

**LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH  
MENTAL HEALTH COMMISSION**

**Budget Allocation by Category**

Category	Budget Allocation for FY 2022-2023	Budget Allocation for FY 2023-2024	Budget Allocation for FY 2024-2025
Access Services	\$ 28,000.00	\$ 150,000.00	\$ 170,000.00
Annual Retreat	\$ 3,000.00	\$ 23,000.00	\$ 34,500.00
Catering	\$ 10,000.00	\$ 25,000.00	\$ 25,000.00
Conference Room Cleaning Fee	\$ 5,000.00	\$ 10,000.00	\$ 10,000.00
Conferences/Trainings	\$ -	\$ 3,000.00	\$ 3,000.00
Guest Speakers	\$ 29,000.00	\$ 9,000.00	\$ -
Membership Dues	\$ 5,000.00	\$ 5,500.00	\$ 5,500.00
Mileage Reimbursements	\$ 1,000.00	\$ 7,500.00	\$ 7,000.00
Miscellaneous	\$ 5,000.00	\$ 5,000.00	\$ 6,500.00
Outreach and Engagement	\$ -	\$ 1,000.00	\$ 2,500.00
Stipends	\$ -	\$ 1,000.00	\$ -
Town Halls	\$ -	\$ 45,000.00	\$ 46,000.00
<b>Total</b>	<b>\$ 86,000.00</b>	<b>\$ 285,000.00</b>	<b>\$ 310,000.00</b>

FY2024-2025 Total Expenses (as of 9/04/2024) \$ 52,429.80

Expense	Cost
Access Service	\$ 26,230.00
Annual Retreats	\$ 20,647.95
Cal HBH/C Membership Fee	\$ -
Catering (Food for meetings)	\$ 1,721.76
Conference Room Fees	\$ 800.00
Conference/Trainings	\$ -
Mileage Reimbursement	\$ 314.65
Miscellaneous (meeting supplies)	\$ 266.94
Outreach and Engagement	\$ -
Town Halls	\$ 2,448.50
Remaining Budget	\$257,570.20



[Procurement of goods and services must follow LA County Fiscal Manual Limits and General Guidelines for Solicitation Limits \(4.4.2.4\).](#)

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MENTAL HEALTH COMMISSION**

Procurement of goods and services must follow LA County Fiscal Manual Limits and General Guidelines for Solicitation (4.4.2.4).

**Total Expenditures by Category for FY2024-2025**

Category	Budget Allocation	Expenditures	Remaining Allocation
	Amount		
	<i>*This includes reservation estimates for upcoming meetings</i>		

