COUNTY OF LOS ANGELES

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

CORA E. FULLMORE, L.C.S.W.
Interim Chief Deputy Director

RODERICK SHANER, M.D.
Medical Director

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601
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BOARD OF SUPERVISORS
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DEPARTMENT OF MENTAL HEALTH

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

May 29, 2003

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

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JUN 17 2003

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:

APPROVAL OF AMENDMENT TO CONSULTANT SERVICES AGREEMENT WITH CALIFORNIA INSTITUTE FOR MENTAL HEALTH FOR FISCAL YEAR 2002-2003 (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the Amendment format and instruct the Director of Mental Health to prepare, sign, and execute Amendment No. 3 (substantially similar to the Attachment) to Contract No. DMH-01073, with California Institute for Mental Health (CIMH) to increase the Maximum Contract Amount (MCA) by $459,500 from $350,000 to $809,500 for Fiscal Year (FY) 2002-2003. The increase in the MCA will be fully funded with budgeted Children's System of Care (CSOC) funds of $217,000, CalWORKs funds of $100,000, Assembly Bill (AB) 2034 funds of $42,500 and CSOC- Infant Pre-School Family Mental Health Initiative funds of $100,000. The Amendment will allow CIMH to provide: 1) training for infant-family mental health services; 2) assistance with development of an outcome measurement system for the California Work Opportunity and Responsibility to Kids (CalWORKs) Program; 3) specialized training for child and adolescent services; and 4) consultation concerning housing for the homeless. The Amendment will be effective upon Board approval. The term of the original Agreement is January 15, 2002 through June 30, 2003.

2. Delegate authority to the Director of Mental Health to prepare, sign and execute future amendments to the Consulting Services Agreement provided that: 1) the County's total payments to contractor under this Agreement for the applicable fiscal year shall not exceed a change of twenty percent; 2) any such increase shall be used to reflect program and/or policy changes; 3) the Board of Supervisors has appropriated sufficient funds for all changes; 4) approval of County Counsel and the Chief Administrative Officer or his designee is obtained prior to any such Amendment; 5) the parties may by written amendment mutually agree to reduce programs or services without reference to the twenty percent limitation; and 6) the Director of Mental Health shall notify the Board of Supervisors of Agreement changes in writing within 30 days after the execution of each Amendment.

PURPOSE /JUSTIFICATION OF RECOMMENDED ACTION

Board approval is requested to amend the Agreement with CIMH. The increased funding of $459,500 will allow for 1) training and assistance to DMH clinicians in the early intervention strategies necessary for the provision of mental health services to children from birth to five years of age and their families; 2) assistance in developing and implementing an outcome measurement system for the effectiveness of its services for CalWORKs participants; 3) specialized training relevant to child and adolescent services; and 4) consultation concerning housing for the homeless.

Throughout Los Angeles County there is a lack of sufficient mental health services for very young children and their families by mental health professionals who have sufficient knowledge and skills to assess and treat this specific population. Training is required to assist clinicians in the early intervention strategies necessary to provide these valuable services to this under-served population. Increasing access to appropriate and quality mental health services for families with young children, particularly in high-risk communities, requires significantly augmented training and ongoing technical assistance for mental health professionals serving this population.

Additional training is needed in such areas as the treatment of dually diagnosed consumers, working with the parents of mentally ill children, suicide prevention, cultural competency, school-based services, strength-based assessment and treatment, treating transitional age youth, and wraparound services. There is also a special need for ongoing training and technical assistance in the area of housing, including the development of new housing stock with supportive services, for persons with mental health disabilities.

CIMH provides many types of training and technical assistance related to mental health issues on a statewide basis. Additionally, CIMH has a well-established reputation for producing excellent seminars, workshops and conferences for large numbers of participants. Through their large national network, CIMH is in a position to access high quality presenters/trainers with expertise in comprehensive mental health areas which must be addressed in Los Angeles County.

Additionally, CIMH will aid the CalWORKS Program which requires the development and implementation of a short-term plan generated on a "special study" basis for producing outcome information that will illustrate the effectiveness of supportive services, and assistance in the development and pilot-testing of a long-range outcome measurement system to demonstrate the ongoing effectiveness of its services for CalWORKs participants.

Implementation of Strategic Plan Goals

The recommended Board action is consistent with the County's Fifth Goal "Children and Families' Well Being" and the County's Third Goal "Organizational Effectiveness" within the County Strategic Plan. The intent is to provide training for infant-family, child and adolescent services and consultation concerning housing for the homeless.

