→ MENTAL HEALTH

COUNTY OF LOS ANGELES

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

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Chief Deputy Director

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DEPARTMENT OF MENTAL HEALTH

http://dmh.co.la.ca.us

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

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

September 23, 2004

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

29 OCT 05 2004

Violet Varona-Lukens
VIOLET VARONA-LUKENS
EXECUTIVE OFFICER

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:

AUTHORIZATION FOR ACCEPTANCE OF U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS GRANT PERIOD ADJUSTMENT APPROVAL OF APPROPRIATION ADJUSTMENT FOR THE SUBJECT GRANT (ALL SUPERVISORIAL DISTRICTS) (4 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the acceptance of a U.S. Department of Justice (DOJ) Office of Justice Programs Grant Adjustment that extends the grant period of a $145,864 grant (Attachment I), previously approved by the Board on September 16, 2003, for Fiscal Year (FY) 2003-2004, into FYs 2004-2005 and 2005-2006. The grant will be used to develop a pilot Mental Health Court Transition Project.

2. Approve the Request for Appropriation Adjustment for FY 2004-2005 in the amount of $122,000 (Attachment II), to increase Salaries and Employee Benefits, $95,000, and Services and Supplies, $27,000, to reflect the grant funding in the FY 2004-2005 DMH budget. There is no impact on net County cost.

3. Approve authority to hire, using existing ordinance authority for one (1) full-time equivalent (1.0 FTE) Psychiatric Social Worker II and one (1) full-time equivalent (1.0 FTE) Intermediate Typist Clerk, pursuant to Section 6.06.020 of the County Code, as recommended by the Department of Human Resources. The two ordinance positions will be fully funded by the subject grant.

4. Permit the approvals provided for in this letter to extend until grant funds are expended and, if so approved by the DOJ, into future fiscal year(s) in the event that implementation of the grant crosses into future years.

5. Delegate authority to the Director of Mental Health or his designee to take reasonable and necessary actions to effectuate the purposes of the grant, within the limits of the funding provided.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

These actions will permit the Department of Mental Health (DMH) to utilize the FY 2003-2004 grant award to implement the pilot Mental Health Court Transition Project during FYs 2004-2005 and 2005-2006. This project supports a partnership between DMH and the Mental Health Branch of the Los Angeles Superior Court. It will permit a dedicated DMH Case Manager to work in cooperation with the County Criminal Courts, Public Defender, District Attorney, and Sheriff's Department to (1) expedite stabilization of in-custody mentally ill defendants, (2) improve both judicial and mental health case management and continuity of care, (3) reduce recidivism and re-arrest by improving community care linkage, and (4) reduce lengths of incarceration and hospitalization.

Grant funding for the program was initially awarded by the U.S. DOJ Office of Justice Programs during FY 2003-2004. Your Board authorized its acceptance on September 16, 2003. However, a focus on potential DMH budget problems and issues related to hiring, both in the DMH and in the County, delayed initiation of the project. An 18-month extension of the grant from DOJ has been obtained so that DMH can use the original grant funding to fund the program during FYs 2004-2005 and 2005-2006.

In addition, should implementation of the grant cross into future fiscal year(s), if so approved by the DOJ, DMH is requesting that the approvals provided for in this letter be deemed to extend into such future fiscal year(s), until the funds are expended. DMH also requests that the Director or his designee be delegated the authority to take reasonable and necessary actions to effectuate the purposes of this grant, within the limits of the funding provided.

Implementation of Strategic Plan Goals

The recommended Board actions are consistent with the County's Goal No.1, "Service Excellence," and Goal No.3, "Organizational Effectiveness," promulgated in the County Strategic Plan. The approved actions will enhance the provision of integrated services and promote collaboration between government and private agencies.

FISCAL IMPACT/FINANCING

There is no impact on net County cost.

The grant award provides a total of $145,864 in one-time federal funds. The appropriation adjustment in the amount of $122,000 will be used to fund two (2) ordinance only positions, one (1) full-time (1.0 FTE) Psychiatric Social Worker II, and one (1) full-time (1.0 FTE) Intermediate Typist Clerk, totaling $95,000, and miscellaneous operating costs of $27,000. The staff will be hired as temporary employees for the term of the grant and as a result, there are no obligations imposed on the County when the grant expires.

The total projected Mental Health Court Transition Project cost is $197,906 (Attachment III), of which $145,864 is funded by the grant, and $52,042 is funded by in-kind match. For FY 2004-2005, the project cost is $164,921, of which $121,553 is funded by the grant, and $43,368 is funded by in-kind match. The in-kind match is jointly absorbed by DMH and the Mental Health Branch of the Los Angeles Superior Court. The balance of the grant funds, $24,311, will be included in the FY 2005-2006 budget request.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The U.S. DOJ Office of Justice Programs is the federal agency administering the federal Mental Health Courts Program in coordination with the United States Department of Health and Human Services Substance Abuse and Mental Health Services Administration. This program funds projects nationwide to mobilize communities to implement innovative, collaborative efforts that bring systemwide improvements to the way the needs of adult and juvenile offenders with mental disabilities or illnesses are addressed.

