



Agenda Date: 4/5/2005  
Agenda Placement: 6F

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Shelli Brobst for Randolph F. Snowden - Director  
Health & Human Services  
**REPORT BY:** Shelli Brobst, Contracts Analyst, 253-4720  
**SUBJECT:** Agreement with Allen, Shea & Associates

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign an agreement with Allen, Shea & Associates for a maximum of \$66,780 for the term April 5, 2005 through June 30, 2006 to serve as project manager and consultant for the County's Mental Health Services Act Plan (Proposition 63).

### **EXECUTIVE SUMMARY**

Allen, Shea & Associates will serve as project manager and consultant to Napa County to implement the Mental Health Services Act (Proposition 63) program plan. The contract provides for services during the initial planning process.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Behavioral Health - 100%
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The preliminary MHSA Funding Request submitted to DMH provides sufficient funding to continue contract activities through June 30, 2006.
Is the general fund affected?	No
Future fiscal impact:	The agreement terminates June 30, 2006.
Consequences if not approved:	Current County staff may not have the necessary experience or time available to adequately prepare a plan of this magnitude, which would affect our ability

to access these additional funds for expanding mental health services.

Additional Information: None

### **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**

Proposition 63, the Mental Health Services Act (MHSA), which became law on January 1, 2005, is designed to “expand mental health services” in California with funding provided for prevention and early intervention, services to children, services to adults and older adults, education and training, and innovative programs. Funds must be used to expand, not supplant, services or county funds. To receive this funding, Napa County Mental Health must submit to the State Department of Mental Health and/or the Oversight and Accountability Commission for approval a three-year expenditure plan, to be updated at least annually. The plan must be developed with local stakeholder input. Napa County expects to receive \$95,780 in initial funding for planning activities designed to develop a local MHSA implementation plan. On March 15, 2005, the Board approved Napa County’s request and plan for use of the initial funding.

Under this agreement, Allen Shea & Associates will:

- | serve as the project manager for the county's MHSA plan;
- | write the county's three-year expenditure plan for the MHSA;
- | facilitate and participate in monthly county, consumer and family representative group meetings;
- | compile county and community needs assessment data;
- | coordinate public hearings on the MHSA; and
- | provide for payment of childcare, meals, housing and transportation assistance to enable family and consumer representatives to participate in monthly meetings, trainings and conferences.

The contract contains specific performance objectives related to implementation of the County's MHSA plan. For a number of reasons, including the limited time to obtain stakeholder input, complete the data analysis and complete the three-year expenditure plan, it was determined that it was not realistic to do an RFP for this project and that a sole source agreement would be appropriate. Allen, Shea & Associates was chosen for this project because of its experience working successfully on similar projects with HHS.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Meegan Condon