COUNTY OF LOS ANGELES

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

SUSAN KERR
Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director

RECEIVED

SEP 23 2003

DIRECTOR OF MENTAL HEALTH

BOARD OF SUPERVISORS
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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

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

31 SEP 16 2003

Violet Varona-Lukens
VIOLET VARONA-LUKENS
EXECUTIVE OFFICER

September 4, 2003

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:

AUTHORIZATION FOR ACCEPTANCE OF U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS GRANT AWARD FOR FISCAL YEAR 2003-2004 AND APPROVAL OF APPROPRIATION ADJUSTMENT FOR THE SUBJECT GRANT (ALL SUPERVISORIAL DISTRICTS) (4 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize the acceptance of a U.S. Department of Justice (DOJ) Office of Justice Programs Grant in the amount of $145,864 for Fiscal Year (FY) 2003-2004 for development of a pilot Mental Health Court Transition Project (Attachment I), effective upon Board approval.

2. Approve the Request for Appropriation Adjustment for FY 2003-04 in the amount of $146,000 (Attachment II), to increase Salaries and Employee Benefits and Services and Supplies to reflect the receipt of grant funding. There is no impact on net County cost.

3. Approve authority to hire, using existing ordinance authority for one (1) full-time (1.0 FTE) Psychiatric Social Worker II and one (1) half-time (0.5 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.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

These actions will enable the Department of Mental Health (DMH) to receive the FY 2003-2004 U.S. DOJ Office of Justice Programs Grant award and hire the staff to implement the pilot Mental Health Court Transition Project.

The pilot Project will (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.

DMH has partnered with the Honorable Fred Fujioka, Presiding Judge for the County's Mental Health Court, in designing the Mental Health Court Transition Project. Under this pilot project, a dedicated DMH Case Manager will work in cooperation 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 (usually misdemeanor) case, and finally to continuing community-based care. The Project supports inter-agency cooperation among County Criminal Courts, DMH, the Departments of Sheriff, District Attorney, and Public Defender, as well as community-based mental health service providers, in an effort to streamline and improve the process by which individuals move through the criminal justice system for competency evaluations, stabilization and case disposition.

Implementation of Strategic Plan Goals

The recommended Board actions are consistent with the County's First Goal "Service Excellence" and Third Goal "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. This is one-time revenue that has the potential to result in ongoing costs. At the end of the grant-funded project, DMH will evaluate the success of the program to determine if it is appropriate to continue funding for these activities by absorbing the costs within existing resources. The total projected Mental Health Court Transition Project cost is $197,906 (Attachment III). The subject Grant award provides $145,864 in federal funds and is the basis for the appropriation adjustment which will be used to fund two ordinance only positions (one (1) full-time (1.0 FTE) Psychiatric Social Worker II

and one (1) half- time (0.5 FTE) Intermediate Typist Clerk). The Grant will also cover one fifth (0.2 FTE) of the existing DMH Clinical Program Head position and associated training costs. The balance of $52,042 in-kind match is jointly absorbed by DMH and the County's Mental Health Court in the FY 2003-2004 Adopted Budget. The DMH in-kind match of $13,500 will cover the Project's travel, mileage, office space, furniture and equipment costs. The Mental Health Court match of $38,542 will cover the costs of one fifth of Judge Fujioka's position (0.2 FTE) and one fifth of an Intermediate Typist Clerk position (0.2 FTE).

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 has been accomplished through in-kind match, and funding is absorbed in the DMH and the County's Mental Health Court FY 2003-2004 Adopted Budget. The Project is for a prospective period of 12 months upon Board approval of acceptance of the Grant. There are no obligations imposed on the County when the Grant expires and DMH will evaluate the project to determine if project activities should continue through the use of existing resources. If so, appropriate items will be requested at that time. DMH consulted with DHR to determine the appropriate levels of staff required to provide the services. The required Grant Management Statement is attached (Attachment IV).

CONTRACTING PROCESS

This subject does not apply.

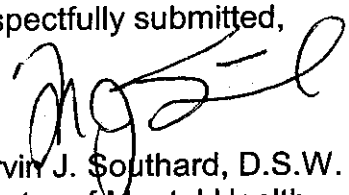
IMPACT ON CURRENT SERVICES

Approval of the acceptance of the Grant of $145,864 will enable the County 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 Board's adopted action. It is requested that the Executive Officer, Board of Supervisors, notify the Department of Mental Health's Contract 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
Executive Office, Board of Supervisors
Chairperson, Mental Health Commission

cc\dojboardltrfinal (8-28-03)

Attachment I

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Bureau of Justice Assistance

Grant

1. RECIPIENT NAME AND ADDRESS (Including Zip Code)
Los Angeles County Department of Mental Health
550 S. Vermont Avenue
Los Angeles , CA 90020-1991

