

**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: 12/26/02
Department Name: Alcohol, Drug & Mental Health
Department No.: 043
Agenda Date: 2/11/03
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
805.681.4744

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 Donald Curtis, R.N., for the contract period of February 17, 2003 through June 30, 2004, and a maximum County cost of \$136,102.
- 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 allowed for 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 Mr. Curtis, a registered nurse, to fill one of the positions as a Contractor-On-Payroll. Mr. Curtis will work with the North County team at the Santa Maria Adult Clinic offices.

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 Mr. Curtis to provide up to 760 hours of service at a rate of \$38.46 per hour in FY 02-03, and 2080 hours of service at a rate of \$38.46 in FY03-04, for a contract maximum of \$112,919, which includes \$3,687 for Medical Benefits Allowance. As Mr. Curtis is a 1.0 FTE contractor on payroll he is also eligible to receive benefits commensurate with that status, such as paid leave and retirement benefits, the cost of which is not included in his hourly rate. Therefore, while the actual contract maximum value is \$112,919, the action requested is for the maximum County cost, which includes the county-incurred cost for benefits of \$23,183. The County maximum cost is \$136,102. This contract is fully funded by the SHIA Grant and is included in the Adopted Budget 2002/03 Budget Line Item 3665– Intergovernmental Revenue – State, page D-136. The expenditure is allocated in the Program 4986 – SHIA Grant, page D-136, Adult Mental Health Programs. 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 the second original of the fully executed contract 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