



COUNTY OF LAKE
Mental Health Department

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Kristy Kelly, MA, MFT
Mental Health Director

July 31, 2008

Michael Borunda
Assistant Deputy Director, Community Program Support
Community Services Division
California Department of Mental Health
1600 9th Street, Room 130
Sacramento, CA 95814

Dear Assistant Deputy Director,

Enclosed you will find the fiscal year 2008-2009 plan update for Lake County. The budgets have been prepared to reflect the FY08/09 requirement that a majority of funding be directed to FSP consumers. There are no new or discontinued programs in the Lake County workplans for the coming year. However, represented in the following update is an expansion of services under our GSD1, System Transformation and Recovery workplan.

This plan update represents the continuing influence the MHSA is having on the mental health system in Lake County. The implementation of the services provided with respect to this plan update will allow Lake County to continue the mission to provide integrated, proactive, consumer and family driven services that promote wellness, resilience, and recovery.

Please feel free to alert me to any questions or concerns you might have about this submission.

Sincerely,

Jim Isherwood
MHSA Coordinator
Lake County Mental Health

Workplans				Total Funds Requested				Funds Requested by Age Group			
No.	Name	New (N)/ Approved Existing (E)	Full Service Partnerships (FSP)	System Development	Outreach and Engagement	Total Request	Children, Youth, Families	Transition Age Youth	Adult	Older Adult	
1.	FSP-01 PAIR	E	\$647,523			\$647,523	\$194,257	\$129,505	\$194,257	\$129,505	
2.	GSD-01 STAR	E		\$482,471		\$482,471	\$120,618	\$120,618	\$144,741	\$96,494	
3.	OE-01 O&E	E			\$139,663	\$139,663	\$41,899	\$27,933	\$41,899	\$27,933	
26. Subtotal: Workplans^{a/}			\$647,523	\$482,471	\$139,663	\$1,269,657	\$356,774	\$278,055	\$380,897	\$253,931	
27. Optional 10% Operating Reserve^{b/}						\$126,966					
28. CSS Administration^{c/}						\$218,677					
29. CSS Capital Facilities Projects^{d/}											
30. CSS Technological Needs Projects^{d/}											
31. CSS Workforce Education and Training^{d/}											
32. CSS Prudent Reserve^{e/}			IN #07-19 Augmentation (FY 07/08 Funds)			\$104,500					
33. Total Funds Requested						\$1,719,800					

a/ Majority of funds must be directed towards FSPs (Title 9, California Code of Regulations Section 3620(c)). Percent of Funds directed towards FSPs=

b/ Cannot exceed 10% of line 26.

c/ Complete Exhibit 5a.

d/ Complete budget pages from relevant guidelines for each component.

e/ Complete Exhibit 4.

51.00%
GSD = 38.00%
O&E = 11.00%

Exhibit 3R

Mental Health Services Act Community Services and Supports Funding Request for FY 2008/09

Date: 7/31/2008

County: Lake - 17

	Use of Funds	Source of Funds	
Total FY 2008/09 Funds Requested from line 33 of Exhibit 2	\$1,719,800		
			FY 06/07 CSS Unapproved Planning Estimates
DMH IN #07-21 Additional One-time Augmentation	Dedicate to Prudent Reserve	\$104,500	FY 07/08 CSS Unapproved Planning Estimates
		\$1,615,300	FY 08/09 CSS Planning Estimates*
			Unspent CSS Funds (Cash on Hand)
Total	\$1,719,800	\$1,719,800	

* Funds requested for lines 29, 30 and 31 on Exhibit 2 must be funded from the FY 08/09 CSS Planning Estimate.

**FY 2008/09 Mental Health Services Act Community Services and Supports
Administration Budget Worksheet**

County: Lake - 17

Fiscal Year: 2008-09

Date: 7/31/2008

	Estimated FY 2007/08 Expenditures and Revenues	Estimated FY 2008/09 Expenditures and Revenues
A. Expenditures		
1. Personnel Expenditures		
a. MHSa Coordinator(s)	\$22,423	\$51,654
b. MHSa Support Staff	\$31,801	\$33,921
c. Other Personnel (list below)		
i. MH Administrative Manager	\$14,556	\$17,670
ii. MH Director	\$19,891	\$19,891
iii.		
iv.		
v.		
vi.		
vii.		
d. Total Salaries	\$88,671	\$123,136
e. Employee Benefits	\$32,808	\$45,560
f. Total Personnel Expenditures	\$121,479	\$168,696
2. Operating Expenditures	\$27,774	\$14,986
3. County Allocated Administration		
a. Countywide Administration (A-87)	\$20,260	\$23,495
b. Other Administration (provide description in budget narrative)		
c. Total County Allocated Administration	\$20,260	\$23,495
4. Total Proposed County Administration Budget	\$169,513	\$207,177
B. Revenues		
1. New Revenues		
a. Medi-Cal (FFP only)		
b. Other Revenue		
2. Total Revenues	\$0	\$0
C. Non-Recurring Expenditures	\$19,618	\$11,500
D. Total County Administration Funding Requirements	\$189,131	\$218,677

