

COUNTY OF LOS ANGELES

MARVIN J. SOUTHARD, D.S.W.
Director
ROBIN KAY, Ph.D.
Chief Deputy Director
RODERICK SHANER, M.D.
Medical Director



BOARD OF SUPERVISORS

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DEPARTMENT OF MENTAL HEALTH

<http://dmh.lacounty.gov>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

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

December 17, 2013

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

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

30 December 17, 2013

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

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

SUBJECT

Approval to extend and add funding to the existing Consultant Services Agreement with Los Angeles County Alliance for the Mentally Ill, aka Los Angeles County Coordinating Council, to continue the Family-Focused Strategies for Reducing Mental Health Stigma and Discrimination for Adults (Ages 26-59) Countywide Program without interruption on a month-to-month basis for up to six months.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and authorize the Director of Mental Health (Director), or his designee, to prepare, sign, and execute an amendment, substantially similar to the attached format (Amendment), with Los Angeles County Alliance for the Mentally Ill, aka Los Angeles County Coordinating Council (LACCC), to 1) extend the term of its existing Consultant Services Agreement (Agreement) on a month-to-month basis from January 1, 2014 through no later than June 30, 2014; and 2) increase the Total Contract Amount by up to \$40,321 per month or, should the term of the Agreement be extended through June 30, 2014, of up to \$241,926, for a revised TCA of \$483,852 for Fiscal Year (FY) 2013-14, fully funded with State Mental Health Services Act (MHSA).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Board approval of the recommended actions will add funding and extend the term of LACCC's Agreement for the Family-Focused Strategies for Reducing Mental Health Stigma and Discrimination for Adults (Ages 26-59) Countywide Program, which is set to expire on December 31, 2013, ensuring the provision of ongoing training services to reduce the stigma and discrimination seen among family members and parents/caregivers of consumers facing mental health issues. This Amendment would extend the term on a month-to-month basis for up to six months from January 1, 2014 until no later than June 30, 2014, to allow the Department of Mental Health (DMH) to complete the solicitation process for these services. In November, DMH issued a solicitation to establish a pool of qualified agencies to contract with to provide such training services. If the term of LACCC's Agreement is not extended, there will be a disruption in the provision of family and parent advocacy support and services for family members, parents, and caregivers of consumers facing mental health issues.

Strategic Asset Management Principles Compliance

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

FISCAL IMPACT/FINANCING

The total cost for a six-month extension, from January 1, 2014 through June 30, 2014, will not exceed \$241,926 and is fully funded by State MHSA revenue. Funding for this extension is included in DMH's FY 2013-14 Final Adopted Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

LACCC is a non-profit agency and a chapter of the National Alliance for Mental Illness (NAMI), established in 1979, with a remarkable history of educating, advocating, and supporting consumers of mental health service and their families. Family members, parents/caregivers, and consumers manage the array of established programs, initiatives, and activities offered by this grass roots organization. The trainings, education programs, and presentations are offered at no cost to community members and mental health professionals. LACCC is a Countywide organization which handles all the matters of NAMI affiliate programs throughout Los Angeles County. LACCC advocates for the needs of these affiliate programs with NAMI California and NAMI National. LACCC provides leadership in advocacy, legislation, policy development, education, and support throughout Los Angeles County, and statewide. LACCC offers an array of peer-education and training programs and services for consumers, family members, health care providers, and the general public. These programs demonstrate how individuals have learned to live well with mental illness, and in turn, extensively train others to do the same.

Since receiving the award on May 20, 2011, LACCC has provided three mental health education training and advocacy programs in multiple languages throughout all 8 Service Areas. The training and education programs have been held in various threshold languages and have been provided to family members, parents/caregivers, providers, and community members at large who interact with

or provide services to consumers utilizing services within the DMH Network of Care. These efforts helped reduce stigma and discrimination experienced amongst family members, parents, and consumers attempting to understand mental health and seek services for their loved ones or themselves as demonstrated by pre- and post-training surveys.

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

CONTRACTING PROCESS

The Agreement with LACCC was approved on May 20, 2011. The original term of the Agreement was from July 1, 2011 through June 30, 2012, with an option to extend the term for an additional one-year through June 30, 2013.

On May 14, 2013, your Board approved a six-month contract extension, extending the term from July 1, 2013 through December 31, 2013 to ensure uninterrupted services while DMH developed and released a solicitation.

