,600	7,892	77,092
Supplies	938	14,775	15,033	23,650	4,000	58,396
Office Equipment_Computer/Laptop	8,649	26,800	6,000	9,000	3,000	53,449
Cell Phone Stipend	180	7,200	7,200	7,200	2,400	24,180
Total Other expenses	10,765	83,375	49,496	100,050	20,892	264,578
Total Operational Cost	499,693	1,774,790	1,810,866	1,906,368	639,196	6,630,913
Indirect	9.12%/8.05% 40,292	8.05%/10.12% 167,766	10.12%/9.12% 171,183	9.12% 173,860	9.12% 58,295	611,396
Total Proposal	539,985	1,942,556	1,982,049	2,080,228	697,491	7,242,309

Budget Including DMH Admin Costs						
LACOE Operational Cost	499,693	1,774,790	1,810,866	1,906,368	639,196	6,630,912
LACOE Indirect	40,292	167,766	171,183	173,860	58,295	611,397
LACOE Total	539,985	1,942,556	1,982,049	2,080,228	697,491	7,242,309
DMH Indirect	28,516	6.95%/4.88% 98,452	4.88%/5.88% 100,446	5.88% 112,095	5.88% 37,585	377,094
Grand Total	568,501	2,041,008	2,082,495	2,192,323	735,076	7,619,403

**LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH
PREVENTION SERVICES ADMINISTRATION
MENTAL HEALTH STUDENT SERVICES ACT GRANT AWARD
ADDENDUM B-3 - INVOICE**

Month(s) Claimed & Year: _____

Invoice Number: _____

Attention: Kanchana Tate, LCSW

Submit invoices to:
Department of Mental Health, Accounts Payable
510 S Vermont Ave, 15th Fl
Los Angeles, CA 90020
APSVPUInquiries@dmh.lacounty.gov

	Costs
Personnel	
School Social Worker (8 FTE)	
Coordinator III (1 FTE)	
Data Processing Assistant (1 FTE)	
Other Expenses	
Student stipends	
Workshops/Training	
Mileage	
Supplies	
Office Equipment	
Cell Phone Stipend	
Administration	
Indirect Costs	
Total	

Please address any questions to:	Please send payment to:
Michelle Castelo Alferes, Ed.D, MSW Director III, Community Schools Los Angeles County Office of Education 12830 Columbia Way, Downey, CA 90242 Alferes_Michelle@lacoed.edu	Samantha Ruan Los Angeles County Office of Education 12830 Columbia Way, ECW-114 Downey, CA 90242 Ruan_Samantha@lacoed.edu

LACOE Approver: _____
Signature

Date

DMH Approver: _____
Signature

Date

BOARD LETTER/MEMO CLUSTER FACT SHEET

DRAFT

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/6/2023	
BOARD MEETING DATE	12/19/2023	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Mental Health	
SUBJECT	Request approval of interim ordinance authority for the Department of Mental Health to recruit and hire eleven positions and delegate authority to execute new Memoranda of Understanding with Managed Care Plans for the support and coordination of specialty and non-specialty mental health services available to Medi-Cal beneficiaries.	
PROGRAM	Managed Care Division	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS	12/19/2023	
COST & FUNDING	\$ 2,654,000/annually	Funding source: Departmental operating revenue
	TERMS (if applicable): N/A	
	Explanation:	
PURPOSE OF REQUEST	This Board Letter will allow DMH, to permanently hire personnel to address the growing population of Medi-Cal beneficiaries enrolled in Medi-Cal Managed Care Plans (MCPs) and to execute new and future MOU's with MCPs that provide Medi-Cal eligible services to the same Medi-Cal recipients managed by DMH.	
BACKGROUND (include internal/external issues that may exist including any related motions)	<p>As the Mental Health Plan, DMH is statutorily required to execute an MOU with any MCP that provides Medi-Cal eligible services to the same Medi-Cal recipients managed by DMH. Through this Board letter, DMH will extend the term of the existing MOUs with the MCPs, for the coordination of the expansion of integrated services provided to shared Medi-Cal beneficiaries throughout the County. Additionally, DMH will execute new MOUs with the MCPs upon completion of negotiations.</p> <p>The Health Access and Integration (HAI) Division is a new Division within DMH that manages the Department's health plan operations. To ensure compliance with the State, DMH is seeking your Board's approval to request ordinance authority to hire eleven (11) interim ordinances to manage all MCPs for serious mental health services coordination. These positions will not only fulfill the State's contractual obligations but will also support the increasing number of Medi-Cal beneficiaries who are now required to be enrolled in MCPs. The State anticipates that 99% of all Medi-Cal beneficiaries will be assigned to MCPs by 2025. By having an expanded, dedicated department staff, this will allow for better coordination of care between DMH, as the local Mental Health Plan and the MCPs.</p>	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: This BL supports the Boards Priority of "Alliance for Health Integration." DMH will hire personnel to address the growing population of Medi-Cal beneficiaries enrolled in MCPs, which will allow for better coordination of care between DMH and the MCPs.	
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Jaclyn Baucum, Deputy, (213) 943-8387, jbaucum@dmh.lacounty.gov Rachel Kleinberg, Senior Deputy County Counsel, (213) 974-7735, rkleinberg@counsel.lacounty.gov	



DEPARTMENT OF MENTAL HEALTH

hope. recovery. wellbeing.

LISA H. WONG, Psy.D.
Director

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

Connie D. Draxler, M.P.A.
Acting Chief Deputy Director

December 19, 2023

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:

**APPROVAL OF INTERIM ORDINANCE AUTHORITY AND REQUEST DELEGATED
AUTHORITY TO EXECUTE MEMORANDA OF UNDERSTANDING
WITH MANAGED CARE PLANS
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Request approval of interim ordinance authority for the Department of Mental Health to recruit and hire 11 positions and delegate authority to execute new Memoranda of Understanding with Managed Care Plans for the support and coordination of specialty and non-specialty mental health services available to Medi-Cal beneficiaries.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve interim ordinance authority, pursuant to Section 6.06.020 of the County Code, for Department of Mental Health (DMH) to recruit and hire 11 key personnel to support and coordinate mental health services with the Managed Care Plans (MCPs). The estimated annual cost of these positions is \$2,654,000 and fully funded by departmental operating revenues.
2. Delegate authority to the Director of Mental Health (Director), or designee, to prepare, sign, and execute amendments to the existing Memoranda of Understanding (MOUs) with the MCPs, to extend the term, until such time that new MOUs are negotiated and executed. These amendments will be subject to review and approval as to form by

County Counsel with written notification to your Board and the Chief Executive Office (CEO).