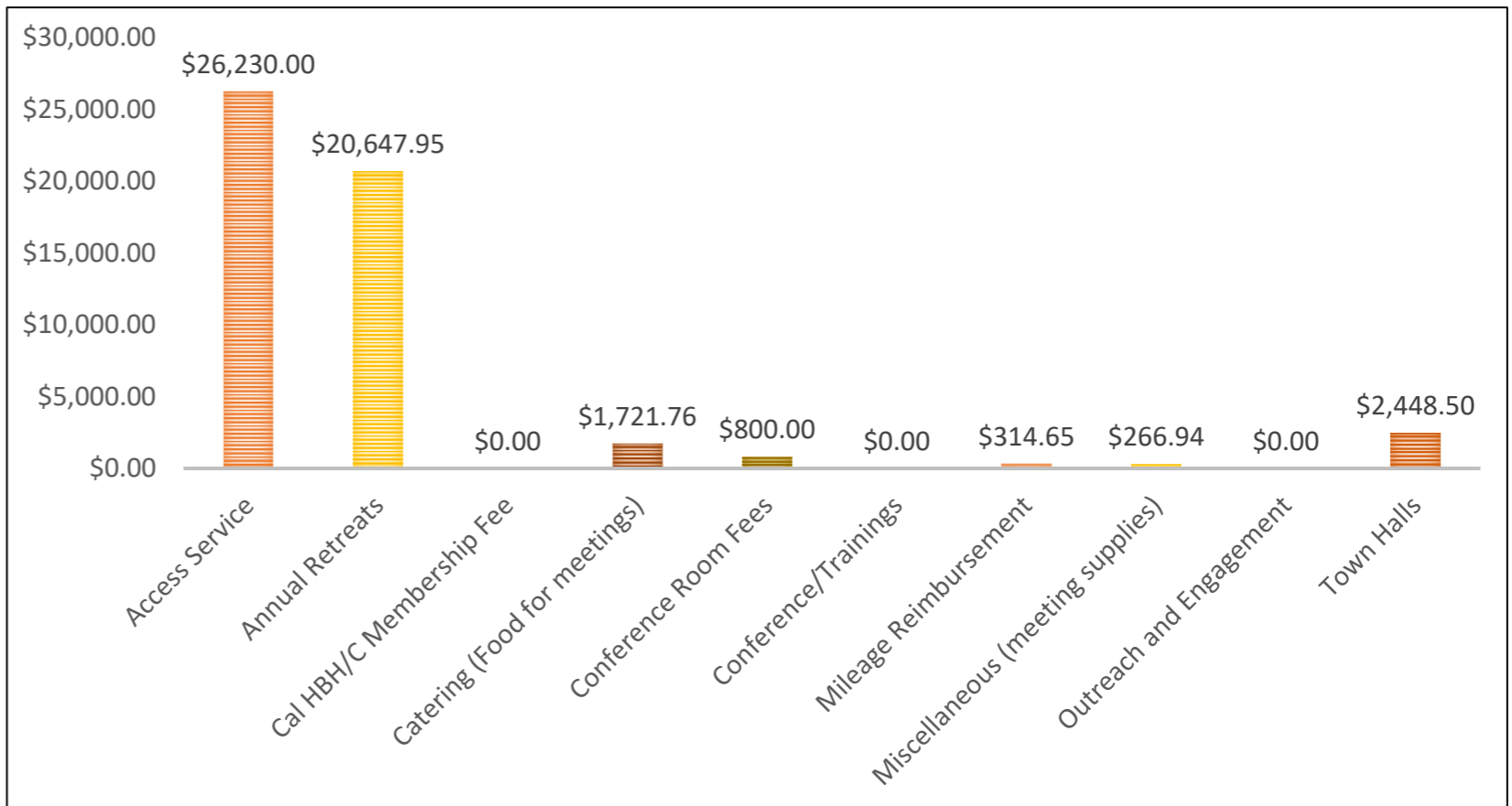
<p align="center"><b>Access Services</b></p> <p>This category includes: Language Interpretation, ASL Language, CART, and Audio/Video Services for Executive Committee and Full Commission meetings ONLY.</p>	\$170,000.00	\$26,230.00	\$143,770.00
<p align="center"><b>Catering</b></p> <p>This category includes catering for Executive Committee, Full Commission, Special Meetings ONLY</p>	\$25,000.00	\$1,721.76	\$23,278.24
<p align="center"><b>Conference Room Cleaning Fee and/or Rental Fee</b></p> <p>(Executive Committee, Full Commission, Special Meetings ONLY)</p>	\$10,000.00	\$800.00	\$9,200.00
<p align="center"><b>Annual Retreat</b></p> <p>This category includes the following expenses: Language Interpretation, CART, Audio/Video, Venue Fee, Catering, Travel Expense, Consultant, and Supplies.</p>	\$34,500.00	\$20,647.95	\$13,852.05
<p align="center"><b>Town Halls</b></p> <p>Two town halls per year. This category includes the following expenses: Language Interpretation, CART, Audio/Video, Venue Fee, Catering, Travel Expense, Consultant, Swag, and Supplies.</p>	\$46,000.00	\$2,448.50	\$43,551.50

Category	Budget Allocation	Expenditures	Remaining Allocation
	Amount <i>*This includes reservation estimates for upcoming meetings</i>		
<b>Conference/Trainings</b> This category includes the following expenses: Mileage Reimbursement, Meals, Registration Fee, and Parking Fee.	\$3,000.00	\$0.00	\$3,000.00
<b>Membership Dues</b> This category includes the following expenses: Membership Dues - CALBHB and Other Membership Dues	\$5,500.00	\$0.00	\$5,500.00
<b>Mileage Reimbursement</b> This category only includes reimbursement related to MHC meeting attendance and other within County Stakeholder meetings.	\$7,000.00	\$314.65	\$6,685.35
<b>Miscellaneous</b> This category includes: Staples office supplies for regular/special meetings, water, business cards, etc.)	\$6,500.00	\$266.94	\$6,233.06
<b>Outreach and Engagement</b> This category includes promotional items used for community events and town halls ONLY	\$2,500.00	\$0.00	\$2,500.00
<b>TOTAL</b>	<b>\$310,000.00</b>	<b>\$52,429.80</b>	<b>\$257,570.20</b>

# MHC Expense Tracker Invoice Detail - FY2024-2025

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**Total expenses** \$52,429.80



Expense	Cost
Access Service	\$26,230.00
Annual Retreats	\$20,647.95
Cal HBH/C Membership Fee	\$0.00
Catering (Food for meetings)	\$1,721.76
Conference Room Fees	\$800.00
Conference/Trainings	\$0.00
Mileage Reimbursement	\$314.65
Miscellaneous (meeting supplies)	\$266.94
Outreach and Engagement	\$0.00
Town Halls	\$2,448.50