COUNTY CERTIFICATION

I HEREBY CERTIFY under penalty of perjury that I am the official responsible for the administration of Community Mental Health Services in and for said County; that I have not violated any of the provisions of Section 5891 of the Welfare and Institution C

Date: _____

Signature _____

Local Mental Health Director or Designee

Executed at _____, California

**Lake County Mental Health
Mental Health Services Act
Administration Budget Narrative
Fiscal Year 2008 – 2009**

This Budget Narrative and the linked Budget Worksheet represent projected administrative expenses attributed to implementation of the MHSA programming for fiscal year 2008-2009. The following narrative follows the order of items on the Budget Worksheet (Exhibit 5a). Only items with expenditures are listed and discussed. The administrative budget for FY08-09 represents 15% of the total CSS funding request (less operating and prudent reserve requests) for the year. This projection is consistent with the 15% in actual administrative costs estimated for FY07-08.

A. Expenditures:

1. Personnel Expenditures

All personnel expenditures are based on standard County job classifications. Included are salaries for full-time MHSA Coordinator and Staff Analyst positions as well as administrative support from the Department Director (.20 FTE) and Administrative Manager (.25 FTE).

2. Operating Expenditures

Estimated operating expenses are projected to be \$14,986 for FY08-09 and are calculated at 12% of overall expenses not attributed to direct service delivery and are limited to those expenses related to administration of the MHSA in Lake County.

3. County Allocated Administration

Countywide Administration (A-87) is based on a formula prepared annually by the County Auditor based on LCMH activity for the prior year, e.g., payroll, payments processed by the County Treasurer, tax roll distributions, trust fund accounts, County administrative costs (risk management, etc.). The proposed request is submitted to the State each year for approval. The projected amount for LCMH in FY08-09 is \$156,635. The amount projected to be charged to the MHSA budget is calculated at 15%, totaling \$23,495. This is proportional to the ratio of the MHSA budget to the overall LCMH budget.

C. Non-recurring Expenditures:

Non-recurring expenditures for administration of the MHSA CSS programming for FY08-09 is projected at \$11,500 and is 5% of the overall proposed administrative budget as opposed to \$19,618 and 10% estimated for FY07-08. This reflects the relative need for infrastructure as we move forward.

**FY 2008/09 Mental Health Services Act Community Services and Supports Budget Worksheet-
Approved Workplans**

County: Lake - 17 Fiscal Year: 2008-09
 Program Workplan # FSP1 Date: 7/31/2008
 Program Workplan Name PAIR Page: 6 of 14
 Type of Funding 1. Full Service Partnership Months of Operation 12
 Proposed Total Client Capacity of Program/Service: 108
 Existing Client Capacity of Program/Service: 86 Prepared by: Jim Isherwood
 Client Capacity of Program/Service Expanded through MHSA: 22 Telephone Number: 707-263-4338

	Estimated FY 2007/08 Expenditures and Revenues	Estimated FY 2008/09 Expenditures and Revenues
A. Expenditures		
1. Client, Family Member and Caregiver Support Expenditures		
a. Housing	\$52,962	\$90,000
b. Other Supports	\$33,078	\$60,000
2. Personnel Expenditures	\$192,379	\$348,530
3. Operating Expenditures	\$89,644	\$129,737
4. Program Management	\$10,974	\$31,083
5. Estimated Total Expenditures when service provider is not known		
6. Non-recurring expenditures	\$59,778	\$48,960
7. Total Proposed Program Budget	\$438,815	\$708,310
B. Revenues		
1. Existing Revenues	\$47,165	\$60,787
2. New Revenues		
a. Medi-Cal (FFP only)		
b. State General Funds		
c. Other Revenue		
d. Total New Revenue	\$0	\$0
3. Total Revenues	\$47,165	\$60,787
C. Total Funding Requirements	\$391,650	\$647,523

**Lake County Mental Health
Mental Health Services Act
Personal and Innovative Recovery/Full Service Partnership
Budget Narrative Fiscal Year 2008 – 2009**

This Budget Narrative and the linked Budget Worksheet represent projected expenses attributed to implementation of the MHSa Full Service Partnership (FSP) programming for fiscal year 2008-2009. The following narrative follows the order of items on the Budget Worksheet (Exhibit 5b). Only items with expenditures are listed and discussed. The FSP budget for FY08-09 represents 44% of the total CSS funding request (less operating and prudent reserve requests) for the year and 51% of the funding requested for MHSa workplans as required for small counties for FY08-09. This projection is considerably more than the 38% in actual FSP costs estimated for FY07-08.