3. Delegate authority to the Director, or designee, to prepare, sign, and execute new MOUs with MCPs identified by the State Department of Health Care Services (DHCS) to participate in the expansion of specialty and non-specialty mental health services available to Medi-Cal beneficiaries within the County, subject to review and approval as to form by County Counsel with written notification to your Board and the CEO.
4. Delegate authority to the Director, or designee, to prepare, sign, and execute future amendments to the MOUs in Recommendations 2 and 3 provided that any such amendment: 1) is necessary to improve care coordination; 2) improves operational processes; 3) meets State and/or federal requirements related to the coordination of medically necessary mental health services to Medi-Cal beneficiaries; and 4) makes non-substantive changes to the MOU language. These amendments will be subject to prior review and approval as to form by County Counsel, with written notification to your Board and CEO.
5. Delegate authority to the Director, or designee, to terminate MOUs described in Recommendations 2 and 3 in accordance with the provisions set forth in the MOU. The Director, or designee, will provide written notification to your Board and CEO of such termination action.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Board approval of Recommendation 1 will allow DMH to permanently hire dedicated personnel to work with the MCPs to ensure coordination of care between the health systems.

Board approval of Recommendation 2 will allow DMH to extend the term of the existing MOUs with the MCPs while we complete negotiations and execute new MOUs. The current MOUs are set to expire on June 30, 2024. DMH is in negotiations with the MCPs for new MOUs; however, the extension of term until such time that we have completed the negotiations is necessary to make sure there is no interruption of service coordination.

Board approval of Recommendation 3 will allow DMH to execute new MOUs with MCPs identified by DHCS. The MOUs will establish the mutual understandings, commitments, and protocols for the coordination and management of specialty and non-specialty mental health services to beneficiaries by DMH and the MCPs.

Board approval of Recommendation 4 will allow DMH to execute future amendments to the MOUs with the MCPs in Recommendations 2 and 3, as necessary.

Board approval of Recommendation 5 will allow DMH to terminate the MCP MOUs in Recommendations 2 and 3, in accordance with the MOU termination provisions.

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 and Strategic Plan Goal II, Foster Vibrant and Resilient Communities via Strategy II.1 – Drive Economic and Workforce Development in the County.

FISCAL IMPACT/FINANCING

The estimated cost of these positions is \$2,654,000 annually and will be funded by departmental operating revenues.

Funding for future fiscal years will be requested through DMH's annual budget request process.

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

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On January 1, 2014, in addition to primary care, the MCPs became responsible for the delivery of certain mental health services to Medi-Cal beneficiaries with mild to moderate impairment of mental, emotional, or behavioral functioning resulting from a mental health disorder, as defined by the Diagnostic and Statistical Manual of Mental Disorders (DSM), that are outside of the primary care physician's scope of practice. The Coordinated Care Initiative, enacted through Senate Bill 1008, also requires the MCPs to provide initial mental health assessments to determine if clients should receive non-specialty mental health services from the MCPs and/or their provider groups and plans, or if the client should be referred to DMH for specialty mental health services. The federal Section 1915(b) Medi-Cal Specialty Mental Health Services Waiver requires Medi-Cal beneficiaries needing specialty mental health services to access these services through DMH, the County's Mental Health Plan.

As the Mental Health Plan, DMH is statutorily required to execute an MOU with any MCP that provides Medi-Cal eligible services to the same Medi-Cal recipients managed by

DMH. Through this Board letter, DMH will extend the term of the existing MOUs with the MCPs, for the coordination of the expansion of integrated services provided to shared Medi-Cal beneficiaries throughout the County. Additionally, DMH will execute new MOUs with the MCPs upon completion of negotiations.

The Health Access and Integration Division is a new division within DMH that manages the Department's health plan operations. To ensure compliance with the State, DMH is seeking your Board's approval to request ordinance authority to hire 11 interim ordinances to manage all MCPs for serious mental health services coordination. These positions will not only fulfill the State's contractual obligations but will also support the increasing number of Medi-Cal beneficiaries who are now required to be enrolled in MCPs. The State anticipates that 99% of all Medi-Cal beneficiaries will be assigned to MCPs by 2025. By having an expanded, dedicated department staff, this will allow for better coordination of care between DMH, as the local Mental Health Plan and the MCPs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Board approval of the recommended actions will allow DMH to permanently hire personnel to address the growing population of Medi-Cal beneficiaries enrolled in Medi-Cal MCPs and to execute new and future MOU's with MCPs that provide Medi-Cal eligible services to the same Medi-Cal recipients managed by DMH.

Respectfully submitted,

LISA H. WONG, Psy.D.
Director

LHW:CDD:KN:
SK:MG:atm

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

BOARD LETTER/MEMO CLUSTER FACT SHEET

DRAFT

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/6/2023	
BOARD MEETING DATE	12/19/2023	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th	
DEPARTMENT(S)	Department of Mental Health (DMH)	
SUBJECT	Approval to extend existing agreements and request delegated authority to execute new agreements with the Housing Authority of the City of Los Angeles and the Los Angeles County Development Authority through June 30, 2034.	
PROGRAM	Federal Housing Subsidy Programs	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
	If Yes, please explain why:	
DEADLINES/ TIME CONSTRAINTS	12/19/2023	
COST & FUNDING	Total cost: \$0	Funding source: DMH is required to provide in-kind supportive mental health services funded by multiple sources including, but not limited to, Sales Tax Realignment, Medi-Cal and State Mental Health Services Act revenue.
	TERMS (if applicable):	
	Explanation: The Housing Authorities require DMH to provide documentation of clients who receive TBRA/Continuum of Care subsidies that are equivalent to at least 25 percent of the aggregate amount of the housing subsidies in DMH services. The Housing Choice Voucher, Tenant-Based Supportive Housing and Homeless Section 8 programs do not require a specific in-kind match, but DMH is required to provide mental health services including monthly contact and quarterly home visits to the clients receiving those subsidies.	
PURPOSE OF REQUEST	This board letter will allow DMH to provide clients and their families with federal housing subsidies through agreements with the Housing Authority of the City of Los Angeles and the Los Angeles County Development Authority.	
BACKGROUND (include internal/external issues that may exist including any related motions)	DMH's strategy to end homelessness for the clients include securing housing resources such as those provided by these federal housing subsidy programs. Eligibility for these programs is limited to those that meet HUD's definition of homelessness and/or chronic homelessness. The tenants pay 30 percent of their income, the Housing Authorities subsidize the remaining portion of the rent.	
EQUITY INDEX OR LENS WAS UTILIZED	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain how: This board letter falls under the Equity Guiding Principle of "Intervene early and emphasize long-term prevention." DMH will be able to help unhoused DMH clients and their families obtain housing subsidies and provide assistance with the transition from homelessness to a permanent, affordable home.	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: This board letter supports the Board's Priority of "Homeless Initiative," by providing unhoused DMH clients and their families access to subsidized housing through contracts with the Housing Authorities thereby supporting the County's effort to end homelessness.	
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Maria Funk, Deputy Director, (213) 943-8465, mfunk@dmh.lacounty.gov Rachel Kleinberg, Senior Deputy County Counsel, (213) 974-7735, rkleinberg@counsel.lacounty.gov	



DEPARTMENT OF MENTAL HEALTH

hope. recovery. wellbeing.

