



**COUNTY  
of SAN LUIS  
OBISPO**

**COUNTY OF SAN LUIS OBISPO  
BEHAVIORAL HEALTH DEPARTMENT**

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# **MENTAL HEALTH STUDENT SERVICES ACT**

**GRANT APPLICATION**

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**MIDDLE SCHOOL  
COMPREHENSIVE PROGRAM**



WELLNESS • RECOVERY • RESILIENCE

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# ATTACHMENT 1: APPLICATION COVER SHEET

## Mental Health Student Services Act of 2019

### Grant Application Cover Sheet

Provide the name of the entity submitting the Application in the table below.

Name of Lead County and/or City Mental Health/Behavioral Health Department	Director or Designee Name and Title	
County of San Luis Obispo Behavioral Health Department	Anne Robin, LMFT	
Director or Designee Signature <i>(Sign as Lead Agency or sign to authorize the Lead Agency listed below, if not the county/city)</i>		Date
		2/24/2020

Name of Lead Agency, if not County and/or City Mental Health/Behavioral Health Department	Director or Designee Name and Title	
Director or Designee Signature		Date

I HEREBY CERTIFY under penalty of perjury that I have the authority to apply for this grant; and that this grant Application is consistent with the terms and requirements of the Commission's Request for Application for the Mental Health Student Services Act.

If this is a joint effort, list all additional participants to the application. *(Add lines as needed)*

Additional County and/or City Mental Health/Behavioral Health Departments	Director or Designee	Date Signed
1.	Name:	
	Signature:	
2.	Name:	
	Signature:	

List all Educational entities (County Office of Education and/or Charter School(s)) participating in this application. *(Add lines as needed)*

Name of Educational Entity	Director or Designee	Date Signed
1. San Luis Obispo County Office of Education	Name: Dr. James Brescia, Superintendent	2/14/2020
	Signature: <i>James G. Brescia</i>	
2.	Name:	
	Signature:	

Name of all school districts in the county partnership in the application <i>(Add lines as needed)</i>
1. Shandon Unified School District
2. San Miguel Unified School District
3. Paso Robles Joint Unified School District
4. San Luis Coastal Unified School District
5. Templeton Unified School District
6. Lucia Mar Unified School District

County or City Lead Grant Coordinator Contact Information:

Name:	<b>Frank Warren</b>
Title:	<b>Division Manager, Prevention &amp; Outreach/MHSA Coordinator</b>
Email:	<a href="mailto:fwarren@co.slo.ca.us">fwarren@co.slo.ca.us</a>
Phone Number:	<b>805-788-2055</b>

## ATTACHMENT 2: INTENT TO APPLY

This Attachment is required to be submitted by the due state stated in Table V-I Key Action Dates.

The form may be submitted by email to the Procurement Official below, but the original signed copy must be submitted with the final Application.

Procurement Official:

Cheryl Ward  
 Mental Health Services Oversight and Accountability Commission  
 1325 J Street, Suite 1700  
 Sacramento, CA 95814  
[Cheryl.Ward@mhsoc.ca.gov](mailto:Cheryl.Ward@mhsoc.ca.gov)

We intend to submit an Application and choose (select one):

Category 1 – Existing Partnership – County collaborative partnership has been in existence at least 2 years from the date the RFA is released.

Category 2 – New or Emerging Partnership – County collaborative partnership has been in existence less than 2 years from the date the RFA is released.

The individual to whom all information regarding this solicitation shall be transmitted is:

Name:	Frank Warren		
Address:	277 South St., Ste. T		
City, State and ZIP Code:	San Luis Obispo, CA 93401		
Telephone:	805-788-2055	FAX:	805-781-4297
E-Mail:	fwarren@co.slo.ca.us		

List all counties, and/or city mental health/behavioral health departments covered under this Intent to Bid. If this is a joint effort, the lead county shall be listed first and sign the Intent to Apply. (Add lines as needed)

Counties, and/or city mental health/behavioral health departments	
1.	County of San Luis Obispo Behavioral Health Department
2.	
3.	

4.	
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List all Educational entities (County Office of Education and/or Charter School(s)) participating in this application. *(Add lines as needed)*

Educational entities (County Office of Education and/or Charter School(s))	
1.	San Luis Obispo County Office of Education
2.	
3.	
4.	

List all School Districts participating in this application. *(Add lines as needed)*

School Districts	
1.	Shandon Joint Unified School District
2.	San Miguel Joint Union School District
3.	Paso Robles Joint Unified School District
4.	San Luis Coastal Unified School District
5.	Templeton Unified School District
6.	Lucia Mar Unified School District

Authorized Signor:

1-7-2020

Name (Signature)

Date

Anne Robin, Behavioral Health Director

San Luis Obispo

Name and Title (Print)

County

arobin@co.slo.ca.us

805-781-4719

Email

Telephone

## ATTACHMENT 3: MINIMUM REQUIREMENTS

Category	
<b>VII. B.i.</b>	<p>Check the box below if selecting Category 1:</p> <p>An existing Partnership for purposes of this RFA is one that has been in existence for at least 2 years from the date of the release of this RFA and is between the County Mental or Behavioral Health Department and one or more of the following:</p> <ul style="list-style-type: none"> <li>• County Office of Education</li> <li>• Charter school</li> <li>• School district</li> </ul> <p style="text-align: center;"><input checked="" type="checkbox"/></p>
<b>VII. B.ii.</b>	<p>Check the box below if selecting Category 2:</p> <p>A New or Emerging Partnership for purposes of this RFA is one that was not in existence prior to this RFA or has been in existence for less than 2 years from the date of the release of this RFA and is between the County Mental or Behavioral Health Department and one or more of the following:</p> <ul style="list-style-type: none"> <li>• County Office of Education</li> <li>• Charter School</li> <li>• School district</li> </ul> <p style="text-align: center;"><input type="checkbox"/></p>
Evidence of Established Collaborative	
<b>VII. B.iii.1.</b>	<p>State the number of years the Partnership has been in existence:</p> <p style="text-align: center;">_____ 5-10 _____ years</p>
<b>VII. B.iii.2.</b>	<p><b>Check the box below if the following is attached behind this page:</b></p> <p>Behind this page the County has provided copies of initial agreements with all parties within the Partnership. These documents are separated by YELLOW sheets. These include:</p> <p>A. FY 2008-2009 Contract with County Office of Education for Behavioral Health Specialist/Clinician services</p> <p>B. FY 2012-2013 Contract with Templeton Unified School District for Behavioral Health Specialist/Clinician services</p> <p>C. FY 2012-2013 Contract with San Miguel Joint Union School District for Behavioral Health Specialist/Clinician services</p> <p>D. FY 2015-16 Contract with County Office of Education/Shandon Joint Unified School District for Behavioral Health Specialist/Clinician services</p> <p>E. FY 2009-2010 Memorandum of Understanding with Atascadero Unified School District for Middle School Comprehensive Program</p> <p>F. FY 2009-2010 Memorandum of Understanding with Coast Unified School District for Middle School Comprehensive Program</p> <p>G. FY 2009-2010 Memorandum of Understanding with Lucia Mar Unified School District for Middle School Comprehensive Program (Judkins)</p>

H. FY 2009-2010 Memorandum of Understanding with Lucia Mar Unified School District for Middle School Comprehensive Program (Mesa)  
I. FY 2009-2010 Memorandum of Understanding with Paso Robles School District for Middle School Comprehensive Program  
J. FY 2009-2010 Memorandum of Understanding with San Luis Coastal Unified School District for Middle School Comprehensive Program  
**Provide support of when the Partnership started. Support can be an MOU, service agreement, or other type of agreement between all of the entities formalizing the Partnership and dated.**



**VII. B.iii.3.**

Check the box below if the following is attached behind this page:

Behind this page the County has provided copies of current agreements with all parties within the Partnership. These documents are separated by GREEN sheets.

These include:

- A. FY 2019-2020 Contract with County Office of Education for Behavioral Health Specialist/Clinician services
- B. FY 2017-2020 Contract with Templeton Unified School District for Behavioral Health Specialist/Clinician services
- C. FY 2019-2020 Contract with San Miguel Joint Union School District for Behavioral Health Specialist/Clinician services
- D. FY 2019-2020 Memorandum of Understanding for On-Campus Services at Shandon Unified School District
- E. FY 2017-2020 Memorandum of Understanding with Atascadero Unified School District for Middle School Comprehensive Program
- F. FY 2017-2020 Memorandum of Understanding with Coast Unified School District for Middle School Comprehensive Program
- G. FY 2017-2020 Memorandum of Understanding with Lucia Mar Unified School District for Middle School Comprehensive Program (Judkins)
- H. FY 2017-2020 Memorandum of Understanding with Lucia Mar Unified School District for Middle School Comprehensive Program (Mesa)
- I. FY 2017-2020 Memorandum of Understanding with Paso Robles School District for Middle School Comprehensive Program
- J. FY 2017-2020 Memorandum of Understanding with San Luis Coastal Unified School District for Middle School Comprehensive Program

**Provide support that the Partnership is in existence as of the application due date. This can include an MOU, service agreement, or other type of agreement between all of the entities with a current 2020 date.**





A-9 Request to: 1) approve an Operating Agreement with the San Luis Obispo County Flood Control and Water Conservation District for the operation of the Lopez Lake Recreation Area and management of the water and wastewater treatment systems that serve the recreation area, and 2) approve the transfer of fixed assets listed in the Operating Agreement as Exhibit B associated with the Lopez Lake Recreation Area from the Department of Public Works to the General Services Agency-County Parks. (RECOMMEND APPROVAL AND INSTRUCT CHAIRPERSON TO SIGN.)

Health Agency Items:

A-10 Request to approve a two year renewal agreement (Clerk's File) with the California Department of Corrections and Rehabilitation in the amount of \$101,763 for County Drug & Alcohol Services to provide services to parolees in the community. (RECOMMEND APPROVAL AND INSTRUCT CHAIRPERSON TO SIGN.)

A-11 Request to approve an amended contract with Davis Guest Home, Inc. in the amount of \$55,052 to provide residential board and care and social support services to adults with serious mental illness. (RECOMMEND APPROVAL AND INSTRUCT CHAIRPERSON TO SIGN.)

A-12 Request to approve an amended agreement with the State for Mental Health Services Act funding for Fiscal Year 2008-09. (RECOMMEND APPROVAL AND INSTRUCT CHAIRPERSON TO SIGN.)

A-13 Request to approve a Memorandum of Understanding with the San Luis Obispo County Office of Education for Fiscal Years 2008-09 through 2010-11 establishing minimum requirements of services referral, documentation, cash transfer and reporting of AB 3632 mental health services received by students. (RECOMMEND APPROVAL AND INSTRUCT CHAIRPERSON TO SIGN.)

Public Works Items:

A-14 Submittal of a resolution for the acceptance of road improvements on Tract 2423, County Road Nos. 4383, 4384, 4385, 4386, 4387, 4388, 4389 and 4390 in Templeton; 1<sup>st</sup> District. (RECOMMEND APPROVAL AND INSTRUCT CHAIRPERSON TO SIGN.)

A-15 Submittal of a resolution for the acceptance of road improvements for County Road Nos. 1032 and 1486 in Nipomo; 4<sup>th</sup> District. (RECOMMEND APPROVAL AND INSTRUCT CHAIRPERSON TO SIGN.)

A-16 The following maps have been received and have satisfied all the conditions of approval that were established in the public hearings on its tentative maps:

A. CO 06-0139, a proposed subdivision resulting in 2 lots by Grier Eubanks and Kathleen Czekala, Trustees, Meadowbrook Lane in See Canyon, west of San Luis Obispo; 3<sup>rd</sup> District. (RECOMMEND APPROVAL.)

B. Tract 2516, a proposed subdivision resulting in 9 lots by Mae Munk, Trustee of the Mae Munk Revocable Trust, Oakglen Avenue, Nipomo, reject the offer of dedication for roads without prejudice to future acceptance and act on the resolution to accept the relinquishment of access of rights along Oakglen Avenue; 4<sup>th</sup> District. (RECOMMEND APPROVAL AND INSTRUCT CHAIRPERSON TO SIGN.)

**A**

This MOU is entered into this 3rd ~~th~~ day of June, 2008 by and between the undersigned parties.

COUNTY OF SAN LUIS OBISPO

BY: JAMES R. PATTERSON  
CHAIRMAN OF THE BOARD OF SUPERVISORS

DATED JUN 03 2008

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

BY: JULIE L. RODEWALD  
NAME  
Clerk of the Board of Supervisors  
of San Luis Obispo County, California  
By: SANDY CURRENS  
Deputy Clerk

DATED JUN 03 2008

APPROVED AS TO FORM  
OFFICE OF THE COUNTY COUNSEL  
SAN LUIS OBISPO COUNTY, CALIFORNIA

BY: Lathy Bouchard  
DEPUTY

DATED 5-15-08

SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION

BY: Mary Jarvis

DATED May 14, 2008

TITLE: Mary Jarvis, Assistant Superintendent

## GENERAL ASSURANCES AND FEDERAL FUNDS CONDITIONS

The signature of the Authorized Official on the Certification of Acceptance of Grant Conditions acknowledges that General Assurances and Federal Funds Conditions will be observed.

### General Assurances

1. Programs and services shall be in compliance with Title VI and Title VII of the U.S. Civil Rights Act of 1964, the California Fair Employment Practices Act, and Subchapter 4 (commencing with Section 30) of Chapter I of Division 1 of Title 5, California Code of Regulations. A statement of compliance with Title VI of the Civil Rights Act of 1964 has been filed with the County Office of Education.
2. Programs and services shall be in compliance with Title IX (nondiscrimination on the basis of sex) of the Federal Education Amendments of 1972 (20 U.S.C. 1681-1683) and subsequent amendments.
3. Programs and services shall be in compliance with the affirmative action provisions of the Federal Education Amendments of 1972 and subsequent amendments.
4. Programs and services shall be in compliance with the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.) and subsequent amendments.
5. Programs and services for disabled persons shall be in compliance with the Individuals with Disabilities Education Act (20 U.S.C. Sections 1400-1487, and attendant regulations), and Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. Section 794).
6. (a) When federal funds are made available, they will be used so as to supplement, and, to the extent practicable, increase the amount of state and local funds that would, in the absence of such federal funds, be made available for uses specified in the State Plan, and in no case supplant such state or local funds.  
(b) The awardees shall ensure that federal funds are not used to reduce the level of expenditures for the preceding fiscal year as described in 34 C.F.R. 300.231-300.232.
7. All state and federal statutes, regulations, program plans, and applications applicable to each program under which federal and state funds are made available through this application will be met by the applicant agency in its administration of each program, and the undersigned is authorized to file these assurances for such applicant agency.

TEMPLETON UNIFIED SCHOOL DISTRICT  
CONTRACT FOR SPECIAL SERVICES  
INDEPENDENT CONTRACTOR

THIS CONTRACT is entered into by and between the COUNTY of SAN LUIS OBISPO, a public entity in the State of California, (hereinafter referred to as "County"), and Templeton Unified School District, (hereinafter referred to as "TUSD").

WITNESSETH

**WHEREAS**, TUSD has need for special services and advice; and

**WHEREAS**, The County of San Luis Obispo Behavioral Health Department has staff that is specially trained, experienced, expert and competent to perform such special services; and

**WHEREAS**, it is understood and agreed by the parties that TUSD expects to receive an allocation of sufficient funds to pay for these special services. The parties understand and agree that this contract is entered into upon the condition that TUSD receives such funding.

**NOW, THEREFORE**, the parties mutually agree as follows:

1. Scope of Services.

The County of San Luis Obispo Behavioral Health Department will provide the following services:

- a. Up to 150 hours (5 hours per week for 30 weeks) of student support counseling (SSC) to be provided at Templeton High School. Services will be delivered at TUSD and will include drug and alcohol early intervention counseling services, prevention activity development, staff training, and classroom presentations.
  - b. Up to 30 hours (1 hour per week for 30 weeks) of student support counseling (SSC) to be provided at Eagle Canyon High School. Services will be delivered at TUSD and will include drug and alcohol early intervention counseling services, prevention activity development, staff training, and classroom presentations.
2. Compensation, Billing, and Payment. TUSD shall pay to County as compensation in full for all services performed by County, pursuant to this contract at a rate of \$45.75 per hour, with the total contract amount not to exceed \$8,235.00. County will bill TUSD annually at or near completion of services. TUSD will pay County for services within 30 days.
3. Effective Date and Duration. The effective date and duration of this contract shall commence on the date County signs this contract with an effective operating date of September 1, 2012 and ending June 30, 2013. All services provided by the County prior to

the effective date are ratified as having been provided pursuant to and at the rates specified in this contract.

4. Termination for Non-appropriation of Funds. TUSD expects to receive an appropriation of funds sufficient to pay for services provided under this contract. In the event that TUSD does not receive this appropriation, upon written notice of non-appropriation to the County, this contract will immediately terminate. County shall be paid for all hours satisfactorily completed at the above stated service rates and not previously paid through monthly payments prior to the effective date of said termination
5. Termination of Contract for Convenience of Either Party. Either party may terminate this Contract at any time by giving to the other party thirty (30) days written notice of such termination. Termination for convenience shall be effective at 11:59 p.m., Pacific Standard Time, on the intended date for termination (the "Termination Date"). The terminating party shall deliver to the other party a notice specifying the date upon which such termination will become effective, which shall be at least 60 calendar days after the date of the notice. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. County shall be paid for all hours satisfactorily completed at the above stated service rates, and not previously paid through monthly payments prior to the effective date of said termination.
6. Termination of Contract for Cause. If either party fails to perform its duties under this Contract, or if either party breaches any of the material terms or provisions of the Contract, then the non-breaching party shall have the right to terminate this Contract effective immediately upon giving written notice thereof to the breaching party. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. County shall be paid for all work satisfactorily completed prior to the effective date of such termination. If the termination for cause is defective for any reason, including but not limited to reliance on erroneous facts concerning performance, or any defect in notice thereof, then the maximum liability shall not exceed the amount payable to County under paragraph 2 above.
7. Entire Agreement and Modification. This Contract supersedes all previous contracts and constitutes the entire understanding of the parties hereto. County shall be entitled to no other benefits than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. County specifically acknowledges that in entering into and executing this Contract, County relies solely upon the provisions contained in this Contract and no others.

8. Enforceability. If any term, covenant, condition, or provision of this agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.
9. Employment Status. The County and its officers, employees or agents shall, during the entire term of the Contract, be construed to be an independent Contractor, and nothing in this Contract is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow TUSD to exercise direction or control over the professional manner in which County performs the services which are the subject matter of this Contract. County's services shall be provided in a manner consistent with all applicable standards and regulations governing such services. County understands and agrees that County's personnel are not and will not be eligible for membership in or any benefits from any TUSD group plan for hospital, surgical or medical insurance; or for membership in any TUSD retirement program; or for paid vacation, sick leave or other leave, with or without pay; or for any other benefit which accrues to a TUSD employee.
10. Warranty of County. County warrants that County and each of the personnel employed or otherwise retained by County for services performed pursuant to this Contract are properly certified and licensed under the laws and regulations of the State of California to provide the special services herein agreed to.
11. California Law and Venue. It is agreed that this Contract shall be governed by the laws of the State of California. This contract is made, executed and performed in the County of San Luis Obispo. Said county shall be the venue for all legal actions pertaining to this contract.
12. Indemnification. TUSD shall defend, indemnify and hold harmless County, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the TUSD, and that arise out of or are made in hereunder. The obligation to indemnify shall be effective and shall extend to all such claims or losses in their entirety. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of County, its officers and employees.
13. Confidentiality. Services provided by County are confidential in nature. All client service records shall be maintained by County and not shared with TUSD, its officers, agents or employees except as authorized by law. Confidential information obtained by TUSD, its officers, agents or employees, in the course of receiving services under this contract, including without limitation, the identity of program participants or the fact that services are being provided, may not be disclosed unless TUSD secures prior written authorization from

County Drug and Alcohol Services. TUSD and its officers, agents and employees agree to obey all applicable laws and regulations, including without limitation the provisions of the Health Information Portability and Accountability Act, The Public Health Service Act (42 U.S.C. 290ee-3), Title 42 of the Code of Federal Regulations, and any other applicable Federal, State or local laws, regulations, directives, or guidelines.

14. Legal Compliance. Each party shall comply with all laws as may be applicable for the provision of services within the scope of this contract.

15. Records.

a. County shall keep complete and accurate records as required by law for the services performed pursuant to this Contract. Those records shall only be releasable in accordance with appropriate provisions of law.

b. County shall assure the confidentiality of any records that are required by law to be so maintained.

c. HIPAA. County shall comply with the Health Insurance Portability and Accountability Act of 1996 Public Law 104-191 (HIPAA). County shall train all of its personnel regarding the requirements of the Act. County shall implement all privacy protections to individual's identifiable protected health information.

16. Notices. Any notice required to be given pursuant to the terms and provisions hereof shall be in writing and shall be sent by first class mail to the County at:

Karen Baylor, Ph.D., Behavioral Health Administrator  
San Luis Obispo County  
Behavioral Health Services  
2180 Johnson Avenue  
San Luis Obispo, CA 93401

and to TUSD at:

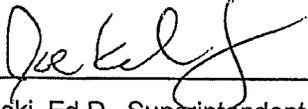
Templeton Unified School District  
960 Old County Road  
Templeton, CA 93465-9419

16. Special Conditions.

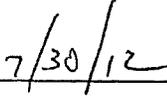
**Fingerprinting:** County will, at its own expense, provide fingerprinting clearance for all its school site counselors, from the California Department of Justice prior to beginning unsupervised service to District students.

Nothing further follows except signatures.  
TEMPLETON UNIFIED SCHOOL DISTRICT

By:

  
\_\_\_\_\_

Joe Koski, Ed.D., Superintendent  
Superintendent, Templeton Unified School District

  
\_\_\_\_\_

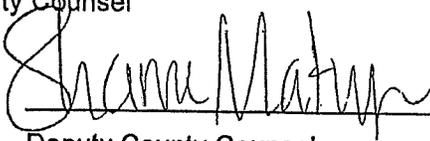
Date

COUNTY COUNSEL REVIEW AND APPROVAL BLOCK

This contract has been reviewed and approved as to form and legal effect.

Warren R. Jensen

County Counsel

By:   
Deputy County Counsel

7/10/2012  
Date

COUNTY OF SAN LUIS OBISPO

A public entity in the State of California

By: JAMES R. PATTERSON  
Chairman of the Board of Supervisors

09/11/2012  
Date

ATTEST:

JULIE L. RODEWALD

JULIE RODEWALD

County Clerk and

Ex-Officio Clerk of the Board of Supervisors

County of San Luis Obispo

BY: Sandy Currens  
Deputy Clerk

SAN MIGUEL JOINT UNIFIED SCHOOL DISTRICT  
CONTRACT FOR SPECIAL SERVICES  
INDEPENDENT CONTRACTOR

THIS CONTRACT is entered into by and between the COUNTY of SAN LUIS OBISPO, a public entity in the State of California, (hereinafter referred to as "County"), and San Miguel Joint Union School District, (hereinafter referred to as "SMJUSD").

WITNESSETH

**WHEREAS**, SMJUSD has need for special services and advice; and

**WHEREAS**, The County of San Luis Obispo Behavioral Health Department has staff that is specially trained, experienced, expert and competent to perform such special services; and

**WHEREAS**, it is understood and agreed by the parties that SMJUSD expects to receive an allocation of sufficient funds to pay for these special services. The parties understand and agree that this contract is entered into upon the condition that SMJUSD receives such funding.

**NOW, THEREFORE**, the parties mutually agree as follows:

1. Scope of Services.

The County of San Luis Obispo Behavioral Health Department will provide the following services:

- a. Up to 104 hours (4 hours per week for 26 weeks) of student support counseling (SSC) to be provided at Lillian Larsen School. Services will be delivered at SMJUSD and will include drug and alcohol early intervention counseling services, prevention activity development, staff training, and classroom presentations.
- b. Up to 104 hours (4 hours per week for 26 weeks) of student support counseling (SSC) to be provided at Cappy Culver School. Services will be delivered at SMJUSD and will include drug and alcohol early intervention counseling services, prevention activity development, staff training, and classroom presentations.

2. Compensation, Billing, and Payment. SMJUSD shall pay to County as compensation in full for all services performed by County, pursuant to this contract at a rate of \$45.75 per hour, with the total contract amount of \$9,516.00 but not to exceed \$10,000.00. County will bill SMJUSD annually at or near completion of services. SMJUSD will pay County for services within 30 days.

3. Effective Date and Duration. The effective date and duration of this contract shall commence on the date County signs this contract with an effective operating date of November 1, 2012 and ending June 30, 2013. All services provided by the County prior to the effective date are ratified as having been provided pursuant to and at the rates specified in this contract.

4. Termination for Non-appropriation of Funds. SMJUSD expects to receive an appropriation of funds sufficient to pay for services provided under this contract. In the event that SMJUSD does not receive this appropriation, upon written notice of non-appropriation to the County, this contract will immediately terminate. County shall be paid for all hours satisfactorily completed at the above stated service rates and not previously paid through monthly payments prior to the effective date of said termination
5. Termination of Contract for Convenience of Either Party. Either party may terminate this Contract at any time by giving to the other party thirty (30) days written notice of such termination. Termination for convenience shall be effective at 11:59 p.m., Pacific Standard Time, on the intended date for termination (the "Termination Date"). The terminating party shall deliver to the other party a notice specifying the date upon which such termination will become effective, which shall be at least 30 calendar days after the date of the notice. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. County shall be paid for all hours satisfactorily completed at the above stated service rates, and not previously paid through monthly payments prior to the effective date of said termination.
6. Termination of Contract for Cause. If either party fails to perform its duties under this Contract, or if either party breaches any of the material terms or provisions of the Contract, then the non-breaching party shall have the right to terminate this Contract effective immediately upon giving written notice thereof to the breaching party. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. County shall be paid for all work satisfactorily completed prior to the effective date of such termination. If the termination for cause is defective for any reason, including but not limited to reliance on erroneous facts concerning performance, or any defect in notice thereof, then the maximum liability shall not exceed the amount payable to County under paragraph 2 above.
7. Entire Agreement and Modification. This Contract supersedes all previous contracts and constitutes the entire understanding of the parties hereto. County shall be entitled to no other benefits than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. County specifically acknowledges that in entering into and executing this Contract, County relies solely upon the provisions contained in this Contract and no others.
8. Enforceability. If any term, covenant, condition, or provision of this agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the

provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.

