



CALIFORNIA DEPARTMENT OF
Mental Health

1600 9th Street, Sacramento, CA 95814
(916) 654-3551

*File: Planning
Approval*

March 14, 2006

RECEIVED

MAR 17 2006

Behavioral Health Director

Mark A. Refowitz, Deputy Agency Director
County of Orange Health Care Agency
Behavioral Health Services
405 W. 5th Street, 7th Floor
Santa Ana, CA 92701

Dear Mr. ^{Mark} Refowitz :

Congratulations. The Orange County funding request for Extension of Community Program Planning and System Improvement Funds from the Mental Health Services Act (MHSA) Community Services and Supports allocation has been approved. This letter constitutes the Department of Mental Health's (DMH) notice of funding based on your county's response to DMH Letter No. 05-06. The total amount of start-up funding approved under this request is \$1,030,101.

Specifically, funding for the extension of the Community Program Planning component is approved in the amount of \$286,177, and funding for the System Improvement component is approved for \$743,924.

As provided in your revised request received on January 9, 2006, the Extension of Community Program Planning funds will be used for the following:

- Salaries and employee benefits for current MHSA staff at \$119,175.
 - Consumer and Family Member Support: \$65,000.
 - Other Operating Expenditures: \$61,414.
 - Administration – County Overhead: \$40,588.
- Total: \$286,177.

As provided in your revised submission received on January 9, 2006, the System Improvement funds will be used for the following:

- AB 2034 Program Restoration, Fiscal Year 2005-06:
Salary and Benefits: \$70,650
Other operating Expenditures: \$10,583
Administration: \$18,607.
Total: \$99,840.

Mark Refowitz, Deputy Agency Director
March 14, 2006
Page 2

- Additional Funds needed to facilitate the pre-implementation activities of the MHSA Community Services and Support in Orange County:
Salary and Benefits: Client/Family member.
Caregiver FTEs and support staff, temporary extra help for Human Resources, Purchasing and Contract Development and Management: \$373,251.
- Consumer and Family Member Support:
Stipend, wages and contracts and Translation and Interpreter Services: \$40,000.
- Other Operating Expenditures:
On going professional services for consultants to assist with RFP development, proposal evaluation, program development, and developing plans for client housing and employment. Travel and transportation, supplies, rent, utilities and equipment are also included. Expenditures for one-time purchases including laptop computers: \$150,083.
- Administration: County Overhead: \$80,750

The total funding approved for Extension of Program Planning and System Improvement is \$743,924.

If you have any questions please contact Iris Frazier, County Operations at (916) 651-9867. I look forward to continuing this effective partnership for transforming the delivery of mental health services in California.

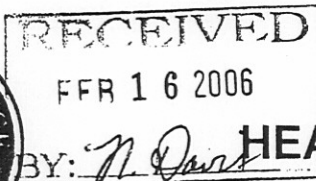
Sincerely,



CAROL HOOD
Deputy Director
Systems of Care

Attachment

cc: Mental Health Services Oversight and Accountability Commission
California Mental Health Planning Council
Chief, County Operations
Chief, Adult and Older Adult Program Policy
Chief, Child and Family Program Policy
Chief, Fiscal Systems



COUNTY OF ORANGE
HEALTH CARE AGENCY

JULIETTE A. POULSON, RN, MN
DIRECTOR

MARK A. REFOWITZ
DEPUTY AGENCY DIRECTOR
BEHAVIORAL HEALTH SERVICES

ROBERT DUVAL
ADMINISTRATIVE MANAGER
BEHAVIORAL HEALTH SERVICES

BEHAVIORAL HEALTH SERVICES

*Excellence
Integrity
Service*

RECEIVED

MAR 17 2006

Behavioral Health Director

MAILING ADDRESS:
405 W. 5th STREET, 7th Floor
SANTA ANA, CA 92701

TELEPHONE: (714) 834-6033

FAX: (714) 834-6184

E-MAIL: rduval@ochca.com

January 9, 2006

Department of Mental Health

Attention: Iris Frazier
County Operations Section
1600 9th Street, Room 100
Sacramento, CA 95814

RE: AB2034 RESTORATION, EXTENSION OF COMMUNITY PROGRAM PLANNING
FUNDING AND SYSTEM IMPROVEMENT FUNDING REQUEST

Dear Ms. Frazier:

Enclosed is the Mental Health Services Act (MHSA) funding requests for the County of Orange Health Care Agency, Behavioral Health Services, AB2034 Restoration, Extension of Community Program Planning and System Improvement activities. The budgets and narratives were completed in accordance with the guidelines provided in DMH Letter 05-06, and later revised on January 9 2006 according to our telephone discussion.