LISA H. WONG, Psy.D.
Director

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

Connie D. Draxler, M.P.A.
Acting Chief Deputy Director

December 19, 2023

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:

**APPROVAL TO EXTEND EXISTING AGREEMENTS AND REQUEST DELEGATED
AUTHORITY TO EXECUTE NEW AGREEMENTS WITH THE HOUSING AUTHORITY
OF THE CITY OF LOS ANGELES AND THE LOS ANGELES COUNTY
DEVELOPMENT AUTHORITY THROUGH JUNE 30, 2034
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Approval to extend existing Agreements and request delegated authority to enter into new agreements with the Housing Authority of the City of Los Angeles and the Los Angeles County Development Authority.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and authorize the Director of Mental Health (Director), or designee, to prepare, sign, and execute amendments to extend existing Agreements between the Department of Mental Health (DMH) and the Housing Authority of the City of Los Angeles (HACLA), and the DMH and the Los Angeles County Development Authority (LACDA) until such time that DMH receives new agreements to execute. These Agreements include the following federal housing subsidy programs which are fully funded by the United States Department of Housing and Urban Development (HUD) revenues: Tenant-Based Rental Assistance (TBRA)/Continuum of Care, (previously known as Shelter Plus Care), Tenant Based Supportive Housing, Homeless Section 8, and Housing Choice Voucher Programs. The DMH clients receiving housing certificates and vouchers will receive an in-kind match, as needed, of mental health support services.

2. Delegate authority to the Director, or designee, to sign and execute new Agreements, between the DMH and the HACLA, and the DMH and the LACDA on an annual basis as they become available. This delegated authority will be effective through June 30, 2034. The new agreements will also include the following federal housing subsidy programs, fully funded by the HUD revenues: TBRA/Continuum of Care, (previously known as Shelter Plus Care), Tenant Based Supportive Housing, Homeless Section 8, and Housing Choice Voucher Programs. The purpose of the housing subsidy programs is to provide the DMH clients experiencing homelessness with housing certificates and vouchers for which the DMH will provide an in-kind match, as needed, of mental health supportive services through June 30, 2034.
3. Delegate authority to the Director, or designee, to amend the agreements in Recommendations 1 and 2, to accept financial compensation from HACLA and LACDA, provided that: 1) any financial compensation will be used for administration of the agreements; 2) reflect program and/or federal, State and County regulatory and/or policy changes; 3) approval as to form by County Counsel is obtained prior to execution of such amendments; and 4) the Director notifies your Board and Chief Executive Office (CEO) of amendments in writing after execution of each amendment.
4. Delegate authority to the Director, or designee, to terminate the agreements in Recommendations 1 and 2 in accordance with the agreements' termination provisions, including Termination for Convenience. The Director, or designee, will notify your Board and CEO, in writing, of such termination action.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Adoption of the requested actions will allow the DMH to execute amendments while new annual agreements are pending from LACDA and HACLA, and allow the DMH to execute new agreements as they become available without interruption to the program. This further allows the DMH to meet its goals of working to alleviate barriers to unhoused individuals with serious mental illness (SMI). According to the Los Angeles Homeless Services Authority 2023 Homeless Count Report, on any given night there are 75,518 persons experiencing homelessness in Los Angeles County. In the Los Angeles Continuum of Care, which excludes Long Beach, Pasadena, and Glendale, 31,991 persons are considered chronically homeless and 25 percent of the unhoused report experiencing SMI. The DMH's strategy to end homelessness for the clients we serve includes securing housing resources such as those provided by these federal housing subsidy programs. Eligibility for these programs is limited to those that meet HUD's definition of homelessness and/or chronic homelessness. While the tenants pay 30 percent of their income, the Housing Authorities subsidize the remaining portion of the rent.

These federal housing subsidies will provide the DMH clients and their families TBRA/Continuum of Care, Housing Choice Voucher, Tenant-Based Supportive Housing, and Homeless Section 8 certificates and vouchers.

Board approval of Recommendation 1 will allow the DMH to extend existing Agreements, and to accept financial compensation from HACLA and LACDA until such time when new agreements are available to be executed to avoid an interruption of services.

Board approval of Recommendation 2 will allow the DMH to execute new agreements between DMH, HACLA, and LACDA, once available, and to accept financial compensation from HACLA and LACDA to provide the DMH clients experiencing homelessness with housing certificates and vouchers for which the DMH will provide an in-kind match.

Board approval of Recommendation 3 will allow the DMH to amend the Agreements in Recommendations 1 and 2, expeditiously, without an interruption to services.

Board approval of Recommendation 4 will allow the DMH to terminate the agreement in accordance with the agreements' termination provisions, including Termination for Convenience, in a timely manner, as necessary.

Implementation of Strategic Plan Goals

The recommended action is consistent with the County Strategic Plan Goal I (Make Investments that Transform Lives), via Strategy I.2 (Enhance our Delivery of Comprehensive Interventions), specifically, I.2.1 (Provide Subsidized Housing for Vulnerable Populations).

FISCAL IMPACT/FINANCING

The housing subsidies are federally funded by HUD and distributed to the local housing authorities. The DMH is required to provide in-kind supportive mental health services funded by multiple sources including, but not limited to, Sales Tax Realignment, Medi-Cal, and State Mental Health Services Act revenue. The Housing Authorities require that the DMH provide documentation of clients who receive TBRA/Continuum of Care subsidies that are equivalent to at least 25 percent of the aggregate amount of the housing subsidies in DMH services. The Housing Choice Voucher, Tenant-Based Supportive Housing and Homeless Section 8 programs do not require a specific in-kind match, but the DMH is required to provide mental health services, including monthly contacts and quarterly home visits to the clients receiving those subsidies.

On an annual basis, the local Housing Authorities will subsidize approximately 1,742 Continuum of Care housing certificates for the DMH clients with a total estimated value of \$39,000,000.

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

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Since 1997, the DMH has been granted 1,742 TBRA/Continuum of Care certificates through the Los Angeles County Continuum of Care. The DMH has also received various allocations of Housing Choice Voucher, Homeless Section 8, and the Tenant Based Supportive Housing vouchers over the years. In 2021, LACDA allocated 250 Housing Choice Vouchers. In 2021, HACLA allocated 200 Homeless Section 8 vouchers; and in 2017 and 2022, HACLA allocated 169 and 100, respectively, Tenant-Based Supportive Housing vouchers to the DMH. The certificates and vouchers were made available to clients served by the DMH in our directly operated and contract agencies. The DMH's management of these agreements includes ensuring that all agreement requirements are met. This responsibility includes providing training to the DMH staff, approving all referrals into the program, reviewing, processing, and submitting applications, and submitting quarterly and annual reports to the Housing Authorities.