A. Expenditures:

1. Client, Family Member and Caregiver Support Expenditures

These expenditures are budgeted at \$90,000 for housing and \$60,000 for other services and supports for FY08-09 as compared to \$52,962 and \$33,078 respectively in estimated expenses for FY07-08.

2. Personnel Expenditures

All personnel expenditures are based on standard County job classifications. Included are estimated salaries for all LCMH staff that work directly and/or indirectly providing services for FSP consumers. This includes psychiatric care, medication management, direct therapy, case management, stewardship, county transportation and all other personnel costs for FSP programming incurred by LCMH. This amount is an estimated percentage of 54% of the overall FSP budget projection as compared to 49% in FY07-08.

3. Operating Expenditures

Estimated operating expenses are projected to be \$129,737 for FY08-09 and will fund all costs, not accounted for elsewhere, associated with the implementation of FSP programming.

4. Program Management

Program management expenses are proposed at \$31,083 for FY08-09 as compared to \$10,974 estimated for FY07-08. This funding is an estimate for services provided to our FSP consumers by MHSa funded community contractors.

6. Non-Recurring Expenditures

Non-recurring expenditures are estimated at \$48,960 and are estimated at 51% of the total non-recurring costs for CSS allocated for FY08-09. This is proportional to the overall program budget.

B. Revenues

1. Existing Revenues

Existing revenues are estimated at \$60,787. This revenue offset is the result of Medi-Cal billable services and is projected in proportion to the revenue offset estimated for FY07-08.

**FY 2008/09 Mental Health Services Act Community Services and Supports Budget Worksheet-
Approved Workplans**

County: Lake - 17 Fiscal Year: 2008-09
 Program Workplan # GSD1 Date: 7/31/2008
 Program Workplan Name STAR Page: 9 of 14
 Type of Funding 2. System Development Months of Operation 12
 Proposed Total Client Capacity of Program/Service: 193
 Existing Client Capacity of Program/Service: 96 Prepared by: Jim Isherwood
 Client Capacity of Program/Service Expanded through MHSA: 87 Telephone Number: 707-263-4338

	Estimated FY 2007/08 Expenditures and Revenues	Estimated FY 2008/09 Expenditures and Revenues
A. Expenditures		
1. Client, Family Member and Caregiver Support Expenditures		
a. Housing	\$600	\$5,000
b. Other Supports	\$4,970	\$5,000
2. Personnel Expenditures	\$228,496	\$214,429
3. Operating Expenditures	\$151,761	\$132,264
4. Program Management	\$119,744	\$245,021
5. Estimated Total Expenditures when service provider is not known		
6. Non-recurring expenditures	\$57,747	\$36,840
7. Total Proposed Program Budget	\$563,318	\$638,554
B. Revenues		
1. Existing Revenues	\$60,469	\$31,083
2. New Revenues		
a. Medi-Cal (FFP only)		\$62,500
b. State General Funds		\$62,500
c. Other Revenue		
d. Total New Revenue	\$0	\$125,000
3. Total Revenues	\$60,469	\$156,083
C. Total Funding Requirements	\$502,849	\$482,471

**Lake County Mental Health
Mental Health Services Act
System Transformation and Recovery/General System Development
Budget Narrative Fiscal Year 2008 – 2009**

This Budget Narrative and the linked Budget Worksheet represent projected expenses attributed to implementation of the MHSa General System Development (GSD) programming for fiscal year 2008-2009. The following narrative follows the order of items on the Budget Worksheet (Exhibit 5b). Only items with expenditures are listed and discussed. The GSD budget for FY08-09 represents 27% of the total funding request for the year and 38% of the funding requested for MHSa workplans. This projection is considerably less than the 49% in actual GSD costs estimated for FY07-08. This percentage was affected greatly by the extensive non-recurring general system development costs incurred during FY07-08.

A. Expenditures:

1. Client, Family Member and Caregiver Support Expenditures

These expenditures are budgeted at \$5,000 for housing and \$5,000 for other services and supports for FY08-09 as compared to \$600 and \$4,970 respectively in estimated expenses for FY07-08.

2. Personnel Expenditures

All personnel expenditures are based on standard County job classifications. Included are estimated salaries for all LCMH staff that work directly and/or indirectly providing services and supports for mental health consumers. This includes personnel costs incurred operating the Crisis Response Continuum, Lighthouse Drop-In Center (adult self-help center), Forensic Mental Health Partnership, Housing Development and Access, and Integrated Physical and Mental Health programming as outlined in the original MHSa 3-year Plan. This amount is an estimated percentage of 44% of the overall GSD budget projection and is consistent with the 45% in FY07-08.