9. Employment Status. The County and its officers, employees or agents shall, during the entire term of the Contract, be construed to be an independent Contractor, and nothing in this Contract is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow SMJUSD to exercise direction or control over the professional manner in which County performs the services which are the subject matter of this Contract. County's services shall be provided in a manner consistent with all applicable standards and regulations governing such services. County understands and agrees that County's personnel are not and will not be eligible for membership in or any benefits from any SMJUSD group plan for hospital, surgical or medical insurance; or for membership in any SMJUSD retirement program; or for paid vacation, sick leave or other leave, with or without pay; or for any other benefit which accrues to a SMJUSD employee.
10. Warranty of County. County warrants that County and each of the personnel employed or otherwise retained by County for services performed pursuant to this Contract are properly certified and licensed under the laws and regulations of the State of California to provide the special services herein agreed to.
11. California Law and Venue. It is agreed that this Contract shall be governed by the laws of the State of California. This contract is made, executed and performed in the County of San Luis Obispo. Said county shall be the venue for all legal actions pertaining to this contract.
12. Indemnification. County shall indemnify, defend, and hold harmless SMJUSD and its directors, employees and agents against all liability, demands, claims, costs, losses, damages, recoveries, settlements, and expenses (including interest, penalties, attorney fees, accounting fees, and expert witness fees) incurred by SMJUSD or its directors, employees or agents known or unknown, contingent or otherwise, directly or indirectly arising from a failure to provide services as indicated under the Agreement or arising from the acts, omissions or negligence of the County, its officers or employees in relation to this Agreement. This indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of the SMJUSD, its directors, employees or agents.

SMJUSD shall indemnify, defend, and hold harmless the County, and its board of supervisors, directors, employees and agents against all liability, demands, claims, costs, losses, damages, recoveries, settlements, and expenses (including interest, penalties, attorney fees, accounting fees, and expert witness fees) incurred by the County, or its board of supervisors, directors, employees or agents known or unknown, contingent or otherwise,

directly or indirectly arising from this Agreement, or arise from the acts, omissions, or negligence of SMJUSD, its directors, officers or employees in relation to this Agreement. This indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of the County, its officers and employees.

13. Confidentiality. Services provided by County are confidential in nature. All client service records shall be maintained by County and not shared with SMJUSD, its officers, agents or employees except as authorized by law. Confidential information obtained by SMJUSD, its officers, agents or employees, in the course of receiving services under this contract, including without limitation, the identity of program participants or the fact that services are being provided, may not be disclosed unless SMJUSD secures prior written authorization from County Drug and Alcohol Services. SMJUSD and its officers, agents and employees agree to obey all applicable laws and regulations, including without limitation the provisions of the Health Information Portability and Accountability Act, The Public Health Service Act (42 U.S.C. 290ee-3), Title 42 of the Code of Federal Regulations, and any other applicable Federal, State or local laws, regulations, directives, or guidelines.

14. Legal Compliance. Each party shall comply with all laws as may be applicable for the provision of services within the scope of this contract.

15. Records.  
a. County shall keep complete and accurate records as required by law for the services performed pursuant to this Contract. Those records shall only be releasable in accordance with appropriate provisions of law.  
b. County shall assure the confidentiality of any records that are required by law to be so maintained.  
c. HIPAA. County shall comply with the Health Insurance Portability and Accountability Act of 1996 Public Law 104-191 (HIPAA). County shall train all of its personnel regarding the requirements of the Act. County shall implement all privacy protections to individual's identifiable protected health information.

16. Notices. Any notice required to be given pursuant to the terms and provisions hereof shall be in writing and shall be sent by first class mail to the County at:

Karen Baylor, Ph.D., Behavioral Health Administrator  
San Luis Obispo County  
Behavioral Health Services  
2180 Johnson Avenue  
San Luis Obispo, CA 93401

and to SMJUSD at:

Curt Dubost, Superintendent  
San Miguel Joint Union School District  
1601 "L" Street  
San Miguel, CA 93451

16. Special Conditions.

**Fingerprinting:** County will, at its own expense, provide fingerprinting clearance for all its school site counselors, from the California Department of Justice prior to beginning unsupervised service to District students.

**Certification:** The County certifies that no employee rendering services under this agreement has been convicted of a violent or serious felony.

IN WITNESS WHEREOF, SMJUSD and County have executed this Contract on the day and year hereinabove set forth.

Nothing further follows except signatures.

SAN MIGUEL JOINT UNION SCHOOL DISTRICT

By:



Curt Dubost, Superintendent  
San Miguel Joint Union School District

11-14-12

Date

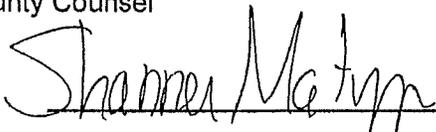
COUNTY COUNSEL REVIEW AND APPROVAL

This contract has been reviewed and approved as to form and legal effect.

Rita Neal

County Counsel

By:



Deputy County Counsel

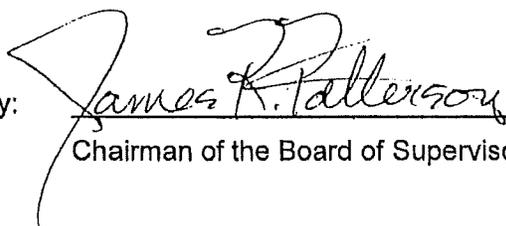
10/23/2012

Date

COUNTY OF SAN LUIS OBISPO

A public entity in the State of California

By:



Chairman of the Board of Supervisors

December 4, 2012

Date

ATTEST:

**JULIE L. RODEWALD**

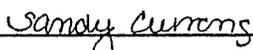
JULIE RODEWALD

County Clerk and

Ex-Officio Clerk of the Board of Supervisors

County of San Luis Obispo

BY:



Deputy Clerk



**COUNTY OFFICE OF EDUCATION**  
**CONTRACT FOR SPECIAL SERVICES**  
**INDEPENDENT CONTRACTOR**

**THIS CONTRACT** is entered into by and between the COUNTY of SAN LUIS OBISPO, a public entity in the State of California, (hereinafter referred to as "County"), and County Office of Education, (hereinafter referred to as "District"), together "Parties"

**WITNESSETH**

**WHEREAS**, District has need for special services and advice; and

**WHEREAS**, The County of San Luis Obispo Behavioral Health Department has staff that is specially trained, experienced, expert and competent to perform such special services; and

**WHEREAS**, it is understood and agreed by the parties that COE expects to receive an allocation of sufficient funds to pay for these special services through the Education for Homeless Children and Youth grant. The parties understand and agree that this contract is entered into upon the condition that COE receives such funding, as set forth in 4. Termination for Non-appropriation of Funds.

**NOW, THEREFORE**, the parties mutually agree as follows:

**1. Student Support Counseling.**

a. Scope of Services

- 1) The County will provide Prevention and Early Intervention Student Support Counseling (SSC) for Individual High Needs Students and related activities at the following locations:
  - i. Up to 109 hours at Shandon Middle and High Schools.
- 2) Services provided are intended to reduce risk factors for developing a substance use disorder or mental illness, and build protective factors to reduce negative outcomes among at risk youth and families. SSC addresses issues such as: alcohol and other drugs (AOD), bullying, self-harm, family issues, peer relationships, violence, grief, and self-esteem. Services may include:
  - i. Early intervention individual and group counseling services
  - ii. Prevention activity development
  - iii. Staff training and wellness education
  - iv. Classroom presentations and parent programs
- 3) The County shall administer evaluation tools to assess the success of the services.
- 4) The County will report prevention and early intervention SSC services in the Department of Health Care Services (DHCS) California Outcome Measurement Service (CalOMS) Prevention system as required by DHCS.



- b. Measureable Outcomes
  - 1) Reduction in 30-day drug and/or alcohol use
  - 2) Reduction in disciplinary referrals
  - 3) Maintenance or improvement in school attendance
  - 4) Improvement in wellness

**2. Compensation, Billing, and Payment.**

- a. Compensation
  - 1) District shall pay to County as compensation in full for all services performed by County, pursuant to this contract at the rate of \$45.75 per hour, with the total contract amount not to exceed \$5,000.
- b. Billing
  - 1) County will bill District annually at or near completion of services. District will pay County for services within 30 days.

**3. Effective Date and Duration.**

- a. The effective of this contract shall commence on the date County signs this contract with service date commencing October 1, 2015 and ending June 30, 2016. All services provided by the County prior to the effective date are ratified as having been provided pursuant to and at the rates specified in this contract.

**4. Termination for Non-appropriation of Funds.**

During the term of this Contract, if the State or federal government terminates or reduces its funding for services that are to be provided under this Contract, then County may elect to terminate this Contract by giving written notice of termination to District effective immediately or on such other date as County specifies in the notice. In the event that the term of this Contract extends into fiscal year subsequent to that in which it was approved by District and the County, continuation of the Contract is contingent on the appropriation of funds by the San Luis Obispo County Board of Supervisors or District School Board or, if applicable, provision of State or Federal funding source. If County is notified by District in writing that the funds for this Contract have not been appropriated or provided, this Contract will terminate. In such an event, the County shall not be obligated to perform any provisions of this Contract or to provide services intended to be funded pursuant to this Contract. If partial funds are appropriated or provided, the County shall have the option to either terminate this Contract with no liability to the County or offer a Contract amendment to District to reflect the reduced amount.



**5. Termination of Contract for Convenience of Either Party.**

Either party may terminate this Contract at any time by giving to the other party thirty (30) days written notice of such termination. Termination for convenience shall be effective at 11:59 p.m., Pacific Standard Time, on the intended date for termination (the "Termination Date"). The terminating party shall deliver to the other party a notice specifying the date upon which such termination will become effective, which shall be at least 60 calendar days after the date of the notice. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. County shall be paid for all hours satisfactorily completed at the above stated service rates, and not previously paid through monthly payments prior to the effective date of said termination.

**6. Termination of Contract for Cause.**

If either party fails to perform its duties under this Contract, or if either party breaches any of the material terms or provisions of the Contract, then the non-breaching party shall have the right to terminate this Contract effective immediately upon giving written notice thereof to the breaching party. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective date of such termination. County shall be paid for all work satisfactorily completed prior to the effective date of such termination. If the termination for cause is defective for any reason, including but not limited to reliance on erroneous facts concerning performance, or any defect in notice thereof, then the maximum liability shall not exceed the amount payable to County under paragraph 2 above

**7. Entire Agreement and Modification.**

This Contract supersedes all previous contracts and constitutes the entire understanding of the parties hereto. County shall be entitled to no other benefits than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. County specifically acknowledges that in entering into and executing this Contract, County relies solely upon the provisions contained in this Contract and no others.

**8. Enforceability.**

If any term, covenant, condition, or provision of this agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby.

**9. Employment Status.**

The County and its officers, employees or agents shall, during the entire term of the Contract, be construed to be an independent Contractor, and nothing in this Contract is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow District to exercise direction or control over the professional manner in which County performs the services which are the subject matter of this Contract. County's services shall be provided in a manner consistent with all applicable standards and regulations governing such services. County understands and agrees that County's personnel are not and will not be eligible for membership in or any benefits from any District group plan for hospital, surgical or medical insurance; or for membership in any District retirement program; or for paid

vacation, sick leave or other leave, with or without pay; or for any other benefit which accrues to a District employee.

**10. Warranty of County.**

County warrants that County and each of the personnel employed or otherwise retained by County for services performed pursuant to this Contract are properly certified and licensed under the laws and regulations of the State of California to provide the special services herein agreed to.

**11. California Law and Venue.**

It is agreed that this Contract shall be governed by the laws of the State of California. This contract is made, executed and performed in the County of San Luis Obispo. Said county shall be the venue for all legal actions pertaining to this contract.

**12. Indemnification.**

To the fullest extent permitted by law, District shall indemnify, defend, and hold harmless the County and its officers, agents, employees, and volunteers from and against all claims, demands, damages, liabilities, loss, costs, and expense (including attorney's fees and costs of litigation) of every nature arising out of or in connection with Contractor's performance or attempted performance of work hereunder or its failure to comply with any of its obligations contained in the agreement, except such loss or damage which was caused by sole negligence or willful misconduct of the County.

**13. Confidentiality.**

Services provided by County are confidential in nature. All client service records shall be maintained by County and not shared with District, its officers, agents or employees except as authorized by law. Confidential information obtained by District, its officers, agents or employees, in the course of receiving services under this contract, including without limitation, the identity of program participants or the fact that services are being provided, may not be disclosed unless District secures prior written authorization from County Drug and Alcohol Services. District and its officers, agents and employees agree to obey all applicable laws and regulations, including without limitation the provisions of the Health Information Portability and Accountability Act, The Public Health Service Act (42 U.S.C. 290ee-3), Title 42 of the Code of Federal Regulations, and any other applicable Federal, State or local laws, regulations, directives, or guidelines.

**14. Legal Compliance.**

Each party shall comply with all laws as may be applicable for the provision of services within the scope of this contract.

**15. Records.**

- a. County shall keep complete and accurate records as required by law for the services performed pursuant to this Contract. Those records shall only be releasable in accordance with appropriate provisions of law.

- b. County shall assure the confidentiality of any records that are required by law to be so maintained.
- c. HIPAA. County and District shall comply with the Health Insurance Portability and Accountability Act of 1996 Public Law 104-191 (HIPAA). County shall train all of its personnel regarding the requirements of the Act. County shall implement all privacy protections to individual's identifiable protected health information.

**16. Notices.**

Any notice required to be given pursuant to the terms and provisions hereof shall be in writing and shall be sent by first class mail to the County at:

Anne Robin, LMFT, Behavioral Health Administrator  
San Luis Obispo County  
2180 Johnson Avenue  
San Luis Obispo, CA 93401

and to District at:

Jessica Thomas  
Homeless and Foster Youth Services  
San Luis Obispo County Office of Education  
3350 Education Drive  
San Luis Obispo, CA 93405

**17. Special Conditions.**

**Fingerprinting:** County will, at its own expense, provide fingerprinting clearance for all its school site counselors, from the California Department of Justice prior to beginning unsupervised service to District students.

**Certification:** The County certifies that no employee rendering services under this agreement has been convicted of a violent or serious felony.

IN WITNESS WHEREOF, COE and County have executed this Contract on the day and year hereinabove set forth.

COUNTY OFFICE OF EDUCATION  
A California Public School District

By:   
Dj Pittenger  
Assistant Superintendent of  
Student Programs and Services

Date: 12/11/15

**D**

COUNTY COUNSEL

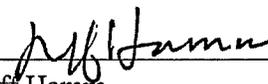
APPROVED AS TO FORM AND  
LEGAL EFFECT:

RITA L. NEAL  
COUNTY COUNSEL

By:   
Deputy County Counsel

Dated: 1/6/16

COUNTY OF SAN LUIS OBISPO  
A public entity in the State of California

By:   
Jeff Hamm  
Health Agency Director

Dated: 1/11/16

## MEMORANDUM OF UNDERSTANDING

### SAN LUIS OBISPO COUNTY BEHAVIORAL HEALTH DEPARTMENT DRUG AND ALCOHOL SERVICES AND ATASCADERO JUNIOR HIGH SCHOOL & FINE ARTS ACADEMY (ATASCADERO UNIFIED SCHOOL DISTRICT)

**Purposes:** The purposes of this Memorandum of Understanding (MOU) are to 1) establish an equitable agreement for providing a Student Assistance Program at Atascadero Junior High School (5601 West Mall Atascadero, CA. 93422), of the Atascadero Unified School District (AUSD), as part of the San Luis Obispo County Behavioral Health Department's Prevention and Early Intervention (PEI) component of the Mental Health Services Act; including 2) the use of space, staff and administrative support on campus; and 3) provide guidelines for personnel training and implementation of the Student Assistance Program.

**Effective Dates:** This Memorandum of Understanding (MOU) shall be effective July 1, 2009 through June 30, 2010. Services shall commence on or after the effective date, and shall end upon the end of the duration date. This MOU will be reviewed on or before June 1, 2010 to option a renewal and/or revision that extends this agreement for up to three years. Future revisions will be promptly distributed to all parties and should be attached to this copy to emphasize the updated version.

**Philosophy:** The key philosophical foundations that bind our two organizations include those of prevention, partnership, youth development, family advocacy, Best Practices and professionalism. This MOU stresses the partnership philosophy of agency, school and district staff, and guides management approaches to service design and delivery.

**Confidentiality:** The staff assigned to the partners in this agreement must be trained and are subject to all laws, policies and guidelines pertaining to confidentiality. It is the responsibility of each partner agency to verify that all staff is properly trained and complies with the applicable guiding principle(s).

**Partners:** This Memorandum of Understanding (MOU) is between Atascadero Junior High School, of the Atascadero Unified School District, ("AUSD"), and the Drug & Alcohol Services division of the San Luis Obispo County Behavioral Health Department ("County"). In the performance of the services herein provided, the County is not an agent or employee of AUSD.

#### **Service Specifications:**

1. The **County** shall be responsible to:
  - a. Provide One (.5 FTE) Student Support Counselor to be placed on the Atascadero Junior High School campus to provide counseling, education, assessment, and lead coordination of Student Assistance Program (SAP) services. The Student Support Counselor will conduct at least four groups per week, for up to 15 youth per group, including Youth Development groups (leadership development, community service, skill-building, etc.) for selective populations at high risk (a minimum of 96 youth annually). The Student Support Counselor will conduct up to 20 individual sessions

weekly, including low intensity, short term interventions (a minimum of 50 youth not also-engaged in groups annually). The Student Support Counselor will develop a school-based assessment and referral tool for faculty and provide staff with training. The Student Support Counselor may support school staff with in-class curriculum support and wellness education.

- b. Provide the services of one (.5 FTE) Family Advocate, employed by a community provider, (Community LINK) who is under contract with the county, to assist youth and parents in navigating and engaging in system resources including housing, tutoring, counseling, and treatment (a minimum of 50 youth and families annually).
- c. Provide One (part-time) Youth Development Specialist employed by the county to provide Friday Night Live services including science-based, research validated prevention activities and skill-building opportunities for the Universal population of students (serving approximately 480 youth per year).
- d. The county will conduct an evaluation of the Middle School Comprehensive Program, including collecting data regarding mental health, stigma factors, student health knowledge, substance use, perceptions, and attitudes. This will be done in pre-post testing of program participants, as well as tracking of currently-collected data (i.e. CHKS). The Student Support Counselor will develop tracking tools to monitor process, including individual and school-wide outcomes; and provide any data collection forms that are required.
- e. If required by the District, the Student Support Counselor will gain parental approval before beginning any ongoing groups or individual services post-assessment.
- f. The County will provide computers and other office necessities for County staff when necessary.
- g. The County will provide SAP training for County staff, family advocates, and all school partners.
- h. All County school counselors will receive a thorough pre-employment background investigation, be free of felony convictions, and receive fingerprinting clearance from the California Department of Justice.
- i. County shall defend, indemnify and hold harmless AUSD, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the County, and that arise out of or are made in hereunder. The obligation to indemnity shall be effective and shall extend to all such claims or losses in their entirety. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of AUSD, its officers and employees.
- j. County shall keep complete and accurate records as required by law for the service performed pursuant to this MOU. Those records shall only be releasable in accordance

with appropriate provisions of law. County shall assure the confidentiality of any records that are required by law to be so maintained. County shall comply with the Health Insurance Portability and Accountability Act of 1996 Public Law 104-191 (HIPAA). County shall train all of its personnel regarding the requirements of the Act. County shall implement all privacy protections to individual's identifiable protected health information.

- k. The County shall provide a current certificate of insurance for \$1 million coverage naming AUSD as an additional insured prior to providing services.

**2. Atascadero Junior High School & Fine Arts Academy shall be responsible to:**

- a. Actively participate in building an SAP that achieves the stated outcomes of the PEI Plan. This will involve student access, staff support, training, and systems improvements that will be coordinated by the Student Support Counselor in partnership with school personnel.
- b. Identify one lead counselor/administrator, and one lead faculty member to participate in SAP programming, including training, promotion of SAP activities, staff training, referrals, and project documentation. Other school faculty will be engaged to participate as necessary.
- c. Provide confidential meeting space for the Student Support Counselor, Family Advocate, groups, and general office supports. This will include desk, phone, electricity, and computer port (internet) access.
- d. A minimum of one faculty member to support the County-provided Youth Development Specialist as "Advisor" to the Friday Night Live (a.k.a. "Club Live") activities which build core competencies in a universal prevention model. The program will address esteem, communication, understanding of alcohol or other drug (AOD) issues and other risk factors, and exploration of the students' leadership skills and peer-relations capacity. Students participating will complete youth development surveys as administered by the Advisor and County staff.
- e. Provide access to parent groups, evening use of facility for meetings and education, and access to parent contact information.
- f. Participate in the evaluation project, which will be coordinated by the Student Support Counselor, and will require providing data regarding attendance, grades, and disciplinary referrals.
- g. Provide access to student records and data relevant to evaluation of the SAP program.
- h. Support groups will get parental approval before beginning ongoing services post assessment.

**CONFIDENTIALITY**

Both parties agree that they shall be bound by and shall abide by all applicable Federal or State statutes or regulations pertaining to the confidentiality of client records or information, including volunteers. The parties shall not use or disclose any information about a recipient of the services provided under this Agreement for any purpose not connected with the parties' contract responsibilities, except with the written consent of such recipient, recipient's attorney, or recipient's parent or guardian.

**AMENDMENT**

This agreement may be amended by mutual consent of both parties; however such agreements MUST BE in writing and signed by both parties.

DATED this 16 day of Nov., 2009.

Lori Thomas Mole  
Principal, Atascadero Junior High School.

Wesley Haunemann  
Administrator, Atascadero Unified School District

Star Graber  
Star Graber, Behavioral Health Department (Drug & Alcohol Services)

Frank Warren  
Frank Warren, Behavioral Health Department (Drug & Alcohol Services)

## MEMORANDUM OF UNDERSTANDING

### SAN LUIS OBISPO COUNTY BEHAVIORAL HEALTH DEPARTMENT DRUG AND ALCOHOL SERVICES AND SANTA LUCIA MIDDLE SCHOOL (COAST UNIFIED SCHOOL DISTRICT)

**Purposes:** The purposes of this Memorandum of Understanding (MOU) are to 1) establish an equitable agreement for providing a Student Assistance Program at Santa Lucia Middle School (2850 Schoolhouse Lane, Cambria CA. 93428), of the Coast Unified School District ("Coast"), as part of the San Luis Obispo County Behavioral Health Department's Prevention and Early Intervention (PEI) component of the Mental Health Services Act; including 2) the use of space, staff and administrative support on campus; and 3) provide guidelines for personnel training and implementation of the Student Assistance Program.

**Effective Dates:** This Memorandum of Understanding (MOU) shall be effective July 1, 2009 through June 30, 2010. Services shall commence on or after the effective date, and shall end upon the end of the duration date. This MOU will be reviewed on or before June 1, 2010 to option a renewal and/or revision that extends this agreement for up to three years. Future revisions will be promptly distributed to all parties and should be attached to this copy to emphasize the updated version.

**Philosophy:** The key philosophical foundations that bind our two organizations include those of prevention, partnership, youth development, family advocacy, Best Practices and professionalism. This MOU stresses the partnership philosophy of agency, school and district staff, and guides management approaches to service design and delivery.

**Confidentiality:** The staffs assigned to the partners in this agreement must be trained and are subject to all laws, policies and guidelines pertaining to confidentiality. It is the responsibility of each partner agency to verify that all staff is properly trained and complies with the applicable guiding principle(s).

**Partners:** This Memorandum of Understanding (MOU) is between Santa Lucia Middle School, of the Coast Unified School District ("Coast"), and the Drug & Alcohol Services division of the San Luis Obispo County Behavioral Health Department ("County"). In the performance of the services herein provided, the County is not an agent or employee of Coast.

#### **Service Specifications:**

1. The **County** shall be responsible to:
  - a. Provide One (.5 FTE) Student Support Counselor to be placed on the Santa Lucia Middle School campus to provide counseling, education, assessment, and lead coordination of Student Assistance Program (SAP) services. The Student Support Counselor will conduct at least four groups per week, for up to 15 youth per group, including Youth Development groups (leadership development, community service, skill-building, etc.) for selective populations at high risk (a minimum of 96 youth annually). The Student Support Counselor will conduct up to 20 individual sessions weekly, including low intensity, short term interventions (a minimum of 50 youth not also-engaged in groups annually). The Student Support Counselor will develop a

referral tool for faculty and provide staff with training. The Student Support Counselor may support school staff with in-class curriculum support and wellness education.

- b. Provide the services of one (.5 FTE) Family Advocate, employed by a community provider, (Community LINK) who is under contract with the county, to assist youth and parents in navigating and engaging in system resources including housing, tutoring, counseling, and treatment (a minimum of 50 youth and families annually).
- c. Provide One (part-time) Youth Development Specialist employed by the county to provide Friday Night Live services including science-based, research validated prevention activities and skill-building opportunities for the Universal population of students (serving approximately 480 youth per year).
- d. The County will conduct an evaluation of the Middle School Comprehensive Program, including collecting data regarding mental health, stigma factors, student health knowledge, substance use, perceptions, and attitudes. This will be done in pre-post testing of program participants, as well as tracking of currently-collected data (i.e. CHKS). The Student Support Counselor will develop tracking tools to monitor process, including individual and school-wide outcomes; and provide any data collection forms that are required.
- e. If required by the District, the Student Support Counselor will gain parental approval before beginning any ongoing groups or individual services post-assessment.
- f. The County will provide computers and other office necessities for County staff when necessary.
- g. The County will provide SAP training for County staff, family advocates, and all school partners.
- h. All County school counselors will receive a thorough pre-employment background investigation, be free of felony convictions, and receive fingerprinting clearance from the California Department of Justice.
- i. County shall defend, indemnify and hold harmless Coast, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the County, and that arise out of or are made in hereunder. The obligation to indemnity shall be effective and shall extend to all such claims or losses in their entirety. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of Coast, its officers and employees.
- j. County shall keep complete and accurate records as required by law for the service performed pursuant to this MOU. Those records shall only be releasable in accordance with appropriate provisions of law. County shall assure the confidentiality of any records that are required by law to be so maintained. County shall comply with the Health Insurance Portability and Accountability Act of 1996 Public Law 104-191

(HIPAA). County shall train all of its personnel regarding the requirements of the Act. County shall implement all privacy protections to individual's identifiable protected health information.

- k. The County shall provide a current certificate of insurance for \$1 million coverage naming Coast as an additional insured prior to providing services.