On November 8, 2013, DMH issued a solicitation to canvas community-based agencies capable of providing 16 Family and Parent Advocacy Education and Training programs for all four age groups in each of the eight Service Areas in Los Angeles County.

The solicitation process includes surveying an established pool of qualified agencies that may be eligible, capable and interested in providing these services. For this solicitation, DMH is canvassing qualified agencies on the MHSA Master Agreement list. These agencies are qualified contractors who have submitted a Statement of Qualifications in response to County's Request For Statement of Qualifications (RFSQ), have met the minimum qualifications listed in the RFSQ, and have an executed Master Agreement with DMH.

It is expected that the solicitation process will conclude in a quick and timely manner as responses were due on December 2, 2013. Upon conclusion of the solicitation process, DMH will return to your Board to request authorization to award and execute a consultant services agreement. The selected awardee(s), under this solicitation, will render services for a minimum four-year term.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

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

The Honorable Board of Supervisors

12/17/2013

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Respectfully submitted,

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

MARVIN J. SOUTHARD, D.S.W.

Director of Mental Health

MJS:CW:DM:ADA:

alm

Enclosures

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

CONTRACT NO. MH050049

AMENDMENT NO. 7

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

WHEREAS, County and Consultant have entered into a written Agreement, dated May 17, 2011, identified as County Agreement No. MH050049, and any subsequent amendments (hereafter collectively "Agreement"); and

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

WHEREAS, County and Consultant intend to amend Agreement to extend the term of Agreement, beginning January 1, 2014 and continuing on a month-to-month basis through June 30, 2014, to avoid a disruption in services while the County completes its pending solicitation process to procure similar services; and

WHEREAS, the County and Consultant intend to amend agreement to add up to \$40,321 per month to the Total Compensation Amount (TCA) to cover each monthly period for which the term of the Agreement is extended for a revised TCA of up to \$241,926, should the term of Agreement be extended through June 30, 2014.

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

1. The term of the Agreement is extended from January 1, 2014 to January 31, 2014, and shall automatically renew on a month-to-month basis through June 30, 2014.
2. The Total Compensation Amount (TCA) of Agreement is increased by \$40,321 per month during the term of Agreement; should the term of Agreement be extended through June 30, 2014, the increase to the TCA shall not exceed an increase of \$241,926.
3. Exhibit B-5 – Fee Schedule shall be deleted in its entirety and replaced with Exhibit B-7 – Fee Schedule, attached hereto and incorporated herein by reference. All references in Agreement to Exhibit B-5 shall be deemed amended to refer to “Exhibit B-7 – Fee Schedule.”
4. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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

COUNTY OF LOS ANGELES

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

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

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

APPROVED AS TO FORM:
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By _____
Chief, Contracts Development
and Administration Division

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

FEE SCHEDULE

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

Total Contract Amount

The Total Contract Amount (TCA) for the extension of this Agreement; which will be provided from January 1, 2014 to June 30, 2014, shall not exceed the sum of Two Hundred Forty-One Thousand, Nine Hundred Twenty-Six DOLLARS (\$241,926), and shall not exceed an amount of \$40,321 per month, and shall be based on invoices adequately documenting services provided.

Payment Procedures

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

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

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

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

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

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

Mental Health Services Act Funds

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

**Los Angeles County Alliance for the Mentally III
aka Los Angeles County Coordinating Council (LACCC)
Training/Consultative Services Fee Schedule
January 1, 2014-June 30, 2014**

Deliverable(s)	Minimally 10 % increase from FY 2013-2014 data in total number of FSB/PSS trainers Countywide	An additional 10% reimbursement rate for UREP trainers	
	Maximum Total: Orientation Session		\$5,498

Deliverable(s)	Provided to each attendee, including, but not limited to: notes, manuals, and workbooks. This material will be offered at no charge	\$33/attendee	
	Maximum Total: Training Materials		\$12,375

Deliverable(s)	Minimally 410 attendees successfully complete an FSB or PSS trainings Countywide	\$187.50/attendee who completes a pre-test survey and \$187.50/attendee who completes a post-test survey = \$153,750	
	Additional \$25 for UREP attendee at FSB/PSS trainings	\$25/UREP attendee who completes a pre-test survey and \$25/UREP attendee who completes a post-test survey for up to 269 UREP attendees = \$13,450	
	Maximum Total: FSB/PSS trainings		\$167,200

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

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

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