If you have any questions or would like to discuss these requests further, please don't hesitate contacting me at the number listed above. Thank you for your consideration.

Sincerely,

Robert Duval
Administrative Manager, Behavioral Health Services

cc: Mark Refowitz, Deputy Agency Director, Behavioral Health Services
Sandra Fair, Chief Operating Officer, Behavioral Health Services
Dorothy Hendrickson, MHSA Administrator
Megan MacDonald, MHSA Program Support Administrative Manager



**COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH SERVICES**

**COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH
SERVICES
MENTAL HEALTH SERVICES
ACT
COMMUNITY SERVICES &
SUPPORTS BUDGET**

*Excellence
Integrity
Service*

AB 2034 Program Restoration, Fiscal Year 2005-06

In 2003 and 2004, the County of Orange AB2034 Program took a reduction in funding, approximately \$100,000. The program reduced its staffing in the area of outreach to meet its new funding allocation.

Orange County is requesting restoration of that reduction. What we have learned in providing services to this population is the need for Peer Recovery Specialists. We propose to utilize these funds to develop one full time and one part time consumer employee positions, which will further our vision for the Recovery Model in the Orange County AB 2034 Program. One position will be in outreach in order to assist in the engagement and outreach to homeless clients. In addition, a client will be hired in the delivery of services to provide ongoing services and support to clients enrolled in AB2034. These Peer Recovery Specialists will further provide support to the dual diagnosed clients. Specifically clients who have experience with NA and AA 12 step recovery programs will provide peer support, hope, and encourage sobriety and recovery to clients by role modeling recovery and attending community AA and NA meetings with those who need their support, and assisting in working the 12 step program.

We strongly feel that by hiring AB2034 Graduates as peer specialists, we will forward our Recovery efforts and instill hope and desire for further growth in our clients.



Mental Health Services Act Local Planning Budget Worksheet - AB2034 RESTORATION

FISCAL YEAR 2005-06 AB2034 PROGRAM BUDGET (MHSA FUNDING ONLY)

County(ies): ORANGE

Fiscal Year: FY 2005-06

Date: REVISED 01/09/2006

	County Mental Health Department	Community Mental Health Contract Providers	Total
1. Salaries and Benefits			
a. Salaries, Wages and Overtime	\$18,250	\$36,500	\$54,750
b. Bi-Lingual Pay Supplement			\$0
c. Employee Benefits	\$5,300	\$10,600	\$15,900
d. Total	\$23,550	\$47,100	\$70,650
2. Consumer and Family Member Support			
a. Stipends, Wages and Contracts			\$0
b. Translation and Interpreter Services			\$0
c. Travel and Transportation (including meals, housing, mileage, etc.)			\$0
d. Childcare			\$0
e. Other			\$0
f. Total	\$0	\$0	\$0
3. Other Operating Expenditures			
a. Professional Services - Training			\$0
b. Travel and Transportation	\$245	\$490	\$735
c. Supplies (Postage, Copying, Office Supplies, etc.)	\$203	\$406	\$609
d. Rent, Utilities and Equipment	\$3,059	\$6,118	\$9,177
e. Other	\$0	\$62	\$62
f. Total	\$3,507	\$7,076	\$10,583
4. Inter/Intra-Governmental Transfers			
a. County Social Services Agency			\$0
b. County Health Services Agency			\$0
c. County Probation Agency			\$0
d. Education Agency(ies)			\$0
e. Other			\$0
f. Total	\$0	\$0	\$0
5. Administration			
a. County Overhead	\$8,784		\$8,784
b. Contract Overhead		\$9,823	\$9,823
c. Total	\$8,784	\$9,823	\$18,607
6. Total-Proposed Local Planning Budget	\$35,841	\$63,999	\$99,840



**COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH SERVICES**

**COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH
SERVICES
MENTAL HEALTH SERVICES
ACT
COMMUNITY SERVICES &
SUPPORTS BUDGET**

*Excellence
Integrity
Service*

AB 2034 Program Restoration (MHSA FUNDING ONLY), Fiscal Year 2005-06

The AB 2034 Program Restoration Budget Worksheet (MHSA FUNDING ONLY) reflects only those costs for which MHSA system improvement funding is being requested. The budget does not reflect the total costs and revenues associated with the entire AB2034 program.

