

**EL DORADO COUNTY BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

**Meeting of
October 17, 2006**

AGENDA TITLE: Request placement to Step 5 – Sr. Department Analyst, Extra Help

DEPARTMENT: Mental Health	DEPT SIGNOFF:	CAO USE ONLY: 10/6
CONTACT: John Bachman, PhD	<i>John Bachman</i>	<i>C Laura Schwartz</i>
DATE: 10/6/2006	PHONE: x5106	

DEPARTMENT SUMMARY AND REQUESTED BOARD ACTION:
REQUESTED ACTION: Authorize the Department to increase Maria Meyer to Sr. Department Analyst, Extra Help, Step 5.
REASON FOR RECOMMENDATION: Ms. Meyer's detailed knowledge, high skill level and broad experience in both the public and private business sector allows her to excel in this specialized and difficult position. Will be provided complex, technical, and specialized analytical work in areas such as statistical analysis, policy, procedure, and budget development, and grant-writing. Serve as the Department's Ethnic Services Coordinator. Lead in developing a new Latino Access Study and Cultural Competency Strategic Plan. Member of the MHSA Project Management Team and Anti-stigma Committee.

CAO RECOMMENDATIONS: *Recommend approval. Laura A Hill 10/9/06*

Financial impact? () Yes (X) No	Funding Source: () Gen Fund (X) Other
BUDGET SUMMARY:	Other: Mental Health Services Act
Total Est. Cost _____ \$0.00	CAO Office Use Only:
Funding	4/5's Vote Required () Yes (X) No
Budgeted _____ \$0.00	Change in Policy () Yes (X) No
New Funding _____	New Personnel () Yes (X) No
Savings _____	CONCURRENCES:
Other _____	Risk Management _____
Total Funding _____ \$0.00	County Counsel _____
Change in Net County Cost _____ \$0.00	Other _____

***Explain** _____

BOARD ACTIONS:

Vote: Unanimous _____ Or Ayes: Noes: Abstentions: Absent: Rev. 6/04 ISKW001 Agenda	I hereby certify that this is a true and correct copy of an action taken and entered into the minutes of the Board of Supervisors Date: _____ Attest: Cindy Keck, Board of Supervisors Clerk By: _____
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EL DORADO COUNTY
DEPARTMENT OF MENTAL HEALTH
ADMINISTRATIVE OFFICE



John Bachman, Ph.D., Acting Director

344 Placerville Drive, Suite 20
Placerville, California 95667
Phone: (530) 621-6200
Fax: (530) 622-3278

October 6, 2006

Board of Supervisors
330 Fair Lane
Placerville, CA 95667

Dear Board Members,

Subject: Request placement to Step 5 – Sr. Department Analyst, Extra Help

RECOMMENDATION: Authorize the Department to increase Maria Meyer to Sr. Department Analyst, Extra Help, Step 5.

REASON FOR RECOMMENDATION:

Ms. Meyer has been a key member of the Mental Health Services Act (MHSA) Project Management team for close to one year. The MHSA funds innovative developments which will provide an array of mental health services for under- and un-served mentally ill residents of our County. The application for \$1.5 million of annual funds could ***not*** have been completed without the data analyses and research on cultural aspects of service delivery.

Ms. Meyer's detailed knowledge, high skill level and broad experience in both the public and private business sector allows her to excel in this specialized and difficult position. In the non-profit sector, Ms. Meyer has developed databases. In the private sector, she has performed research, program planning, project management, and services targeting outreach to the Latino population. She also has extensive experience in the banking industry serving as a contract manager, successfully overseeing multi-disciplinary work teams in closing large banking transactions. Ms. Meyer has served as a Financial Analyst and Consultant to Wells Fargo Bank and was a project manager for Bank of America.

Ms. Meyer will be provided complex, technical, and specialized analytical work in areas such as statistical analysis, policy, procedure, and budget development, and grant-writing. She will provide leadership and project supervision and will be assigned specific program responsibility. Ms. Meyer will be expected to exercise independent judgment in the process of her work and in making recommendations to the management team.

Specifically, Ms. Meyer will be serving as the Department's Ethnic Services Coordinator responsible for ensuring culturally competent practices, service delivery access, and monitors for quality assurance and improvement relevant to populations that experience barriers, disparities in service utilization, and are in need of accommodations. She will be responsible for accessing staff training as required by the State Department of Mental Health and the Mental Health Services Act (MHSA). Ms. Meyer will take the lead in developing a new Latino Access Study and Cultural Competency Strategic Plan, again as required by DMH. She will also provide contract monitoring and oversight for the MHSA Latino Engagement Initiative. Finally, she will provide technical skills in interpretation and translation designed to create a stronger Latino services program. Ms. Meyer is a member of the MHSA Project Management Team and Anti-stigma Committee. She will also serve as the Housing Specialist for the Integrated Services Program designed to serve seriously mental ill adults on the Western Slope. In this capacity, she will assist the Department in pursuing additional funding sources for program expansion.

In order to retain Ms. Meyer's continued participation in this important project, adequate compensation will be required. The loss of her support will impact our ability to submit the annual MHSA report, to create desperately needed housing options for the homeless, and to apply for additional funding.

The adequate MHSA funds are available to pay for this increase.

FISCAL IMPACT: This increase was budgeted in the FY 06-07 Budget.

NET COUNTY COST: None

Respectfully submitted,

A handwritten signature in black ink that reads "John Bachman". The signature is written in a cursive style with a large, prominent "J" and "B".

John Bachman, Ph.D.
Acting Director, Mental Health