This subject grant requires that the County provide a minimum 25 percent match of the total project cost. This is accomplished through in-kind match, and funding will be absorbed in the DMH's and the Mental Health Branch of the Los Angeles Superior Court's FYs 2004-2005 and 2005-2006 budget. There are no obligations imposed on the County when the Grant expires. The required Grant Management Statement is attached (Attachment IV).

CONTRACTING PROCESS

This subject does not apply.

IMPACT ON CURRENT SERVICES

Approval of the acceptance of the Grant Adjustment extension will enable the County to utilize the FY 2003-2004 DOJ award of $145,864 to fund a pilot project for FYs 2004-2005 and 2005-2006 to increase the efficiency and reduce the cost of providing services to mentally ill defendants, including evaluating competency, providing treatment to stabilize defendants, and continuing community-based care in compliance with a court ordered treatment plan. The DMH Court Program will provide a comprehensive range of mental health services as the required in-kind match.

CONCLUSION

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

Respectfully submitted,

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

MJS:RK:LQ:CC

Attachments (4)

c: Chief Administrative Officer
County Counsel
Auditor-Controller
Chairperson, Mental Health Commission

cc\dojboard ltr-extension 9-22-04pm

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

ATTACHMENT I

GRANT ADJUSTMENT NOTICE

CHECK APPROPRIATE BOX ☐ OJP ☐ BJS ☒ BJA ☐ NIJ ☐ OJJDP ☐ OVC

PAGE 1 OF 1

1. GRANTEE NAME AND ADDRESS (Including Zip Code)
Los Angeles Department of Mental Health
550 South Vermont Avenue
Los Angeles, CA 90020

3. GRANT NUMBER:
2003-DD-BX-0214

4. ADJUSTMENT NUMBER:
1

1A. GRANTEE IRS/VENDOR NO.
953-89-3470

5. DATE APR 14 2004

2. PROJECT TITLE
FY 2003 Congressionally Mandated Award

6. GRANT MANAGER
Stephen Meyer

SECTION I. DEOBLIGATIONS & REOBLIGATIONS

7. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD ACT.	OFC.	DIV. REG.	SUB.	MBO

9. PREVIOUS GRANT AWARD AMOUNT $ 145,864.00

10. REOBLIGATION AMT. $ 0.00

DOCUMENT CONTROL NUMBER

11. ADJUSTED AWARD AMOUNT $ 145,864.00

SECTION II. CHANGES

12. CHANGE GRANT MANAGER FROM _____ TO _____

13. CHANGE GRANT PERIOD FROM 03/01/2003 to 02/28/2004 TO 03/01/2003 to 08/31/2005

SECTION III. OTHER ADJUSTMENTS & INFORMATION

14. As requested and justified by the grantee in the attached correspondence of March 25, 2004, the grant period is extended by eighteen months, from 02/28/2004 to 08/31/2005, at no additional cost to the Federal government. The grantee presently has $145,864.00 in unexpended funds, and is current on the required Financial Status and Progress Reports. All funds not obligated by the end of this period must be returned to the Office of Justice Programs.

15. TYPED NAME AND TITLE OF AUTHORIZED OFFICIAL
Stephen Meyer
State Policy Advisor, Bureau of Justice Assistance

16. SIGNATURE OF AUTHORIZED OFFICIAL
Stephen Meyer

OJP FORM 4040/1 (REV. 5-87)

ATTACHMENT II

BOARD OF SUPERVISORS OFFICIAL COPY

76R 352M (11/83)

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO. 435

DEPARTMENT OF MENTAL HEALTH

19

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

4-Votes

Sources:
Department of Mental Health
Federal Other
A01-MH-20500-9031
$122,000

Uses:
Department of Mental Health
Salaries & Employee Benefits
A01-MH-20500-1000
~~$80,000~~
95,000

Department of Mental Health
Services & Supplies
A01-MH-20500-2000
~~$42,000~~
27,000

This adjustment is requested to increase the appropriation in Salaries and Employee Benefits, $~~80~~ 95,000 and Services and Supplies, $~~42~~ 27,000, for the pilot Mental Health Court Transition Project. This adjustment is fully funded by the Department of Justice. There is no impact on net County cost.