The TBRA/Continuum of Care Agreements require an in-kind match of supportive services. The supportive services provided by the DMH include outreach and engagement of people experiencing homelessness that meet the DMH's eligibility criteria, and assistance with the transition from homelessness to a permanent, affordable home. This includes helping the client to complete the housing application, accompanying clients to appointments, housing search assistance, preparation for housing authority and landlord interviews, and assistance with moving in. After the clients move in, the DMH's goals are to provide specialty mental health services and to support clients with enhancing independent living skills, meeting lease requirements, budgeting, developing community connections and other assistance that allows them to successfully maintain their housing in the community. The DMH also conducts outreach to landlords and property owners to increase the availability of affordable and supported housing, thereby expanding options for the DMH clients.

Administrative staff at the DMH will continue to administer and supervise the Agreements and ensure that Agreement provisions and Departmental policies are followed.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Board approval of the recommended actions will provide the DMH clients experiencing homelessness, and their families, access to subsidized housing through agreements with the housing authorities thereby supporting the County's effort to end homelessness.

Respectfully submitted,

LISA H. WONG., Psy.D.
Director

LHW:CDD:KN:
SK:JD:atm

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

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/6/2023		
BOARD MEETING DATE	12/19/2023		
SUPERVISORIAL DISTRICT AFFECTED	<input type="checkbox"/> All <input checked="" type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th		
DEPARTMENT(S)	Public Works		
SUBJECT	Los Angeles General Medical Center Core Laboratory Equipment Anchorage and Roche Total Laboratory Automation Hematology Equipment Replacement Projects		
PROGRAM	N/A		
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why: N/A		
DEADLINES/ TIME CONSTRAINTS	N/A		
COST & FUNDING	Total cost: \$968,000 for the Core Lab Equipment Anchorage Project and \$3,787,000 for the Roche Total Laboratory Automation Hematology Equipment Replacement Project		Funding source: Capital Project Nos. 87996 and 87997
	TERMS (if applicable): N/A		
	Explanation: N/A		
PURPOSE OF REQUEST	Public Works is seeking Board approval of the projects, project budgets, and related appropriation adjustment; and authorization to use Job Order Contracts for delivery of the projects.		
BACKGROUND (include internal/external issues that may exist including any related motions)	On September 6, 2016, the Board approved the LAC+USC Medical Center Core Laboratory Equipment Replacement Project, which was completed with some revised equipment. The revised equipment must be anchored and documented with the California Department of Health Care Access and Information and will be performed under the new Los Angeles General Medical Center Core Laboratory Equipment Anchorage Project. There is no previous Board activity for the Roche Total Laboratory Automation Hematology Equipment Replacement Project.		
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how: N/A		
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: These projects supports Board Priority No. 7, Sustainability, by investing in County buildings to provide improved public services and workforce environments that will lead to increased productivity.		
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Vincent Yu, Deputy Director, (626) 458-4010, cell (626) 614-7217, vyu@pw.lacounty.gov .		

December 19, 2023

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

DRAFT

Dear Supervisors:

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
LOS ANGELES GENERAL MEDICAL CENTER
CORE LABORATORY EQUIPMENT ANCHORAGE PROJECT
ROCHE TOTAL LABORATORY AUTOMATION HEMATOLOGY EQUIPMENT
REPLACEMENT PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECTS
APPROVE PROJECT BUDGETS
APPROVE APPROPRIATION ADJUSTMENT AND
AUTHORIZE USE OF JOB ORDER CONTRACTING
SPECS. 7917 AND 7851; CAPITAL PROJECT NOS. 87996 AND 87997
(FISCAL YEAR 2023-24)
(SUPERVISORIAL DISTRICT 1)
(4 VOTES)**

SUBJECT

Public Works is seeking Board approval of the Los Angeles General Medical Center Core Lab Equipment Anchorage and the Los Angeles General Medical Center Roche Total Laboratory Automation Hematology Equipment Replacement Projects, associated appropriation adjustment, and authorization to deliver the proposed projects using Board-approved Job Order Contracts.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed Los Angeles General Medical Center Core Laboratory Equipment Anchorage and the Los Angeles General Medical Center Roche Total Laboratory Automation Hematology Equipment Replacement Projects are exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of these projects.

2. Establish and approve the Los Angeles General Medical Center Core Laboratory Equipment Anchorage Project, Capital Project No. 87996 with a total project budget of \$968,000.
3. Establish and approve the Los Angeles General Medical Center Roche Total Laboratory Automation Hematology Equipment Replacement Project, Capital Project No. 87997 with a total project budget of \$3,787,000.
4. Approve the Fiscal Year 2023-24 appropriation adjustment of \$3,546,000 to allocate \$918,000 and \$2,628,000 from the Department of Health Services' Enterprise Fund-Committed for Department of Health Services to fund the estimated Fiscal Year 2023-24 expenditures for the proposed Los Angeles General Medical Center Core Lab Equipment Anchorage Project, Capital Project No. 87996, and the Los Angeles General Medical Center Roche Total Laboratory Automation Hematology Equipment Replacement Project, Capital Project No. 87997, respectively.
5. Authorize the Director of Public Works or his designee to deliver the projects using Board approved Job Order Contracts.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed Los Angeles General Medical Center (LA General) Core Laboratory Equipment Anchorage and LA General Roche Total Laboratory Automation Hematology Equipment Replacement Projects exempt from the California Environmental Quality Act (CEQA); establish and approve the projects, project budgets, and related appropriation adjustment; and authorize delivery of the proposed projects using Board-approved Job Order Contracts (JOCs).

Projects Description and Background

The two projects are located at the LA General located at 2051 Marengo Street, Los Angeles, CA 90033, within the Core Laboratory on the Second Floor of the Diagnostic and Treatment Building. The work of the projects will replace outdated equipment with new equipment, provide compliant anchorage, and modify associated utilities and infrastructure within the space to accommodate the equipment change out. The replacement of the laboratory equipment and infrastructure improvements will enable LA General to continue to provide reliable and modern diagnostic services to residents seeking healthcare services among the downtown urban Los Angeles communities.

Los Angeles General Medical Center Core Laboratory Equipment Anchorage Project

On September 6, 2016, the Board approved the LAC+USC Medical Center Core Laboratory Equipment Replacement project which consisted of renovating the existing Core Laboratory space to support the replacement of existing equipment with new lab equipment. The project work also included providing compliant anchorage to secure the new equipment in place. Before the project was closed-out with the Department of Health Care Access and Information (HCAI), some equipment items were replaced with different models which were not identified in the HCAI approved drawings. Some of the new equipment also required compliant anchorage which was not performed at the time of installation. In order to close-out the initial project and move forward with the new work for the Roche Total Laboratory Automation Hematology Equipment Replacement project (which occurs in the same space), HCAI agreed to the following plan: 1) HCAI will close-out the initial Core Laboratory Equipment Replacement project upon the County's submission of amended plans to include the equipment changes; 2) the County will carry out anchorage of the changed equipment under the proposed Core Laboratory Equipment Anchorage project as a separate HCAI project; and 3) the County will conduct the work of the new Roche Total Laboratory Automation Hematology Equipment Replacement as a separate HCAI project.