**2. Santa Lucia Middle School shall be responsible to:**

- a. Actively participate in building an SAP that achieves the stated outcomes of the PEI Plan. This will involve student access, staff support, training, and systems improvements that will be coordinated by the Student Support Counselor in partnership with school personnel.
- b. Identify one lead counselor/administrator, and one lead faculty member to participate in SAP programming, including training, promotion of SAP activities, staff training, referrals, and project documentation. Other school faculty will be engaged to participate as necessary.
- c. Provide confidential meeting space for the Student Support Counselor, Family Advocate, groups, and general office supports. This will include desk, phone, electricity, and computer port (internet) access.
- d. A minimum of one faculty member to support the County-provided Youth Development Specialist as "Advisor" to the Friday Night Live (a.k.a. "Club Live") activities which build core competencies in a universal prevention model. The program will address esteem, communication, understanding of alcohol or other drug (AOD) issues and other risk factors, and exploration of the students' leadership skills and peer-relations capacity. Students participating will complete youth development surveys as administered by the Advisor and County staff.
- e. Provide access to parent groups, evening use of facility for meetings and education, and access to parent contact information.
- f. Participate in the evaluation project, which will be coordinated by the Student Support Counselor, and will require providing data regarding attendance, grades, and disciplinary referrals.
- g. Provide access to student records and data relevant to evaluation of the SAP program.
- h. Support groups will get parental approval before beginning ongoing services post assessment.

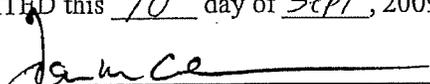
**CONFIDENTIALITY**

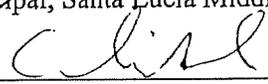
Both parties agree that they shall be bound by and shall abide by all applicable Federal or State statutes or regulations pertaining to the confidentiality of client records or information, including volunteers. The parties shall not use or disclose any information about a recipient of the services provided under this Agreement for any purpose not connected with the parties' contract responsibilities, except with the written consent of such recipient, recipient's attorney, or recipient's parent or guardian.

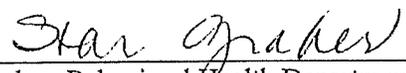
**AMENDMENT**

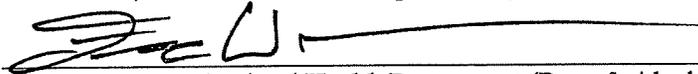
This agreement may be amended by mutual consent of both parties; however such agreements MUST BE in writing and signed by both parties.

DATED this 10 day of SEPT, 2009.

  
\_\_\_\_\_  
Principal, Santa Lucia Middle School

  
\_\_\_\_\_  
Administrator, Coast Unified School District

  
\_\_\_\_\_  
Star Graber, Behavioral Health Department (Drug & Alcohol Services)

  
\_\_\_\_\_  
Frank Warren, Behavioral Health Department (Drug & Alcohol Services)



## MEMORANDUM OF UNDERSTANDING

### SAN LUIS OBISPO COUNTY BEHAVIORAL HEALTH DEPARTMENT DRUG AND ALCOHOL SERVICES AND JUDKINS MIDDLE SCHOOL (LUCIA MAR UNIFIED SCHOOL DISTRICT)

**Purposes:** The purposes of this Memorandum of Understanding (MOU) are to 1) establish an equitable agreement for providing a Student Assistance Program at Judkins Middle School (650 Wadsworth Avenue, Pismo Beach, CA 93449), of the Lucia Mar Unified School District (LMUSD), as part of the San Luis Obispo County Behavioral Health Department's Prevention and Early Intervention (PEI) component of the Mental Health Services Act; including 2) the use of space, staff and administrative support on campus; and 3) provide guidelines for personnel training and implementation of the Student Assistance Program.

**Effective Dates:** This Memorandum of Understanding (MOU) shall be effective July 1, 2009 through June 30, 2010. Services shall commence on or after the effective date, and shall end upon the end of the duration date. This MOU will be reviewed on or before June 1, 2010 to option a renewal and/or revision that extends this agreement for up to three years. Future revisions will be promptly distributed to all parties and should be attached to this copy to emphasize the updated version.

**Philosophy:** The key philosophical foundations that bind our two organizations include those of prevention, partnership, youth development, family advocacy, Best Practices and professionalism. This MOU stresses the partnership philosophy of agency, school and district staff, and guides management approaches to service design and delivery.

**Confidentiality:** The staffs assigned to the partners in this agreement must be trained and are subject to all laws, policies and guidelines pertaining to confidentiality. It is the responsibility of each partner agency to verify that all staff is properly trained and complies with the applicable guiding principle(s).

**Partners:** This Memorandum of Understanding (MOU) is between Judkins Middle School, of the Lucia Mar Unified School District (LMUSD), and the Drug & Alcohol Services division of the San Luis Obispo County Behavioral Health Department ("County"). In the performance of the services herein provided, the County is not an agent or employee of LMUSD.

#### **Service Specifications:**

1. The **County** shall be responsible to:

- a. Provide One (.5 FTE) Student Support Counselor to be placed on the Judkins Middle School campus to provide counseling, education, assessment, and lead coordination of Student Assistance Program (SAP) services. The Student Support Counselor will conduct at least four groups per week, for up to 15 youth per group, including Youth Development groups (leadership development, community service, skill-building, etc.) for selective populations at high risk (a minimum of 96 youth annually). The Student Support Counselor will conduct up to 20 individual sessions weekly, including low intensity, short term interventions (a minimum of 50 youth not also-engaged in groups

annually). The Student Support Counselor will develop a school-based assessment and referral tool for faculty and provide staff with training. The Student Support Counselor may support school staff with in-class curriculum support and wellness education.

- b. Provide the services of one (.5 FTE) Family Advocate, employed by a community provider, (Community LINK) who is under contract with the county, to assist youth and parents in navigating and engaging in system resources including housing, tutoring, counseling, and treatment (a minimum of 50 youth and families annually).
- c. Provide One (part-time) Youth Development Specialist employed by the county to provide Friday Night Live services including science-based, research validated prevention activities and skill-building opportunities for the Universal population of students (serving approximately 480 youth per year).
- d. The county will conduct an evaluation of the Middle School Comprehensive Program, including collecting data regarding mental health, stigma factors, student health knowledge, substance use, perceptions, and attitudes. This will be done in pre-post testing of program participants, as well as tracking of currently-collected data (i.e. CHKS). The Student Support Counselor will develop tracking tools to monitor process, including individual and school-wide outcomes; and provide any data collection forms that are required.
- e. If required by the District, the Student Support Counselor will gain parental approval before beginning any ongoing groups or individual services post-assessment.
- f. The County will provide computers and other office necessities for County staff when necessary.
- g. The County will provide SAP training for County staff, family advocates, and all school partners.
- h. All County school counselors will receive a thorough pre-employment background investigation, be free of felony convictions, and receive fingerprinting clearance from the California Department of Justice.
- i. County shall defend, indemnify and hold harmless LMUSD, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the County, and that arise out of or are made in hereunder. The obligation to indemnity shall be effective and shall extend to all such claims or losses in their entirety. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of LMUSD, its officers and employees.
- j. County shall keep complete and accurate records as required by law for the service performed pursuant to this MOU. Those records shall only be releasable in accordance with appropriate provisions of law. County shall assure the confidentiality of any records that are required by law to be so maintained. County shall comply with the

- j. The County provided Student Support Counselor, Family Advocate, and Youth Development Specialist will participate in staff development, staff recognition, and staff team building activities as their schedules allow.
- k. All County school counselors will receive a thorough pre-employment background investigation, be free of felony convictions, and receive fingerprinting clearance from the California Department of Justice, and are trained child abuse mandated reporters.
- l. County shall defend, indemnify and hold harmless LMUSD, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the County, and that arise out of or are made in hereunder. The obligation to indemnify shall be effective and shall extend to all such claims or losses in their entirety. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of LMUSD, its officers and employees.
- m. The County shall provide a current certificate of insurance for \$1 million coverage naming LMUSD as an additional insured prior to providing services.

**2. Judkins Middle School shall be responsible to:**

- a. Actively participate in supporting an SAP that achieves the stated outcomes of the PEI Plan. This will involve student access, staff support, training, and systems improvements that will be coordinated by the Student Support Counselor in partnership with school personnel.
- b. Identify one lead counselor/administrator, and one lead faculty member to actively participate in SAP programming, promotion of SAP activities, staff training, referrals, and project documentation. Other school faculty will be engaged to participate as necessary.
- c. Require selected SAP support staff to participate in weekly SAP meetings facilitated by the Student Support Counselor. These meetings will be to share general program information, address program needs or concerns, and monitor participant progress.
- d. Include the Student Support Counselor, Family Advocate, and Youth Development Specialist in staff development, staff recognition, and staff team building exercises.
- e. Provide confidential meeting space for the Student Support Counselor, Family Advocate, groups, and general office supports. This will include desk, phone, electricity, and computer port (internet) access.
- f. A minimum of one faculty member to support the County-provided Youth Development Specialist as "Advisor" to the Friday Night Live (a.k.a. "Club Live") activities which build core competencies in a universal prevention model. The program will address esteem, communication, understanding of alcohol or other drug (AOD) issues and other risk factors, and exploration of the students' leadership skills and peer-relations capacity. Students participating will complete youth development surveys as administered by the advisor and County staff.

- g. Provide access to parent groups, evening use of facility for meetings and education, and access to parent contact information.
- h. Participate in the evaluation project, which will be coordinated by the Student Support Counselor, and will require providing data regarding attendance, grades, and disciplinary referrals.
- i. Provide access to student records and data relevant to evaluation of the SAP program.
- j. Support groups will get parental approval before beginning ongoing services post assessment.

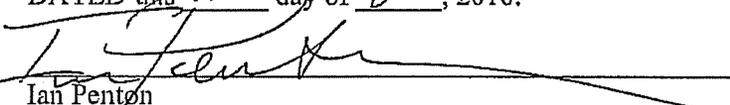
**CONFIDENTIALITY**

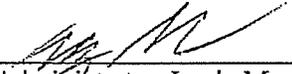
Both parties agree that they shall be bound by and shall abide by all applicable Federal or State statutes or regulations pertaining to the confidentiality of client records or information, including volunteers. The parties shall not use or disclose any information about a recipient of the services provided under this agreement for any purpose not connected with the parties' contract responsibilities, except with the written consent of such recipient, recipient's attorney, or recipient's parent or guardian.

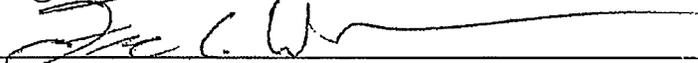
**AMENDMENT**

This agreement may be amended by mutual consent of both parties; however such agreements MUST BE in writing and signed by both parties.

DATED this 11 day of 8, 2010.

  
 \_\_\_\_\_  
 Ian Penton  
 Principal, Judkins Middle School

  
 \_\_\_\_\_  
 Administrator, Lucia Mar Unified School District

  
 \_\_\_\_\_  
 Frank Warren, Division Manager  
 San Luis Obispo County Behavioral Health Department

  
 \_\_\_\_\_  
 Kimberly Mott, Program Supervisor  
 San Luis Obispo County Behavioral Health Department

## MEMORANDUM OF UNDERSTANDING

### SAN LUIS OBISPO COUNTY BEHAVIORAL HEALTH DEPARTMENT DRUG AND ALCOHOL SERVICES AND MESA MIDDLE SCHOOL (LUCIA MAR UNIFIED SCHOOL DISTRICT)

**Purposes:** The purposes of this Memorandum of Understanding (MOU) are to 1) establish an equitable agreement for providing a Student Assistance Program at Mesa Middle School (602 Orchard Avenue, Arroyo Grande, CA 93420), of the Lucia Mar Unified School District, (LMUSD) as part of the San Luis Obispo County Behavioral Health Department's Prevention and Early Intervention (PEI) component of the Mental Health Services Act; including 2) the use of space, staff and administrative support on campus; and 3) provide guidelines for personnel training and implementation of the Student Assistance Program.

**Effective Dates:** This Memorandum of Understanding (MOU) shall be effective July 1, 2009 through June 30, 2010. Services shall commence on or after the effective date, and shall end upon the end of the duration date. This MOU will be reviewed on or before June 1, 2010 to option a renewal and/or revision that extends this agreement for up to three years. Future revisions will be promptly distributed to all parties and should be attached to this copy to emphasize the updated version.

**Philosophy:** The key philosophical foundations that bind our two organizations include those of prevention, partnership, youth development, family advocacy, Best Practices and professionalism. This MOU stresses the partnership philosophy of agency, school and district staff, and guides management approaches to service design and delivery.

**Confidentiality:** The staff assigned to the partners in this agreement must be trained and are subject to all laws, policies and guidelines pertaining to confidentiality. It is the responsibility of each partner agency to verify that all staff is properly trained and complies with the applicable guiding principle(s).

**Partners:** This Memorandum of Understanding (MOU) is between Mesa Middle School, of the Lucia Mar Unified School District, and the Drug & Alcohol Services division of the San Luis Obispo County Behavioral Health Department ("County"). In the performance of the services herein provided, the County is not an agent or employee of LMUSD.

#### Service Specifications:

1. The County shall be responsible to:
  - a. Provide One (.5 FTE) Student Support Counselor to be placed on the Mesa Middle School campus to provide counseling, education, assessment, and lead coordination of Student Assistance Program (SAP) services. The Student Support Counselor will conduct at least four groups per week, for up to 15 youth per group, including Youth Development groups (leadership development, community service, skill-building, etc.) for selective populations at high risk (a minimum of 96 youth annually). The Student Support Counselor will conduct up to 20 individual sessions weekly, including low intensity, short term interventions (a minimum of 50 youth not also-engaged in groups

- annually). The Student Support Counselor will develop a school-based assessment and referral tool for faculty and provide staff with training. The Student Support Counselor may support school staff with in-class curriculum support and wellness education.
- b. Provide the services of one (.5 FTE) Family Advocate, employed by a community provider, (Community LINK) who is under contract with the county, to assist youth and parents in navigating and engaging in system resources including housing, tutoring, counseling, and treatment (a minimum of 50 youth and families annually).
  - c. Provide One (part-time) Youth Development Specialist employed by the county to provide Friday Night Live services including science-based, research validated prevention activities and skill-building opportunities for the Universal population of students (serving approximately 480 youth per year).
  - d. The County will conduct an evaluation of the Middle School Comprehensive Program, including collecting data regarding mental health, stigma factors, student health knowledge, substance use, perceptions, and attitudes. This will be done in pre-post testing of program participants, as well as tracking of currently-collected data (i.e. CHKS). The Student Support Counselor will develop tracking tools to monitor process, including individual and school-wide outcomes; and provide any data collection forms that are required.
  - e. If required by the District, the Student Support Counselor will gain parental approval before beginning any ongoing groups or individual services post-assessment.
  - f. The County will provide computers and other office necessities for County staff when necessary.
  - g. The County will provide SAP training for County staff, family advocates, and all school partners.
  - h. All County school counselors will receive a thorough pre-employment background investigation, be free of felony convictions, and receive fingerprinting clearance from the California Department of Justice.
  - i. County shall defend, indemnify and hold harmless LMUSD, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the County, and that arise out of or are made in hereunder. The obligation to indemnity shall be effective and shall extend to all such claims or losses in their entirety. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of LMUSD, its officers and employees.
  - j. County shall keep complete and accurate records as required by law for the service performed pursuant to this MOU. Those records shall only be releasable in accordance with appropriate provisions of law. County shall assure the confidentiality of any records that are required by law to be so maintained. County shall comply with the

Health Insurance Portability and Accountability Act of 1996 Public Law 104-191 (HIPAA). County shall train all of its personnel regarding the requirements of the Act. County shall implement all privacy protections to individual's identifiable protected health information.

- k. The County shall provide a current certificate of insurance for \$1 million coverage naming LMUSD as an additional insured prior to providing services.

**2. Mesa Middle School shall be responsible to:**

- a. Actively participate in building an SAP that achieves the stated outcomes of the PEI Plan. This will involve student access, staff support, training, and systems improvements that will be coordinated by the Student Support Counselor in partnership with school personnel.
- b. Identify one lead counselor/administrator, and one lead faculty member to participate in SAP programming, including training, promotion of SAP activities, staff training, referrals, and project documentation. Other school faculty will be engaged to participate as necessary.
- c. Provide confidential meeting space for the Student Support Counselor, Family Advocate, groups, and general office supports. This will include desk, phone, electricity, and computer port (internet) access.
- d. A minimum of one faculty member to support the County-provided Youth Development Specialist as "Advisor" to the Friday Night Live (a.k.a. "Club Live") activities which build core competencies in a universal prevention model. The program will address esteem, communication, understanding of alcohol or other drug (AOD) issues and other risk factors, and exploration of the students' leadership skills and peer-relations capacity. Students participating will complete youth development surveys as administered by the Advisor and County staff.
- e. Provide access to parent groups, evening use of facility for meetings and education, and access to parent contact information.
- f. Participate in the evaluation project, which will be coordinated by the Student Support Counselor, and will require providing data regarding attendance, grades, and disciplinary referrals.
- g. Provide access to student records and data relevant to evaluation of the SAP program.
- h. Support groups will get parental approval before beginning ongoing services post assessment.

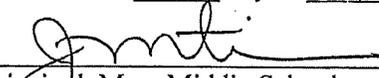
**CONFIDENTIALITY**

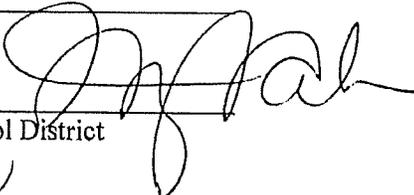
Both parties agree that they shall be bound by and shall abide by all applicable Federal or State statutes or regulations pertaining to the confidentiality of client records or information, including volunteers. The parties shall not use or disclose any information about a recipient of the services provided under this Agreement for any purpose not connected with the parties' contract responsibilities, except with the written consent of such recipient, recipient's attorney, or recipient's parent or guardian.

**AMENDMENT**

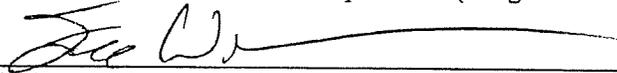
This agreement may be amended by mutual consent of both parties; however such agreements MUST BE in writing and signed by both parties.

DATED this 11 day of SEP, 2009.

  
\_\_\_\_\_  
Principal, Mesa Middle School

   
\_\_\_\_\_  
Administrator, Lucia Mar Unified School District

  
\_\_\_\_\_  
Star Graber, Behavioral Health Department (Drug & Alcohol Services)

  
\_\_\_\_\_  
Frank Warren, Behavioral Health Department (Drug & Alcohol Services)

## MEMORANDUM OF UNDERSTANDING

### SAN LUIS OBISPO COUNTY BEHAVIORAL HEALTH DEPARTMENT AND FLAMSON MIDDLE SCHOOL (PASO ROBLES PUBLIC SCHOOLS)

**Purposes:** The purposes of this Memorandum of Understanding (MOU) are to 1) establish an equitable agreement for providing a Student Assistance Program at Flamson Middle School (655 24th Street Paso Robles, CA 93447), of the Paso Robles Public Schools ("PRPS"), as part of the San Luis Obispo County Behavioral Health Department's Prevention and Early Intervention component of the Mental Health Services Act; including 2) the use of space, staff and administrative support on campus; and 3) provide guidelines for personnel training and implementation of the Student Assistance Program.

**Effective Dates:** This Memorandum of Understanding (MOU) shall be effective July 1, 2010 through June 30, 2011. Services shall commence on or after the effective date, and shall end upon the end of the duration date. This MOU will be reviewed on or before July 1 2011 to option a renewal and/or revision that extends this agreement. Future revisions will be promptly distributed to all parties and should be attached to this copy to emphasize the updated version.

**Philosophy:** The key philosophical foundations that bind our two organizations include those of prevention, partnership, youth development, family advocacy, Best Practices and professionalism. This MOU stresses the partnership philosophy of agency, school and district staff, and guides management approaches to service design and delivery.

**Confidentiality:** The staff assigned to the partners in this agreement must be trained and are subject to all laws, policies and guidelines pertaining to confidentiality. It is the responsibility of each partner agency to verify that all staff is properly trained and complies with the applicable guiding principle(s).

**Partners:** This Memorandum of Understanding (MOU) is between Flamson Middle School, of the Paso Robles Public Schools ("PRPS"), and the San Luis Obispo County Behavioral Health Department ("County"). In the performance of the services herein provided, the County is not an agent or employee of PRPS.

#### **Service Specifications:**

1. The County shall be responsible to:

- a. Provide One (.5 FTE) Student Support Counselor to be placed on the George Flamson Middle School campus to provide prevention and early intervention counseling, education, assessment, and lead coordination of Student Assistance Program (SAP) services.
- b. The Student Support Counselor will conduct:
  - i. Up to four groups per week, for up to 15 youth per group, including Youth Development groups (leadership development, community service, skill-building, etc.) for selective populations at high risk (approximately 96 youth annually).

- ii. Up to 20 individual sessions weekly, including low intensity, short term interventions (serving approximately 50 youth not also-engaged in groups annually).
  - iii. Facilitate a weekly SAP staff meeting
  - iv. Provide staff with training and in-class prevention and early intervention curriculum support and wellness education
- c. Provide the services of one (.5 FTE) Family Advocate, employed by a community provider, (Community LINK) who is under contract with the county, to assist youth and parents in navigating and engaging in system resources including housing, tutoring, counseling, and treatment (serving approximately 50 youth and families annually).
- d. Provide One (part-time) Youth Development Specialist employed by the county to provide Friday Night Live services including science-based, research validated prevention activities and skill-building opportunities for the Universal population of students (serving approximately 480 youth per year).
- e. The County will conduct an evaluation of the Middle School Comprehensive Program, including collecting data regarding mental health, stigma factors, student health knowledge, substance use, perceptions, and attitudes. This will be done in pre-post testing of program participants, as well as tracking of currently-collected data (i.e. CHKS). The Student Support Counselor will develop tracking tools to monitor process, including individual and school-wide outcomes; and provide any data collection forms that are required.
- f. If required by the District, the Student Support Counselor will gain parental approval before beginning any ongoing groups or individual services post-assessment.
- g. Services provided by County are confidential in nature. All client service records shall be maintained by County and not shared with PRPS, its officers, agents or employees except as authorized by law. Confidential information obtained by PRPS, its officers, agents or employees, in the course of receiving services under this contract, including without limitation, the identity of program participants or the fact that services are being provided, may not be disclosed unless PRPS secures prior written authorization from San Luis Obispo County Behavioral Health. PRPS and its officers, agents, and employees agree to obey all applicable laws and regulations, including without limitation the provisions of the Health Information Portability and Accountability Act of 1996 Public Law 104-191 (HIPAA), The Public Health Service Act (42 U.S.C. 290ee-3), Title 42 of the Code of Federal Regulations, and any other applicable Federal, State or local laws, regulations, directives, or guidelines,
- h. The County will provide computers and other office necessities for County staff when necessary.
- i. The County will provide SAP training for County staff, family advocates, and all school partners.
- j. The County provided Student Support Counselor, Family Advocate, and Youth

Development Specialist will participate in staff development, staff recognition, and staff team building activities as their schedules allow.

- k. All County school counselors will receive a thorough pre-employment background investigation, be free of felony convictions, and receive fingerprinting clearance from the California Department of Justice, and are trained child abuse mandated reporters.
- l. County shall defend, indemnify and hold harmless PRPS, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the County, and that arise out of or are made in hereunder. The obligation to indemnity shall be effective and shall extend to all such claims or losses in their entirety. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of PRPS, its officers and employees.
- m. The County shall provide a current certificate of insurance for \$1 million coverage naming PRPS as an additional insured prior to providing services.

**2. Flamson Middle School shall be responsible to:**

- a. Actively participate in supporting an SAP that achieves the stated outcomes of the PEI Plan. This will involve student access, staff support, training, and systems improvements that will be coordinated by the Student Support Counselor in partnership with school personnel.
- b. Identify one lead counselor/administrator, and one lead faculty member to actively participate in SAP programming, promotion of SAP activities, staff training, referrals, and project documentation. Other school faculty will be engaged to participate as necessary.
- c. Require selected SAP support staff to participate in weekly SAP meetings facilitated by the Student Support Counselor. These meetings will be to share general program information, address program needs or concerns, and monitor participant progress.
- d. Include the Student Support Counselor, Family Advocate, and Youth Development Specialist in staff development, staff recognition, and staff team building exercises.
- e. Provide confidential meeting space for the Student Support Counselor, Family Advocate, groups, and general office supports. This will include desk, phone, electricity, and computer port (internet) access.
- f. A minimum of one faculty member to support the County-provided Youth Development Specialist as "Advisor" to the Friday Night Live (a.k.a. "Club Live") activities which build core competencies in a universal prevention model. The program will address esteem, communication, understanding of alcohol or other drug (AOD) issues and other risk factors, and exploration of the students' leadership skills and peer-relations capacity. Students participating will complete youth development surveys as administered by the advisor and County staff.

- g. Provide access to parent groups, evening use of facility for meetings and education, and access to parent contact information.
- h. Participate in the evaluation project, which will be coordinated by the Student Support Counselor, and will require providing data regarding attendance, grades, and disciplinary referrals.
- i. Provide access to student records and data relevant to evaluation of the SAP program.
- j. Support groups will get parental approval before beginning ongoing services post assessment.

**CONFIDENTIALITY**

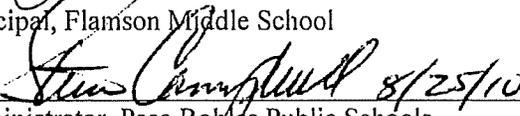
Both parties agree that they shall be bound by and shall abide by all applicable Federal or State statutes or regulations pertaining to the confidentiality of client records or information, including volunteers. The parties shall not use or disclose any information about a recipient of the services provided under this agreement for any purpose not connected with the parties' contract responsibilities, except with the written consent of such recipient, recipient's attorney, or recipient's parent or guardian.

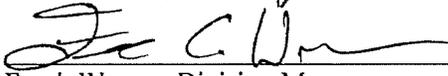
**AMENDMENT**

This agreement may be amended by mutual consent of both parties; however such agreements MUST BE in writing and signed by both parties.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

  
 \_\_\_\_\_  
 Gene Miller III  
 Principal, Flamson Middle School

  
 \_\_\_\_\_  
 Administrator, Paso Robles Public Schools

  
 \_\_\_\_\_  
 Frank Warren, Division Manager  
 San Luis Obispo County Behavioral Health Department

  
 \_\_\_\_\_  
 Kimberly Mott, Program Supervisor  
 San Luis Obispo County Behavioral Health Department



## MEMORANDUM OF UNDERSTANDING

### SAN LUIS OBISPO COUNTY BEHAVIORAL HEALTH DEPARTMENT DRUG AND ALCOHOL SERVICES AND LOS OSOS MIDDLE SCHOOL (SAN LUIS COASTAL UNIFIED SCHOOL DISTRICT)

**Purposes:** The purposes of this Memorandum of Understanding (MOU) are to 1) establish an equitable agreement for providing a Student Assistance Program at Los Osos Middle School (1555 El Morro Los Osos, CA. 93402), of the San Luis Coastal Unified School District (SLCUSD), as part of the San Luis Obispo County Behavioral Health Department's ("County") Prevention and Early Intervention (PEI) component of the Mental Health Services Act; including 2) the use of space, staff and administrative support on campus; and 3) provide guidelines for personnel training and implementation of the Student Assistance Program.

