

**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: 4/7/03
Department Name: Alcohol, Drug & Mental Health
Department No.: 043
Agenda Date: 4/22/03
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
805.681.4092

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

Recommendation(s):

That the Board of Supervisors:

- A. Approve and execute a payroll contract for Early Childhood Mental Health Program Coordinator services with Mary Rice, MA, for the contract period of April 28, 2003 through June 30, 2004, and a maximum County cost of \$96,850.
- 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. 5. A High Quality of Life for All Residents.

Executive Summary and Discussion:

In October, 2002 ADMHS entered into a contract with the Children and Families Commission to provide services in connection with the Children and Families Act (The Act) of 1998, Proposition 10. The Act provides funding for services to improve the lives of young children and their families through comprehensive and integrated systems for early childhood development. This is accomplished through a unique collaboration between public and private organizations. ADMHS will participate in county-wide data collection and evaluation, in-service trainings on tobacco education and cessation, and development of collaborative structures and processes. The contract allowed for hiring a Program Coordinator to manage the varied aspects of the system. After a nation-wide search for qualified applicants, ADMHS chose Mary Rice,

MA to fill that position. Ms. Rice will be responsible for coordination of services for the Children's System of Care, other County departments, and private organizations.

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. Rice to provide up to 360 hours of service at a rate of **\$31.50** per hour in FY 02-03, and 2080 hours of service at a rate of **\$31.50** in FY03-04, for a contract maximum of \$80,030, which includes \$3,170 for Medical Benefits Allowance. As Ms. Rice is a 1.0 FTE contractor on payroll she is also eligible to receive benefits, such as paid leave and retirement benefits, the cost of which is not included in her hourly rate. Therefore, while the actual contract maximum value is \$80,030, the action requested is for the maximum County cost, which includes the county-incurred cost for benefits of \$16,820. The County maximum cost is \$96,850. This contract is funded by the Prop 10 Grant and realignment. A Budget Revision detailing revenues and expenditures will be submitted upon acceptance of this agreement. Depending on the fiscal situation in the department at the conclusion of the contract, 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