

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

**Meeting of
January 9, 2007**

AGENDA TITLE: Memorandum of Understanding #085-M0711 between El Dorado County Mental Health Department and Black Oak Mine Unified School District

DEPARTMENT: Mental Health	DEPT SIGNOFF: <i>John Bachman</i>	CAO USE ONLY: 12/13 <i>C Laura Schwartz</i>
CONTACT: John Bachman, PhD		
DATE: 12/5/2006	PHONE: 621-5106	

DEPARTMENT SUMMARY AND REQUESTED BOARD ACTION:

The Mental Health Department recommends the Board approve and authorize the Chairman to sign the attached retroactive MOU with Black Oak Mine Unified School District to partially offset the cost of providing training, collaboration and partnership services for the Safe Schools/Healthy Students Partnership. These funds come from a grant from the United States Departments of Education, Health and Human Services, and Justice.

**Retroactive to term (10/2005) - The school district requested this mou after services had already been provided and paid for. The mou is required to meet the funding requirements of the grantee.*

CAO RECOMMENDATIONS: *Recommend approval. Laura A. Gill 12/13/06*

Financial impact? Yes () No

BUDGET SUMMARY:

Total Est. Cost	\$60,000.00
Funding	
Budgeted	\$60,000.00
New Funding	_____
Savings*	_____
Other	_____
Total Funding	\$60,000.00
Change in Net County Cost	_____

Funding Source: () Gen Fund (X) Other
Other: Federal Grant

CAO Office Use Only:

4/5's Vote Required () Yes (X) No
Change in Policy () Yes (X) No
New Personnel () Yes (X) No

CONCURRENCES:

Risk Management
County Counsel
Other _____

***Explain**

BOARD ACTIONS:

Vote: Unanimous _____ Or
Ayes:
Noes:
Abstentions:
Absent:

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: _____

EL DORADO COUNTY
DEPARTMENT OF MENTAL HEALTH
ADMINISTRATIVE OFFICE



John Bachman, PhD, Interim Director
Barry Wasserman, LCSW, Acting Deputy Director
344 Placerville Drive, Suite 20
Placerville, CA 95667
Phone: (530) 621-6200
Fax: (530) 622-3278

December 5, 2006

Board of Supervisors
330 Fair Lane
Placerville, CA 95667

Subject: Memorandum of Understanding (MOU) between El Dorado County Mental Health Department and Black Oak Mine Unified School District

RECOMMENDATIONS:

The Mental Health Department recommends the Board of Supervisors approve and authorize the Chairman to sign the retroactive Memorandum of Understanding between the El Dorado County Mental Health Department and the Black Oak Mine Unified School District to allow the transfer of Federal Safe Schools/Healthy Students funds to provide training, collaboration and partnership services to the school district for the period October 1, 2005 through September 30, 2008.

REASONS FOR RECOMMENDATIONS:

This revenue generating agreement will allow the Mental Health Department to provide and bill for much needed consultation, training and support services to the teachers and parents at the Black Oak Mine Unified School District.

This agreement is retroactive due to a misunderstanding about whether an MOU was needed to bill for the services provided. The Mental Health Department has provided the requested services to the District on a fee-for-service basis, even prior to the District's initiating the MOU. While the County Mental Health Department does not require an MOU, Black Oak Mine Unified School District belatedly realized that it, in fact, needed an MOU to be in place in order to receive the Federal funding necessary to pay for these services. The MOU is now ready for Board approval. This agreement will allow the Mental Health Department to bill for services that were provided prior to the effective date of the MOU and subsequently.

This Agreement has been approved by County Counsel and Risk Management, and a copy is on file in the Board Clerk's Office.

The Administrator of this Agreement shall be Thomas Michaelson, Department Analyst.

FISCAL IMPACT:

The total amount of this three-year revenue generating agreement is \$60,000. One third of this amount was budgeted in FY 05-06, another third has been budgeted in FY 06-07 and the final third will be budgeted in FY 07-08.

NET COUNTY COST:

None.

ACTION TO BE TAKEN FOLLOWING APPROVAL:

Board Clerk's Office will forward executed Agreement to Mental Health Department for further processing.

Respectfully submitted,

A handwritten signature in black ink that reads "John Bachman". The signature is written in a cursive style with a horizontal line underneath the name.