**Effective Dates:** This Memorandum of Understanding (MOU) shall be effective July 1, 2009 through June 30, 2010. Services shall commence on or after the effective date, and shall end upon the end of the duration date. This MOU will be reviewed on or before June 1, 2010 to option a renewal and/or revision that extends this agreement for up to three years. Future revisions will be promptly distributed to all parties and should be attached to this copy to emphasize the updated version.

**Philosophy:** The key philosophical foundations that bind our two organizations include those of prevention, partnership, youth development, family advocacy, Best Practices and professionalism. This MOU stresses the partnership philosophy of agency, school and district staff, and guides management approaches to service design and delivery.

**Confidentiality:** The staffs assigned to the partners in this agreement must be trained and are subject to all laws, policies and guidelines pertaining to confidentiality. It is the responsibility of each partner agency to verify that all staff is properly trained and complies with the applicable guiding principle(s).

**Partners:** This Memorandum of Understanding (MOU) is between Los Osos Middle School, of the San Luis Coastal Unified School District, ("SLCUSD"), and the Drug & Alcohol Services division of the San Luis Obispo County Behavioral Health Department ("County"). In the performance of the services herein provided, the County is not an agent or employee of SLCUSD.

#### **Service Specifications:**

1. The County shall be responsible to:
  - a. Provide One (.5 FTE) Student Support Counselor to be placed on the Los Osos Middle School campus to provide counseling, education, assessment, and lead coordination of Student Assistance Program (SAP) services. The Student Support Counselor will conduct at least four groups per week, for up to 15 youth per group, including Youth Development groups (leadership development, community service, skill-building, etc.) for selective populations at high risk (a minimum of 96 youth annually). The Student Support Counselor will conduct up to 20 individual sessions weekly, including low

intensity, short term interventions (a minimum of 50 youth not also-engaged in groups annually). The Student Support Counselor will develop a school-based assessment and referral tool for faculty and provide staff with training. The Student Support Counselor may support school staff with in-class curriculum support and wellness education.

- b. Provide the services of one (.5 FTE) Family Advocate, employed by a community provider, (Community LINK) who is under contract with the county, to assist youth and parents in navigating and engaging in system resources including housing, tutoring, counseling, and treatment (a minimum of 50 youth and families annually).
- c. Provide One (part-time) Youth Development Specialist employed by the county to provide Friday Night Live services including science-based, research validated prevention activities and skill-building opportunities for the Universal population of students (serving approximately 480 youth per year).
- d. The County will conduct an evaluation of the Middle School Comprehensive Program, including collecting data regarding mental health, stigma factors, student health knowledge, substance use, perceptions, and attitudes. This will be done in pre-post testing of program participants, as well as tracking of currently-collected data (i.e. CHKS). The Student Support Counselor will develop tracking tools to monitor process, including individual and school-wide outcomes; and provide any data collection forms that are required.
- e. If required by the District, the Student Support Counselor will gain parental approval before beginning any ongoing groups or individual services post-assessment.
- f. The County will provide computers and other office necessities for County staff when necessary.
- g. The County will provide SAP training for County staff, family advocates, and all school partners.
- h. All County school counselors will receive a thorough pre-employment background investigation, be free of felony convictions, and receive fingerprinting clearance from the California Department of Justice.
- i. County shall defend, indemnify and hold harmless SLCUSD, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the County, and that arise out of or are made in hereunder. The obligation to indemnify shall be effective and shall extend to all such claims or losses in their entirety. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of SLCUSD, its officers and employees.
- j. County shall keep complete and accurate records as required by law for the service performed pursuant to this MOU. Those records shall only be releasable in accordance with appropriate provisions of law. County shall assure the confidentiality of any

records that are required by law to be so maintained. County shall comply with the Health Insurance Portability and Accountability Act of 1996 Public Law 104-191 (HIPAA). County shall train all of its personnel regarding the requirements of the Act. County shall implement all privacy protections to individual's identifiable protected health information.

- k. The County shall provide a current certificate of insurance for \$1 million coverage naming SLCUSD as an additional insured prior to providing services.

**2. Los Osos Middle School shall be responsible to:**

- a. Actively participate in building an SAP that achieves the stated outcomes of the PEI Plan. This will involve student access, staff support, training, and systems improvements that will be coordinated by the Student Support Counselor in partnership with school personnel.
- b. Identify one lead counselor/administrator, and one lead faculty member to participate in SAP programming, including training, promotion of SAP activities, staff training, referrals, and project documentation. Other school faculty will be engaged to participate as necessary.
- c. Provide confidential meeting space for the Student Support Counselor, Family Advocate, groups, and general office supports. This will include desk, phone, electricity, and computer port (internet) access.
- d. A minimum of one faculty member to support the County-provided Youth Development Specialist as "Advisor" to the Friday Night Live (a.k.a. "Club Live") activities which build core competencies in a universal prevention model. The program will address esteem, communication, understanding of alcohol or other drug (AOD) issues and other risk factors, and exploration of the students' leadership skills and peer-relations capacity. Students participating will complete youth development surveys as administered by the Advisor and County staff.
- e. Provide access to parent groups, evening use of facility for meetings and education, and access to parent contact information.
- f. Participate in the evaluation project, which will be coordinated by the Student Support Counselor, and will require providing data regarding attendance, grades, and disciplinary referrals.
- g. Provide access to student records and data relevant to evaluation of the SAP program.
- h. Support groups will get parental approval before beginning ongoing services post assessment.

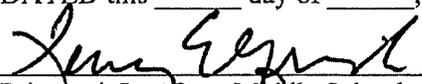
**CONFIDENTIALITY**

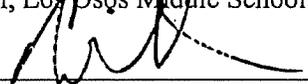
Both parties agree that they shall be bound by and shall abide by all applicable Federal or State statutes or regulations pertaining to the confidentiality of client records or information, including volunteers. The parties shall not use or disclose any information about a recipient of the services provided under this Agreement for any purpose not connected with the parties' contract responsibilities, except with the written consent of such recipient, recipient's attorney, or recipient's parent or guardian.

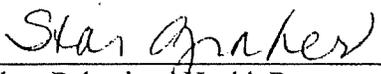
**AMENDMENT**

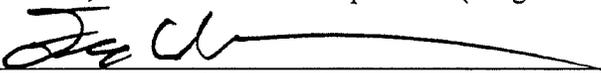
This agreement may be amended by mutual consent of both parties; however such agreements MUST BE in writing and signed by both parties.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

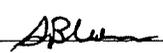
  
\_\_\_\_\_  
Principal, Los Osos Middle School.

  
\_\_\_\_\_  
Administrator, San Luis Coastal Unified School District

  
\_\_\_\_\_  
Star Graber, Behavioral Health Department (Drug & Alcohol Services)

  
\_\_\_\_\_  
Frank Warren, Behavioral Health Department (Drug & Alcohol Services)

SLCUSD  
Reviewed for form and content

  
\_\_\_\_\_

**OPTION TO RENEW AND AMENDMENT No. 2**

**To the CONTRACT FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

Entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and San Luis Obispo County Office of Education, a California public school district, hereafter "District", together "Parties".

**WHEREAS**, on December 5, 2017, the County and District entered into a contract for fiscal year 2017-18 (the "Contract") under which County agreed to provide certain services.

**WHEREAS**, on March 4, 2019, the County and District executed the Option to Renew and Amendment No. 1 to extend the Contract and amend the compensation.

**WHEREAS**, the County and District have a need to exercise the option to renew the Contract as per Exhibit C.4. "Option to Renew for One Year".

**WHEREAS**, the County and District have a need to amend the Contract to change the compensation and scope of work under the Contract.

**WHEREAS**, the Board of Supervisors delegated to the Health Agency Director or designee the authority to decide whether to exercise the option to renew this Contract for two (2) successive one-year periods.

**WHEREAS**, the Board of Supervisors delegated to the Health Agency Director or designee the authority to amend the Contract to exchange, delete, or add to the types of services and/or to increase compensation to District up to 25% of the original Contract amount as per County Resolution No. 2018-215, dated September 11, 2018, and signed by the Board of Supervisors on September 17, 2018.

**NOW THEREFORE**, the Parties agree that the Contract is amended as follows:

1. The Contract, Exhibit B.1.a.1) "Compensation" is deleted and replaced in its entirety with the following:
  - 1) The total payable by the District under the terms of this agreement to County shall not exceed sixty nine thousand three hundred dollars (\$69,300).
2. The Contract, Exhibit C.3. "Duration Date" is deleted and replaced in its entirety with the following:

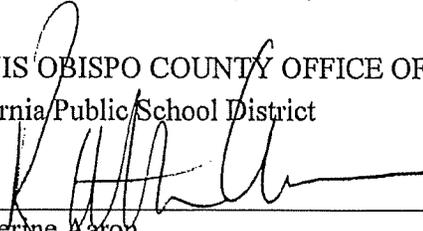
3. Duration Date.

This Contract shall remain in effect from July 1, 2019, until June 30, 2020, unless terminated sooner pursuant to Exhibit D.3., "Termination for Convenience", or Exhibit D.4., "Power to Terminate", of the Contract.

- 3. In any instance in which a provision of this Option to Renew and Amendment No. 2 contradicts or is inconsistent with provisions of the Contract or Option to Renew and Amendment No. 1, the provision of this Option to Renew and Amendment No. 2 shall prevail. All other terms and conditions of the Contract and any amendments shall remain in full force and effect.
- 4. The effective date of this Option to Renew and Amendment No. 2 shall be July 1, 2019.

IN WITNESS WHEREOF, County and District have executed this Option to Renew and Amendment No. 2 on the day and year set forth below.

SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION  
A California Public School District

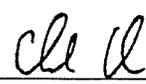
By:   
Katherine Aaron  
Assistant Superintendent of Student Programs and Services

Date: 10/3/19

Tax ID# XX-XXXXXX  
Held in Confidential File

Approved as to form and legal effect.

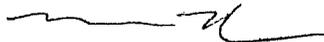
RITA L. NEAL  
COUNTY COUNSEL

By:   
Deputy County Counsel

Date: 09-11-19

**A**

COUNTY OF SAN LUIS OBISPO  
A Public Entity in the State of California

By:   
Mike Hill, Health Agency Director

Date: 9-18-19

**OPTION TO RENEW AND AMENDMENT No. 2**

**To the CONTRACT FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

Entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and Templeton Unified School District, a California public school district, hereafter "District", together "Parties".

**WHEREAS**, on December 5, 2017, the County and District entered into a contract for fiscal year 2017-18 (the "Contract") under which County agreed to provide certain services.

**WHEREAS**, on March 4, 2019, the County and District executed the Option to Renew and Amendment No. 1 to extend the Contract and amend the compensation.

**WHEREAS**, the County and District have a need to exercise the option to renew the Contract as per Exhibit C.4. "Option to Renew for One Year".

**WHEREAS**, the County and District have a need to amend the Contract to change the compensation and scope of work under the Contract.

**WHEREAS**, the Board of Supervisors delegated to the Health Agency Director or designee the authority to decide whether to exercise the option to renew this Contract for two (2) successive one-year periods.

**WHEREAS**, the Board of Supervisors delegated to the Health Agency Director or designee the authority to amend the Contract to exchange, delete, or add to the types of services and/or to increase compensation to District up to 25% of the original Contract amount as per County Resolution No. 2018-215, dated September 11, 2018, and signed by the Board of Supervisors on September 17, 2018.

**NOW THEREFORE**, the Parties agree that the Contract is amended as follows:

1. The Contract, Exhibit B.1.a.1) "Compensation" is deleted and replaced in its entirety with the following:
  - 1) The total payable by the District under the terms of this agreement to County shall not exceed ten thousand nine hundred eighty dollars (\$10,980).
2. The Contract, Exhibit C.3. "Duration Date" is deleted and replaced in its entirety with the following:

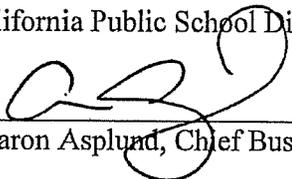
**3. Duration Date.**

This Contract shall remain in effect from July 1, 2019, until June 30, 2020, unless terminated sooner pursuant to Exhibit D.3., "Termination for Convenience", or Exhibit D.4., "Power to Terminate", of the Contract.

- 3. In any instance in which a provision of this Option to Renew and Amendment No. 2 contradicts or is inconsistent with provisions of the Contract or Option to Renew and Amendment No. 1, the provision of this Option to Renew and Amendment No. 2 shall prevail. All other terms and conditions of the Contract and any amendments shall remain in full force and effect.
- 4. The effective date of this Option to Renew and Amendment No. 2 shall be July 1, 2019.

**IN WITNESS WHEREOF**, County and District have executed this Option to Renew and Amendment No. 2 on the day and year set forth below.

TEMPLETON UNIFIED SCHOOL DISTRICT  
A California Public School District

By:   
Aaron Asplund, Chief Business Official

Date: 11/12/19

Tax ID#      XX-XXXXXX  
                 Held in Confidential File

Approved as to form and legal effect.

RITA L. NEAL  
COUNTY COUNSEL

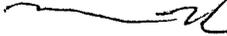
By:   
Deputy County Counsel

Date: 09-11-19

**B**

Templeton Unified School District Student Support Counseling FY 2019-20 Exercise Option to Renew and Amendment No. 2

COUNTY OF SAN LUIS OBISPO  
A Public Entity in the State of California

By:   
\_\_\_\_\_  
Mike Hill, Health Agency Director

Date: 9-18-19



**OPTION TO RENEW AND AMENDMENT No. 2**

**To the CONTRACT FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

Entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter “County” and San Miguel Joint Unified School District, a California public school district, hereafter “Contractor”.

**WHEREAS**, on December 5, 2017, the County and Contractor entered into a contract for fiscal year 2017-18 (the “Contract”) under which Contractor agreed to provide certain services.

**WHEREAS**, on March 4, 2019, the County and Contractor executed the Option to Renew and Amendment No. 1 to extend the contract and amend the compensation.

**WHEREAS**, the County and Contractor have a need to exercise the option to renew the Contract as per Exhibit C.4. “Option to Renew for One Year”.

**WHEREAS**, the County and Contractor have a need to amend the Contract to change the compensation and scope of work under the Contract.

**WHEREAS**, the Board of Supervisors delegated to the Health Agency Director or designee the authority to decide whether to exercise the option to renew this Contract for two (2) successive one-year periods.

**WHEREAS**, the Board of Supervisors delegated to the Health Agency Director or designee the authority to amend the Contract to exchange, delete, or add to the types of services and/or to increase compensation to Contractor up to 25% of the original Contract amount as per County Resolution No. 2018-215, dated September 11, 2018 and signed by the Board of Supervisors on September 17, 2018.

**NOW THEREFORE**, the parties agree that the Contract is amended as follows:

1. The Contract, Exhibit A.1.c. “Scope of Services” is deleted and replaced in its entirety with the following:
  - c. Estimated Annual Units
    - 1) Approximately fifteen and one half (15.5) hours per week at Lillian Larsen School and Cappy Culver School while school is in session.
2. The Contract, Exhibit C.3. “Duration Date” is deleted and replaced in its entirety with the following:



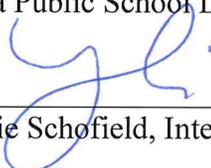
**3. Duration Date.**

This Contract shall remain in effect from July 1, 2019 until June 30, 2020, unless terminated sooner pursuant to Exhibit D.3., "Termination for Convenience", or Exhibit D.4., "Power to Terminate", of the Contract.

- 3. In any instance in which a provision of this Option to Renew and Amendment No. 2 contradicts or is inconsistent with provisions of the Contract or Option to Renew and Amendment No. 1, the provision of this Option to Renew and Amendment No. 2 shall prevail. All other terms and conditions of the Contract and any amendments shall remain in full force and effect.
- 4. The effective date of this Option to Renew Amendment No. 2 shall be July 1, 2019.

**IN WITNESS WHEREOF**, County and Contractor have executed this Option to Renew and Amendment No. 2 on the day and year set forth below.

SAN LUIS COASTAL UNIFIED SCHOOL DISTRICT  
A California Public School District

By:   
Stephanie Schofield, Interim Superintendent

Date: 11/20/19

Tax ID# XX-XXXXXX  
Held in Confidential File

Approved as to form and legal effect.

RITA L. NEAL  
COUNTY COUNSEL

By:   
Deputy County Counsel

Date: 11-26-19

COUNTY OF SAN LUIS OBISPO  
A Public Entity in the State of California

By:   
Mike Hill, Health Agency Director

Date: 11-24-19



**MOU FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

**THIS MEMORANDUM OF UNDERSTANDING**, hereafter "MOU", entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and Shandon Joint Unified School District, a California public school district, hereafter "District" together "Parties":

**WITNESSETH**

**WHEREAS**, County is the provider of behavioral health services, as more particularly described on Exhibit A, attached hereto and incorporated herein by reference; and

**WHEREAS**, County is specially trained, experienced, expert and competent to perform such special services; and;

**WHEREAS**, Parties recognize a strong relationship between the above mentioned services and the educational success of children; and

**WHEREAS**, Parties agree on a partnership philosophy of agency, school and district staff, and guides management approaches to service design and delivery.

**WHEREAS**, Parties have agreed to work together to achieve the success and well-being of children in the District.

**NOW, THEREFORE**, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the parties agree as follows:

1. **Scope of Services.** The Parties agree to perform to perform, the services set forth on Exhibit A, attached hereto and incorporated herein by reference, all pursuant to the terms and conditions hereinafter set forth.
2. **Effective Date and Duration.** The effective date and duration of this MOU shall be as specified on Exhibit B, attached hereto and incorporated herein by reference.
3. **General Conditions.** Parties shall comply with all provisions of County's General Conditions, a copy of which is attached hereto as Exhibit C and incorporated herein by reference.
4. **Special Conditions.** Parties shall comply with the special conditions attached hereto as Exhibit D and incorporated herein by reference. In the event of conflicts between the provisions of the General Provisions and the Special Conditions, the provisions of the Special Conditions shall be controlling.

**IN WITNESS WHEREOF** Parties have executed this MOU on the day and year set forth below.



**SHANDON JOINT UNIFIED SCHOOL DISTRICT**

A California Public School District

By: \_\_\_\_\_

Date: \_\_\_\_\_

Kristina Benson  
Superintendent, Principal

Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By: \_\_\_\_\_

Date: \_\_\_\_\_

Deputy County Counsel

COUNTY OF SAN LUIS OBISPO,  
A Public Entity in the State of California

By: \_\_\_\_\_

Date: \_\_\_\_\_

Mike Hill  
Health Agency Director

**EXHIBIT A****D****MOU FOR BEHAVIORAL HEALTH SERVICES  
SCOPE OF SERVICES****1. Student Support Counseling**

- a. The Student Support Counselor will conduct an school group for youth referred via the District Behavioral Contract process established with the County and the School District.. Treatment of Behavioral Health includes assessing many aspects of a client's life including past and current experiences of mental health issues, substance use, withdrawal potential, physical health history, protective and risk factors, readiness to change, relapse or continued use potential, and their recovery/living environment. Once a thorough assessment is completed, areas of concern are addressed through a combination of individual sessions, group sessions, and drug testing. All sessions will focus on setting goals and improving coping skills.
- b. Service Specifications:
  - 1) The County shall be responsible to:
 

Provide one Student Support Counseling (SSC). Services shall be provided at the following location:

    - 2) Shandon Middle School  
101 First Street  
Shandon, CA 93461
    - 3) Shandon High School  
101 First Street  
Shandon, CA 93461
  - i. The SSC shall provide:
    - (1) One (1) group weekly, including low intensity, short term interventions (serving a maximum of twelve youth per group).
    - (2) Individual assessments will be completed for each youth participating in group.
  - ii. The County shall gain parental approval before beginning any ongoing groups or individual services provided at each school.
  - iii. Youth requiring a higher of level of care and students who would be more appropriately served off campus will be referred to Behavioral Health clinic sites for treatment.
  - iv. The County will provide computers and other office necessities for County staff when necessary as outlined in Exhibit C.
  - v. All county staff assigned to or working at District are required to be fingerprinted and have completed a background check before working with youth on District property. The County acknowledges that by signing this MOU that assigned staff have not been convicted of a violent or serious felony in accordance with Education Code Section 44237 (g) and that Department of Justice fingerprinting requirements have been met in accordance with education code 45125.



- 2) Shandon Joint Unified School District shall be responsible to:
  - i. Refer youth to the Student Support Counselor.
  - ii. Provide a confidential group space to conduct services, including appropriate seating.
- c. Cost of Services
  - 1) The District will not be billed by the County for services provided
    - i. Funding provided by County agreement through the Preventive Health Grant.

**MOU FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

**THIS MEMORANDUM OF UNDERSTANDING**, hereafter "MOU", entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and Atascadero Unified School District, a California public school district, hereafter "District" together "Parties":

**WITNESSETH**

**WHEREAS**, County is the provider of behavioral health services, as more particularly described on Exhibit A, attached hereto and incorporated herein by reference; and

**WHEREAS**, County is specially trained, experienced, expert and competent to perform Prevention & Early Intervention services to increase access to and provide integrated services with the intent of reducing long term adverse effects related to untreated mental health issues; and

**WHEREAS**, Parties recognize a strong relationship between the above mentioned services and the educational success of children in order to prevent mental illness from becoming severe and disabling by providing outreach and education, increasing access to underserved populations, improving access to linkage and referrals at the earliest possible onset of mental illness, and reducing stigma and discrimination; and

**WHEREAS**, Parties agree on a partnership philosophy of agency, and school and District staff, which guides management approaches to service design and delivery, and

**WHEREAS**, Parties have agreed to work together to achieve the success and well-being of children in the District.

**NOW, THEREFORE**, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the Parties agree as follows:

1. **Scope of Services.** The Parties agree to perform, the services set forth in Exhibit A, attached hereto and incorporated herein by reference, all pursuant to the terms and conditions hereinafter set forth.
2. **Effective Date and Duration.** The effective date and duration of this MOU shall be as specified in Exhibit B, attached hereto and incorporated herein by reference.
3. **General Conditions.** Parties shall comply with all provisions of County's General Conditions, a copy of which is attached hereto as Exhibit C and incorporated herein by reference.
4. **Special Conditions.** Parties shall comply with the special conditions attached hereto as Exhibit D and incorporated herein by reference. In the event of conflicts between the provisions of the General Provisions and the Special Conditions, the provisions of the Special Conditions shall be controlling.

Atascadero Unified School District FY 2017-2020 MOU

IN WITNESS WHEREOF Parties have executed this MOU on the day and year set forth below.

ATASCADERO UNIFIED SCHOOL DISTRICT

A California Public School District (or other title)

By: Thomas Butler

Thomas Butler  
Superintendent

Date: 2.8.18

Approved as to form and legal effect:

RITA L. NEAL

COUNTY COUNSEL

By: Deborah Macos  
Deputy County Counsel

Date: 3/19/18

COUNTY OF SAN LUIS OBISPO,

A Public Entity in the State of California

By: Jeff Hamm  
Jeff Hamm  
Health Agency Director

Date: 3/20/18

**MOU FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

**THIS MEMORANDUM OF UNDERSTANDING**, hereafter "MOU", entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and Coast Unified School District, a California public school district, hereafter "District" together "Parties":

**WITNESSETH**

**WHEREAS**, County is the provider of behavioral health services, as more particularly described on Exhibit A, attached hereto and incorporated herein by reference; and

**WHEREAS**, County is specially trained, experienced, expert and competent to perform Prevention & Early Intervention services to increase access to and provide integrated services with the intent of reducing long term adverse effects related to untreated mental health issues; and;

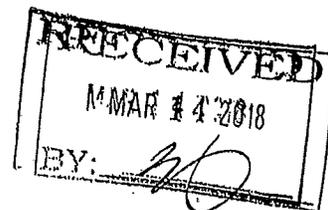
**WHEREAS**, Parties recognize a strong relationship between the above mentioned services and the educational success of children in order to prevent mental illness from becoming severe and disabling by providing outreach and education; increasing access to underserved populations, improving access to linkage and referrals at the earliest possible onset of mental illness, and reducing stigma and discrimination; and

**WHEREAS**, Parties agree on a partnership philosophy of agency, and school and District staff, which guides management, approaches to service design and delivery.

**WHEREAS**, Parties have agreed to work together to achieve the success and well-being of children in the District.

**NOW, THEREFORE**, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the Parties agree as follows:

1. **Scope of Services.** The Parties agree to perform the services set forth in Exhibit A, attached hereto and incorporated herein by reference, all pursuant to the terms and conditions hereinafter set forth.
2. **Effective Date and Duration.** The effective date and duration of this MOU shall be as specified in Exhibit B, attached hereto and incorporated herein by reference.
3. **General Conditions.** Parties shall comply with all provisions of County's General Conditions, a copy of which is attached hereto as Exhibit C and incorporated herein by reference.
4. **Special Conditions.** Parties shall comply with the special conditions attached hereto as Exhibit D and incorporated herein by reference. In the event of conflicts between the provisions of the General Provisions and the Special Conditions, the provisions of the Special Conditions shall be controlling.



Coast Unified School District FY 2017-2020 MOU

IN WITNESS WHEREOF Parties have executed this MOU on the day and year set forth below.

COAST UNIFIED SCHOOL DISTRICT

A California Public School District

By: Victoria Schumacher  
Dr. Victoria Schumacher  
Superintendent

Date March 8, 2018

Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By: Hillary Motos  
Deputy County Counsel

Date: 3/19/18

COUNTY OF SAN LUIS OBISPO,  
A Public Entity in the State of California

By: Jeff Hamm  
Jeff Hamm  
Health Agency Director

Date: 3/20/18

**MOU FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

**THIS MEMORANDUM OF UNDERSTANDING**, hereafter "MOU", entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and Lucia Mar Unified School District, a California public school district, hereafter "District" together "Parties":

**WITNESSETH**

**WHEREAS**, County is the provider of behavioral health services, as more particularly described on Exhibit A, attached hereto and incorporated herein by reference; and

**WHEREAS**, County is specially trained, experienced, expert and competent to perform Prevention & Early Intervention services to increase access to and provide integrated services with the intent of reducing long term adverse effects related to untreated mental health issues; and

**WHEREAS**, Parties recognize a strong relationship between the above mentioned services and the educational success of children in order to prevent mental illness from becoming severe and disabling by providing outreach and education, increasing access to underserved populations, improving access to linkage and referrals at the earliest possible onset of mental illness, and reducing stigma and discrimination; and

**WHEREAS**, Parties agree on a partnership philosophy of agency, and school and District staff, which guides management approaches to service design and delivery.