The LA General Core Laboratory Equipment Anchorage project's proposed scope of work will survey the existing lab equipment requiring anchorage, prepare a master equipment list, develop construction documents to obtain plan check approval from HCAI, and implement the necessary fixes.

Los Angeles General Medical Center Roche Total Laboratory Automation Hematology Equipment Replacement Project

The Clinical Laboratory at LA General performs a high volume of tests per year on a fully automated chemistry/immunology testing system and analyzers which were partially replaced as part of the 2016 Core Laboratory Equipment Replacement project. The proposed LA General Roche Total Laboratory Automation Hematology Equipment Replacement project will replace the existing outdated Stago automated hematology testing system and Beckman Coulter hemostasis analyzer equipment with new equipment by Roche Cobas and Sysmex. In addition, the chemistry/immunology

equipment within the Laboratory will also be replaced since the manufacturer will cease to support on-going maintenance and service to the equipment due to its age.

As part of the work for the proposed projects, associated infrastructure and utilities will require revisions to the mechanical, electrical, plumbing, and structural support systems. The work will be done in three phases to replace the remaining outdated equipment and minimize impacts to the facility's operations.

Public Works completed the plans, specifications, and jurisdictional approvals for the LA General Core Laboratory Equipment Anchorage and the LA General Roche Total Laboratory Automation Hematology Equipment Replacement projects using a Board-approved on-call architectural/engineering agreement and is now seeking approval to complete the remodeling using Board-approved JOCs.

If approved, construction is anticipated to begin in January 2023 and be substantially completed in April 2024, for the LA General Core Lab Equipment Anchorage project. Construction would start in March 2024 and be substantially completed in October 2024 for the Los Angeles General Roche Total Laboratory Automation Hematology Equipment Replacement project.

Green Building/Sustainable Design Program

Per the Board's December 20, 2016, policy, the proposed projects will support the Board's Green Building/Sustainable Design Program policy by minimizing the amount of demolition materials disposed of in landfills and incorporating energy-efficient products during construction.

Implementation of Strategic Plan Goals

These recommendations support the County Strategic Plan: Strategy I.2, Enhance our Delivery of Comprehensive Interventions; Strategy II.2, Support the Wellness of our Communities; Strategy II.3, Make Environmental Sustainability our Daily Reality, Objective II.3.2, Foster a Cleaner, More Efficient, and More Resilient Energy System; and Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, and Objective III.3.2, Manage and Maximize County Assets.

These recommended actions support the Strategic Plan by investing in public healthcare infrastructure improvements that will enhance the quality and delivery of healthcare services to the residents of the County.

FISCAL IMPACT/FINANCING

The total project budgets for the proposed LA General Core Lab Equipment Anchorage and Roche Total Laboratory Automation Hematology Equipment Replacement projects are \$968,000 and \$3,787,000, respectively. The project budgets include construction, change order contingency, plans and specifications, permit fees, consultant services, inspection services, and County services. The projects' budgets and schedules are included in Enclosure A.

The Department of Health Services (DHS) has previously paid \$28,000 and \$173,000, respectively, for preliminary assessment fees through the DHS operating budget in Fiscal Year (FY) 2022-23 for the LA General Core Lab Equipment Anchorage and Roche Total Laboratory Automation Hematology Equipment Replacement Projects.

Board approval of the enclosed FY 2023-24 appropriation adjustment (Enclosure B) in the amount of \$3,546,000 will reallocate \$918,000 and \$2,628,000, respectively, from the DHS' Enterprise Fund Committed for DHS to fund the projected FY 2023-24 expenditures for the LA General Core Lab Equipment Anchorage Project, Capital Project No. 87996, and the LA General Roche Total Laboratory Automation Hematology Equipment Replacement Project, Capital Project No. 87997. DHS would provide funding in future budget phases, as needed, to fully fund the remaining project budgets. There is no net County cost impact associated with the recommendations.

Operating Budget Impact

Following completion of the proposed projects, DHS would request and fund the associated ongoing annual maintenance and operational costs, as needed, with departmental resources in future budget phases.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Civic Art Policy amended on August 4, 2020, the proposed projects budget includes one percent of the eligible design and construction costs to the Civic Art allocation in the amount of \$6,000 for the LA General Core Lab Equipment Replacement Project and \$25,000 for the LA General Roche Total Laboratory Automation Hematology Equipment Replacement Project.

The projects are subject to the Board Policy 5.270, Countywide Local and Targeted Worker Hiring.

ENVIRONMENTAL DOCUMENTATION

The proposed projects are categorically exempt from CEQA. The Roche Total Laboratory Automation Hematology Equipment Replacement project consists of repairs and remodeling work to an existing building housing warehouse, laboratory, and office space. The Core Laboratory Equipment Anchorage project consists of anchoring equipment in compliance with jurisdictional agency requirements. The two proposed projects are within certain classes of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Sections 15301 (a), (d), and (l); and 15302 (c) of the State CEQA Guidelines and Classes 1 (c), (d), and (l); and 2 (e) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The projects provide for repair, refurbishment, replacement, and minor alterations of existing facilities involving negligible or no expansion of an existing use and where replacement features will have the same purpose and capacity.

Additionally, both projects will comply with all applicable regulations, are not located in a sensitive environment, there are no cumulative impacts, no unusual circumstances, no damage to scenic highways, not part of the listing on hazardous waste sites pursuant to Government Code Section 65962.5, and no indications that the projects may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable based on the records of proposed projects.

Upon the Board's approval of the projects, Public Works will file a Notice of Exemption for each project with the Registrar-Recorder/County Clerk in accordance with Section 21152 of the Public Resources Code and will post each notice to its website pursuant to Section 21092.2.

CONTRACTING PROCESS

Public Works completed the design using the same Board-approved, on-call architectural/engineering firm for both projects and is recommending the use of Board-approved JOCs to complete the construction of the projects.

The project Scopes of Work for these projects include substantial remodeling and alteration work and Public Works has determined that the use of JOC is the most appropriate contracting method to deliver the projects.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will have minimal impact on current County services. The LA General Laboratory will remain operational during construction, and the contractor will be required to phase and coordinate construction activities with the County to minimize disruption to facility operations and functions.

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Project Management Division I.