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

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF ADMINISTRATIVE OFFICER FOR — ACTION ✓ RECOMMENDATION

APPROVED AS REQUESTED ✓ AS REVISED

9/21 ~~19~~ 2004

Kathy Howe for DAVID E. JANSSEN
CHIEF ADMINISTRATIVE OFFICER

AUDITOR-CONTROLLER NO. 34

BY [signature]
SEPT 8 ~~19~~ 2004

APPROVED (AS REVISED): BOARD OF SUPERVISORS

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BY
DEPUTY COUNTY CLERK

SEND 5 COPIES TO THE AUDITOR-CONTROLLER

COUNTY OF LOS ANGELES DEPARTMENT OF MENTAL HEALTH
U.S. DEPARTMENT OF JUSTICE (DOJ) OFFICE OF JUSTICE PROGRAMS GRANT
MENTAL HEALTH COURT TRANSITION PROJECT
FY 2004-2005 AND 2005-2006 PROJECT COST

ATTACHMENT III

			(1) DOJ Grant	(2) In-Kind Match DMH	(3) In-Kind Match Superior Court	(4)=(1)+(2)+(3) FY 04-05 10 Months	(5) DOJ Grant	(6) In-Kind Match DMH	(7) In-Kind Match Superior Court	(8)=(5)+(6)+(7) FY 05-06 2 Months	(9)=((1)+(5) DOJ Grant	(10)=(2)+(6) In-Kind Match DMH	(11)=(3)+(7) In-Kind Match Superior Court	(12)=(9)+(10)+(11) Project Annual Amount
1) Salaries & EB														
Salaries:														
Mental Health:														
Case Manager - Psychiatric Social workerII	$ 63,840	1.00	$ 53,200	$ -	$ -	$ 53,200	$ 10,640	$ -	$ -	$ 10,640	$ 63,840	$ -	$ -	$ 63,840
ITC	30,588	1.00	25,490	-	-	25,490	5,098	-	-	5,098	30,588	-	-	30,588
						-				-	-	-	-	-
Superior Court:					26,765	26,765			5,353	5,353	-	-	32,118	32,118
Sub Total			78,690	-	26,765	105,455	15,738	-	5,353	21,091	94,428	-	32,118	126,546
Employee Benefits			15,738	-	5,353	21,091	3,148	-	1,071	4,218	18,886	-	6,424	25,310
Total Salaries & EB			94,428	-	32,118	126,546	18,886	-	6,424	25,309	113,314	-	38,542	151,856
2) Services & Supplies														
Computer			4,603	-	-	4,603	921	-	-	921	5,524	-	-	5,524
Travel				1,667	-	1,667		333	-	333	-	2,000	-	2,000
Equipment				4,583	-	4,583		917	-	917	-	5,500	-	5,500
Office Supplies				500	-	500		100	-	100	-	600	-	600
Reprographic Services			6,667	4,500	-	11,167	1,333	900	-	2,233	8,000	5,400	-	13,400
Total Service and Supplies			11,270	11,250	-	22,520	2,254	2,250	-	4,504	13,524	13,500	-	27,024
3) Administrative Cost			15,855	-	-	15,855	3,171	-	-	3,171	19,026	-	-	19,026
TOTAL		2.00	$ 121,553	$ 11,250	$ 32,118	$ 164,921	$ 24,311	$ 2,250	$ 6,424	$ 32,984	$ 145,864	$ 13,500	$ 38,542	$ 197,906

ATTACHMENT IV

Los Angeles County Chief Administrative Office
Grant Management Statement for Grants $100,000 or More

Department: Mental Health

Grant Project Title and Description: Mental Health Court Transition Project

The Mental Health Court Transition Project is designed to expedite stabilization of in-custody mentally ill defendants; improve both judicial and mental health case management and continuity of care; reduce recidivism and re-arrest by improving community care linkage; and reduce lengths of incarceration and hospitalization. Under this pilot project, a dedicated DMH Case Manager will work with the County Criminal Courts, Public Defender, District Attorney, and Sheriff's Department to expedite the processing of cases involving mentally ill defendants by shepherding the defendants from the jail to a competency hearing, then through stabilization and disposition of the criminal case, and finally to continuing community-based care.

Funding Agency	Program (Fed. Grant #/State Bill or Code #)	Grant Acceptance Deadline
US Dept. of Justice-Office of Justice Programs	Public Law 106-515 Award No. 2003-DD-BX-0214	N/A (Grant was accepted 9/16/03)

Total Amount of Grant Funding: $145,864	**County Match:** $52,042	
Grant Period: 30 months	**Begin Date:** 03/01/03	**End Date:** 08/31/05
Number of Personnel Hired Under This Grant: 2	**Full Time:** 2	**Part Time:** N/A

Obligations Imposed on the County When the Grant Expires

Will all personnel hired for this program be informed this is a grant-funded program?	Yes X	No
Will all personnel hired for this program be placed on temporary ("N") items?	Yes X	No
Is the County obligated to continue this program after the grant expires?	Yes	No X
If the County is not obligated to continue this program after the grant expires, the Department will:		
a.) Absorb the program cost without reducing other services	Yes	No X
b.) Identify other revenue sources (describe below)	Yes	No X
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes X	No

Impact of additional personnel on existing space:

No impact. Positions to be housed in existing space/facilities.

Other requirements not mentioned above: None

Department Head Signature

9/22/04
Date