**WHEREAS**, Parties have agreed to work together to achieve the success and well-being of children in the District.

**NOW, THEREFORE**, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the Parties agree as follows:

1. **Scope of Services.** The Parties agree to perform the services set forth in Exhibit A, attached hereto and incorporated herein by reference, all pursuant to the terms and conditions hereinafter set forth.
2. **Effective Date and Duration.** The effective date and duration of this MOU shall be as specified in Exhibit B, attached hereto and incorporated herein by reference.
3. **General Conditions.** Parties shall comply with all provisions of County's General Conditions, a copy of which is attached hereto as Exhibit C and incorporated herein by reference.
4. **Special Conditions.** Parties shall comply with the special conditions attached hereto as Exhibit D and incorporated herein by reference. In the event of conflicts between the provisions of the General Provisions and the Special Conditions, the provisions of the Special Conditions shall be controlling.



Lucia Mar Unified School District FY 2017-2020 MOU

IN WITNESS WHEREOF Parties have executed this MOU on the day and year set forth below.

LUCIA MAR UNIFIED SCHOOL DISTRICT

A California Public School District

By: Rayne Daley  
Dr. Rayne Daley  
Superintendent

Date Feb 22, 2018

Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By: Hillary Motes  
Deputy County Counsel

Date: 3/19/18

COUNTY OF SAN LUIS OBISPO,  
A Public Entity in the State of California

By: Jeff Hamm  
Jeff Hamm  
Health Agency Director

Date: 3/20/18

**MOU FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

**THIS MEMORANDUM OF UNDERSTANDING**, hereafter "MOU", entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and Lucia Mar Unified School District, a California public school district, hereafter "District" together "Parties":

**WITNESSETH**

**WHEREAS**, County is the provider of behavioral health services, as more particularly described on Exhibit A, attached hereto and incorporated herein by reference; and

**WHEREAS**, County is specially trained, experienced, expert and competent to perform Prevention & Early Intervention services to increase access to and provide integrated services with the intent of reducing long term adverse effects related to untreated mental health issues; and

**WHEREAS**, Parties recognize a strong relationship between the above mentioned services and the educational success of children in order to prevent mental illness from becoming severe and disabling by providing outreach and education, increasing access to underserved populations, improving access to linkage and referrals at the earliest possible onset of mental illness, and reducing stigma and discrimination; and

**WHEREAS**, Parties agree on a partnership philosophy of agency, and school and District staff, which guides management approaches to service design and delivery.

**WHEREAS**, Parties have agreed to work together to achieve the success and well-being of children in the District.

**NOW, THEREFORE**, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the Parties agree as follows:

1. **Scope of Services.** The Parties agree to perform the services set forth in Exhibit A, attached hereto and incorporated herein by reference, all pursuant to the terms and conditions hereinafter set forth.
2. **Effective Date and Duration.** The effective date and duration of this MOU shall be as specified in Exhibit B, attached hereto and incorporated herein by reference.
3. **General Conditions.** Parties shall comply with all provisions of County's General Conditions, a copy of which is attached hereto as Exhibit C and incorporated herein by reference.
4. **Special Conditions.** Parties shall comply with the special conditions attached hereto as Exhibit D and incorporated herein by reference. In the event of conflicts between the provisions of the General Provisions and the Special Conditions, the provisions of the Special Conditions shall be controlling.

Lucia Mar Unified School District FY 2017-2020 MOU

IN WITNESS WHEREOF Parties have executed this MOU on the day and year set forth below.

LUCIA MAR UNIFIED SCHOOL DISTRICT

A California Public School District

By: Rayne Daley  
Dr. Rayne Daley  
Superintendent

Date Feb 22, 2018

Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By: Hilary Motes  
Deputy County Counsel

Date: 3/19/18

COUNTY OF SAN LUIS OBISPO,  
A Public Entity in the State of California

By: Jeff Hamm  
Jeff Hamm  
Health Agency Director

Date: 3/20/18

**MOU FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

**THIS MEMORANDUM OF UNDERSTANDING**, hereafter "MOU", entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and Paso Robles Joint Unified School District, a California public school district, hereafter "District" together "Parties":

**WITNESSETH**

**WHEREAS**, County is the provider of behavioral health services, as more particularly described on Exhibit A, attached hereto and incorporated herein by reference; and

**WHEREAS**, County is specially trained, experienced, expert and competent to perform Prevention & Early Intervention services to increase access to and provide integrated services with the intent of reducing long term adverse effects related to untreated mental health issues; and.

**WHEREAS**, Parties recognize a strong relationship between the above mentioned services and the educational success of children in order to prevent mental illness from becoming severe and disabling by providing outreach and education, increasing access to underserved populations, improving access to linkage and referrals at the earliest possible onset of mental illness, and reducing stigma and discrimination; and

**WHEREAS**, Parties agree on a partnership philosophy of agency, and school and District staff, which guides management, approaches to service design and delivery.

**WHEREAS**, Parties have agreed to work together to achieve the success and well-being of children in the District.

**NOW, THEREFORE**, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the Parties agree as follows:

1. **Scope of Services.** The Parties agree to perform the services set forth in Exhibit A, attached hereto and incorporated herein by reference, all pursuant to the terms and conditions hereinafter set forth.
2. **Effective Date and Duration.** The effective date and duration of this MOU shall be as specified in Exhibit B, attached hereto and incorporated herein by reference.
3. **General Conditions.** Parties shall comply with all provisions of County's General Conditions, a copy of which is attached hereto as Exhibit C and incorporated herein by reference.
4. **Special Conditions.** Parties shall comply with the special conditions attached hereto as Exhibit D and incorporated herein by reference. In the event of conflicts between the provisions of the General Provisions and the Special Conditions, the provisions of the Special Conditions shall be controlling.

Paso Robles Joint Unified School District FY 2017-2020 MOU

IN WITNESS WHEREOF Parties have executed this MOU on the day and year set forth below.

PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT

A California Public School District

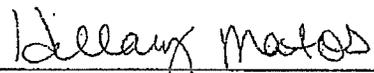
By:  \_\_\_\_\_

Chris Williams  
Superintendent

Date: 1/12/18

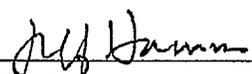
Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By:  \_\_\_\_\_  
Deputy County Counsel

Date: 2/7/18

COUNTY OF SAN LUIS OBISPO,  
A Public Entity in the State of California

By:  \_\_\_\_\_  
Jeff Hamm  
Health Agency Director

Date: 2/8/18

**MOU FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

**THIS MEMORANDUM OF UNDERSTANDING**, hereafter "MOU", entered into by and between the County of San Luis Obispo, a public entity in the State of California, hereafter "County" and San Luis Coastal Unified School District, a California public school district, hereafter "District" together "Parties":

**WITNESSETH**

**WHEREAS**, County is the provider of behavioral health services, as more particularly described on Exhibit A, attached hereto and incorporated herein by reference; and

**WHEREAS**, County is specially trained, experienced, expert and competent to perform Prevention & Early Intervention services to increase access to and provide integrated services with the intent of reducing long term adverse effects related to untreated mental health issues; and

**WHEREAS**, Parties recognize a strong relationship between the above mentioned services and the educational success of children in order to prevent mental illness from becoming severe and disabling by providing outreach and education, increasing access to underserved populations, improving access to linkage and referrals at the earliest possible onset of mental illness, and reducing stigma and discrimination; and

**WHEREAS**, Parties agree on a partnership philosophy of agency, and school and District staff, which guides management approaches to service design and delivery.

**WHEREAS**, Parties have agreed to work together to achieve the success and well-being of children in the District.

**NOW, THEREFORE**, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the Parties agree as follows:

1. **Scope of Services.** The Parties agree to perform the services set forth in Exhibit A, attached hereto and incorporated herein by reference, all pursuant to the terms and conditions hereinafter set forth.
2. **Effective Date and Duration.** The effective date and duration of this MOU shall be as specified in Exhibit B, attached hereto and incorporated herein by reference.
3. **General Conditions.** Parties shall comply with all provisions of County's General Conditions, a copy of which is attached hereto as Exhibit C and incorporated herein by reference.
4. **Special Conditions.** Parties shall comply with the special conditions attached hereto as Exhibit D and incorporated herein by reference. In the event of conflicts between the provisions of the General Provisions and the Special Conditions, the provisions of the Special Conditions shall be controlling.



San Luis Coastal Unified School District FY 2017-2020 MOU

IN WITNESS WHEREOF Parties have executed this MOU on the day and year set forth below.

**SAN LUIS COASTAL UNIFIED SCHOOL DISTRICT**

A California Public School District

By: Eric Prater  
Eric Prater, Ed.D  
Superintendent

Date 4/16/18

Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By: Hellawig Matos  
Deputy County Counsel

Date: 2/7/18

COUNTY OF SAN LUIS OBISPO,  
A Public Entity in the State of California

By: Jeff Hamm  
Jeff Hamm  
Health Agency Director

Date: 2/8/18

## ATTACHMENT 4: APPLICANT BACKGROUND

### Partnership Background

#### VII.C.i.1.

##### **What is the vision, mission, objective of the Partnership and how is it accomplished?**

The vision of the County of San Luis Obispo Middle School Comprehensive Partnership is to build school and community cultures which promote social-emotional development, eliminate stigma, and provide access to care for students with mental health challenges. The mission of this project is to promote a coordinated, multidisciplinary, and collaborative campus culture to identify and reduce risk factors, while building protective factors, for students with mental health challenges and their families. The objective is to establish evidence-based Student Assistance Programs on middle school campuses across the county to provide youth development, early identification of mental health challenges, intervention, and access to appropriate care.

This vision, mission, and objective has been accomplished successfully in San Luis Obispo County since 2009. In developing its initial Prevention and Early Intervention (PEI) plan with Mental Health Services Act (MHSA) fund, community stakeholders recommended an early identification and counseling approach for adolescents which had been effective in local high schools. The Behavioral Health Department (SLOBHD) established the [Middle School Comprehensive Program<sup>1</sup>](#) and used its evidence-based Student Assistance Program model to build collaborative teams at six of the county's middle schools.

MHSA supports a lead behavioral health specialist, a youth development specialist, and a community "family advocate" (bilingual/bicultural) on each school's team. Each school, in turn, provides its counselors, administrators, nurse (when available), and faculty to form a multidisciplinary team to help identify and care for students at the earliest stages of risk.

The teams review referrals each week to engage youth who may demonstrate isolation, sadness, academic struggles, relationship issues, aggression, and other signs of risk. Students are engaged in counseling to screen and address present risk behaviors (early intervention), referred to mental health assessment and treatment when appropriate, and offered activities to build esteem, strengthen school bonding, and improve academic outcomes.

Students are screened for needs at home as well as on campus. A community Family Advocate is available to meet with parents and other caregivers to offer supports, navigate the behavioral health system, and engage families with education and other counseling resources. Families are also provided with additional supports ranging from housing assistance, transportation, food security, to health care resources when appropriate.

<sup>1</sup> <http://www.slocounty.ca.gov/Departments/Health-Agency/Behavioral-Health/Prevention-Outreach/Services/Middle-School-Comprehensive-Program.aspx>

Local schools refer to this collaborative as the “PEI Team,” and have integrated the County and community staff within each campus and faculty community. The PEI Team makes presentations at each back-to-school night and open house; appears at school activities and athletic events; and supports students promoting from middle to high school. Each student engaged in the program is offered the opportunity to tour the high school they will attend with PEI Team members. Students wishing to continue counseling are introduced to behavioral health counselors (County or community) at high schools in a “warm hand off.”

The Partnership also agrees to collect and share data relevant to the efficacy of the program. Along with PEI-required demographic data, the Middle School Comprehensive program collects individual student pre and post-test surveys to assess increases and reductions in risk and protective factors, coping skills, school bonding, and knowledge and skill development. Schools provide SLOBHD with attendance, grade, and administrative referral data to round out the picture of the impact being made on campus. The County’s youth development program, Friday Night Live/Club Live (middle school) collects annual data on youth perceptions, stigma, and social-emotional learning. This data is collected, analyzed, and reported in the County’s MHSA Annual Updates and PEI Evaluations.

While the Partnership does not assemble as a singular body, the participating schools and entities do meet regularly with the County’s program coordinator, Kimberly Mott. She is responsible for conducting monthly meetings with each site principal, as well as quarterly meetings with each district, and semi-annual meetings of all Partners to disseminate information, receive feedback, provide data analysis and reports, and make decisions regarding the Partnership going forward. Ms. Mott has led this program since its inception.

The original six sites were selected by an application and review process. Twelve middle schools submitted proposals to outline their need (e.g. prevalence of emotional disturbance issues, youth-probation involvement, lack of resources and access to care, etc.). Funding limits at the time dictated that only six schools could be supported, although the community stakeholders felt the need for attention to this population was significant. Schools representing large and small districts, rural and suburban areas, coastal and inland campuses were selected. Over the years the County and the MHSA stakeholders have sought opportunities to expand onto the other campuses, while not wanting to fund only one or two more as funding may come available.

By expanding this Partnership to provide the other six middle schools with the Program, the county will be able to make a significant countywide impact on increasing mental health outcomes, including access to care and protective factors for vulnerable populations, reduced stigma and negative outcomes stemming from social-emotional challenges and school failure.

**VII.C.i.2.**

What entities are involved? List them individually?

a. County Mental or Behavioral Health Department:

	1) County of San Luis Obispo Behavioral Health Department 2)																	
	a.	i. Is this a Single or Multi-county collaborative? If Multi-county, list the names of the counties: <ul style="list-style-type: none"> <li>• Single</li> <li>•</li> <li>•</li> </ul>																
	b.	County Office of Education: 1) San Luis Obispo County Office of Education 2)																
	c.	Charter School: 1) N/A (There are no public charter middle schools) 2)																
	d.	<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;">School Districts:</th> <th style="text-align: left;">Enrollment:</th> </tr> </thead> <tbody> <tr> <td>1) Shandon Joint Unified School District</td> <td>1) 297</td> </tr> <tr> <td>2) San Miguel Joint Union School District</td> <td>2) 899</td> </tr> <tr> <td>3) Paso Robles Joint Unified School District</td> <td>3) 6,844</td> </tr> <tr> <td>4) San Luis Coastal Unified School District</td> <td>4) 7,813</td> </tr> <tr> <td>5) Templeton Unified School District</td> <td>5) 2,394</td> </tr> <tr> <td>6) Lucia Mar Unified School District</td> <td>6) 10,363</td> </tr> <tr> <td colspan="2">(Add rows as needed)</td> </tr> </tbody> </table>	School Districts:	Enrollment:	1) Shandon Joint Unified School District	1) 297	2) San Miguel Joint Union School District	2) 899	3) Paso Robles Joint Unified School District	3) 6,844	4) San Luis Coastal Unified School District	4) 7,813	5) Templeton Unified School District	5) 2,394	6) Lucia Mar Unified School District	6) 10,363	(Add rows as needed)	
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	<p>5) Templeton Middle School</p> <p>6) Paulding Middle School</p> <p><i>(Add rows as needed)</i></p>	<p>5) 519</p> <p>6) 608</p> <p>*6<sup>th</sup>-8<sup>th</sup> grades</p> <p>Middle School enrollments from CA Dept. of Education School/District Profiles<sup>2</sup></p>
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**VII.C.i.3.**

Governance Structure

**Describe the governance structure of the County – Educational Entities partnership:**

The governance structure of the County of San Luis Obispo Middle School Comprehensive Partnership is a collaborative series of relationships supported by agreements (contracts and Memorandums of Understanding) which address each partner’s role in the success of the mission outlined above. The County’s Behavioral Health Department (SLOBHD) serves as the lead executive body in the Partnership, while each school and district are engaged in weekly, monthly, quarterly, and semi-annual opportunities to make decisions about the program.

a. The lead “Coordinator” of the Partnership is Kimberly Mott, Program Supervisor in the SLOBHD’s Prevention & Outreach Division. Ms. Mott is an educator, and prevention specialist, and has been a leader in California prevention and youth development programs for the past 20 years and launched the middle school program in 2009. Ms. Mott is the direct report supervisor for the County staff assigned to the program. She reports to Frank Warren, the Division Manager of Prevention and Outreach, and the County’s Mental Health Services Act Coordinator.

Ms. Mott directly works with each site principal and administrative team, each district’s superintendent, and the Assistant Superintendent of the County Office of Education to communicate the program’s vision and mission, as well as monitor the objectives. She is responsible for conducting monthly meetings with each site principal, as well as quarterly meetings with each district, and semi-annual meetings of all Partners to disseminate information, receive feedback, provide data analysis and reports, and make decisions regarding the Partnership going forward.

In addition, the Middle School Comprehensive program and results are presented to MHPA stakeholder committees, the Behavioral Health Board, and the County’s Board of Supervisors on a semi – to – annual basis. These key stakeholder bodies have input to the program design, expected outcomes, and monitoring of the program’s deliverables.

The contracted partner, The LINK, which provides staffing for the Family Advocates is led by Executive Director Lisa Fraser. Ms. Fraser and Ms. Mott meet regularly to

<sup>2</sup> <https://www.cde.ca.gov/sdprofile/>

	<p>review program activities, adjust schedules, and present information to the campus communities. The LINK contract is monitored by the MHSA Leadership team, under the direction of Mr. Warren.</p> <p>In this proposal, this structure will remain. Each site principal and district superintendent (including those already being served in the Partnership) have agreed to support this effort to expand this important Partnership. Letters are available that outline each site and district’s role in the governance of the Partnership.</p>
	<p><b>What is the role of the governance group and what are the decision-making responsibilities given to it?</b></p> <p>The governance group (County Behavioral Health, the LINK, and the participating school sites and districts) is responsible for implementing the Middle School Comprehensive program and monitoring its fidelity to the vision and mission of the partnership. This includes forming agreements to establish staffing, space, schedules, protocols and practices which ensure young people have immediate access to appropriate mental health services.</p> <p>The County has the role as Partnership coordinator, as well as providing the core therapeutic and youth development services to each campus. As noted above, Kimberly Mott convenes governance meetings with each site and district on a regular basis to monitor program practices, provide training, evaluate success, and plan for future initiatives. The MHSA Coordinator reviews each Memorandum of Understanding with the sites and decides whether any additional requirements or expectations should be formalized.</p> <p>b. Principals at each campus (with support of district superintendents) have the responsibility of staffing each site’s Student Assistance Program, assigning confidential meeting and group space for County personnel, and making resources and data available to support program success. School administrators take part in County and The LINK hiring panels for program personnel, provide input in Prevention &amp; Early Intervention (PEI) program evaluation and stakeholder meetings, and decide how each “PEI Team” will be integrated in campus staffing. In the current Partnership, each site treats its County and The LINK partners as campus staff (e.g. pictures and contact information on school websites, integration with staff in-service training, parking and other procedural rights, etc.).</p> <p>The LINK’s Executive Director is also invited to offer input in staffing decisions when the County personnel rotate, and vice versa. The LINK participates in data collection and reporting, and makes recommendations for contractual changes (e.g. hours, schedules, placements, etc.) based on previous year outputs and outcomes. The Executive Director also reports program deliverables and makes recommendations to the MHSA stakeholder committees.</p>
c.	<p><b>Who is involved and what are the roles of each?</b></p>

**Person and Title:** Frank Warren, Division Manager (SLOBHD Prevention & Outreach)/MHSA Coordinator

**Role:** Mr. Warren oversees the division which employs the County staff assigned to the Middle School Comprehensive program. As the County's MHSA Coordinator, he manages the MHSA Leadership Team which is responsible for all MHSA funding, the Community Planning Process, state and local communication and reporting, and contract monitoring of the program partners.

**Person and Title:** Kimberly Mott, Behavioral Health Program Supervisor (SLOBHD)

**Role:** Ms. Mott is responsible for daily operational management of the Middle School Comprehensive project, coordination of the Partnership and its governance, and development and maintenance of additional community partnerships and supports for the program. She meets monthly with each site principal and the Assistant Superintendent of the County Office of Education, as well as quarterly meetings with district superintendents, and leads semi-annual meetings for all partners. She has led this program since its inception in 2009.

Ms. Mott directly supervises the three Behavioral Health Specialists assigned as the Student Assistance Programs lead counselors in the six participating sites, as well as the Behavioral Health Specialist assigned to provide youth development and stigma reduction (Friday Night Live) activities and engagements at each site. This supervision includes hiring, training, personnel functions (including performance reviews), and assigning clinical supervision to the license-track Specialists. In addition, Ms. Mott works with the management and supervision of the Department's Youth Mental Health Outpatient division to monitor referrals made by the program to higher levels of care.

In furthering the support for the Middle School Comprehensive program, Ms. Mott actively engages with several agencies and coalitions which impact this Partnership. These include the Department of Social Services, Probation, Juvenile Justice Commission, Public Health, Juvenile Services Advisory Committee, Truancy Board, courts, CASA, the Prevention Alliance, California and San Luis Obispo Friday Night Live Partnerships, and the Teen Youth Task Force. Ms. Mott is currently developing a School Safety Summit with the County Office of Education to be held in May 2020 and designed to bring all of these partners together

**Person and Title:** DJ Pittenger, Assistant Superintendent, San Luis Obispo County Office of Education

**Role:** Ms. Pittenger actively supports the Partnership on behalf of Superintendent, Dr. James Brescia. Ms. Mott and Ms. Pittenger meet monthly to monitor the outcomes of the Middle School Comprehensive program, develop training initiatives (e.g. Keeping Kids in Schools summit), and examine needs across the county.

**Person and Title:** Site Principals and Superintendents

**Current Program:**

Atascadero Middle School: Jessica Lloyd, Principal; Tom Butler, Superintendent  
Flamson Middle School: Tim Vincent, Principal; Dr. Curt Dubost, Superintendent  
Judkins Middle School: Ian Penton, Principal; Andy Stenson, Superintendent  
Los Osos Middle School: Jennifer Dinielli, Principal; Dr. Eric Prater, Superintendent  
Mesa Middle School: Michael Flushman, Principal; Andy Stenson, Superintendent  
Santa Lucia Middle School: Kyle Martin, Principal; Scott Smith, Superintendent

**Proposed Expansion Sites:**

Daniel Lewis Middle School: Erin Haley, Principal; Dr. Curt Dubost, Superintendent  
Laguna Middle School: John Calandro, Principal; Dr. Eric Prater, Superintendent  
Lillian Larsen Elementary School: Karen Grandoli, Principal/Superintendent  
Paulding Middle School: Edward Arrigoni, Principal; Andy Stenson, Superintendent  
Shandon Elementary School: Kristina Benson, Principal/Superintendent  
Templeton Middle School: Andy Burnett, Principal; Aaron Asplund, Superintendent

**Role:** Each site principal has the responsibility of assigning staff to participate in its campus Student Assistance Program, assigning confidential meeting and group space for County personnel, and making resources and data available to support program success. School administrators take part in County and The LINK hiring panels for program personnel, provide input in Prevention & Early Intervention (PEI) program evaluation and stakeholder meetings, and decide how each “PEI Team” will be integrated in campus activity.

Superintendents are kept abreast of program developments and provide district support for memorandums of understanding which outline the school site’s responsibilities in hosting the program.

**Person and Title:** Lisa Fraser, Executive Director, The LINK

**Role:** The LINK is contracted by the County to provide three (bilingual/bicultural) Family Advocates to the Middle School program. Each Advocate splits their time, in concert with a county Behavioral Health Specialist, at two sites per week. As part of the “PEI Team” the Family Advocate staffs the weekly triage meeting with County and site personnel. Ms. Fraser is responsible for hiring and training of all Family Advocates, as well as program monitoring (including data collection and reporting to the County MHSA Leadership team). Ms. Fraser, who also oversees the contracted Promotores project (WET), and Parent Education (PEI) programs, also participates in MHSA stakeholder meetings throughout the year.

d. **Include an organization chart which lists all entities and their roles.**

The Organization Chart is located in APPENDIX A

Check the box below to indicate the document has been provided.

**State how often the governance group meets. Are these regularly scheduled meetings, ad hoc meetings, or a combination?**

Regularly Scheduled. State how often:

Ad hoc. Explain:

Combination. Explain: The Middle School Comprehensive Partnership meets semi-annually as a large group, typically as part of a countywide training or event. For example, the partners took part in last year's School Safety Summit at Cuesta College, hosted by the County Superintendent. At this convening of district superintendents and site principals, the County Behavioral Health staff were able to present the program and its successes.

A more routine meeting of the partners is Ms. Mott's monthly meeting with each site principal and their administrative teams. These meetings are held on campus to review program practices, data collection, and operational needs.

Ms. Mott also has the opportunity (along with Ms. Fraser of The Link) to meet quarterly with the district superintendents at a convening hosted by the County Office of Education. Ms. Mott and Ms. Pittenger (Asst. Superintendent) schedule those appearances to keep district's abreast of any program updates or changes – and receive feedback on site and community needs.

**Provide copy of any bylaws, motion, or some other agreement identifying the number of times the Governing body meets.**

The Middle School Comprehensive Partnership Principals Agreement is located in the APPENDIX B.

Check the box below to indicate the document has been provided.