## Expenses list

Date	Amount	Category	Description
7/11/2024	\$3,200.00	Executive Committee Meeting - Access Services - Audio and Video	ISD Services - (audio and visual)
7/11/2024	\$660.00	Executive Committee Meeting - Access Services - ASL Language	Access - ASL
7/11/2024	\$1,920.00	Executive Committee Meeting - Access Services - Language Interpretation	Access - Korean and Spanish
7/11/2024	\$450.00	Executive Committee Meeting - Access Services - CART	Access - CART
7/11/2024	\$204.63	Executive Committee Meeting - Catering	Food
7/11/2024	\$100.00	Executive Committee Meeting - Conference Room Cleaning Fee	CBRE
7/25/2024	\$3,200.00	Full Commission Meeting - Access Services - Audio and Video	ISD Services - (audio and visual)

7/25/2024	\$770.00	Full Commission Meeting - Access Services - ASL Language	Access - ASL
7/25/2024	\$2,240.00	Full Commission Meeting - Access Services - Language Interpretation	Access - Korean and Spanish
7/25/2024	\$675.00	Full Commission Meeting - Access Services - CART	Access - CART
7/25/2024	\$586.08	Full Commission Meeting - Catering	Food
7/25/2024	\$100.00	Full Commission Meeting - Conference Room Cleaning Fee	CBRE
8/15/2024	\$3,800.00	Annual Retreat - Access Services - Audio and Video	ISD Services - (audio and visual)
8/15/2024	\$1,210.00	Annual Retreat - Access Services - ASL Language	Access - ASL
8/15/2024	\$2,800.00	Annual Retreat - Access Services - Language Interpretation	Access - Korean and Spanish
8/15/2024	\$900.00	Annual Retreat - Access Services - CART	Access - CART
8/15/2024	\$1,750.00	Annual Retreat - Catering	Catering for Retreat - Soula's Catering
8/15/2024	\$1,295.00	Annual Retreat - Venue Fee	Venue Retreat- South Coast Botanic Garden
8/15/2024	\$8,600.00	Annual Retreat - Consultant	Gina Airey Consulting - Retreat Facilitator
7/1/2024	\$314.65	Mileage Reimbursement - Related to MHC meeting attendance and other within County Stakeholder meetings	Mileage Reimbursement - J Cooperberg
9/12/2024	\$100.00	Executive Committee Meeting - Conference Room Cleaning Fee	CBRE
9/26/2024	\$100.00	Full Commission Meeting - Conference Room Cleaning Fee	CBRE
10/10/2024	\$100.00	Executive Committee Meeting - Conference Room Cleaning Fee	CBRE
11/7/2024	\$100.00	Executive Committee Meeting - Conference Room Cleaning Fee	CBRE
11/21/2024	\$200.00	Full Commission Meeting - Conference Room Cleaning Fee	CBRE
9/12/2024	\$3,200.00	Executive Committee Meeting - Access Services - Audio and Video	ISD Services - (audio and visual)

9/12/2024	\$660.00	Executive Committee Meeting - Access Services - ASL Language	Access - ASL
9/12/2024	\$1,920.00	Executive Committee Meeting - Access Services - Language Interpretation	Access - Korean and Spanish
9/12/2024	\$450.00	Executive Committee Meeting - Access Services - CART	Access - CART
9/26/2024	\$3,200.00	Full Commission Meeting - Access Services - Audio and Video	ISD Services - (audio and visual)
9/26/2024	\$770.00	Full Commission Meeting - Access Services - ASL Language	Access - ASL
9/26/2024	\$2,240.00	Full Commission Meeting - Access Services - Language Interpretation	Access - Korean and Spanish
9/26/2024	\$675.00	Full Commission Meeting - Access Services - CART	Access - CART
9/12/2024	\$204.63	Executive Committee Meeting - Catering	Food - Exec Comm Meeting - Panera
9/26/2024	\$726.42	Full Commission Meeting - Catering	Food - Regular Meeting - Panera
8/15/2024	\$292.95	Annual Retreat - Catering	Breakfast Panera - Retreat
9/3/2024	\$148.68	Miscellaneous (e.g., Staples office supplies for regular/special meetings, water, business cards, etc.)	Meeting Supplies - staples
9/17/2024	\$ 2,448.50	Town Hall - Catering	Town Hall 10/17/24
9/17/2024	\$ 118.26	Miscellaneous (e.g., Staples office supplies for regular/special meetings, water, business cards, etc.)	Plaque for Canetana Hurd

## CAF Claims for MHC Meetings

Month	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24
Total CAF Forms Received	2					1	1		5	3	1	3
FY2023-2024 Total	16											

Month	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25
Total CAF Forms Received	10	2										
FY2024-2025 Total	12											