



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

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

Department Name: ADMHS
Department No.: 43
For Agenda Of: 2/27/2007
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s) James L. Broderick, Ph.D., Director
Alcohol, Drug & Mental Health Services
Contact Info: Marianne Garrity, ADMHS Assistant Director, Administration
805-681-4092
SUBJECT: JEANIE SLEIGH, MS., LMHP, CADCI Y 06/07 Contract.

County Counsel Concurrence:
As to form: Yes No N/A

Auditor-Controller Concurrence:
As to form: Yes No N/A

Other Concurrence: N/A
As to form: Yes No N/A

Recommended Action(s):
That the Board of Supervisors:

1. Approve and execute a contract in the amount of \$31,000, with Jeanie Sleigh, MS., LMHP, CADCI, a Contractor on Payroll, to provide specialized training development services to Alcohol, Drug and Mental Health Services (ADMHS) employees and community providers. The contract term is from February 26, 2007, through June 30, 2007. This contract complies with the County of Santa Barbara Contractor On Payroll Policy dated September 2006 which was approved by the Board of Supervisors on October 3, 2006.
2. Authorize the Director of ADMHS to approve amendments to the proposed contract, provided that any such amendments do not exceed ten percent (10%) of the contract's dollar amount.

Summary:
Jeanie Sleigh, M.S., LMHP, CADCI, is a licensed clinician who specializes in the development of training curriculum for mental health and alcohol and drug professionals. She is knowledgeable in all aspects of the requirements for licensed professionals regarding continuing education units (CEU's) and can prepare the necessary courses to keep our employees up-to-date with their licenses. ADMHS is also governed by State and Federal laws that require yearly training sessions in the Health Insurance Portability and Accountability Act (HIPAA) regulations for all employees and providers of medical services, Medi-Cal documentation and compliance with Mental Health Services Act (MHSA) mandates.

Ms. Sleigh will coordinate all ADMHS training activities and keep current on all legal mandates required for all licensed and unlicensed employees. She will also develop collaborative courses that will be attended by ADMHS employees and community providers, in an effort to support a seamless system of services to our clients. In addition, she will oversee implementation and development activities related to Model of Care, MHSA and other departmental initiatives. Ms. Sleigh has also been assigned the responsibility for re-structuring ADMHS' Clinical Intern Training Program. The department has experienced tremendous difficulty in recruiting qualified candidates to fill its vacancies. By strengthening this program, the department will be able to identify desirable candidates for eventual hire, especially those with bi-lingual skills, resulting in a positive impact on our recruitment efforts.

The Board is now requested to approve and execute the contract with Ms. Sleigh resulting in a contract amount not to exceed \$31,000. These funds will ensure the mentally ill of Santa Barbara County continue to receive expert care while in the Mental Health System.

Performance Measures

Ms. Sleigh's contract will help ADMHS meet **Recurring Performance Measures (RPM) 0230 and 0231** to provide effective mental health care to 4,200 adults receiving mental health services, and to provide effective mental health care to 2,450 severely emotionally disturbed children. In an effort to keep ADMHS employees and community providers current with all legal mandates and licensure requirements, Ms. Sleigh will coordinate and/or facilitate approximately 150 training sessions per year.

Measure #1: In order to meet the legal requirements of program integrity for the Mental Health Plan Contract with California State Mental Health Department as defined in Title 42, CFR, Section 438.608, training will be provided to all ADMHS and Contract Provider clinical staff. Trainings will be available two times per month in each region of the county to equal no less than 6 documentation requirement trainings per month for each month of the year, countywide. This will assure that all consumers of mental health services receive clinically appropriate care and that the county will reduce audit liability.

Measure #2: In order to fully implement the legal requirements of Proposition 63, otherwise known as the Mental Health Services Act (MHSA), training will be designed and provided to all affected staff, contract staff and community stakeholders to ensure the basic tenets of MHSA are adhered to. The overarching tenet of the MHSA can be broadly defined as system transformation. To that end, at least 40 training sessions related to the MHSA will be designed and performed throughout the contract period on the subjects of Consumer Empowerment, Preparing the Workforce for Consumer and Family Member Employees, Crisis Training for Unlicensed Staff, Mental Health Services Act Program Orientation, Recovery Model Service Delivery, Wellness and Recovery Action Planning, Cultural Competency and Diversity in the Work Place, Consumer and Family Driven System, specific Wellness and/or Recovery Model activity training, Youth Development Model Training, Age Group Specific Services, Best and Promising Practices, Co-occurring Conditions Treatment.

Measure #3: In order to maintain a clinically up-to-date ADMHS and CBO staff, professional clinical and certification preparation training will be provided as required by all certification and licensure requirements from the California State Licensing and Certification Boards and Bodies. No less than 10 clinical trainings per year will be made available to all clinical staff related to the field of Alcohol, Drug and Mental Health. In addition, other specific county required training, such as training on Pandemic Illness, will be provided as needed.

Measure #4: In order to advance the department's delivery of integrated co-occurring services, professional training will be arranged for ADMHS and CBO staff on current practices on delivering such services. No less than 10 trainings will be arranged for, with special emphasis on the four-quadrant co-occurring identification

model. In addition and as necessary, CEU's will be arranged for trainings conducted and arranged for by the Division of Alcohol and Drug Programs.

Measure #5: In order to advance the ADMHS' ability to attract qualified candidates, especially those with bilingual skills, the department's Clinical Intern Management Program will be restructured. Protocols for the Clinical Intern Training Program will be developed and presented for review and adoption by the ADMHS Executive Team. A minimum of three sites will be identified for intern placement with appropriate clinical supervision arranged for, and intern recruitment will be initiated, with special emphasis on bilingual intern candidates.

Mental Health Services are mandated by the Welfare and Institutions Code, Section 5600.

Fiscal and Facilities Impacts:

Budgeted: Yes No

Fiscal analysis

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State - MHSA	\$ 15,500.00	\$ 43,850.00	
Federal / MediCal	\$ 7,750.00	\$ 21,925.00	
Fees			
Other: ADP	\$ 7,750.00	\$ 21,925.00	
Total	\$ 31,000.00	\$ 87,700.00	\$ -

Narrative:

The contract for Ms. Sleigh is funded by a combination of Medi-Cal, Realignment revenues and Charges for Services. These funding sources are identified in the Adopted FY 2006-07 Budget, Federal and State Revenues, State Realignment – line item 4102, Charges for Services – Medi-Cal line item 5404, Other Financing Sources – Operating Transfers – Other Funds, line item 5911 and Intrafund Expenditure Transfers – line item 9113 - . The proposed expenditures are included in Salaries and Benefits, in the Adult Services Division, in the County Budget Book, page D-148. Execution of this amendment will not increase the use of general fund dollars by the ADMHS Department.

These actions will not result in a need for any additional facilities.

Staffing Impacts

Legal Positions:
0

FTEs:
1.0

Special Instructions:

Please send one (1) fully executed copy of the contract and endorsed minute order to:
Alcohol, Drug & Mental Health Services
ATTN: Contracts Office
300 N. San Antonio Road, Bldg. 3
Santa Barbara, CA 93110

Attachments:

FY 06/07 Contract for Jeanie Sleigh, MFT

Authored by:

Cathy Fox

cc:

James L. Broderick, Ph.D., Director ADMHS