Respectfully submitted,

MARK PESTRELLA
Director of Public Works

MP:VY:cg

Enclosures

- c: Department of Arts and Culture (Civic Arts Division)
Auditor-Controller
Chief Executive Office (Capital Programs Division)
County Counsel
Executive Office
Department of Health Services (Capital Project Division)

U:\pmdl\health\LA_Gen\CoreLabAnchor2402\Adm\BL\CP LA GenCore Lab and Roche (Draft BL).docx

DRAFT

ENCLOSURE A
December 19, 2023

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
LOS ANGELES GENERAL MEDICAL CENTER
CORE LABORATORY EQUIPMENT ANCHORAGE PROJECT
ROCHE TOTAL LABORATORY AUTOMATION HEMATOLOGY EQUIPMENT
REPLACEMENT PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECTS
APPROVE PROJECT BUDGETS
APPROVE APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACTING
SPECS. 7917 AND 7851; CAPITAL PROJECT NOS. 87996 AND 87997
(FISCAL YEAR 2023-24)
(SUPERVISORIAL DISTRICT 1)
(4 VOTES)**

CORE LABORATORY EQUIPMENT ANCHORAGE PROJECT

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Construction Documents	June 2023*
Jurisdictional Approvals	July 2023*
Construction Start	January 2024
Substantial Completion	April 2024
Final Acceptance	June 2024

*Completed Activity

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Construction (Job Order Contract)	\$545,000
Bid Contingency	\$ 50,000
Change Order Contingency	\$ 75,000
Civic Arts	\$ 6,000
Construction Subtotal	\$676,000
Plans and Specification	\$ 40,000
Consultant Services	\$ 29,000
Miscellaneous Expenditure	\$ 14,000
Jurisdictional Review, Plan Check, and Permit	\$ 15,000
County Services	\$194,000
TOTAL	\$968,000

**ROCHE TOTAL LABORATORY AUTOMATION HEMATOLOGY EQUIPMENT
REPLACEMENT PROJECT**

III. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Construction Documents	August 2023*
Jurisdictional Approvals	November 2023*
Construction Start	March 2024
Substantial Completion	October 2024
Final Acceptance	December 2024

* Completed Activity

IV. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Construction (Job Order Contract)	\$2,200,000
Bid Contingency	\$ 200,000
Change Order Contingency	\$ 200,000
Civic Arts	\$ 25,000
Construction Subtotal	\$2,625,000
Plans and Specification	\$ 355,000
Consultant Services	\$ 95,000
Miscellaneous Expenditure	\$ 31,000
Jurisdictional Review, Plan Check, and Permit	\$ 80,000
County Services	\$ 601,000
TOTAL	\$3,787,000

BOARD LETTER/MEMO CLUSTER FACT SHEET

☒ Board Letter

☐ Board Memo

☐ Other

CLUSTER AGENDA REVIEW DATE	12/6/2023							
BOARD MEETING DATE	12/19/2023							
SUPERVISORIAL DISTRICT AFFECTED	<input type="checkbox"/> All <input checked="" type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th							
DEPARTMENT(S)	Public Works							
SUBJECT	Los Angeles General Medical Center Linear Accelerator, Computed Tomography Simulator, and General Radiology Equipment Replacement and Room Remodel Projects							
PROGRAM	N/A							
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
SOLE SOURCE CONTRACT	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain why: N/A							
DEADLINES/ TIME CONSTRAINTS	N/A							
COST & FUNDING	<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;"> Total cost: Linear Accelerator: \$6,776,000 Computed Tomography Simulator: \$3,112,000 General Radiology Equipment: \$4,409,000 </td><td style="width: 50%;"> Funding source: Capital Project Nos. 8A002, 8A003, and 8A004 </td></tr> <tr> <td colspan="2">TERMS (if applicable): N/A</td></tr> <tr> <td colspan="2">Explanation: N/A</td></tr> </table>		Total cost: Linear Accelerator: \$6,776,000 Computed Tomography Simulator: \$3,112,000 General Radiology Equipment: \$4,409,000	Funding source: Capital Project Nos. 8A002, 8A003, and 8A004	TERMS (if applicable): N/A		Explanation: N/A	
Total cost: Linear Accelerator: \$6,776,000 Computed Tomography Simulator: \$3,112,000 General Radiology Equipment: \$4,409,000	Funding source: Capital Project Nos. 8A002, 8A003, and 8A004							
TERMS (if applicable): N/A								
Explanation: N/A								
PURPOSE OF REQUEST	Public Works is seeking Board approval of the projects, project budgets, and related appropriation adjustment; and authorization to deliver the projects using Board-approved Job Order Contracts.							
BACKGROUND (Include internal/external issues that may exist, including any related motions)	Procurement of replacement equipment was previously approved through separate Board actions on April 4, 2023, and June 14, 2022.							
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how: N/A							
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please state which one(s) and explain how: This project supports Board Priority No. 7, Sustainability, by investing in County buildings to provide improved public services and workforce environments that will lead to increased productivity.							
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Vincent Yu, Deputy Director, (626) 458-4010, cell (626) 614-7217, vyu@pw.lacounty.gov .							



MARK PESTRELLA, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE
REFER TO FILE:

December 19, 2023

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:

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
LOS ANGELES GENERAL MEDICAL CENTER
LINEAR ACCELERATOR, COMPUTED TOMOGRAPHY SIMULATOR,
AND GENERAL RADIOLOGY EQUIPMENT
REPLACEMENT AND ROOM REMODEL PROJECTS
APPROVE CAPITAL PROJECTS
APPROVE PROJECT BUDGETS
APPROVE APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACTING
CAPITAL PROJECT NOS. 8A002, 8A003, AND 8A004
(FISCAL YEAR 2023-24)
(SUPERVISORIAL DISTRICT 1)
(4 VOTES)**

SUBJECT

Public Works is seeking Board approval of the Los Angeles General Medical Center Linear Accelerator, Computed Tomography Simulator, and General Radiology Equipment Replacement and Room Remodel Projects; approval of the respective project budgets and associated appropriation adjustment; and authorization to deliver the projects using Board-approved Job Order Contracts.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed Los Angeles General Medical Center Linear Accelerator Computed Tomography Simulator, and General Radiology Equipment Replacement and Room Remodel Projects are exempt from the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the proposed projects.
2. Establish and approve the Los Angeles General Medical Center Linear Accelerator Equipment Replacement and Room Remodel Project, Capital Project No. 8A002, with a total project budget of \$6,776,000.
3. Establish and approve the Los Angeles General Medical Center Computed Tomography Simulator Equipment Replacement and Room Remodel Project, Capital Project No. 8A003, with a total project budget of \$3,112,000.
4. Establish and approve the Los Angeles General Medical Center General Radiology Equipment Replacement and Room Remodel Project, Capital Project No. 8A004, with a total project budget of \$4,409,000.
5. Approve the Fiscal Year 2023-24 appropriation adjustment of \$10,406,000 to allocate \$4,724,000, \$2,363,000, and \$3,319,000 from the Department of Health Services' Enterprise Fund Committed for Department of Health Services to fund the estimated Fiscal Year 2023-24 expenditures for the proposed Los Angeles General Medical Center Linear Accelerator Equipment Replacement and Room Remodel Project, Capital Project No. 8A002, Los Angeles General Medical Center Computed Tomography Simulator Equipment Replacement and Room Remodel Project, Capital Project No. 8A003, and Los Angeles General Medical Center General Radiology Equipment Replacement and Room Remodel Project, Capital Project No. 8A004, respectively.
6. Authorize the Director of Public Works or his designee to deliver the projects using Board-approved Job Order Contracts

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the proposed Los Angeles General Medical Center (LA General) Linear Accelerator, Computed Tomography Simulator,

and General Radiology Equipment Replacement and Room Remodel Projects exempt from the California Environmental Quality Act (CEQA); establish and approve the projects, project budgets, and related appropriation adjustment; and authorize delivery of the proposed projects using Board-approved Job Order Contracts (JOCs).

