



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 3/10/2015

Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Heather Ruiz for Suzanne Mason - Director
Human Resources

REPORT BY: Faye Newton, SENIOR HUMAN RESOURCES ANALYST - 707-299-1728

SUBJECT: Adoption of a Resolution to amend the Departmental Allocation List for the Mental Health Division of the Health and Human Services Agency by adding a Limited Term Forensic Mental Health Counselor

RECOMMENDATION

Director of Human Resources and Director of Health and Human Services request adoption of a resolution amending the Departmental Allocation List for the Mental Health Division of Health and Human Services Agency by adding one (1.0 FTE) Limited Term Forensic Mental Health Counselor, effective March 10, 2015 through September 11, 2015, with no net increase to the General Fund.

EXECUTIVE SUMMARY

Director of Human Resources and Director of Health and Human Services recommend the addition of one (1.0 FTE) Limited Term Forensic Mental Health Counselor in the Mental Health Division of the Health and Human Services Agency, based on the need for additional resources in the Conditional Release Program (CONREP) for a limited time. Therefore, in order to allow the division to effectively and efficiently staff this critical program, the Director of Human Resources and the Director and Health and Human Services recommend the addition of one (1.0 FTE) Limited Term Forensic Mental Health Counselor, effective March 10, 2015 through September 11, 2015, with no net increase to the General Fund.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No

What is the revenue source?	100% Conditional Release Program (CONREP) fund
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	There is a need for additional resources in order for CONREP to comply with the contractual obligation set forth by the State of California. This additional resource is only anticipated to be needed for a limited period of time.
Is the general fund affected?	No
Future fiscal impact:	The cost of salary and benefits for the recommended action for the remainder of Fiscal Year 2014-2015 is approximately \$28,000, and will be absorbed into the current Health and Human Services Agency General Fund allocations. The cost of salary and benefits for Fiscal Year 2015-2016 is approximately \$18,523, and will be budgeted accordingly. Given that this is a limited term position, there is no anticipated future fiscal impact beyond the term of the position.
Consequences if not approved:	If the addition of the Limited Term Forensic Mental Health Counselor is not approved, CONREP will have inadequate clinician support, which will directly impact the contractual obligations of Napa County. Existing staff will have to take on CONREP duties, which would result in their regular duties not being performed.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Director of Human Resources and Director of Health and Human Services recommend the addition of one (1.0 FTE) Limited Term Forensic Mental Health Counselor in the Mental Health Division of the Health and Human Services Agency, based on the need for additional resources to manage the workload in the Conditional Release Program (CONREP) for a limited period of time. CONREP is a unique, comprehensive program of community supervision for judicially-committed offenders who have severe mental illnesses. Napa County provides this service under contract with the California Department of State Hospitals, and serves as the outpatient treatment component of the State Forensic Mental Health Hospitals once the patients are deemed safe to be treated in the community. The CONREP Forensic Mental Health Counselor provides intensive case management, individual and group therapy, substance abuse screening, home visits and searches and multiple collateral contacts to these individuals in order to ensure community safety. The CONREP Forensic Mental Health Counselor is also responsible for conducting placement evaluations and reports to the courts for persons found incompetent to stand trial due to a mental disorder on felony charges and for monitoring inpatient clients at the State Hospitals who may ultimately be released to outpatient status, via visits to the hospital clients.

Therefore, the Director of Human Resources and the Director of Health and Human Services recommend the adoption of a resolution to amend the Departmental Allocation List as shown on Exhibit "A", effective March 10, 2015 through September 11, 2015, with no net increase to the General Fund.

SUPPORTING DOCUMENTS

A . Resolution

CEO Recommendation: Approve

Reviewed By: Helene Franchi