	<p><b>Provide agendas, meeting minutes, or public notifications of the meetings to show that the governing body has met over the past year.</b></p> <p>A copy of the flier/agenda for the Building School Summit attended by all Middle School Comprehensive Partners is located in APPENDIX C.</p> <p>ii. Check the box below to indicate the document has been provided.</p> <p><input checked="" type="checkbox"/></p>	
VII.C.i.4.	<p><b>Describe the sources of funds supporting the Partnership:</b></p> <p>The County funds 100% of the Middle School Comprehensive program as part of the Mental Health Services Act/Prevention &amp; Early Intervention Plan. Schools provide in-kind supports including counseling staff consultation, administration, faculty training time, confidential meeting space, and a variety of activity resources.</p>	
	a.	<p><b>How much is from Medi-Cal, annually?</b></p> <p>\$0</p> <p>In the current program partnership, no funds are drawn from Medi-Cal. In the proposed program, a Behavioral Health Clinician will be added to the staff to provide access to treatment. Some Medi-Cal revenue is expected to become available. In addition, this proposal includes a Health Information Technician who will provide linkage for all middle school programs to enter student information in the electronic health record, provide documentation training and quality support. This may include additional Medi-Cal revenue.</p>
	b.	<p><b>How much is from the county, annually?</b></p> <p>\$732,921</p> <p>The 2019-2020 approved budget for the Middle School Comprehensive program is \$732,921. This funds all personnel, administrative support, and material costs.</p>
	b. i.	<p><b>What are the sources of the county funds?</b></p> <p>Mental Health Services Act (MHSA)/Prevention &amp; Early Intervention</p>

b.	ii.	<b>Is this permanent, one-time, or temporary funding?</b> Permanent
c.		<p><b>How much is from the school district/Local Educational Agency (LEA), annually?</b></p> <p>Schools provide in-kind supports including counseling staff consultation, administration, faculty training time, confidential meeting space, and a variety of activity resources.</p> <p>District estimates conclude that a staff counselor (approximately \$69/hr) spends an average of five (5) hours/month directly interfacing with the program team, while an Assistant Principal (approximately \$105/hour) may provide three (3) hours/month working directly in the program. Over nine months that is approximately \$5940, per school. For the current six sites, that would be an approximate in-kind of \$35,640.</p> <p>In addition, some schools/districts contract with the County for services outside of the Middle School Comprehensive Program. In the current Partnership approximately \$125,000 is provided to the County Behavioral Health Department.</p>
c.	i.	<b>What are the sources of the school district/LEA funds?</b> School and district general funds
c.	ii.	<b>Is this permanent, one-time, or temporary funding?</b> Permanent
d.		<b>How much is from the State, annually?</b> \$0
d.	i.	<b>What are the sources of the State funds?</b> N/A (There are no State general funds in the current program)
d.	ii.	<b>Is this permanent, one-time, or temporary funding?</b> N/A (There are no State general funds in the current program)
e.		<b>How much is from other sources (e.g. Private donors), annually?</b> \$0
e.	i.	<b>What are the sources of the Other funds?</b>

			N/A (There are no other sources of funds in the current program)
			<b>Is this permanent, one-time, or temporary funding?</b>
	e.	ii.	N/A (There are no other sources of funds in the current program)

## ATTACHMENT 5: PROPOSED PLAN

Proposed Plan	
VII.D.i.	The Program Plan must demonstrate the Applicant’s ability to meet all specified qualifications, requirements, and standards set forth in the RFA. The Program Plan will include, among other things, a description of the Existing Partnership, or New or Emerging Partnership and the proposed grant program.
VII.D.ii.	<p>Describe how the grant funds will be used to support the goals of the RFA, specifically address how funds will be used for the requirements listed below. If the proposed plan does not specifically include any programs or services to address those requirements listed below, explain how the county is addressing the requirements (i.e., through programs and services) and how the Partnership will provide linkages to the county programs and services.</p> <p><b>Preventing mental illnesses from becoming severe and disabling.</b></p> <p>The Middle School Comprehensive program uses the evidence-based, multi-tiered approach of universal, selective, and indicated prevention and early intervention - which are strongly linked to preventing mental illnesses from becoming severe and disabling. Universal interventions target the whole school or classroom, selective interventions are targeted to population subgroups whose risk of developing a mental disorder is significantly higher than average, and indicated and treatment interventions target young people already exhibiting clinical symptoms.<sup>3</sup> Indicated interventions and mental health treatments can include interventions for emotional disturbance, anxiety disorders, depression, and post-traumatic stress symptoms, in addition to substance misuse. Studies show that evidence-based treatments delivered in school settings, using group models, tend to be effective at preventing mental illnesses from becoming severe and disabling, and that engagement and participation rates tend to be high.<sup>4</sup></p> <p>1. Students at participating middle schools will be identified when exhibiting early signs of risk: changes in behavior, self-reports of emotional needs, poor attendance, academic failure, and disciplinary referrals. The County’s lead site Specialist, upon identification of a student to screen, will work closely with school counselors and the team’s Family Advocate to address the immediate, and possibly long-term, needs of the adolescent. Students exhibiting emotional disturbances will be provided screening and individual counseling. The Specialist then makes a recommendation with the Team’s input to a.) offer the student (and their family) the option to continue counseling; b.) offer additional supports outside of counseling (including Family Advocacy, alternative activities, other referrals); or c.)</p>

<sup>3</sup> Costello EJ, Egger H, Angold A. 10-year research update review: the epidemiology of child and adolescent psychiatric disorders: I. Methods and public health burden. *J Am Acad Child Adolesc Psychiatry.* 2005;44:972–86

<sup>4</sup> Fazel M, Hoagwood K, Stephan S, Ford T. Mental health interventions in schools 1: Mental health interventions in schools in high-income countries. *Lancet Psychiatry.* 2014;1:377–87.

a referral to a higher level of care. A licensed Behavioral Health Clinician will be available to provide assessment, treatment and/or referral if most appropriate.

This early, and immediate, team-based approach is an Interconnected Systems Framework (ISF)<sup>5</sup> which integrates the supports and services provided in multiple systems (e.g., positive behavioral supports, school mental health services, community supports, etc.).

Issues such as self-harm, stress and anxiety, eating disorders, depression, bullying, violence, substance use, family changes, homelessness, and suicidal ideation are some of the topics addressed in this model's group or individual counseling. Students are also engaged in stigma reduction efforts to normalize "care" to promote retention and increase self-care. Finally, most critical is the establishment of a positive relationship with the school-based mental health providers on the team. This develops school bonding (e.g. positive relationship with school, leading to academic outcomes), as well as a strong acceptance to seeking, and receiving counseling and care.

**Improving timely access to services for underserved populations.**

One of the key outcomes of the Middle School Comprehensive program is "increased access to extended services and supports for at-risk families." In this proposal, that targeted outcome remains as the County has identified this variable as one of the most successful aspects of the current program. When designing programs to launch the Prevention & Early Intervention (PEI) plan, community MHSA stakeholders identified youth and their families as "underserved populations." The focus of the original PEI plan was on "transitional stages" for students (i.e. pre-school > kindergarten, elementary > middle school, middle school > high school). Additionally, stakeholders identified the Latino community as the county's most underserved ethnic population, particularly families. Both needs are addressed in the Middle School Comprehensive program.

2. By placing resources on campus, for more than "just a few hours" each week (as is typical in school-based mental health care), the program allows for more immediacy and coverage for both crisis-level issues, as well as for establishing relationships with the student body and faculty which reduces stigma, and barriers to service.

In 2018-2019, Behavioral Health Specialists made an average of 21.5 referrals to treatment at each of the six sites. That is more than 25% of the youth participating in the Student Assistance Program. By placing a Behavioral Health Clinician in this expanded program, the County aims to make treatment more available – especially in rural campus communities.

County program staff, along with their contracted Family Advocate partners, are immersed in cultural competence and trauma-informed-care training and activities throughout the year. In the past two years the County's MHSA programs have included greater outreach to the community's young LGBTQ+ population.

<sup>5</sup> <https://www.pbis.org/resource/the-interconnected-systems-framework-201-when-school-mental-health-is-integrated-within-a-multi-tiered-system-of-support>

	<p>In the most recent California Healthy Kids Survey, 11% of students representing the current five school districts served by the Middle School Comprehensive program self-identified as “LGBTQ+.” Student Assistance Program participant data at the current six middle school sites demonstrate 16% of the students identify as LGBTQ+. The Middle School Comprehensive program recognizes its role as often a first response for young people coming to understand their sexuality and identity.</p>
3.	<p><b>Providing outreach to families, employers, primary care health care providers, and others to recognize the early signs of potentially severe and disabling mental illnesses.</b></p> <p>As noted above, the Middle School Comprehensive program will provide outreach to families and others to recognize the early signs of mental illness. The County Specialists assigned to the program provide training and education for school faculties and parent communities to describe the signs of risk, the benefits of referral and intervention, and to dispel some of the stigma surrounding mental health care for adolescents.</p> <p>Each campus Student Assistance Program (“PEI Team”) will engage with the school or district nurse (when available) to broaden this education to local health care providers, ancillary school resources (e.g. occupational therapists), and law enforcement.</p> <p>A key component in this program is the partnership with the Family Advocates on each “PEI Team.” The Advocates are bilingual and bicultural, and coordinate referral and intervention services to the families of youth identified through the program’s referral system. Family Advocates provide youth and their families with access to system navigation including job development, healthcare, clothing, food, tutoring, parent education, and treatment referrals. The Family Advocates provide information outreach to the schools including participating in “Back to School” nights, “Open Houses,” and providing a staff orientation early in the school year.</p>
4.	<p><b>Reducing the stigma associated with the diagnosis of a mental illness or seeking mental health services.</b></p> <p>The Middle School Comprehensive program will reduce the stigma associated with mental illness and seeking mental health services by implementing two key objectives. First, the program will provide school sites more than 20 hours per week of County Specialists and community family advocates time. Program staff are outside waiting for students to arrive each morning with faculty, spend breaks on the playgrounds, participate in assemblies, have their pictures on the website, and attend after-school activities. This leads to student (and faculty/staff/parents, etc.) identification of the “PEI Team” as part of the school’s culture and makeup. This normalizes the role of counseling and makes attention to social-emotional needs as common as athletics, activities, and academics.</p> <p>Studies show that youth with mild/moderate mental and behavior disorders are more likely to use services in schools providing greater early identification resources. These early identification and referral resources likely reflect a school</p>

culture that normalizes discussions of emotional/behavioral health, thereby reducing stigma in the school community.<sup>6</sup>

Second, each participating school will receive Youth Development programming (Club Live, aka Friday Night Live) provided by a County Behavioral Health Specialist. Youth Development (an evidence-based strategy for building resiliency) programming in the Middle School Comprehensive program engages young people as leaders and resources in the campus community and provides opportunities to develop stigma reduction education and campaigns for peers. These activities may include wellness promotion, self-care workshops, lived experience guest speakers, social media campaigns, and advocacy with school boards and others. At each current site, the Club Live chapter has led bullying prevention efforts, including anti-bullying campaigns, participation in the Anti-Defamation League's No Place for Hate program, and installation of "buddy bench" spaces for youth to safely meet and engage other youth on campus. Over 3,000 students at the current program sites are exposed to Youth Development programming annually, with an average of eight prevention activities occurring per student.

**Reducing discrimination against people with mental illness.**

In seeking to reduce stigma, including discrimination against people with mental illness, the Middle School Comprehensive program provides schools with tools to educate and engage students and faculty to increase their understanding of people living with mental illness. This is currently done - and will continue to be in this proposed expansion – through classroom education, training, social marketing and media campaigns, and the use of guest speakers with lived experience.

5. Studies have indicated that live or video-based contact with people with mental health problems were the most effective interventions in improving attitudes and reducing desire for social distance.<sup>7</sup> This strategy is used at each site where County Specialists (both counselors and youth development staff) bring guests on campus to address large and small groups to educate about living with mental illness, wellness, and self-care.

The Behavioral Health Department has a strong relationship with the local university (California Polytechnic State University, "Cal Poly") and its Health and Wellbeing office. Student chapters of Active Minds, GALA, and NAMI on Campus provide young speakers to connect with middle school participants, as well as the entire campus community. In addition, the Peer Advocacy and Advisory Team from Transitions-Mental Health Association provides ongoing education programs throughout the county to present lived experiences. All MHSA programs, including this, take advantage of training opportunities to build capacity for addressing stigma and discrimination.

<sup>6</sup> Rapee RM, Wignall A, Sheffield J, et al. Adolescents' reactions to universal and indicated prevention programs for depression: Perceived stigma and consumer satisfaction. *Prev Sci.* 2006;7(2):167–177.

<sup>7</sup> Petra C. Gronholm, Claire Henderson, Tanya Deb, Graham Thornicroft *Soc Psychiatry Psychiatr Epidemiol.* 2017; 52(3): 249–258

	6.	Preventing negative outcomes in the targeted population, including, but not limited to:
	6. a.	<p><b>Suicide and attempted suicide</b></p> <p>In the Middle School Comprehensive program, suicidal ideation will be addressed in individual counseling, as well as in wellness promotion activities, provided by grant-funded personnel. In the 2018-2019 school year, 43% (107/244) of the students surveyed in the program revealed they had “seriously thought about suicide” in the 30 days preceding their participation. Of those, 26% (28/107) had thought about suicide more than six times. According to the California Healthy Kids Survey of local teens, 17% of the general 9<sup>th</sup> grade population self-reported serious consideration of suicide.</p> <p>Students identified through the Student Assistance Program are typically demonstrating signs of risk which may go unnoticed on a busy school campus: A child who hasn’t spoken in a few days; a student whose grades are in slow decline; a pre-teen suffering bouts of sadness normally associated with adolescent peer relationships; and others are often overlooked for counseling.</p> <p>This program approach trains teachers, staff, coaches, and parents to notice these subtle signs of risk. The presence of the “PEI Team” then allows the school to offer these youth a chance to talk with a counselor, with no stigma of discipline, who can screen for serious issues.</p> <p>This student support counseling is effective. In 2018-2019, the percentage of those students reporting suicidal ideation dropped to 26% (65/242) 30 days after participation. Those with multiple thoughts (6+) dropped to 15% (10/65).</p> <p>In addition, the Middle School Comprehensive program staff provide each campus with trainings, or access to training, focused on suicide prevention, and post-vention. Each site receives training in <i>More Than Sad</i>, and <i>Question - Persuade- and Refer</i> (QPR). As part of each site’s required suicide prevention plan, the County also provides post-vention strategies and responses when suicide impacts a campus.</p>
	6. b.	<p><b>Incarceration</b></p> <p>While incarceration is not a major factor for youth participating in the Middle School Comprehensive program, it is addressed in two specific ways. First, youth who are at-risk for juvenile justice system involvement are part of the population being served on each middle school campus. The current program was designed with a focus on those sites which (at the time) had the most youth either on probation or generated the most probation referrals. Young people exposed to gang activity, truancy, and other risk behaviors are referred into the program and the early intervention approach has been successful.</p> <p>As reported in the County’s 2015 MHSAs Annual Update, juvenile arrests and referrals to probation decreased steadily after the onset of the Middle School Comprehensive program. Among 11-13-year-olds, misdemeanors fell from 112 in 2007 (prior to the PEI program) to 62 in 2014. Status arrests (e.g. truancy, runaway, curfew, etc.) fell from 15 – 0 in that same period. While the program</p>

		<p>was only on six of the County’s 14 public middle schools, the original intention to place the program in high probation areas appears to have a strong correlation. This proposed expansion will place Student Assistance Programs in six new sites, four of which are in rural communities, and the other two in highly populated areas where juvenile crime remains a major concern with stakeholders.</p> <p>Additionally, several youth participating in the program have parents, siblings, or other significant persons incarcerated in either the County jail system or the California Men’s Colony, located in the center of the County. Family Advocates funded by the grant will be able to provide outreach and resources to programs which support family members of jailed individuals.</p>
	6. c.	<p><b>School failure or dropout</b></p> <p>In the proposed expansion, students will continue to be identified as at-risk because of factors which include poor attendance, academic failure, and disciplinary referrals – each predictors of high school performance and completion.<sup>8</sup> Students who exhibit these risk factors are provided with screening and counseling to determine the factors contributing to the issue(s). Some avenues of intervention include tutoring, Family Advocate intervention to mitigate attendance issues with parents (e.g. transportation, home supervision, etc.), and academic counseling to set goals and acknowledge achievements. In 2018-19, 78% (52/67 surveyed) of youth receiving Family Advocate case management services improved in school attendance and behavior.</p> <p>Another important approach in the Middle School Comprehensive program is access to the youth development activities on campus. Students struggling with issues of school bonding are provided with several opportunities to find positive relationships with adults and meaningful participation on campus, which is a predictor of improved performance.</p> <p>The program’s counseling and youth development interventions stem from evidence-based strategies for dropout prevention. Studies show the most important finding in research concerning “dropout, attendance, student engagement, and effective small schools is that students are more likely to remain and achieve in schools where people care about them.”<sup>9</sup></p>
	6. d.	<p><b>Unemployment</b></p> <p>While unemployment is not a major factor for youth participating in the Middle School Comprehensive program, it is addressed by Family Advocates. As part of the Student Assistance Program team (“PEI Team”) the Advocates navigate access to community resources and work with families to coordinate services for the purpose of strengthening children by building protective factors of caretakers. Families engaged by the Advocates are assessed for resource needs</p>

<sup>8</sup> McKee, M. Todd, and Paul Caldarella. "Middle school predictors of high school performance: a case study of dropout risk indicators." *Education*, vol. 136, no. 4, 2016, p. 515+.

<sup>9</sup> Benard, B. (2004). *Resiliency: What we have learned*. San Francisco, CA: WestEd

		<p>which will ultimately support their student. Family Advocates make, and track, referrals based on parent/caregiver need. In 2018-2019 Family Advocates made hundreds of referrals for the 350 families served. Employment development (e.g. job fairs, coaching, resumes) is among the resource options provided. Other related referrals made in 2018-2019 included academic/tutoring services for adult learners, clothing resources, and behavioral health (including substance use) referrals for caregivers.</p>
	6. e.	<p><b>Prolonged suffering</b></p> <p>The Middle School Comprehensive program aims to prevent prolonged suffering from mental illness by implementing an early intervention strategy. Early intervention is an evidence-based, effective approach to reducing the duration of severe mental illness and psychosis.<sup>10</sup></p> <p>By engaging youth exhibiting early signs of mental health risks, counselors will screen, assess, and warmly hand off a child into appropriate levels of care. Youth presenting with trauma, or active anxiety disorders, depression, attention deficit-hyperactivity disorder, eating disorders, substance use or co-occurring disorders are screened on campus and referred to appropriate County or private care services.</p> <p>In this proposed expansion, a Behavioral Health Clinician, licensed and experienced working with adolescents, will be able to assess, diagnose, and treat students. Those youth requiring psychiatric assessment, and potentially medication, will be warmly handed into the County's Youth Mental Health Services Division, which houses outpatient and inpatient activities.</p>
	6. f.	<p><b>Homelessness</b></p> <p>Students who are homeless or at risk of being homeless are a target population of the County's Middle School Comprehensive program. In this proposed expansion, the efforts to reach those youth with housing instability will be doubled. In the most recent California Healthy Kids Survey for San Luis Obispo County, 11% of 7<sup>th</sup> graders did not live in a home with one or more parents or guardians. In the current six Student Assistance Programs, as of this proposal, six-percent (6%, 15/216) of active counseling participants report being homeless or at risk of being homeless.</p> <p>In each case, Family Advocates act as case managers to provide families, and students themselves, with resources to connect to shelter, housing programs, and other resources to build stable environments for youth. Youth receive counseling supports (and higher levels of care when appropriate) to develop coping skills, set goals, build supportive relationships, and reduce the trauma and impact of housing instability.</p>

<sup>10</sup> Nordentoft M, Albert N. Early intervention services are effective and must be defended. World Psychiatry. 2017;16:272-274

**Removal of children from their home**

While only a small number of student program participants have been at risk for removal from their home, the Middle School Comprehensive program addresses this risk in a few concrete ways. In the current program, and in this proposed expansion, “PEI Team” staff are often invited to and participate in Multi-Disciplinary Teams (MDTs) with students’ social workers, therapists, probation officers, educators, and other key partners. These meetings allow team members to strategize the best plans to keep kids in school and safely in their homes. The County has a system of care (Systems Affirming Family Empowerment/SAFE) which coordinates the MDTs. The goal of SAFE is “to ensure that children are *Safe, Healthy, At Home, In School, and Out of Trouble,*” and the Middle School Comprehensive program staff, including Family Advocates, are active participants.

- 6. g. In a few instances since the program’s launch in 2009, students involved with Family Drug Court (FDC), and other courts, have been referred to the Student Assistance Programs. As part of the Behavioral Health Department, drug court staff can work with the Department’s middle school counselors to assist children impacted by court removals, or reunification. The Department also offers evidence-based prevention programs, such as Strengthening Families, which is a family-bonding strategy available to the “PEI Team” for referral.  
  
Finally, the Middle School Comprehensive program assumes an important role in engaging youth who may be victims of suspected child abuse. All staff are trained as Mandated Reporters and work closely with the Department of Social Services and Child Welfare in processing Suspected Child Abuse Reports (SCARs). On average, the Middle School Comprehensive Behavioral Health Specialists make six suspected child abuse reports per site each school year.

**Involuntary mental health detentions**

Psychiatric crisis, leading to involuntary mental health detentions, for middle school youth is, unfortunately, a reality educators and providers face in San Luis Obispo County. Often youth-related psychiatric crises involve complex issues including school site logistics, family engagement, friend and other supports, and a wide variety of school personnel ranging from counselors to other faculty.

- 6. h. The County has been fortunate to develop (with MHSOAC grant funding) a Youth Triage component of its Mental Health Evaluation Team (mobile crisis) which focuses on responding to schools immediately to avoid hospitalizations. That team fielded 49 calls from schools within its first six months. Forty-five of the calls (91%) were for students between the ages of 11 and 14.  
  
The County has a Psychiatric Health Facility (PHF), which is an inpatient 16-bed unit. While there are two beds capable of being separated from the adult population for youth to use, the PHF has been near-census consistently with adult patients – including a growing number of jail inmates who await restoration of competency to stand trial. Therefore, youth are often diverted out of county when placed on holds.

		<p>The County’s goal is to provide early intervention with crisis workers on campus whenever possible. On campus, the Youth Triage crisis worker can create a wrap-around team approach with educators, counselors, and other resources to build a safety and follow-up plan whenever possible. The Middle School Comprehensive program partnership has successfully built capacity with the Youth Triage team to reduce the need for involuntary holds. By adding capacity to six more middle schools, the County will further reduce the risk of psychiatric crises escalating to require hospitalization.</p>
	7.	<p>That the plan includes a description of the following:</p>
	7. a.	<p><b>The need for mental health services for children and youth, including campus-based mental health services, as well as potential gaps in local service connections</b></p> <p>The County Behavioral Health Department, including its MHSA Leadership Team, works throughout the year with schools, agency partners, youth, parents, consumers, family members, and other stakeholders to assess gaps in service, strengths in programs, and emerging needs. The County uses ongoing data collection and analysis to make decisions about funding, staffing, and service provision.</p>
	7. a. i.	<p><b>Identify the needs and how they were determined (e.g. Needs assessment)</b></p> <p>The proposal herein addresses a need first identified and published in the County’s 2009 Annual Update and Three Year Plan: “San Luis Obispo County’s middle schools are in need of strategies to support male and female youth, ages 12 to 15, of all races and ethnicities, who are at a developmental age ripe with insecurity, physical and emotional upheaval, and increased exposure and risk for substance abuse, sex and relationship issues, along with the declining parental involvement that comes with increased independence.” This assessment arose from a year of stakeholder and community planning process sessions with educators, law enforcement, providers, youth, family members, and consumers.</p> <p>The County’s California Healthy Kids Survey reports continue to support this need. The Department’s Prevention &amp; Outreach Division, which oversees this plan, partners with the County Office of Education every two years to facilitate the Survey in schools, while also providing analysis and reporting to the community. The most recent countywide report (2018) continues to demonstrate that issues such as harassment and bullying, relationship stress, low school connectedness, and “chronic sadness and hopelessness” are reported by more than 1 in 4 7<sup>th</sup> graders.</p> <p>In schools where the Middle School Comprehensive program has been in place since 2009, these figures are lower than at sites this plan proposes to cover. For instance, 23% of Atascadero Middle School (current program) 7<sup>th</sup> graders report chronic sadness and hopelessness, while 30% of Templeton</p>

		<p>Middle School 7<sup>th</sup> graders (proposed expansion) report the same. The County’s PEI Stakeholder Committee meets semi-annually and has requested funding for additional middle schools over the past decade.</p> <p>Probation data is helpful in assessing the need to address risk and negative behaviors. According to the County’s Probation Department, in calendar year 2019, 179 youth between the ages of 11-15 years old were referred to Probation by law enforcement. At any one time, in 2019, there were 24 youth aged 11-15 on supervision. Data supports placing the expanded Middle School Comprehensive program in four (of six) north county, rural regions, as 61% of those referrals come from those areas. The next two largest referring areas are San Luis Obispo, and the South County – which will house the other two middle school programs being proposed here.</p> <p>Homelessness data from the County Office of Education, and the county’s homeless enumeration reports, indicate the need for this expansion. In the 2018-2019 school year, the current six middle school sites were in districts accounting for 86% of the homeless student population (2540/2967). Those districts have an average of 9.34% of their students identified as homeless. In this proposed expansion, the additional rural districts, and the larger districts included in both, account for 85% of the county’s homeless students (2533/2967). However, the proposed expansion districts have an average of 14% of their student populations being considered homeless.</p> <p>In the most recent California Healthy Kids Survey, 11% of students representing the current five school districts served by the Middle School Comprehensive program self-identified as “LGBTQ+.” By contrast, 84% indicated they were “straight” while 6% declined to answer. Student Assistance Program participant data at the current six middle school sites demonstrate 16% of the students identify as LGBTQ+, 75% identify as straight, with 9% declining to answer.</p> <p>Another factor in the needs assessment is the amount of referrals to mental health treatment services. At the current six sites, in 2018-2019, Behavioral Health Specialists made an average of 21.5 referrals to treatment. That is more than 25% of the youth participating in the Student Assistance Program. By placing a Behavioral Health Clinician in this expanded program, the County aims to make treatment more available – especially in rural campus communities.</p> <p>Finally, Department data (Managed Care) for calendar year 2019 shows 207 middle school aged youth requested to access mental health services. Of those, 52 (25%) requests for service were made in the north county.</p>
7.	b.	<p><b>The proposed use of funds, which shall include, at a minimum, that funds will be used to provide personnel or peer support</b></p> <p>This proposal is to expand the County’s Middle School Comprehensive program by using awarded funds in the following manner:</p>

		<ul style="list-style-type: none"> <li>● 3.0 FTE Behavioral Health Specialists II to serve six (6) local middle schools as Student Assistance Program lead counselors. These Specialists will be master’s level counselors, with a preference for license-track therapists or social workers.</li> <li>● 1.0 FTE Behavioral Health Specialist I to serve six (6) local middle schools to provide campus youth development engagement, stigma reduction activities, and resource assistance as part of the Student Assistance Program.</li> <li>● 3.0 FTE contracted community resource specialists (“Family Advocates’) to serve six (6) local middle schools to participate in the Student Assistance Program, identifying students and their families in need of off-campus supports such as clothing, food, school supplies, medical and dental care, transportation, mental health or drug and alcohol assessment and treatment, educational support, public aid and assistance, governmental services navigation, and employment support. These specialists will be bilingual (Spanish), bicultural, and with lived experience as consumers/family members when possible.</li> <li>● 1.0 FTE Behavioral Health Clinician III to serve the Middle School Comprehensive program as the lead clinician, clinical supervisor, and grant lead. This clinician will facilitate any referrals for mental health assessment and provide treatment or referrals when appropriate. This Clinician will also oversee the program’s integration with the Department’s Electronic Health Record (EHR).</li> <li>● 1.0 FTE Health Information Technician to support the integration of the Middle School Comprehensive program into the EHR. This technician will assist in Medi-Cal billing, documentation, and grant reporting.</li> <li>● Additional funds will be used to purchase computers, support inter-county travel, training, curricula materials, and evaluation services to monitor and review the program to increase the capacity for sustainability.</li> </ul>
	7. c.	<p><b>How the funds will be used to facilitate linkages and access to ongoing and sustained services, including, but not limited to, objectives and anticipated outcomes</b></p> <p>As noted above, the proposal includes a request for funds to support evaluation services to monitor and review the program to increase the capacity for sustainability. County staff and program evaluators (contracted) will monitor stated objectives and anticipated outcomes to inform the MHSOAC, the public, and, most expressly, the local stakeholders. The proposal’s sustainability plan (included below) will rely on quality tracking and evaluative analyses.</p> <p>In addition, the nature of the early intervention program has built-in linkages and access to ongoing and sustained services. Students referred into the Student Assistance Program who meet criteria for specialty mental health services will be referred to the program’s Behavioral Health Clinician for assessment and treatment within the County’s system of care. This includes</p>