- 1. Salary and Benefits**
Salaries and employee benefits are provided based on the proposed staffing of 1.5 FTE using the FY 2005-06 average salary and benefits for the Orange County classification of Mental Health Worker II.
- 2. Consumer and Family Member Support**
Although the requested positions will be consumer positions, the costs related to the positions are being budgeted in Salary & Benefits and Other Operating Expenditures rather than in this line item.
- 3. Other Operating Expenditures**
Services and supplies expenses, excluding the salary and benefit costs, are based on the actual average cost for services and supplies per Behavioral Health Services FTE for fiscal year 2004-05 with a 3.4% COLA applied.
- 4. Inter/Intra-governmental Transfers**
N/A.
- 5. Administration**
The Allocated Administration costs included in the budget worksheet are based on the approved FY 2005-06 A87 Indirect Cost Application Schedule. In Behavioral Health Services, the rate is 9.82% of the direct service costs for contract-operated programs. As it is anticipated that community partners will provide the majority of services, this is the rate applied to all programs.



**COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH SERVICES**

**COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH
SERVICES
MENTAL HEALTH SERVICES
ACT
COMMUNITY SERVICES &
SUPPORTS BUDGET**

*Excellence
Integrity
Service*

Extension of Community Program Planning Funding Request

The County of Orange requested and was approved to receive \$636,415 in initial MHSA Community Services and Supports (CSS) planning funding. The funding allowed the County of Orange to have a successful MHSA community planning process that included representation from all of the stakeholder groups, including clients, family members/caregivers, providers, and community partners, in accordance with MHSA guidelines. The Orange County MHSA staff administered this planning process with assistance from a contracted consultant group. Meals and refreshments, transportation, childcare and stipends were provided to consumers and family members that participated. Several consumers indicated that without the availability of these support services, they would not have been able to participate in the process.

The MHSA Steering Committee elected to support the MHSA CSS once the plan was completed through continued meetings to participate in developing the planned programs and services. The additional planning funds are being requested to provide staff support for these continued planning activities. In addition, the support services (i.e. food, client transportation, child care, etc.) will be offered to encourage continued consumer/family member/caregiver participation.

The requested funding for the additional planning activities will also fund the existing MHSA staff, including the MHSA Coordinator for the period of January through March 2006 as

the initial planning funds are projected to be fully expended by December 2005. The costs for these staff were included in our CSS Plan in the Administration Budget.

To achieve a level of system transformation and respond to the priority unmet needs identified through the community planning process, Orange County has dedicated the majority of the MHSA onetime funding to provide an array of housing opportunities and staff, consumer/family/caregiver and community partner training. The additional planning funds requested are required in order to reach this goal.



Mental Health Services Act Local Planning Budget Worksheet

Extension of Community Program Planning Funding Request

County(ies): ORANGE

Fiscal Year: FY 2005-06

Date: REVISED 1/9/2006

	County Mental Health Department	Community Mental Health Contract Providers	Total
1. Salaries and Benefits			
a. Salaries, Wages and Overtime	\$91,221		\$91,221
b. Bi-Lingual Pay Supplement	\$1,500		\$1,500
c. Employee Benefits	<u>\$26,454</u>		<u>\$26,454</u>
d. Total	\$119,175	\$0	\$119,175
2. Consumer and Family Member Support			
a. Stipends, Wages and Contracts	\$37,500		\$37,500
b. Translation and Interpreter Services	\$12,500		\$12,500
c. Travel and Transportation (including meals, housing, mileage, etc.)	\$7,500		\$7,500
d. Childcare	\$2,500		\$2,500
e. Other	<u>\$5,000</u>		<u>\$5,000</u>
f. Total	\$65,000	\$0	\$65,000
3. Other Operating Expenditures			
a. Professional Services - Consultants	\$25,000		\$25,000
b. Travel and Transportation	\$10,000		\$10,000
c. Supplies (Postage, Copying, Office Supplies, etc.)	\$10,000		\$10,000
d. Rent, Utilities and Equipment	\$11,414		\$11,414
e. Other	<u>\$5,000</u>		<u>\$5,000</u>
f. Total	\$61,414	\$0	\$61,414
4. Inter/Intra-Governmental Transfers			
a. County Social Services Agency			\$0
b. County Health Services Agency			\$0
c. County Probation Agency			\$0
d. Education Agency(ies)			\$0
e. Other - Medi-Cal FFP			<u>\$0</u>
f. Total	\$0	\$0	\$0
5. Administration			
a. County Overhead	\$40,588		\$40,588
b. Contract Overhead			\$0
c. Total	\$40,588	\$0	\$40,588
6. Total-Proposed Local Planning Budget	\$286,177	\$0	\$286,177