Projects Description and Background

The three projects are located at the LA General located at 2051 Marengo Street, Los Angeles, CA 90033, within the First Floor of the Outpatient Clinic also known as the Clinic Tower, and the First Floor of the Diagnostic and Treatment Building. The projects will replace outdated equipment with new equipment, provide compliant anchorage, and modify associated utilities and infrastructure within the space to accommodate the equipment change out. The replacement of the equipment and infrastructure improvements will enable LA General to continue to provide reliable and modern diagnostic services to residents seeking healthcare services among the downtown urban Los Angeles communities.

Los Angeles General Medical Center Linear Accelerator Equipment Replacement and Room Remodel Project

On April 4, 2023, the Board approved the acquisition of the Linear Accelerator replacement equipment in the amount of \$9,011,000. The new equipment is part of the Radiology Program and will be installed at the LA General. The Department of Health Services (DHS) will procure the equipment through a purchase order with the Internal Services Department (ISD) and the equipment will be installed by the vendor once the proposed refurbishment project is completed.

The existing Linear Accelerator equipment has exceeded the end of its useful service life and is consistently in need of repair, which has impacted the imaging lab's ability to rely on it. Further, the equipment is obsolete and locating repair parts when necessary has become challenging. In addition, the imaging lab's hardware does not support new software updates required for optimal performance, which is critical for improving patient safety and maintaining the standard quality of care.

The proposed scope of work includes remodeling three rooms located on the First Floor of the Outpatient Clinic also known as the Clinic Tower in the Radiation Oncology Department at the LA General. The proposed work includes all required renovations and compliance measures to accommodate the new equipment and anchorage. The

project will be carried out in phases to minimize impacts on patient care. Once the remodeling work is complete, the vendor will install the new equipment through a separate DHS purchase order contract.

Los Angeles General Medical Center Computed Tomography Simulator Equipment Replacement and Room Remodel

On April 4, 2023, the Board approved the acquisition of the computed tomography simulator replacement equipment in the amount of \$674,000. The new equipment is part of the Radiology Program and will be installed at the LA General. DHS will procure the equipment through an ISD purchase order. The vendor will install the equipment once the proposed refurbishment project is completed.

The existing computed tomography simulator equipment has exceeded the end of its useful service life and is no longer functional. The proposed scope of work includes remodeling one existing room located on the First Floor of the Outpatient Clinic, also known as the Clinic Tower, in the Radiation Oncology Department at the LA General. The work includes all required renovations and compliance measures to accommodate the new equipment and anchorage. Once the remodeling work is complete, the vendor will install the new equipment through a separate DHS purchase order contract.

Los Angeles General Medical Center General Radiation Equipment Replacement and Room Remodel

As part of the DHS' Equipment Replacement Program, a \$10,000,000 annual revolving fund was established in April 2013 to procure and install new medical equipment, including the remodel work required to accommodate the equipment, based on established criteria for prioritizing replacement.

On June 14, 2022, the Board approved the acquisition of the General Radiology replacement equipment in the amount of \$964,000. The new radiology equipment will be installed at the LA General as part of the Radiology Program. DHS procured the equipment through an ISD purchase order and the equipment will be installed by the vendor once the proposed refurbishment project is completed.

The existing General Radiology equipment has exceeded the end of its useful service life and is consistently in need of repair. The proposed scope of work includes remodeling three rooms on the First Floor of the Diagnostic and Treatment Building at the Emergency

Department Radiology section at the LA General, a Level I Trauma Center, by providing diagnostic radiology imaging to diagnose and treat patients needing urgent medical care. The work includes all necessary renovations to accommodate new equipment and anchorage.

The project will be carried out in phases to minimize impacts on patient care. Once the remodeling work is complete, the new equipment will be installed by the vendor through a separate DHS purchase order contract.

Public Works completed the plans, specifications, and jurisdictional approvals for the Linear Accelerator, Computed Tomography Simulator, and General Radiology Equipment Replacement and Room Remodel Projects using a Board-approved on-call architectural/engineering agreement and is now seeking approval to complete the remodeling work using Board-approved JOCs.

If approved, construction is anticipated to begin in January 2024 and be substantially completed in February 2025 for both the LA General Linear Accelerator and General Radiology Equipment Replacement and Room Remodel Projects. Construction will start in January 2024 and be substantially completed in July 2025 for the LA General Computed Tomography Equipment Replacement and Room Remodel Project.
Green Building/Sustainable Design Program

The proposed projects will support the Board's Green Building/Sustainable Design Program policy by minimizing the amount of demolition materials disposed of in landfills during construction and incorporating energy-efficient equipment.

Implementation of Strategic Plan Goals

These recommendations support the County Strategic Plan: Strategy I.2, Enhance our Delivery of Comprehensive Interventions; Strategy II.2, Support the Wellness of our Communities; Strategy II.3, Make Environmental Sustainability our Daily Reality, Objective II.3.2, Foster a Cleaner, More Efficient, and More Resilient Energy System; Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability; and Objective III.3.2, Manage and Maximize County Assets.

These recommended actions support the Strategic Plan by investing in public healthcare infrastructure improvements that will enhance the quality and delivery of healthcare services to the residents of Los Angeles County.

FISCAL IMPACT/FINANCING

The estimated total project budgets for the LA General Linear Accelerator, Computed Tomography Simulator, and General Radiology Equipment Replacement and Room Remodel Projects are \$6,776,000, \$3,112,000, and \$4,409,000, respectively. The project budgets include construction, change order contingency, plans and specifications, permit fees, consultant services, inspection services, and County services. The projects' budgets and schedules are included in Enclosure A.

DHS has previously paid \$221,000, \$125,000, and \$216,000, respectively, for preliminary assessment fees through the DHS operating budget in Fiscal Year (FY) 2022-23 for the LA General Linear Accelerator, Computed Tomography Simulator, and General Radiology Equipment Replacement and Room Remodel Projects.

Board approval of the enclosed FY 2023-24 appropriation adjustment (Enclosure B) in the amount of \$10,406,000 will allocate \$4,724,000, \$2,363,000, and \$3,319,000 from DHS' Enterprise Fund Committed for DHS to fund the projected FY 2023-24 expenditures for the LA General Linear Accelerator Equipment Replacement and Room Remodel project, Capital Project No. 8A002, LA General Computed Tomography Simulator Equipment Replacement and Room Remodel Project, Capital Project No. 8A003, and LA General Medical Center General Radiology Equipment Replacement and Room Remodel Project, Capital Project No 8A004, respectively. DHS will provide funding in the future budget phases as needed, to fully fund the remaining Capital Project budgets. There is no net County cost impact associated with the recommended actions.