FISCAL IMPACT/FINANCING

The increased amount of $459,500 is included in the FY 2002-2003 Adopted Budget and consists of CSOC funds of $217,000, CalWORKs funds of $100,000, AB 2034 funds of $42,500 and CSOC-Infant Pre-School Family Mental Health Initiative funds of $100,000. The revised Maximum Contract Amount will be $809,500 for FY 2002-2003. Approval of this Amendment will result in no increase in net County cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

CIMH has the expertise to provide the required technical assistance and training to expand and enhance services provided by DMH and contract agencies to children and their families who are affected with multiple and varied mental health problems.

Children from birth to age five and their families have been greatly underserved in the past. Nationally recognized experts will be selected to provide the specific knowledge and skills to work with this target population, as well as to provide the training necessary to develop linkages and interagency collaboration.

The development of an outcome measurement system is necessary to assist DMH in conducting the CalWORKs Program to most effectively meet the needs of the CalWORKs participants. First, a short-term plan will attempt to measure "milestones" as well as "outcomes"; second, CIMH will assist in the development and pilot testing of a long-range ongoing outcome data system. This system will assist DMH in redesigning the CalWORKS Program to more effectively meet the needs of the CalWORKs participants.

The services of a Housing Consultant will be made possible through AB 2034. Through collaborations with affordable housing developers, this Consultant will assist with the development of new housing stock with supportive services for persons with mental health disabilities.

CONTRACTING PROCESS

CIMH provides many types of training and technical assistance related to mental health issues on a statewide basis and has an established reputation for producing excellent seminars, workshops and conferences for large numbers of participants. Through their large national network, CIMH is in a position to access high quality presenters/trainers with expertise in comprehensive mental health areas which must be addressed in Los Angeles County.

Therefore, the expertise already exists to provide consultation and training in the area of mental health services to the very young and their families, as well as consultation and training in all areas relevant to the needs of children and adolescents, and to provide consultants in the area of housing for the homeless.

Additionally, their statewide collaborations and information in the area of outcome measurement systems, validates the selection of CIMH to assist with the various aspects of developing a short-term and long-term outcome measurement system for the CalWORKs Program. A plan for a short-range assessment involves a special study methodology to capture client and staff judgments of system helpfulness. The long-range plan is an ongoing outcome data system that would have the capacity to produce reports about the clinical and employment status of CalWORKs participants who received supportive services.

IMPACT ON CURRENT SERVICES

The specialized training provided by CIMH will enable DMH staff to provide appropriate mental health services throughout Los Angeles County for 1) very

young children (birth to age five) and their families – an underserved population, 2) children and adolescents with multiple problems – an expanding population, and 3) homeless individuals with a psychiatric disability – also an underserved population.

Additionally, the data provided, based on the outcome measurement system, will assist in the development of treatment services to meet the needs of CalWORKs participants. Using the proposal for developing an outcome measurement system approach, the focus shifts from any given cohort of clients to changes in overall system performance over time.

CONCLUSION

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

Respectfully submitted,

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

MJS:JH:JA:RK

Attachment

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

ATTACHMENT

CONTRACT NO. DMH-01073

AMENDMENT NO. 3

THIS AMENDMENT is made and entered into this _____ day of _____ 2003, by and between the COUNTY OF LOS ANGELES (hereafter "County") and California Institute for Mental Health (CIMH) (hereafter "Consultant").

WHEREAS, County and Consultant have entered into a written Agreement, dated January 15, 2002, identified as County Agreement No. DMH-01073, including Amendment Nos. 1 and 2 dated June 27, 2002 and March 27, 2003, respectively, (hereafter collectively " Agreement"); and

WHEREAS, for Fiscal Year 2002-2003, only, County and Consultant intend to amend Agreement only as described hereunder; and

WHEREAS, for Fiscal Year 2002-2003, County and Consultant intend to amend Agreement to add $459,500 to the Maximum Contract Amount to fund specialized training to Department of Mental Health (DMH) clinicians for infant-family mental health services, assistance with development of an outcome measurement system for the CalWORKS Program, specialized training for child and adolescent services, and consultation concerning housing for the homeless; and

WHEREAS, County and Consultant intend to delete Exhibit A-1 (Statement of Work) and Exhibit B-1 (FEE SCHEDULE) in their entirety and replace with Exhibit A-2 and Exhibit B-2.

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

1. Paragraph 4.0 (COMPENSATION), Subparagraphs A and B, shall be deleted in their entirety and the following substituted therefor:

"A. In consideration of the performance by Consultant in a manner satisfactory to County of the services described in Exhibit A-2, Statement of Work Consultant shall be paid in accordance with the Fee Schedule established in Exhibit B-2. Total compensation for all services furnished hereunder shall not exceed the sum of EIGHT HUNDRED NINE THOUSAND FIVE HUNDRED DOLLARS ($809,500) for Fiscal Year 2002-2003. Notwithstanding such limitation of funds, Consultant agrees to satisfactorily complete all work specified in Exhibit A-2 to request payment, Consultant shall present to County's Project Manager monthly in arrears invoices accompanied by a statement of the number of hours worked daily by each individual assigned to the project and a report of work completed for the invoice period. This report shall be prepared in a format satisfactory to County's Project Manager or his/her designated representative.