			County services for Early Periodic Screening, Diagnosis, and Treatment (EPSDT) and Medi-Cal eligible youth (or family members), and referrals to CenCal Health (Medi-Cal Managed Care Plan for almost all SLO County residents who have Medi-Cal). For those youth with private insurance, the Clinician and Family Advocates (acting as case managers) will help with referrals and warm hand-offs to the county's excellent network of private providers.	
	7.	d.	The Partnership's ability to do all of the following:	
			i.	<p><b>Obtain federal Medicaid or other reimbursement, including Early and Periodic Screening, Diagnostic, and Treatment funds, when applicable, or to leverage other funds, when feasible</b></p> <p>The Middle School Comprehensive Partnership includes schools and districts who identify students and families eligible for Medi-Cal, California's Medicaid program. Each site's "PEI Team" is made aware when any Medi-Cal eligible student is referred to the Student Assistance Program.</p> <p>The County of San Luis Obispo Behavioral Health Department (SLOBHD) is the qualified provider to authorize Specialty Mental Health Services (SMHS), reimbursable through Early Periodic Screening, Diagnosis, and Treatment (EPSDT) and Medi-Cal. SLOBHD follows all applicable regulations and contract provisions when determining medical necessity for SMHS and when authorizing treatment. SLOBHD places appropriate limits on services based on medical necessity and will provide or arrange/pay for services in an amount, duration, and scope reasonably needed to achieve their purpose. SLOBHD will authorize services for beneficiaries with ongoing or chronic conditions in a manner that reflects the beneficiary's ongoing need for services and supports.</p> <p>Students referred into the Student Assistance Program who meet criteria for specialty mental health services will be referred to the program's Behavioral Health Clinician for assessment and treatment within the County's system of care. This includes County services for EPSDT and Medi-Cal eligible youth (or family members), and referrals to CenCal Health (Medi-Cal Managed Care Plan for almost all SLO County residents who have Medi-Cal). For those youth with private insurance, the Clinician and Family Advocates (acting as case managers) will help with referrals and warm hand-offs to the county's excellent network of private providers.</p>
			ii.	<p><b>Collect information on the health insurance carrier for each child or youth, with the permission of the child or youth's parent, to allow the partnership to seek reimbursement for mental health services provided to children and youth, where applicable</b></p> <p>All students who participate in the Middle School Comprehensive program's on-campus counseling receive parental permission (unless over the age of 12 and requesting minor consent). If a child meets the criteria for a reimbursable service, an intake packet is provided (and facilitated by the</p>

			<p>Family Advocates when appropriate) which allows parents to identify health insurance information. This process allows parents (and children under minor consent) to allow the Partnership to seek reimbursement for mental health services.</p>
7.	d.	iii.	<p><b>Engage a health care service plan or a health insurer in the mental health partnership, when applicable, and to the extent mutually agreed to by the partnership and the plan or insurer</b></p> <p>SLOBHD places appropriate limits on services based on medical necessity and will provide or arrange/pay for services in an amount, duration, and scope reasonably needed to achieve their purpose. SLOBHD will authorize services for beneficiaries with ongoing or chronic conditions in a manner that reflects the beneficiary’s ongoing need for services and supports.</p>
7.	d.	iv.	<p><b>Administer an effective service program and the degree to which mental health providers and educational entities will support and collaborate to accomplish the goals of the effort</b></p> <p>The effective service program described herein has been the hallmark of the Middle School Comprehensive partnership. As evidenced by the Memorandums of Understanding and agreements with the current sites, as well as letters of support and cooperation with the six proposed sites, the Middle School Comprehensive program has been a tremendous success and in need of expansion. The natural collaboration of each Student Assistance Program – which relies on school administrators, counselors, faculty, staff, and nurses to work in partnership with County and community staff – has been recognized by MHSAs stakeholders, the County Office of Education, and community leaders as a shining example of effective partnerships.</p>
7.	d.	v.	<p><b>Connect children and youth to a source of ongoing mental health services, including, but not limited to, through Medi-Cal, specialty mental health plans, county mental health programs, or private health coverage</b></p> <p>Students referred into the Student Assistance Program who meet criteria for specialty mental health services will be referred to the program’s Behavioral Health Clinician for assessment and treatment within the County’s system of care. This includes County services for EPSDT and Medi-Cal eligible youth (or family members), and referrals to CenCal Health (Medi-Cal Managed Care Plan for almost all SLO County residents who have Medi-Cal). For those youth with private insurance, the Clinician and Family Advocates (acting as case managers) will help with referrals and warm hand-offs to the county’s excellent network of private providers.</p>
7.	d.	vi.	<p><b>Continue to provide services and activities under this program after grant funding has been expended</b></p>

			<p>It is a goal of this project to sustain services to all middle schools after grant funding has been expended. The County will seek continued MHSA funding as well as grants and other sources – along with school-based funding platforms – to maintain the level of service. Discussions with MHSA stakeholders have begun to outline the need for the services and whether projections for revenue growth could sustain the Middle School Comprehensive program at the end of the grant cycle. Additionally, some districts have inquired what the costs of services would be in absence of MHSA and the grant offered here. This indicates an interest and willingness to sustain services which prove effective.</p>
	7.	d. vii.	<p><b>Screen students for risk factors related to trauma or other mental health conditions, with emphasis on Pre-K through 3<sup>rd</sup> grade.</b></p> <p>All students referred to the Student Assistance Program are screened by the Behavioral Health Specialist. Youth presenting with trauma, or active anxiety disorders, depression, attention deficit-hyperactivity disorder, eating disorders, substance use or co-occurring disorders are screened on campus and referred to appropriate County or private care services.</p> <p>All Behavioral Health staff, and contractual partners (e.g. Family Advocates) are trained in Trauma-Informed Care on an ongoing basis. The County’s mental health plan, including MHSA projects, funds screening for trauma and other mental health conditions with young children (0-5), as well as within the youth services system of care for school-aged children. By expanding the Middle School Comprehensive program, that system of care will increase screenings to over 450 youth annually.</p>
	7.	d. viii	<p><b>Collect data on program implementation and measures of student well-being.</b></p> <p>The Middle School Comprehensive program will collect data throughout the grant implementation, mirroring the current program. The following data is collected and reported:</p> <ul style="list-style-type: none"> <li>• Student counseling participant pre/posts: These surveys are provided retrospectively at the end of a student’s participation, or school year, to assess whether they identify any changes to their well-being compared to prior to involvement. These factors include mental health and wellness, substance use, coping skills, school bonding, social and emotional issues, and relationships with adults. The variables are collapsed by “risk” and “protective” factors and outcomes are reported in the Annual Update, the PEI Three-Year Evaluation, and in community stakeholder meetings.</li> <li>• Individual roster and benchmarks: Each youth referred to the Student Assistance Program is tracked for screening, and related</li> </ul>

			<p>activities. This includes referrals to care, resources for alternative activities, outreach to the family, academic tutoring, etc. This roster also tracks improvements and issues with grades, attendance, and behavioral referrals. These outcomes are reported within the team meetings and generalized to the MHSA Coordinator for public reporting.</p> <ul style="list-style-type: none"> <li>• Youth Development Survey: All Club Live participants participate in the Youth Leadership Institute’s Youth Development Survey which is implemented by the California Friday Night Live Partnership annually. This allows the County, schools, and stakeholders to identify the school bonding and engagement factors directly related to the Middle School Comprehensive program.</li> <li>• The Family Advocates track all referrals given and all activities related to engaging family members of students in the program. This information is reported in contract monitoring, as well as publicly through MHSA stakeholder meetings and the Annual Update.</li> <li>• Additional data collected includes treatment-related data (including referral) for those initiating through the middle schools; school and staff satisfaction surveys done sporadically to assess the impact of the program on school climate.</li> </ul>
	8.	<p>The plan must also address facilitating linkages and access to ongoing and sustained services, including:</p>	
	8. a.	<p><b>Services provided on school campus</b></p> <p>The Middle School Comprehensive Student Assistance Program is conducted on campus and attempts to keep students engaged in any mental health services on site. Other on-campus resources are also utilized, including athletics, activities, academic tutoring, and parent/family activities.</p> <p>In addition, students who are promoting to high school from the participating middle school are provided with an opportunity to meet high school staff who provide counseling and other mental health supports and activities. This is part of the Partnership and collaboration between schools, the Districts, and the County.</p>	
	8. b.	<p><b>Suicide prevention services</b></p> <p>All school sites, students and staff alike, will be provided with information and pathways to access the community’s array of supportive services. This includes the ongoing promotion of SLO Hotline (the county’s crisis line), access to the Mental Health Evaluation Team (mobile crisis response), and out-of-county suicide prevention services – such as national hotlines and suicide prevention lines.</p>	

		<p>The County is also an active member of CalMHSa and participates in most Know the Signs suicide prevention campaigns and activities, along with most Each Mind Matters activities.</p> <p>The Middle School Comprehensive program staff provide each campus with trainings, or access to training, focused on suicide prevention, and post-vention. Each site receives training in <i>More Than Sad</i>, and <i>Question - Persuade- and Refer (QPR)</i>. As part of each site’s required suicide prevention plan, the County also provides post-vention strategies and responses when suicide impacts a campus.</p>
8.	c.	<p><b>Drop-out prevention services</b></p> <p>Kimberly Mott, the Program Supervisor (and Partnership Coordinator) is a member of the County’s Truancy Board, Juvenile Justice Committee, and Juvenile Services Advisory Committee. These collaborative bodies monitor and address issues of school and academic failure resulting in drop-outs. Ms. Mott trains the program staff in strategies for reducing school failure and preventing dropouts. Ms. Mott and her partners at the County Office of Education also conduct a semi-annual ‘Keeping Kids in School’ conference which Middle School Comprehensive staff attend.</p> <p>The Middle School Comprehensive program makes academic improvement, attendance, and school bonding key tenets of its approach to prevent dropouts. As discussed previously, the program also ensures students promoting to high school are connected to similar services where available.</p> <p>Youth eligible for off-campus drop-out prevention services (e.g. gang prevention activities, tutoring, mentoring, Big Brothers/Big Sisters, etc.) are referred and often warmly handed into those opportunities by the “PEI Team.”</p>
8.	d.	<p><b>Outreach to high-risk youth and young adults, including, but not limited to, foster youth, youth who identify as lesbian, gay, bisexual, transgender, or queer, and youth who have been expelled or suspended from school</b></p> <p>The Middle School Comprehensive program is set up to provide a safe, inclusive experience for any young person requiring support and possibly ongoing care. Students who exhibit risk represent the wide campus population. Foster youth, and those involved in suspensions (and even the juvenile justice system) have long been identified to participate on each Student Assistance Program site and will continue to be in this proposed expansion.</p> <p>However, the current program has seen a tremendous increase in participants who identify as lesbian, gay, bisexual, transgender, or queer. The “PEI Teams” and their school partners have been engaged in specific cultural competence training over the past two years to improve the experience for these students. County MHSa funds have recently supported a number of trainings on Trans, and Queer children, the suicide risk for LGBTQ+ youth, and other training</p>

		<p>specific to pre-teens and teens. All of these efforts improve the program’s capacity to reach out to youth and make services affirming, and available.</p> <p>Partnerships have emerged which will support youth in seeking care and services outside of campus. Each Middle School Comprehensive program staff (County, contract, and school partners) are linked with the local chapters of Queer Student Associations and the Gay And Lesbian Alliance (GALA) to bring in guest speakers with lived experience, and to provide off-campus resources.</p> <p>Stakeholders for the County’s PEI and other MHSA programs include Family Care Network, Inc. which is the area’s largest provider of foster and family related support services. That outreach linkage is made by program Specialists and Family Advocates so that outside providers can engage foster youth in the Student Assistance Program.</p> <p>One of the risk factors associated with referrals to the Student Assistance Program is school or academic failure/failing. Youth who demonstrate a sudden decline in grades and attendance can be referred to the program for screening and supports.</p>
	<p>8. e.</p>	<p><b>Placement assistance and development of a service plan that can be sustained over time for students in need of ongoing services</b></p> <p>Placement assistance, including system navigation and warm hand-offs to appropriate services is a core function of the Student Assistance Programs being proposed herein. Students requiring, or requesting, services beyond the scope of the campus program will be assisted to find those resources as part of their individual program plan.</p> <p>In the current program, and in this proposed expansion, “PEI Team” staff are often invited to and participate in Multi-Disciplinary Teams (MDTs) with students’ social workers, therapists, probation officers, educators, and other key partners. These meetings allow team members to strategize the best plans to keep kids in school and safely in their homes. Should placement assistance be recommended, this MDT would develop the service plan.</p> <p>The County has a system of care (Systems Affirming Family Empowerment/SAFE) which coordinates the MDTs. The goal of SAFE is “to ensure that children are <i>Safe, Healthy, At Home, In School, and Out of Trouble,</i>” and the Middle School Comprehensive program staff, including Family Advocates, are active participants.</p>

9.

**Funds may also be used to provide other prevention, early intervention, and direct services, including, but not limited to, hiring qualified mental health personnel, professional development for school staff on trauma-informed and evidence-based mental health practices, and other strategies that respond to the mental health needs of children and youth, as determined by the Commission**

The County of San Luis Obispo Behavioral Health Department is confident that the funds being sought here, for the proposal herein, meets these criteria.

## ATTACHMENT 6: PROGRAM IMPLEMENTATION PLAN – PLAN NARRATIVE

PLAN NARRATIVE	
VII.E.i.	<p>The purpose of the Program Implementation Plan is to illustrate the critical steps in starting the proposed programs and to identify any challenges associated with implementation. By requiring the Program Implementation Plan to be completed prior to submission, counties and educational entities will be better equipped to begin serving students within 90 days of grant award.</p>
VII.E.ii.	<p>Plan Narrative</p> <p><b>Describe how the Applicant will implement the proposed program described in the Proposed Plan in Section VII.D. above.</b></p> <p>The Behavioral Health Department (SLOBHD) proposes to expand its Middle School Comprehensive Program to six new middle school sites countywide and use its evidence-based Student Assistance Program model to build collaborative teams with the goal of increasing access to mental health services, reducing risk, and increasing protective factors. The MHSA/PEI-funded program currently exists on six middle school campuses. The current program covers 52% of the total middle school population in the county (3411/6470). This expansion will make the program available to another 45% of the county’s middle school students (2929/6470).</p> <p>The County will expand the services first by replicating the existing model in staffing and contractual support:</p> <ol style="list-style-type: none"> <li>1. <ul style="list-style-type: none"> <li>• 3.0 FTE Behavioral Health Specialists II to provide on-campus prevention, screening, early intervention, counseling, and referral as described in previous sections;</li> <li>• 1.0 FTE Behavioral Health Specialist I to provide on-campus youth development activities and engagement, including stigma reduction activities and education;</li> <li>• 3.0 FTE Resource Specialists/Family Advocates from a local community based organization to provide bilingual case management services to families engaged through the middle school program. The County will seek to maintain its current contractual provider but is prepared to conduct a procurement process if necessary.</li> </ul> </li> </ol> <p>In expanding the program, this proposal includes:</p> <ul style="list-style-type: none"> <li>• 1.0 FTE Behavioral Health Clinician III to provide clinical supervision and support, mental health assessments, and treatment capacity when appropriate;</li> <li>• 1.0 FTE Health Information Technician I to assist in moving all middle school counseling records into the electronic health record, providing documentation training and support, and quality support services;</li> <li>• Contracted evaluator services to monitor program outcomes and provide grant reporting.</li> </ul>

The County will establish Memorandums of Understanding (MOU) with each of the new middle school districts and sites. Each district already has a contractual or memorandum-level agreement with the Behavioral Health Department. The County's Board of Supervisors delegates the Health Agency (which houses the Behavioral Health Dept.) Director to authorize the MOU every three years.

Schools agree to participate in the Middle School Comprehensive Partnership with administrators meeting with the program Coordinator monthly (at minimum), and assigning Student Assistance Program team members (e.g. counselors, deans, nurse, resource educators, etc.) to participate in weekly reviews of student referrals with the County staff. Schools will provide confidential office and meeting space, access to faculty for training and collaboration, and campus integration (e.g. staff directory inclusion, staff meetings, identity items, etc.).

All staff hired to provide direct services (excluding evaluation) will be hired, trained, and in place starting July 1, 2020 and ready to be on campus by each site's August start dates. Training will include, but is not limited to, Student Assistance Program protocols, confidentiality, trauma-informed care, and school-required orientation and cultural competence.

An evaluator will be selected and in place before December 31, 2020.

Management and supervision of the program will remain within the Department's Prevention and Outreach Division, under the management of Frank Warren (MHSA Coordinator). Kimberly Mott, Behavioral Health Program Supervisor, will supervise County staff and act as the program coordinator. Nestor Veloz-Passalacqua, the County's PEI Coordinator, will oversee all contracts, data collection, and grant reporting.

2. Provide the following:

2. a. **Recruitment strategy for each position. Clearly identify if the staff will be an employee, contracted staff, peer, parent partner, or other.**

b.

1) **Position:** Behavioral Health Clinician III (1.0 FTE)

- Employee
- Contracted
- Other: \_\_\_\_\_

**Strategy:**

This County will recruit a Behavioral Health Clinician III with an active and unrestricted California license as a Licensed Clinical Social Worker, Licensed Marriage Family Therapist, Licensed Professional Clinical Counselor, or Psychologist, and two (2) years of professional experience, post-licensure, working with youth. The County's Human Resources Department partners with the Behavioral Health Department to conduct position recruitments. All positions are posted on the County's employment website, which is also advertised across the behavioral

health field (via email lists, websites, and networks such as CAMFT). The County also has relationships with the local university, California Polytechnic State University, and provides its Master's in Counseling program with job information.

Behavioral Health positions also provide a pathway for individuals with lived experience to enter the workforce. Peers, consumers, and family members are encouraged to apply. Also, as Spanish is the county's threshold language, most positions are advertised as bilingual preferred.

Expected Hiring Date: (Month/Date/Year): June 20, 2020

**2) Position: Behavioral Health Specialist II (1/3.0 FTE)**

- Employee
- Contracted
- Other: \_\_\_\_\_

**Strategy:**

This County will recruit three Behavioral Health Specialist IIs. Specialists in this classification may conduct screenings, evaluations, interventions, counseling and treatment, education, direct client care, case management, outreach, prevention and recovery oriented activities. The County will recruit individuals who either hold Master's degrees in counseling or related field, or Bachelor's degrees in a human social services/sciences or related health field, and two (2) years of experience in providing behavioral health prevention/counseling services. The County provides detailed descriptions of the program and population being served in its job listings.

The County's Human Resources Department partners with the Behavioral Health Department to conduct position recruitments. All positions are posted on the County's employment website, which is also advertised across the behavioral health field (via email lists, websites, and networks such as CAMFT). The County also has relationships with the local university, California Polytechnic State University, and provides its Master's in Counseling program with job information.

Behavioral Health positions also provide a pathway for individuals with lived experience to enter the workforce. Peers, consumers, and family members are encouraged to apply. Also, as Spanish is the county's threshold language, most positions are advertised as bilingual preferred.

Expected Hiring Date: (Month/Date/Year): June 20, 2020

**3) Position: Behavioral Health Specialist II (2/3.0 FTE)**

- Employee

- Contracted
- Other: \_\_\_\_\_

**Strategy:**

This County will recruit three Behavioral Health Specialist IIs. Specialists in this classification may conduct screenings, evaluations, interventions, counseling and treatment, education, direct client care, case management, outreach, prevention and recovery oriented activities. The County will recruit individuals who either hold Master's degrees in counseling or related field, or Bachelor's degrees in a human social services/sciences or related health field, and two (2) years of experience in providing behavioral health prevention/counseling services. The County provides detailed descriptions of the program and population being served in its job listings.

The County's Human Resources Department partners with the Behavioral Health Department to conduct position recruitments. All positions are posted on the County's employment website, which is also advertised across the behavioral health field (via email lists, websites, and networks such as CAMFT). The County also has relationships with the local university, California Polytechnic State University, and provides its Master's in Counseling program with job information.

Behavioral Health positions also provide a pathway for individuals with lived experience to enter the workforce. Peers, consumers, and family members are encouraged to apply. Also, as Spanish is the county's threshold language, most positions are advertised as bilingual preferred.

Expected Hiring Date: (Month/Date/Year): June 20, 2020

**4) Position: Behavioral Health Specialist II (3/3.0 FTE)**

- Employee
- Contracted
- Other: \_\_\_\_\_

**Strategy:**

This County will recruit three Behavioral Health Specialist IIs. Specialists in this classification may conduct screenings, evaluations, interventions, counseling and treatment, education, direct client care, case management, outreach, prevention and recovery oriented activities. The County will recruit individuals who either hold Master's degrees in counseling or related field, or Bachelor's degrees in a human social services/sciences or related health field, and two (2) years of experience in providing behavioral health prevention/counseling services. The County provides detailed descriptions of the program and population being served in its job listings.

The County's Human Resources Department partners with the Behavioral Health Department to conduct position recruitments. All positions are posted on the County's employment website, which is also advertised across the behavioral health field (via email lists, websites, and networks such as CAMFT). The County also has relationships with the local university, California Polytechnic State University, and provides its Master's in Counseling program with job information.

Behavioral Health positions also provide a pathway for individuals with lived experience to enter the workforce. Peers, consumers, and family members are encouraged to apply. Also, as Spanish is the county's threshold language, most positions are advertised as bilingual preferred.

Expected Hiring Date: (Month/Date/Year): June 20, 2020

**5) Position: Behavioral Health Specialist I (1.0 FTE)**

- Employee
- Contracted
- Other: \_\_\_\_\_

**Strategy:**

This County will recruit one Behavioral Health Specialist I. Specialists in this classification may conduct screenings, interventions and counseling, direct client care, case management, outreach, prevention and recovery oriented activities. The County will recruit individuals who either hold a Bachelor's degree in a human social services/sciences or related health field, or have two (2) years of education and experience in providing behavioral health prevention/counseling services. The County provides detailed descriptions of the program and population being served in its job listings.

The County's Human Resources Department partners with the Behavioral Health Department to conduct position recruitments. All positions are posted on the County's employment website, which is also advertised across the behavioral health field (via email lists, websites, and networks such as CAMFT). The County also has relationships with the local university, California Polytechnic State University, as well as Cuesta Community College, and provides various graduate and undergraduate programs with job information.

Behavioral Health positions also provide a pathway for individuals with lived experience to enter the workforce. Peers, consumers, and family members are encouraged to apply. Also, as Spanish is the county's threshold language, most positions are advertised as bilingual preferred.

Expected Hiring Date: (Month/Date/Year): June 20, 2020

**6) Position: Health Information Technician I (1.0 FTE)**

- Employee
- Contracted
- Other: \_\_\_\_\_

**Strategy:**

This County will recruit one Health Information Technician I (HIT). HITs in this classification may collect, prepare and review health information records. HITs may train mental health services staff in documentation, data collection, and use of the electronic health record. The County will recruit individuals who possess a.) a valid Registered Health Information Technician (RHIT) or Registered Health Information Administrator (RHIA) certificate from the American Health Information Management Association (AHIMA) or equivalent; or b.) two years of closely related medical records experience. Completion of one year of coursework in medical terminology may substitute for up to one year of the required experience.

The County's Human Resources Department partners with the Behavioral Health Department to conduct position recruitments. All positions are posted on the County's employment website, which is also advertised across the behavioral health field (via email lists, websites, and networks such as AHIMA). The County also has relationships with the local university, California Polytechnic State University, as well as Cuesta Community College, and provides various graduate and undergraduate programs with job information.

Behavioral Health positions also provide a pathway for individuals with lived experience to enter the workforce. Peers, consumers, and family members are encouraged to apply. Also, as Spanish is the county's threshold language, most positions are advertised as bilingual preferred.

Expected Hiring Date: (Month/Date/Year): June 20, 2020

**7) Position: Resource Specialist/Family Advocate (1/3.0 FTE)**

- Employee
- Contracted
- Other: \_\_\_\_\_

**Strategy:**

This position is classified as a Family Advocate in the current program. This expansion would allow the County's contractor to hire three Family Advocates. The organization selected to provide Resource Specialists/Family Advocates/Case Managers will recruit individuals with a combination of education and experience equal to three years in Early

Childhood Development, Family Studies, Psychology and/or Human Services; work and/or volunteer experience in the public sector. Although a Bachelors' Degree from an accredited college/university is not required, it will be highly desirable.

All Resource Specialist/Family Advocates are required to be bilingual (English/Spanish).

The organization selected will also recruit parents and family members of youth who have experience in the community mental health system. Recruitment strategies include website placement, flier distribution, and mailings/communication to Parent Teacher Associations, community-based family resource organizations, Promotores, and the Latino Outreach Council.

Expected Hiring Date: (Month/Date/Year): June 20, 2020

**8) Position:** Resource Specialist/Family Advocate (2/3.0 FTE)

- Employee
- Contracted
- Other: \_\_\_\_\_

**Strategy:**

This position is classified as a Family Advocate in the current program. This expansion would allow the County's contractor to hire three Family Advocates. The organization selected to provide Resource Specialists/Family Advocates/Case Managers will recruit individuals with a combination of education and experience equal to three years in Early Childhood Development, Family Studies, Psychology and/or Human Services; work and/or volunteer experience in the public sector. Although a Bachelors' Degree from an accredited college/university is not required, it will be highly desirable.

All Resource Specialist/Family Advocates are required to be bilingual (English/Spanish).

The organization selected will also recruit parents and family members of youth who have experience in the community mental health system. Recruitment strategies include website placement, flier distribution, and mailings/communication to Parent Teacher Associations, community-based family resource organizations, Promotores, and the Latino Outreach Council.