**COUNTY OF ORANGE
HEALTH CARE AGENCY**

BEHAVIORAL HEALTH SERVICES

**COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH
SERVICES
MENTAL HEALTH SERVICES
ACT
COMMUNITY SERVICES &
SUPPORTS BUDGET**

*Excellence
Integrity
Service*

Extension of Community Program Planning Funding Request

The Additional Planning Funding Request Budget Worksheet reflects the additional funds needed to conclude the planning stage and pre-implementation activities of the MHSA Community Services and Supports in Orange County.

- 1. Salary and Benefits**
Salaries and employee benefits are requested for the current MHSA staff, for the period of January – March 2006 as the initial planning dollars are projected to be fully expended in December 2005. The costs for these staff are including in the submitted CSS Plan in the Administration Budget. Expenses are based on the FY 2005-06 average salary and benefits for comparable County classifications and functions.
- 2. Consumer and Family Member Support**
Continued consumer and family member involvement in the months leading up to the programs' implementation are critical. Budget estimates are based on past expenditures and planned activities and meetings requiring services including translation, transportation, childcare, etc. Expenses for translator services also include estimated costs for translation of printed materials.
- 3. Other Operating Expenditures**
Ongoing professional service needs (line item 'a') are needed for consultants to provide assistance with the continued planning activities. Expenditure projections are based on actual expenditures related to the approved planning budget, which will be fully expended by the end of 2005. Line items 'b' through 'e' are similarly based on actual expenditures and projected needs for the remainder of the planning process.
- 4. Inter/Intra-governmental Transfers**
N/A
- 5. Administration**
The allocated administration costs included in the budget worksheet are based on actual expenditures up to the allowable administrative rate of 15%.



**COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH SERVICES**

**COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH
SERVICES
MENTAL HEALTH SERVICES
ACT
COMMUNITY SERVICES &
SUPPORTS BUDGET**

*Excellence
Integrity
Service*

System Improvement Funding Request

The County of Orange submitted the Community Services and Supports (CSS) Plan to DMH for review and approval in December 2005 following successful MHSA community planning process that included representation from all of the stakeholder groups, including clients, family members/caregivers, providers, and community partners, in accordance with MHSA guidelines.

As the final stages of planning for MHSA CSS implementation approaches, and pre-implementation activities being, system improvement funding is required to fund the costs associated with the pre-implementation activities. The requested budget includes funding for the staff required to facilitate pre-implementation activities including the completion of the Request for Proposal (RFP) processes; contract development; Information Technology and fiscal support. Temporary extra help needs have also been identified in Human Resources and Purchasing in order to support the additional workload associated with implementation of the planned MHSA programs and services. Resources to assist with the implementation of the Orange County referral and information section of the Trilogy Network of Care website are also needed. The initial planning allocation is projected to be fully expended by the end of December 2005.

In order to achieve our goals and adhere to our planning timeline to provide services immediately upon approval of our CSS Plan, (target date of April 2006), the system

improvement funds are required. One-time expenditures including the purchase of laptop computers, translation of written materials and temporary extra help to assist with the development of consumer housing plans and consumer employment plans is also requested. It is anticipated that some of the temporary extra help staff requested will be consumer/family member/caregiver positions.