3. Operating Expenditures

Estimated operating expenses are projected to be \$172,861 for FY08-09 and will fund all costs associated, not accounted for elsewhere, with the implementation of GSD programming.

4. Program Management

Program management expenses are proposed at \$245,021 for FY08-09 as compared to \$119,744 estimated for FY07-08. This funding is an estimate for services provided to consumers by MHSa funded community contractors. This amount will

provide for the expansion of existing services as described in the attached Expansion Plan for Integrated Services

6. Non-Recurring Expenditures

Non-recurring expenditures are estimated at \$36,840 and are estimated at 38% of the total non-recurring costs for CSS allocated for FY08-09. This is proportional to the overall program budget.

B. Revenues

1. Existing Revenues

Existing revenues are estimated at \$31,083. This revenue offset is the result of Medi-Cal billable services and is projected in proportion to the revenue offset estimated for FY07-08.

1. New Revenues

New revenues are estimated at \$125,000, half coming from Medi-Cal (FFP) and half from the State General Fund . This revenue offset is the result of Medi-Cal billable services provided through the attached expansion plan for MHSA driven Medi-Cal services.

**FY 2008/09 Mental Health Services Act Community Services and Supports Budget Worksheet-
Approved Workplans**

County: Lake - 17 Fiscal Year: 2008-09
 Program Workplan # OE1 Date: 7/31/2008
 Program Workplan Name O&E Page: 12 of 14
 Type of Funding 3. Outreach and Engagement Months of Operation 12
 Proposed Total Client Capacity of Program/Service: 220
 Existing Client Capacity of Program/Service: 200 Prepared by: Jim Isherwood
 Client Capacity of Program/Service Expanded through MHSAs: 20 Telephone Number: 707-263-4338

	Estimated FY 2007/08 Expenditures and Revenues	Estimated FY 2008/09 Expenditures and Revenues
A. Expenditures		
1. Client, Family Member and Caregiver Support Expenditures		
a. Housing		\$3,000
b. Other Supports	\$1,402	\$3,000
2. Personnel Expenditures	\$86,196	\$87,514
3. Operating Expenditures	\$23,428	\$25,274
4. Program Management		\$20,000
5. Estimated Total Expenditures when service provider is not known		
6. Non-recurring expenditures	\$14,233	\$10,560
7. Total Proposed Program Budget	\$125,259	\$149,348
B. Revenues		
1. Existing Revenues	\$13,303	\$9,685
2. New Revenues		
a. Medi-Cal (FFP only)		
b. State General Funds		
c. Other Revenue		
d. Total New Revenue	\$0	\$0
3. Total Revenues	\$13,303	\$9,685
C. Total Funding Requirements	\$111,956	\$139,663

**Lake County Mental Health
Mental Health Services Act
Community Outreach and Engagement
Budget Narrative Fiscal Year 2008 – 2009**

This Budget Narrative and the linked Budget Worksheet represent projected expenses attributed to implementation of the MHSA Outreach and Engagement (O&E) programming for fiscal year 2008-2009. The following narrative follows the order of items on the Budget Worksheet (Exhibit 5b). Only items with expenditures are listed and discussed. The O&E budget for FY08-09 represents 8% of the total funding request for the year and 11% of the funding requested for MHSA workplans. This projection is consistent with the 11% in actual O&E costs estimated for FY07-08.

A. Expenditures:

1. Client, Family Member and Caregiver Support Expenditures

These expenditures are budgeted at \$3,000 for housing and \$3,000 for other services and supports for FY08-09 as compared to zero and \$1,402 respectively in estimated expenses for FY07-08.

2. Personnel Expenditures

All personnel expenditures are based on standard County job classifications. Included are estimated salaries for LCMH staff that provide direct outreach and engagement services to the County community. This amount is an estimated percentage of 63% of the overall O&E budget projection and is less than the 78% in FY07-08 due to the increase in planning estimates.

3. Operating Expenditures

Estimated operating expenses are projected to be \$25,274 for FY08-09 and will fund all costs, not accounted for elsewhere, associated with the implementation of O&E programming.

4. Program Management

Program management expenses are proposed at \$20,000 for FY08-09 as compared zero estimated for FY07-08. This funding is an estimate for services provided to our O&E consumers by MHSA funded community contractors.

6. Non-Recurring Expenditures

Non-recurring expenditures are estimated at \$9,685 and are estimated at 11% of the total non-recurring costs for CSS allocated for FY08-09. This is proportional to the overall program budget.

B. Revenues

1. Existing Revenues

Existing revenues are estimated at \$9,685. This revenue offset is the result of Medi-Cal billable services and is projected in proportion to the revenue offset estimated for FY07-08.