Operating Budget Impact

Following completion of the proposed projects, DHS will request and fund the associated ongoing annual maintenance and operational costs, as needed, with departmental resources in future budget phases.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Civic Art Policy amended on August 4, 2020, the proposed project budgets include one percent of the eligible design and construction costs to the Civic Art allocation in the amount of \$40,750 for the LA General Linear Accelerator Equipment Replacement and Room Remodel Project, \$16,000 for the LA General Computed Tomography Simulator Equipment Replacement and Room Remodel Project,

and \$26,000 for the LA General Medical Center General Radiology Equipment Replacement and Room Remodel Project.

The projects and JOCs are subject to the Board Policy 5.270, Countywide Local and Targeted Worker Hiring.

ENVIRONMENTAL DOCUMENTATION

The proposed projects are categorically exempt from CEQA. They consist of repairs and remodeling work to existing building warehouses, laboratories, and office space. The interior remodel projects are within certain classes of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Sections 15301 (a), (d), and (l); and 15302 (c) of the State CEQA Guidelines and Classes 1 (c), (d), and (l); and 2 (e) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The projects provide for the repair, refurbishment, replacement, and minor alterations of existing facilities involving negligible or no expansion of existing use and where replacement features will have the same purpose and capacity.

Additionally, the proposed projects will comply with all applicable regulations, are not located in a sensitive environment, there are no cumulative impacts, no unusual circumstances, no damage to scenic highways, and are not part of the listing on hazardous waste sites pursuant to Government Code Section 65962.5, and no indications that the projects may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable based on the records of the proposed projects.

Upon the Board's approval of the projects, Public Works will file a Notice of Exemption for each project with the Registrar-Recorder/County Clerk in accordance with Section 21152 of the Public Resources Code and will post each notice to its website pursuant to Section 21092.2.

CONTRACTING PROCESS

Public Works completed the design for all three projects using the same Board-approved, on-call architectural/engineering firm and is recommending the use of Board-approved JOCs to complete the construction of the projects.

The scope for these projects includes substantial remodeling and alteration work, and Public Works has determined that using JOC is the most appropriate contracting method to deliver the projects.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will have minimal impact on current County services or projects. The LA General Radiology and Emergency Department Radiology section will remain operational during construction, and the contractors will be required to phase and coordinate construction activities with the County to minimize disruption to facility operations and functions.

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Project Management Division I.

Respectfully submitted,

MARK PESTRELLA, PE
Director of Public Works

MP:GG:cg

Enclosures

c: Department of Arts and Culture (Civic Art Division)
Auditor-Controller
Chief Executive Office (Capital Programs Division)
County Counsel
Executive Office
Department of Health Services (Capital Project Division)

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
LOS ANGELES GENERAL MEDICAL CENTER
LINEAR ACCELERATOR, COMPUTED TOMOGRAPHY SIMULATOR,
AND GENERAL RADIOLOGY EQUIPMENT
REPLACEMENT AND ROOM REMODEL PROJECTS
ESTABLISH AND APPROVE CAPITAL PROJECTS
APPROVE PROJECT BUDGETS
APPROVE RELATED APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACTING
CAPITAL PROJECT NOS. 8A002, 8A003, AND 8A004
(FISCAL YEAR 2023-24)
(SUPERVISORIAL DISTRICT 1)
(4 VOTES)**

LINEAR ACCELERATOR EQUIPMENT REPLACEMENT AND ROOM REMODEL PROJECT

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Construction Documents	May 2023*
Jurisdictional Approvals	September 2023*
Construction Start	January 2024
Substantial Completion	February 2025
Final Acceptance	March 2025

*Completed Activity

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Construction (Job Order Contract)	\$3,830,000
Change Order	\$ 525,000
Bid Contingency	\$ 350,000
Construction Subtotal	\$4,705,000
Civic Art	\$ 41,000
Plans and Specification	\$ 225,000
Consultant Services	\$ 145,000
Miscellaneous Expenditure	\$ 82,000
Jurisdictional Review, Plan Check, and Permit	\$ 180,000
County Services	\$1,398,000
TOTAL	\$6,776,000

**COMPUTED TOMOGRAPHY SIMULATOR EQUIPMENT REPLACEMENT AND
ROOM REMODEL PROJECT**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Construction Documents	May 2023*
Jurisdictional Approvals	September 2023*
Construction Start	January 2024
Substantial Completion	July 2025
Final Acceptance	August 2025

*Completed Activity

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Construction (Job Order Contract)	\$1,760,000
Change Order	\$ 240,000
Bid Contingency	\$ 160,000
Construction Subtotal	\$2,160,000
Civic Art	\$ 19,000
Plans and Specification	\$ 120,000
Consultant Services	\$ 90,000
Miscellaneous Expenditure	\$ 22,000
Jurisdictional Review, Plan Check, and Permit	\$ 82,000
County Services	\$ 619,000
TOTAL	\$3,112,000

**GENERAL RADIOLOGY SUITE EQUIPMENT REPLACEMENT AND ROOM
REMODEL PROJECT**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Construction Documents	May 2023*
Jurisdictional Approvals	September 2023*
Construction Start	January 2024
Substantial Completion	February 2025
Final Acceptance	March 2025

*Completed Activity

II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Construction (Job Order Contract)	\$2,476,000
Change Order	\$ 338,000
Bid Contingency	\$ 225,000
Construction Subtotal	\$3,039,000
Civic Art	\$ 26,000
Plans and Specification	\$ 300,000
Consultant Services	\$ 130,000
Miscellaneous Expenditure	\$ 41,000
Jurisdictional Review, Plan Check, and Permit	\$ 64,000
County Services	\$ 809,000
TOTAL	\$4,409,000

**CONSTRUCTION CONTRACT
CONSTRUCTION MANAGEMENT CORE SERVICE AREA
LOS ANGELES GENERAL MEDICAL CENTER
LINEAR ACCELERATOR, COMPUTED TOMOGRAPHY SIMULATOR,
AND GENERAL RADIOLOGY EQUIPMENT
REPLACEMENT AND ROOM REMODEL PROJECTS
APPROVE CAPITAL PROJECTS
APPROVE PROJECT BUDGETS
APPROVE APPROPRIATION ADJUSTMENT
AUTHORIZE USE OF JOB ORDER CONTRACTING
CAPITAL PROJECT NOS. 8A002, 8A003, AND 8A004
(FISCAL YEAR 2023-24)
(SUPERVISORIAL DISTRICT 1)
(4 VOTES)**

**PENDING APPROPRIATION
ADJUSTMENT**