B. The Maximum Contract Amount for this Agreement shall not exceed EIGHT HUNDRED NINE THOUSAND FIVE HUNDRED DOLLARS ($809,500) for Fiscal Year 2002-2003. In no event shall County pay Consultant more than this Maximum Contract Amount for Consultant's performance hereunder. Payment to Consultant shall be only upon written approval of the

invoice and report by County's Project Manager or his/her designated representative.

Consultant shall submit invoices to:

County of Los Angeles
Department of Mental Health
Children's Systems of Care/Adult Systems of Care
550 South Vermont Avenue
Los Angeles, CA 90020
ATTN: Mental Health Analyst III

2. Statement of Work Exhibit A-1 and Fee Schedule Exhibit B-1 shall be deleted in its entirety and replaced with Exhibit A-2 and Exhibit B-2 attached hereto and incorporated herein by reference. All references in Agreement to Exhibit A-1 and Exhibit B-1 shall be deemed amended to Exhibit A-2 and Exhibit B-2.

3. 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, and Consultant has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

APPROVED AS TO FORM:

LLOYD W. PELLMAN
County Counsel

By _____
Principal Deputy County Counsel

COUNTY OF LOS ANGELES

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

California Institute for Mental Health
Contractor

By _____

Name Sandra Goodwin, Ph.D.

Title Executive Director
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO CONTRACT ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By _____
Chief, Contracts Development and Administration Division

EM:CIMH Amendment 3

EXHIBIT A-2

CALIFORNIA INSTITUTE OF MENTAL HEALTH

STATEMENT OF WORK

TRAINING SERVICES TO BE PROVIDED BY CIMH

California Institute of Mental Health will assist the Los Angeles County Department of Mental Health (DMH) by providing training sessions, workshops and technical assistance for both the Adult and Children's Systems of Care, as follows:

CHILDREN'S SYSTEMS OF CARE

The Children's Systems of Care in Los Angeles County is expanding rapidly. In support of the continued provision of high quality services, CIMH will provide training for DMH operated and contract providers of mental health services in many areas, including, but not limited to, the following:

- Wraparound services
- Treatment of dually diagnosed (mental illness and substance abuse) consumers
- Working with parents of mentally ill children
- The Infant Mental Health Initiative
- Parent providers of care
- Cultural competency
- School-based services
- Short-term group and in-home therapy
- Strength-based assessment and treatment

ADULT SYSTEMS OF CARE

CIMH will provide training for AB 34/2034 agencies in the area of housing assistance and development of housing resources for mental health clients.

CIMH will provide technical assistance in the development and implementation of an outcome measurement system for the CalWORKS program to evaluate the effectiveness of supportive services to CalWORKS participants.

EXHIBIT B-2

CALIFORNIA INSTITUTE OF MENTAL HEALTH

FY 2002-2003 FEE SCHEDULE
($809,500)

CHILDREN'S SYSTEMS OF CARE

The California Institute of Mental Health (CIMH) shall submit monthly invoices for actual costs incurred for training provided under the Statement of Work. CIMH shall retain all relevant supporting documents and make them available to the Department of Mental Health at any time for audit purposes. Invoices shall be specific as to the type of service provided and shall be submitted to:

Deputy Director
Children's Systems of Care
County of Los Angeles - Department of Mental Health
550 S. Vermont Ave., 4th Floor
Los Angeles, CA 90020
Telephone: (213) 738-2147
ATTN: Mental Health Analyst III

Funding for CIMH training under the Children's Systems of Care portion of the Agreement shall not exceed $567,000 ($100,000 SDMH and $467,000 CSOC) for the term of the Agreement, which begins upon approval by the Board of Supervisors and extends through June 30, 2003.

ADULT SYSTEMS OF CARE

CIMH shall submit monthly invoices for actual costs incurred for training provided under the Statement of Work. CIMH shall retain all relevant supporting documents and make them available to the Department of Mental Health at any time for audit purposes. Invoices shall be specific as to the type of service provided and shall be submitted to:

Deputy Director
Adult Systems of Care
County of Los Angeles - Department of Mental Health
550 S. Vermont Ave., 12th Floor
Los Angeles, CA 90020
Telephone: (213) 738-2756
ATTN: Program Head

Funding for CIMH training under the Adult Systems of Care portion of the Agreement shall not exceed $242,500 ($100,000 CalWORKS and $142,500 AB2034) for the term of the Agreement, which begins upon approval by the Board of Supervisors and extends through June 30, 2003.