

**SANTA BARBARA COUNTY  
BOARD AGENDA LETTER**



Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Agenda Number:**  
**Prepared on:** 1/12/04  
**Department Name:** Alcohol, Drug & Mental Health  
**Department No.:** 043  
**Agenda Date:** 1/27/04  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**

---

**TO:** Board of Supervisors

**FROM:** James L. Broderick, Ph.D., Director  
The Department of Alcohol, Drug and Mental Health Services

**STAFF CONTACT:** Carrie Topliffe, Assistant Director - Administration  
805.681.4092

**SUBJECT:** Contractor on Payroll - Alcohol, Drug & Mental Health Services

---

**Recommendation(s):**

That the Board of Supervisors:

- A. Approve and execute a payroll contract for psychiatric nurse services with Elizabeth Padden, R.N., for the contract period of February 2, 2004 through June 30, 2004, and a maximum County cost of \$35,246.
- B. Authorize the Director of Alcohol, Drug & Mental Health Services (ADMHS) to approve amendments to the proposed contract, providing that any such amendments do not exceed ten percent (10%) of the total contract value.

**Alignment with Board Strategic Plan:**

The recommendation(s) are primarily aligned with Goal No. 2. A Safe and Healthy Community in Which to Live, Work, and Visit.

**Executive Summary and Discussion:**

In July 2001, your Board approved the acceptance of the California Supportive Housing Initiative Act (SHIA) grant award to ADMHS from the State Department of Mental Health (DMH). The SHIA grant was established to provide funding for two Intensive Case Management and Housing Support Project teams, one in North County and one in South County, to assist County clients with serious mental illness, who are at risk of housing instability, to obtain and maintain permanent, stable, affordable housing in the community. This is accomplished through a unique collaboration between public and private organizations. ADMHS will serve as the lead agency in partnership with The Mental Health Association in Santa Barbara County, Sanctuary Psychiatric Center, Transitions Mental Health Association, and Work Training Programs, Inc.

The grant required two positions of psychiatric technician to assist and support the project teams with screening and case management of the clients. In addition, these positions will provide assistance with improvement in functioning and well being of clients. ADMHS has selected Ms. Padden, a registered nurse with the necessary psychiatric experience, to fill one of the positions as a Contractor-On-Payroll. Ms. Padden will work with the South County team at the Santa Barbara Mission St. office.

**Mandates and Service Levels:**

Alcohol, Drug & Mental Health Services are mandated by Welfare and Institutions code, Section 5600.

**Fiscal and Facilities Impacts:**

The proposed action has no impact on facilities. There is no requirement for General Fund dollars.

The proposed contract allows for Ms. Padden to provide up to **920** hours of service at a rate of **\$34.20** per hour and **149 ½** hours of On-Call Duty at a rate of **\$3.00** per hour in FY 03-04. As Ms. Padden is a .481 FTE contractor on payroll she is not eligible to receive other benefits, such as paid leave, medical, or retirement benefits. Therefore, while the actual contract maximum value is \$31,913, the action requested is for the maximum County cost, which includes the county-incurred cost of **\$3,333**. The County maximum cost is **\$35,246**. This contract is fully funded by the SHIA Grant. The revenue is included in the Adopted Budget FY 03/04 – Federal and State Revenue, page D-130. The expenditure is allocated in the Operating Expenditures – Regular Salaries, page D-130. Depending on the fiscal situation in the department at the conclusion of the Grant, June 30, 2004, there will be a termination or reassignment of this position.

**Special Instructions:**

Please send one (1) copy of the fully executed signature page and one (1) copy of the Minute Order to:

Alcohol, Drug & Mental Health Services  
Attn: Contracts Office  
300 San Antonia Road  
Santa Barbara, CA 93110

**Concurrence:**

Auditor-Controller  
County Counsel