John Bachman, PhD
Interim Director

CONTRACT ROUTING SHEET

Date Prepared: 7/11/06

Need Date: _____

PROCESSING DEPARTMENT:

Department: CAO/Proc. & Contracts
Dept. Contact: Pam Carlone
Phone #: 5833
Department Head Signature: Bonnie H. Rich
Bonnie H. Rich

CONTRACTOR:

Name: Black Oak Mine Unified Sch.
Address: P.O. Box 4510
Georgetown, CA 95634
Phone: 333-8300

EL DORADO COUNTY COUNSEL
JUL 11 PM 4:30
H. Reed

CONTRACTING DEPARTMENT: Mental Health

Service Requested: Safe Schools/Healthy Students Partnership
Contract Term: 3 Years Contract Value: _____ Revenue _____
Compliance with Human Resources requirements? Yes: _____ No: _____
Compliance verified by: _____

COUNTY COUNSEL: (Must approve all contracts and MOU's)

Approved: Disapproved: _____ Date: 7-13-06 By: Carlone
Approved: _____ Disapproved: _____ Date: _____ By: _____

ASSIGNMENT
DATE 7-13-06
ATTORNEY SLK
DEPT/INDEX NO 085-100
BY: YSC

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)

Approved: Disapproved: _____ Date: 7/12/06 By: F. Costello
Approved: _____ Disapproved: _____ Date: _____ By: _____

JUL 13 2006

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments:
Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____

ORIGINAL

MEMORANDUM OF AGREEMENT

#085-M0711

BLACK OAK MINE UNIFIED SCHOOL DISTRICT SAFE SCHOOLS/HEALTHY STUDENTS PARTNERSHIP

This Memorandum of Agreement (MOA) is entered into by and among:

- The Black Oak Mine Unified School District (BOMUSD), the lead agency and the implementing agency
- The El Dorado County Mental Health, the local mental health authority, Mental Health

The signatures that appear at the end of this document are presented as evidence of the willingness of each of the partnering agencies to support and participate in the Safe Schools/Healthy Students (SS/HS) Project. This agreement is contingent upon the receipt of a three-year Safe Schools/Healthy Students Initiative grant from the United States Departments of Education, Health and Human Services and Justice.

In consideration of the Mental Health services to be provided, BOMUSD shall pay Mental Health \$50.00 per hour for a maximum of 400 hours of service for a total of \$20,000.00 per year.

Mental Health shall submit invoices monthly to BOMUSD to be payable on or before the last day of the following month.

The term of this Agreement shall commence October 1, 2005 and shall expire September 30, 2008. The maximum amount payable under this Agreement is \$60,000.00 for the three year period.

I. Mission

The mission of this partnership is to develop, implement, enhance, and maintain comprehensive, integrated services and youth development practices that will lead to safe and drug free schools and supportive communities and promote healthy childhood development:

II. Goals of the Partnership

The goals for the partnership are:

- Goal 1. To develop and maintain school environments where students are physically and emotionally safe
- Goal 2. To reduce use and abuse of alcohol, tobacco and other drugs
- Goal 3. To increase the availability of programs and services for the prevention, assessment and treatment of mental health issues
- Goal 4. To increase parent and community understanding, support and use of practices that support healthy youth development
- Goal 5. To increase parent and community support and participation in schools
- Goal 6. To enhance and sustain collaboration between agencies and other organizations which serve our community

III. Information Sharing

The Project Director for the Black Oak Mine Unified School District Safe Schools/Healthy Communities Project will be responsible for coordinating the communication and information sharing among the participating partners. Methods for sharing information will include at least six meetings of the partnership annually, quarterly status reports to all SS/HS partners, BOMUSD SS/HS listserv, sharing of evaluation survey data and other evaluation data, sharing of the annual progress report and semi-annual meetings dedicated to the continuous improvement process.

IV. Roles and Responsibilities of the Parties

A. Black Oak Mine Unified School District

Black Oak Mine Unified School District will:

- ◆ Continue membership and active participation in the BOMUSD SS/HS Partnership
- ◆ Serve as the Lead Education Agency and the administrative and fiscal management entity of the Project
- ◆ Recruit, hire, supervise, and evaluate all Project staff, other than those hired by subcontractors, if any
- ◆ Coordinate activities as set forth in this proposal, including coordination with the Project evaluator
- ◆ Organize the provision of Project services, such as tobacco, alcohol and other drugs and violence prevention model programs, school-based clinical and counseling services, crisis intervention training, etc.
- ◆ Integrate Project services and resources with its other district programs and resources, including the school-based student support services (Regional Occupational Programs, Workability, Tobacco Use Prevention Education Program, and other prevention services), Student Attendance Review Board, and special educational resources
- ◆ Integrate the provision of Project services with those offered by its partner, Mental Health.
- ◆ Coordinate training for school staff and partners as outlined in the proposal
- ◆ Provide facilities for school-based Project services, partnership meetings, trainings and in-services, and other meetings. Coordinate community locations for community-based services and programs
- ◆ Provide data related to the Government Performance and Results Act Performance (GPRA) Indicators established by the federal government

B. School Sites

The participating school sites will:

- ◆ Work with the Project to refine Project services and activities to meet the unique needs of their students and families
- ◆ Provide Project staff with access to students, private counseling rooms, meeting spaces, teachers, counselors, staff, and parent groups and organizations
- ◆ With proper notice and if mutually agreeable, allow Project staff to attend school staff, parent-teacher organization, school site council, and other group meetings to present information, set up referrals, and request input and guidance
- ◆ Allow the Project to provide in-services to staff on various topics, including crisis intervention, risk factors, school safety planning, youth development and other relevant topics

- ◆ Work with each other to implement consistent services across all sites, to the extent feasible
- ◆ Encourage and facilitate referrals of children and families by all school staff, including secretaries, cafeteria personnel, et al., to the Project

C. El Dorado County Mental Health

Mental Health is the public mental health provider for El Dorado County. Mental Health will:

- ◆ Participate on the steering committee of the Safe Schools/Healthy Students Grant
- ◆ Provide once a month case management meetings with Mental Health providers contracted with in Black Oak Mine Unified School District (BOMUSD). The agencies included are New Morning Youth and Family Services, and Family Connections, El Dorado, Inc. This case management will occur in Placerville at an office determined by Mental Health.
- ◆ Provide initial training and general supervision to the Primary Intervention Program (PIP) that is being implemented by BOMUSD. This training will be provided as a trainer or trainers, with the BOMUSD District Psychologist being the direct trainer and supervisor of the Early Intervention Specialists who will provide the PIP program to students in grades K-3.
- ◆ Participate in the Family and School Support Team (FASST) in BOMUSD. These meetings are held quarterly (4 times/year) at BOMUSD.
- ◆ Continue membership and active participation in the BOMUSD SS/HS Partnership
- ◆ Coordinate with Black Oak Mine Unified School District to link Mental Health services with those provided by or through the Project to avoid duplication while working to cover all students and families in need of mental health services
- ◆ Collaborate with the BOMUSD SS/HS Partnership in the development of standards and processes for the delivery of mental health services (on-site and off-site)
- ◆ Collaborate with the BOMUSD SS/HS partnership to increase mental health services for children and families in the community served by the BOMUSD as outlined in the proposal and provided for in the budget
- ◆ Provide administrative oversight (case management) of the delivery of mental health services provided by the Project either directly by the Department of Mental Health, or contracted by the Mental Health Department or by an agency contracted by the Project
- ◆ Accept referrals from the Project for parents and/or children who are eligible for mental health services or who are eligible for special needs services as defined in California Government Code Chapter 26.5
- ◆ Collaborate with the Project in the selection, development and/or delivery of staff trainings to include screening/identification and linkage of at risk youth and the process for referrals to the Project
- ◆ Provide training and input to the Project in the development of procedures for psychiatric emergencies and the training of staff in these procedures
- ◆ Participate in cross-trainings, consultation, and support with others in the SS/HS partnership
- ◆ Collaborate with the Project in the development and implementation of strategies for parent and community awareness of mental health issues, including substance abuse
- ◆ Collaborate with the Project to improve outreach and identification of children birth through age five and their families who require services to improve the psychosocial and emotional outcomes of children in this population

V. General Responsibilities.

The Parties will:

- Participate in the partnership, to provide collaborative review and oversight of the Project, coordinating the Project's goals, objectives, and activities with those of each site and of the partnership
- Appoint appropriate staff members to participate in Project meetings, providing continuity of participation when feasible
- Participate in local and national evaluations of the Project
- In cooperation with the local evaluator, coordinate data collection and information sharing, obtaining signed consents to release information as needed
- Participate in the evaluation of the Project, including data collection, participation in interviews or focus groups, participate in partnership discussions regarding program improvement and participation in other continuous improvement processes.
- Participate in sustainability planning, including development of multiple funding options and developing a framework to mobilize resources

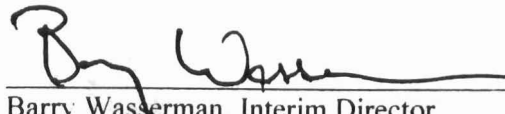
VI. General Provisions.

- This MOA represents the current understanding of the Parties hereto at the time of execution.
- This MOA can be amended by any Party at any time during the Project term, subject to approval by the U.S. Department of Education, if required.
- This MOA shall be reviewed annually by the Parties and revised to reflect changed circumstances and commitments, if any.
- This MOA shall be effective upon the later of the dates written beneath each name, or receipt of funding from the U.S. Department of Education, whichever is later.
- This MOA is contingent upon receipt of funding from the U.S. Department of Education.
- This MOA may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one document.



Rob Schamberg, Superintendent
Black Oak Mine Unified School District

Date: 9/27/06



Barry Wasserman, Interim Director
El Dorado County Mental Health

Date: 7/31/06

Jack Sweeney, Chairman
El Dorado County Board of Supervisors

Date: _____