4. AWARD NUMBER: 2003-DD-BX-0214

5. PROJECT PERIOD: FROM 03/01/2003 TO 02/28/2004
BUDGET PERIOD: FROM 03/01/2003 TO 02/28/2004

6. AWARD DATE 05/06/2003

7. ACTION
Initial

1A. GRANTEE IRS/VENDOR NO.
953893470

8. SUPPLEMENT NUMBER

9. PREVIOUS AWARD AMOUNT $ 0

3. PROJECT TITLE
FY 2003 Mental Health Courts

10. AMOUNT OF THIS AWARD $ 145,864

11. TOTAL AWARD $ 145,864

12. SPECIAL CONDITIONS
THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED 1 PAGE(S).

13. STATUTORY AUTHORITY FOR GRANT
This project is supported under America's Law Enforcement and Mental Health Project, Public Law 106-515

15. METHOD OF PAYMENT
PAPRS

AGENCY APPROVAL

16. TYPED NAME AND TITLE OF APPROVING OJP OFFICIAL
Deborah J. Daniels
Assistant Attorney General

17. SIGNATURE OF APPROVING OJP OFFICIAL
Deborah J. Daniels

GRANTEE ACCEPTANCE

18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL
Marvin J. Southard
Director of Mental Health

19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

19A. DATE
9-4-03

AGENCY USE ONLY

20. ACCOUNTING CLASSIFICATION CODES

FISCAL YEAR	FUND CODE	BUD. ACT.	OFC.	DIV. REG.	SUB.	POMS	AMOUNT
X	B	D6	80	00	00		145864

21. D603U00044

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS **Bureau of Justice Assistance**	**AWARD CONTINUATION SHEET** **Grant**	PAGE 2 OF 2

PROJECT NUMBER 2003-DD-BX-0214 AWARD DATE 05/06/2003

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.

2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.

3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, as further described in the current edition of the OJP Financial Guide, Chapter 19.

4. Grantee agrees to comply with the requirements of 28 C.F.R. Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

5. Grantee agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Grantee further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.

6. Recipient agrees that funds provided under this award may not be used to operate a "pay-to-stay" program in any local jail. Recipient further agrees not to subaward funds to local jails which operate "pay-to-stay" programs.

7. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

8. Approval of this award does not indicate approval of any consultant rate in excess of $450 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.

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 - Department of Justice
A01-MH-20500-9031
$146,000

Uses:

Department of Mental Health
Salaries & Employee Benefits
A01-MH-20500-1000
$119,000

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

This appropriation adjustment is needed to increase Salaries & Employee Benefits and Services & Supplies for the implementation of the grant-funded Mental Health Court Transition Pilot Project to expedite stabilization of in-custody mentally ill defendants and to improve both judicial and mental health case management and continuity of care. There is not net County cost.

MARVIN J. SOUTHARD, D.S.W.

Director of Mental Health

CHIEF ADMINISTRATIVE OFFICER'S REPORT

REFERRED TO THE CHIEF ADMINISTRATIVE OFFICER FOR — ACTION

✓ RECOMMENDATION

AUDITOR-CONTROLLER

NO. 30

BY Con

AUG 26 2003

APPROVED AS REQUESTED X AS REVISED

28 August 2003

DAVID E. JANSSEN

CHIEF ADMINISTRATIVE OFFICER

APPROVED (AS REVISED): 19

BOARD OF SUPERVISORS

BY

DEPUTY COUNTY CLERK

SEND 5 COPIES TO THE AUDITOR-CONTROLLER

Attachment III

U. S. Department of Justice
Office Of Justice Programs Grant / Mental Health Court Transition Project
FY 2003-2004
Budget Summary

A Budget Summary:

	Description	Grant	In-Kind Match DMH	In-Kind Match MH Court	Mental Health Court Transition Project Total Costs
1)	Salaries & EB				
	Salaries	$ 99,032		$ 32,118	$ 131,150 (Positions)
	Employee Benefits	19,806		6,424	26,230
2)	Services & Supplies/ Equipment				
	Travel		$ 2,000		2,000
	Equipment		5,500		5,500
	Office Supplies		600		600
	Reprographic Services	8,000	5,400		13,400
3)	Administrative Cost	19,026			19,026
	TOTAL	$ 145,864	$ 13,500	$ 38,542	$ 197,906

B Positions Salary Costs:

	Position Description	Annual Salary	FTEs	Total Project Salary Cost
1)	Case Manager-Psych. S. Worker II	$ 63,840	1.0	$ 63,840
2)	Judge, MH Court	130,000	0.2	26,000
3)	DMH Program Head	99,488	0.2	19,898
4)	ITC	30,588	0.5	15,294
5)	ITC	30,588	0.2	6,118
	Total		2.1	$ 131,150

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
U.S. Department of Justice-Office of Justice Programs	Public Law 106-515 Award No. 2003-DD-BX-0214	Not specified by Grantor

Total Amount of Grant Funding: $145,864	**County Match:** In-kind , $52,042	
Grant Period: 12 months	**Begin Date:** Est.8/28/03	**End Date:** est. 8-27-04
Number of Personnel Hired Under This Grant: 2	**Full Time:** 1	**Half Time:** 1

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	**On Ordinance Only Items**
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 X*	No
b.) Identify other revenue sources (describe below)	Yes	No X
c.) Eliminate or reduce, as appropriate, positions/program costs funded by the grant.	Yes	No X*

Impact of additional personnel on existing space:

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

Other requirements not mentioned above:

***At the end of the project grant period, Department will evaluate program to determine if continuation is appropriate using existing resources.**

Department Head Signature _____ Date 9-4-03