To achieve a level of system transformation and respond to the priority unmet needs identified through the community planning process, Orange County has dedicated the majority of the MHSA onetime funding to provide an array of housing opportunities and staff, consumer/family/caregiver and community partner training. The system improvement funds requested are required in order to reach this goal.



Mental Health Services Act Local Planning Budget Worksheet

System Improvement Funding Request

County(ies): ORANGE

Fiscal Year: FY 2005-06

Date: REVISED 1/9/2006

	County Mental Health Department	Community Mental Health Contract Providers	Total
1. Salaries and Benefits			
a. Salaries, Wages and Overtime	\$288,179		\$288,179
b. Bi-Lingual Pay Supplement	\$1,500		\$1,500
c. Employee Benefits	<u>\$83,572</u>		<u>\$83,572</u>
d. Total	\$373,251	\$0	\$373,251
2. Consumer and Family Member Support			
a. Stipends, Wages and Contracts	\$37,500		\$37,500
b. Translation and Interpreter Services	\$2,500		\$2,500
c. Travel and Transportation (including meals, housing, mileage, etc.)	\$0		\$0
d. Childcare	\$0		\$0
e. Other	<u>\$0</u>		<u>\$0</u>
f. Total	\$40,000	\$0	\$40,000
3. Other Operating Expenditures			
a. Professional Services - Consultants	\$100,000		\$100,000
b. Travel and Transportation	\$15,000		\$15,000
c. Supplies (Postage, Copying, Office Supplies, etc.)	\$16,500		\$16,500
d. Rent, Utilities and Equipment	\$13,583		\$13,583
e. Other	<u>\$5,000</u>		<u>\$5,000</u>
f. Total	\$150,083	\$0	\$150,083
4. Inter/Intra-Governmental Transfers			
a. County Social Services Agency			\$0
b. County Health Services Agency			\$0
c. County Probation Agency			\$0
d. Education Agency(ies)			\$0
e. Other - Medi-Cal FFP			<u>\$0</u>
f. Total	\$0	\$0	\$0
5. Administration			
a. County Overhead	\$80,750		\$80,750
b. Contract Overhead			<u>\$0</u>
c. Total	\$80,750	\$0	\$80,750
6. Total-Proposed Local Planning Budget	\$644,084	\$0	\$644,084



*Excellence
Integrity
Service*

COUNTY OF ORANGE HEALTH CARE AGENCY

BEHAVIORAL HEALTH SERVICES

COUNTY OF ORANGE
HEALTH CARE AGENCY
BEHAVIORAL HEALTH
SERVICES
MENTAL HEALTH SERVICES
ACT
COMMUNITY SERVICES &
SUPPORTS BUDGET

System Improvement Funding Request

The System Improvement Funding Request Budget Worksheet reflects the additional funds needed to facilitate the pre-implementation activities of the MHSA Community Services and Supports in Orange County

- 1. Salary and Benefits**

Salaries and employee benefits are requested for the staff to facilitate the pre-implementation activities, including Client/Family Member/Caregiver FTEs and support staff, temporary extra help for Human Resources, Purchasing and Contract Development & Management. These support staff are necessary to provide support for the additional recruitment, purchasing and contract development tasks associated with the implementation of the MHSA Community Services and Supports. Expenses are based on the FY 2005-06 average salary and benefits for comparable County classifications and functions.
- 2. Consumer and Family Member Support**

Continued consumer and family member involvement in the months leading up to the programs' implementation are critical. In addition, resources needed to assist with the implementation of the Trilogy Network of Care website and program development are included in the request. Budget estimates are based on past expenditures and planned activities and meetings requiring services including translation, transportation, childcare, etc. Expenses for translator services also include estimated costs for translation of printed materials.
- 3. Other Operating Expenditures**

Ongoing professional service needs (line item 'a') are needed for consultants to provide assistance with RFP development, proposal evaluation and program development. In addition, assistance with the development of plans for client housing and employment are anticipated. Expenditure projections are based on actual expenditures related to the approved planning budget, which will be fully expended by the end of 2005. Line items 'b' through 'e' are similarly based on actual expenditures and projected needs for the remainder of the planning process. Expenditures for one-time purchases including laptop computers are also included.

4. Inter/Intra-governmental Transfers
N/A

5. Administration

The allocated administration costs included in the budget worksheet are based on actual expenditures up to the allowable administrative rate of 15%.