Expected Hiring Date: (Month/Date/Year): June 20, 2020

**9) Position: Resource Specialist/Family Advocate (3/3.0 FTE)**

- Employee
- Contracted
- Other: \_\_\_\_\_

**Strategy:**

This position is classified as a Family Advocate in the current program. This expansion would allow the County's contractor to hire three Family Advocates. The organization selected to provide Resource Specialists/Family Advocates/Case Managers will recruit individuals with a combination of education and experience equal to three years in Early Childhood Development, Family Studies, Psychology and/or Human Services; work and/or volunteer experience in the public sector. Although a Bachelors' Degree from an accredited college/university is not required, it will be highly desirable.

All Resource Specialist/Family Advocates are required to be bilingual (English/Spanish).

The organization selected will also recruit parents and family members of youth who have experience in the community mental health system. Recruitment strategies include website placement, flier distribution, and mailings/communication to Parent Teacher Associations, community-based family resource organizations, Promotores, and the Latino Outreach Council.

Expected Hiring Date: (Month/Date/Year): June 20, 2020

**10) Position: Evaluator**

- Employee
- Contracted
- Other: \_\_\_\_\_

**Strategy:**

The County will recruit a provider to contract with and conduct an evaluation of the Middle School Comprehensive Program expansion. The provider will be recruited using an approved County Purchasing procurement process (e.g. RFP). The County will contact its current evaluators (e.g. Cal Poly) and other local evaluators and data analysts, as well as behavioral health evaluation firms across the region, to provide proposals. The County's Purchasing department leads all procurement and posts all opportunities on its website. Ten evaluation providers will also be contacted by email to make the opportunity known. The County of San Luis Obispo allows a preference for Local Vendors.

Expected Hiring Date: (Month/Date/Year): December 31, 2020

**Retention Strategy for staff.**

Retaining staff is one of the County's most important objectives. First, the permanent positions being sought here with the County offer strong salary and benefit packages, commensurate with the importance of each position. Community staff providers are also selected based on their capacity to recruit and retain excellent providers. The County places great value in awarding contracts to organizations who pay decent and fair wages and benefits.

3.

The climate of the positions is equally critical for staff retention. The County invests a great deal in training, supervision, and ongoing support. Staff are selected primarily for their fit to the position (in this case, school-based mental health) and their desire to establish strong programs. During the grant period, all staff will have opportunities to develop personal goals and be supported in self-management. Specialists who are license-track (i.e. Associates, Trainees) will be provided with Clinical Supervision.

Finally, on a more basic scale, positions in this program will operate with "flex" scheduling. Staff like the flexibility of being able to set their schedules based on what is best for their program – versus a standard "8 to 5." Often in school-based work, staff can accrue "comp" time by working nights and weekends at school functions. Additionally, school-based staff enjoy being able to take their vacations in line with school breaks.

	3. a.	<p><b>Including training plan</b></p> <p>Each school-based team (County staff, Family Advocates, campus staff) will be trained in the following:</p> <ul style="list-style-type: none"> <li>• Student Assistance Programs (to be completed before school year start)</li> <li>• Trauma-Informed Care (within first six months)</li> <li>• Cultural Competence (within first six months and ongoing)</li> <li>• Confidentiality, Privacy Laws, Behavioral Health and School Protocols (upon hire, or start of school)</li> </ul> <p>County Behavioral Health staff assigned to the Middle School Comprehensive Program also have “shadow” training to observe other sites and Specialists to gain peer-education.</p>
	4.	<p>Describe how staff/personnel will be used. Each position should be described individually, including individuals with lived experience (peer providers/parent partners, etc.). List the activities to be performed by each position to be hired through this grant.</p> <p><b>1) Position: Behavioral Health Clinician III (1.0 FTE)</b></p> <p>Indicate if a peer/parent partner position: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><b>How this position will be used/Activities performed by this position:</b></p> <p>This position will act as the clinical lead for the Middle School Comprehensive Program. The Clinician III will monitor each Student Assistance Program to ensure youth referred to the program are receiving appropriate levels of care.</p> <p>The Clinician III will conduct clinical evaluations, assessments, diagnoses, crisis intervention and other clinical treatment services including individual therapy for youth in the program. The Clinician III will work with County Youth Mental Health Services (outpatient) staff when necessary to provide ongoing mental health treatment (including psychiatry and medication) in the nearest clinic.</p> <p>The Clinician III will serve as the clinical supervisor for the license-track Specialists (e.g. AMFTs, ACSWs, trainees, etc.) and provide training in trauma-informed care, group and individual therapy practices, and documentation. The Clinician III will also conduct staff meetings and act in the absence of the Program Supervisor when necessary.</p> <p><b>2) Position: Behavioral Health Specialist II (1/3.0 FTE)</b></p> <p>Indicate if a peer/parent partner position: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p><b>How this position will be used/Activities performed by this position:</b></p> <p>Each Behavioral Health Specialist II acts as the Student Assistance Program lead at each middle school site. The Specialist II conducts all weekly Student</p>

Assistance Program meetings and documents all triage activities. The Specialist II manages a caseload of individual clients and client groups who require intervention, testing, screening, evaluation, education, counseling and guidance.

Each Specialist II will be assigned to two (2) middle schools each school year. The Specialist II constructs a schedule with each site to maximize time on campus in order to provide direct service, use confidential space, and meet the needs of the campus community. In this proposed expansion, Specialist IIs will begin documentation of student participants within the electronic health record. Specialist IIs are responsible for data collection, outcome tracking, and reporting. The Specialist II, as lead, also is responsible for communication and participation with the campus community including, but not limited to: Parent engagements, open house and back-to-school-night presentations, behavioral health training for staff and parents, and participation in campus community activities.

**3) Position: Behavioral Health Specialist II (2/3.0 FTE)**

Indicate if a peer/parent partner position: Yes  No

**How this position will be used/Activities performed by this position:**

Each Behavioral Health Specialist II acts as the Student Assistance Program lead at each middle school site. The Specialist II conducts all weekly Student Assistance Program meetings and documents all triage activities. The Specialist II manages a caseload of individual clients and client groups who require intervention, testing, screening, evaluation, education, counseling and guidance.

Each Specialist II will be assigned to two (2) middle schools each school year. The Specialist II constructs a schedule with each site to maximize time on campus in order to provide direct service, use confidential space, and meet the needs of the campus community. In this proposed expansion, Specialist IIs will begin documentation of student participants within the electronic health record. Specialist IIs are responsible for data collection, outcome tracking, and reporting. The Specialist II, as lead, also is responsible for communication and participation with the campus community including, but not limited to: Parent engagements, open house and back-to-school-night presentations, behavioral health training for staff and parents, and participation in campus community activities.

**4) Position: Behavioral Health Specialist II (3/3.0 FTE)**

Indicate if a peer/parent partner position: Yes  No

**How this position will be used/Activities performed by this position:**

Each Behavioral Health Specialist II acts as the Student Assistance Program lead at each middle school site. The Specialist II conducts all weekly Student Assistance Program meetings and documents all triage activities. The Specialist II manages a caseload of individual clients and client groups who require intervention, testing, screening, evaluation, education, counseling and guidance.

Each Specialist II will be assigned to two (2) middle schools each school year. The Specialist II constructs a schedule with each site to maximize time on campus in order to provide direct service, use confidential space, and meet the needs of the campus community. In this proposed expansion, Specialist IIs will begin documentation of student participants within the electronic health record. Specialist IIs are responsible for data collection, outcome tracking, and reporting. The Specialist II, as lead, also is responsible for communication and participation with the campus community including, but not limited to: Parent engagements, open house and back-to-school-night presentations, behavioral health training for staff and parents, and participation in campus community activities.

**5) Position: Behavioral Health Specialist I (1.0 FTE)**

Indicate if a peer/parent partner position: Yes  No

**How this position will be used/Activities performed by this position:**

The behavioral Health Specialist I is responsible for providing each campus youth development activities and engagement, including stigma reduction education and campaigns, health and wellness promotion, and peer health leadership. The County uses the Friday Night Live (aka "Club Live") program and standards of practice to engage youth as active leaders on their campus.

The Specialist I attends weekly Student Assistance Program meetings when appropriate, and assists the Specialist II with providing students with healthy activities or referrals for positive activities. The Specialist I works with an identified faculty "Advisor" to lead a chapter of Club Live to provide youth with a regular, ongoing process for meaningful participation, peer education, school bonding, and emotional safety. The Specialist I is responsible for participating in campus community activities, and providing substance use and mental health prevention information to parents and faculty. The Specialist I collects participation data, including the annual Youth Development Survey.

**6) Position: Health Information Technician I (1.0 FTE)**

Indicate if a peer/parent partner position: Yes  No

**How this position will be used/Activities performed by this position:**

The Health Information Technician I (HIT) will allow this proposed expansion to move the Middle School Comprehensive Program's documentation into the

electronic health record. This is an important need for those youth who may become clients within the mental health system.

The HIT will review and analyze health record documentation and information for accuracy and completeness; identify and verify coding information for proper billing and respond to requests for clinical and billing records. The HIT will work with each Specialist and the Clinician to create subunits and processes for entering the middle school program information for each student participant. The HIT will train the staff on procedures, confidentiality and record storage, and electronic health record software (EHR). The HIT will act as the Middle School Comprehensive Program's quality support specialist and review and monitor EHR activities.

7) Position: Resource Specialist/Family Advocate (1/3.0 FTE)

Indicate if a peer/parent partner position: Yes  No

**How this position will be used/Activities performed by this position:**

Each of the three Resource Specialists ("Family Advocates") acts as a case manager within two of the six Student Assistance Programs. Family Advocates partner with the Behavioral Health Specialist II to assist youth who may have issues outside of campus which are impacting their social/emotional, and academic progress. Family Advocates meet with parents and caregivers in homes and off-campus resource locations whenever appropriate.

Family Advocate duties within the Student Assistance Program include:

- Navigate access to community resources and work with families to coordinate services for the purpose of strengthening children, building protective factors of caretakers and the resiliency of youth;
- Partner with families to meet concrete, short term needs (such as housing, food etc.);
- When there are multiple concerns or needs identified by the family or youth, help organize services and make personal introductions ("warm hand-offs") to needed resources;
- Provide education and outreach to parents and faculty members as part of the Student Assistance Program team.

Family Advocates are responsible for data collection and reporting to the County in compliance with the organization's contract.

8) Position: Resource Specialist/Family Advocate (2/3.0 FTE)

Indicate if a peer/parent partner position: Yes  No

**How this position will be used/Activities performed by this position:**

Each of the three Resource Specialists ("Family Advocates") acts as a case manager within two of the six Student Assistance Programs. Family Advocates

partner with the Behavioral Health Specialist II to assist youth who may have issues outside of campus which are impacting their social/emotional, and academic progress. Family Advocates meet with parents and caregivers in homes and off-campus resource locations whenever appropriate.

Family Advocate duties within the Student Assistance Program include:

- Navigate access to community resources and work with families to coordinate services for the purpose of strengthening children, building protective factors of caretakers and the resiliency of youth;
- Partner with families to meet concrete, short term needs (such as housing, food etc.);
- When there are multiple concerns or needs identified by the family or youth, help organize services and make personal introductions (“warm hand-offs”) to needed resources;
- Provide education and outreach to parents and faculty members as part of the Student Assistance Program team.

Family Advocates are responsible for data collection and reporting to the County in compliance with the organization’s contract.

9) Position: Resource Specialist/Family Advocate (3/3.0 FTE)

Indicate if a peer/parent partner position: Yes  No

**How this position will be used/Activities performed by this position:**

Each of the three Resource Specialists (“Family Advocates”) acts as a case manager within two of the six Student Assistance Programs. Family Advocates partner with the Behavioral Health Specialist II to assist youth who may have issues outside of campus which are impacting their social/emotional, and academic progress. Family Advocates meet with parents and caregivers in homes and off-campus resource locations whenever appropriate.

Family Advocate duties within the Student Assistance Program include:

- Navigate access to community resources and work with families to coordinate services for the purpose of strengthening children, building protective factors of caretakers and the resiliency of youth;
- Partner with families to meet concrete, short term needs (such as housing, food etc.);
- When there are multiple concerns or needs identified by the family or youth, help organize services and make personal introductions (“warm hand-offs”) to needed resources;
- Provide education and outreach to parents and faculty members as part of the Student Assistance Program team.

Family Advocates are responsible for data collection and reporting to the County in compliance with the organization’s contract.

10) Position: **Evaluator**

Indicate if a peer/parent partner position: Yes  No

**How this position will be used/Activities performed by this position:**

The selected evaluator/evaluation firm will conduct a thorough review and analysis of all data collected in the grant program to demonstrate the program's effectiveness. This will include data collection design, data collection, statistical analysis, quantitative and qualitative summaries, and the production of a final report at the end of the grant term.

**List of any other community partner collaborative entities that are involved with the proposed plan.**

- 1) Mental Health Services Act Advisory Committee/Behavioral Health Board
- 2) Juvenile Justice Commission/Juvenile Services Advisory Committee
5. 3) SLO/California Friday Night Live Partnerships
- 4) SLO County Prevention Alliance (County Office of Education)
- 5) Children's Services Network
- 6) Transitions-Mental Health Association/Peer Advisory and Advocacy Team

**Partnership Training Plan:**

6. Each school-based team (County staff, Family Advocates, campus staff) will be trained in the following:

	<ul style="list-style-type: none"> <li>• Student Assistance Programs (to be completed before school year start)</li> <li>• Trauma-Informed Care (within first six months)</li> <li>• Cultural Competence (within first six months and ongoing)</li> <li>• Confidentiality, Privacy Laws, Behavioral Health and School Protocols (upon hire, or start of school)</li> </ul>
7.	<p><b>Care coordination plan with ongoing mental health providers:</b></p> <p>The Middle School Comprehensive Program will coordinate care with ongoing mental health providers most accessible and appropriate to each student. For youth moving into the County’s outpatient youth mental health system, the program’s Clinician will ensure treatment plans and case management are coordinated with campus Student Assistance Program staff. This will also involve continued coordination with the Systems for Affirming Family Empowerment (SAFE) System of Care in the north and south regions of the county. SAFE will assist program staff in building the resources needed for each student and family needing multiple elements of case management. Other providers that are likely to be engaged include:</p> <ul style="list-style-type: none"> <li>• Community Counseling Center: offering no cost/low cost therapy for families.</li> <li>• Private providers: Families choosing to initiate treatment with a private provider will be supported by the Student Assistance Program staff and releases of information will be developed when possible and appropriate, to align mental health goals on campus and off.</li> <li>• Court Appointed Special Advocates: Youth in foster care or wards of the court may have CASA support to add capacity to their treatment plan.</li> <li>• Domestic/Sexual Violence Providers (e.g. Stand Strong, RISE): For families affected by partner violence, domestic abuse, etc. the Family Advocates will help build ongoing care.</li> <li>• Gay and Lesbian Alliance of the Central Coast (GALA): Students and families needing additional, affirming care, will be provided with coordinated care from providers associated with GALA. Student Assistance Program staff attend meetings and trainings throughout the year which support competence when working with children and families in the LGBTQ+ community.</li> </ul>
8.	<p><b>How access to protected health information (PHI) will be ensured:</b></p> <p>The protection of personal health information will be ensured through several means in this grant project. The County’s Behavioral Health Department staff and all contractors are required to complete training in privacy, confidentiality, and compliance at the time of hire or service inauguration. The Memorandums of Understanding with each school site will outline the requirements for privacy and the protection of PHI. All records kept by Student Assistance Program staff will be secured in compliance with regulations.</p>

This includes locking records in file cabinets within locked rooms provided by the school, and locked transports between sites. All County-issued computers are encrypted. County staff working on school campuses will be provided access to the County's secure network for use of the electronic health record.

Students and families will be made aware of their privacy rights, compliance protocols, and are provided with information on filing grievances, including access to the department's Patients' Rights Advocate.

**Describe how data will be shared between partners and the steps to be taken to protect the data:**

a. Students entering Student Assistance Program counseling will be provided with a permission packet to be signed by their parent or caregiver. The packet also includes a Release of Information (ROI) identifying school staff and other entities and persons involved in the student's counseling/treatment plan. This may include, but is not limited to, the Department of Social Services, Probation, private providers, and other care organizations.

In this expansion the County will be moving all Middle School Program counseling/treatment documentation into the electronic health record (Cerner). Individual student data collected by surveys will be stored securely by County staff, and will only be reported to schools in aggregate, de-identified reports.

**An assessment of any risks, challenges, or barriers to program implementation. Stating that there are no risks, challenges, or barriers is not an acceptable response and may be grounds for disqualification as it implies an assessment was not performed**

The County of San Luis Obispo's Behavioral Health Department has assessed risks, challenges, and barriers to program implementation based on the experience of launching the Middle School Comprehensive Program in 2009 and subsequent issues over the past decade. These key factors are outlined below:

- Developing facilities/confidential space on school campuses.
- Access to care the location of nearest outpatient clinics to each middle school site.
- General hiring delays and personnel issues which impede program success.
- General New Program Start Up Issues which can include a variety of temporary, yet challenging, barriers.

**State each risk, challenge, or barrier and describe how each will be addressed to minimize the impact on program success**

a. 1) **Risk:** Facilities/confidential space on school campuses: The most difficult challenge the County faced when implementing the Middle School

Comprehensive Program in 2009 was establishing rooms and space at each campus to support confidential, culturally competent space.

**How will risk be addressed:** The schools participating in the proposed grant program have each provided a letter of support (APPENDIX D) demonstrating their commitment to the program's success. Each understands that space will be needed to provide the Student Assistance Program. Once awarded, the grant's program coordinator (Kimberly Mott) will meet with each site principal to begin identifying space for the coming school year. Memorandums of Understanding will outline the space requirements and commitment for the duration of the grant.

- 2) **Risk:** Location of nearest outpatient clinics: Although the Middle School Comprehensive Program seeks to minimize the need for students to be treated at the outpatient level, there remains a concern for many families who resist treatment because the clinics are too far away. The County operates four main outpatient clinics (with psychiatry) for youth throughout the county. However, some schools in this proposal remain 30-45 miles away from the nearest clinic.

**How will risk be addressed:** The County has developed tele-psychiatry capacity (including a mobile unit serving homeless individuals in the field) which may be expanded to rural schools if the space is available. Also, Family Advocates can support families with transportation resources when appropriate. The County is developing a property for youth services in the north county which should open within the grant's time period, reducing the distance for San Miguel and Shandon schools to 15-30 miles.

- 3) **Risk:** Hiring delays: Although the County Human Resources Department can recruit, screen, test, hire, and onboard a new hire within 30 – 60 days, it is often contingent on the pool of available personnel. San Luis Obispo County is above most state averages in cost of living, and recruitment may take longer when hiring from outside of the medium size county's pool.

**How will risk be addressed:** The County Behavioral Health Department, upon being awarded, will begin to use its networks and community partners to identify potential staff – while immediately launching its recruitment for all approved positions.

- 4) **Risk:** General New Program Start Up Issues: These may include changes of personnel in school site administration or staffing; delays in purchasing or delivery of equipment (e.g. computers); acquiring training and trainers in

		<p>concert with all staff schedules; general delays associated with introducing new protocols to school site staff.</p> <p><b>How will risk be addressed:</b> Having experienced these delays in the past, the County leadership is prepared to look for these types of barriers and mitigate issues before they arise or become difficult. Mr. Warren and Ms. Mott have strong relationships with schools, staff, and system partners and use an open communication system to encourage questions, dialogue, and problem-solving.</p>
	5) Risk:	<p>How will risk be addressed:</p>

## ATTACHMENT 7: PROGRAM IMPLEMENTATION PLAN - PLAN TIMELINE

PLAN TIMELINE		
<b>VII.E.iii.</b>	Provide a Plan Timeline for the requirements detailed in the Plan Narrative. The Timeline should agree with the Narrative and contain activities and milestones to ensure success of the Implementation Plan	
	List the key activities and milestones in your plan over the 4 years of the contract	
	Key activities and milestones include hiring and key expenditures outside of hiring and administration	
	List the proposed date when each activity and milestone would be completed	
	<b>Implementing the Proposed Program</b>	
		<b>Beg Date</b>
1) Strategy: The County will expand the services first by replicating the existing model in staffing and contractual support, and then add key elements to increase access to mental health services.	July 1, 2020	June 30, 2024
1) Activity/Milestone: Hire 3.0 FTE Behavioral Health Specialists II to provide on-campus prevention, screening, early intervention, counseling, and referral as described in previous sections; 1.0 FTE Behavioral Health Specialist I to provide on-campus youth development activities and engagement, including stigma reduction activities and education.	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
2) Activity/Milestone: The County will contract with a local community provider to staff 3.0 FTE Resource Specialists/Family Advocates to provide bilingual case management services to families engaged through the middle school program. The County will seek to maintain its current contractual provider but is prepared to conduct a procurement process if necessary.	July 1, 2020	June 30, 2024
3) Activity/Milestone: In expanding the program with this grant award, the County will recruit and hire 1.0 FTE Behavioral Health Clinician III to provide clinical supervision	April 1, 2020 or upon signed award agreement	June 20, 2020 and as needed in case of vacancy

	and support, mental health assessments, and treatment capacity when appropriate; and 1.0 FTE Health Information Technician I to assist in moving all middle school counseling records into the electronic health record, providing documentation training and support, and quality support services.	with the MHSOAC	
		<b>Beg Date</b>	<b>End Date</b>
	<b>2) Strategy:</b> The County will expand its Middle School Comprehensive Program Partnership to include the six selected school sites.	July 1, 2020	June 30, 2024
	<b>1) Activity/Milestone:</b> The County will establish Memorandums of Understanding (MOU) with each of the new middle school districts and sites.	July 1, 2020	June 30, 2024
	<b>2) Activity/Milestone:</b> Schools agree to participate in the Middle School Comprehensive Partnership with administrators meeting with the program Coordinator monthly (at minimum), and assigning Student Assistance Program team members (e.g. counselors, deans, nurse, resource educators, etc.) to participate in weekly reviews of student referrals with the County staff. Schools will provide confidential office and meeting space, access to faculty for training and collaboration, and campus integration (e.g. staff directory inclusion, staff meetings, identity items, etc.).	July 1, 2020	June 30, 2024
		<b>Beg Date</b>	<b>End Date</b>
	<b>3) Strategy:</b> The Middle School Comprehensive Program will use the evidence-based Student Assistance Program model to build collaborative teams with the goal of increasing access to mental health services, reducing risk, and increasing protective factors.	July 1, 2020	June 30, 2024

1) Activity/Milestone: All staff hired to provide direct services (excluding evaluation) will be hired, trained, and in place starting July 1, 2020 and ready to be on campus by each site's August start dates.	August 30, 2020	June 30, 2024
2) Activity/Milestone: Initial training will include, but is not limited to, Student Assistance Program protocols, confidentiality, trauma-informed care, and school-required orientation and cultural competence.	August 30, 2020	June 30, 2024
3) Activity/Milestone: Additional training will be assigned in the first year and ongoing with a focus on specialty populations (e.g. homeless, LGBTQ+, foster youth, etc.).	December 31, 2020	December 31, 2023
4) Activity/Milestone: An evaluator will be selected to construct tools and protocols to collect, analyze, and evaluate data (individual, school, and community).	December 31, 2020	June 30, 2024

**Recruitment strategy for each position**

	Beg Date	End Date
1) Strategy: The County will recruit a Behavioral Health Clinician III with an active and unrestricted California license as a Licensed Clinical Social Worker, Licensed Marriage Family Therapist, Licensed Professional Clinical Counselor, or Psychologist, and two (2) years of professional experience, post-licensure, working with youth.	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
1) Activity/Milestone: The County's Human Resources Department will partner with the Behavioral Health Department to conduct position recruitments.	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
2) Activity/Milestone: The position will be posted on the County's employment website and advertised across the behavioral health field (via email lists, websites, and networks such as CAMFT).	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy

	<p>3) Activity/Milestone: The County will extend information on the recruitment with the local university, California Polytechnic State University, and provides its Master's in Counseling program with job announcements.</p>	<p>April 1, 2020 or upon signed award agreement with the MHSOAC</p>	<p>June 20, 2020 and as needed in case of vacancy</p>
	<p>4) Activity/Milestone: The County may also elect to open the position to an internal promotional or transfer opportunity to find the best "fit."</p>	<p>April 1, 2020 or upon signed award agreement with the MHSOAC</p>	<p>June 20, 2020 and as needed in case of vacancy</p>
		<p>Beg Date</p>	<p>End Date</p>
	<p>2) Strategy: The County will recruit three Behavioral Health Specialist IIs to lead each campus site's Student Assistance Program. Specialists in this classification may conduct screenings, evaluations, interventions, counseling and treatment, education, direct client care, case management, outreach, prevention and recovery oriented activities.</p>	<p>April 1, 2020 or upon signed award agreement with the MHSOAC</p>	<p>June 20, 2020 and as needed in case of vacancy</p>
	<p>1) Activity/Milestone: The County's Human Resources Department will partner with the Behavioral Health Department to conduct position recruitments.</p>	<p>April 1, 2020 or upon signed award agreement with the MHSOAC</p>	<p>June 20, 2020 and as needed in case of vacancy</p>
	<p>2) Activity/Milestone: The position will be posted on the County's employment website and advertised across the behavioral health field (via email lists, websites, and networks such as CAMFT).</p>	<p>April 1, 2020 or upon signed award agreement with the MHSOAC</p>	<p>June 20, 2020 and as needed in case of vacancy</p>
	<p>3) Activity/Milestone: The County will extend information on the recruitment with the local university, California Polytechnic State University, and provides its Master's in Counseling program with job announcements.</p>	<p>April 1, 2020 or upon signed award agreement with the MHSOAC</p>	<p>June 20, 2020 and as needed in case of vacancy</p>
	<p>4) Activity/Milestone:</p>	<p>April 1, 2020 or upon signed award</p>	<p>June 20, 2020 and as needed</p>

	The County may also elect to open the position to an internal promotional or transfer opportunity to find the best "fit."	agreement with the MHSOAC	in case of vacancy
		Beg Date	End Date
	3) Strategy: This County will recruit one Behavioral Health Specialist I to conduct youth development, prevention, and wellness promotion activities in the grant program sites.	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
	1) Activity/Milestone: The County's Human Resources Department will partner with the Behavioral Health Department to conduct position recruitments.	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
	2) Activity/Milestone: The position will be posted on the County's employment website and advertised across the behavioral health field (via email lists, websites, and networks such as CA Friday Night Live Partnership).	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
	3) Activity/Milestone: The County will extend information on the recruitment with the local university, California Polytechnic State University, and local community college.	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
	4) Activity/Milestone: The County may also elect to open the position to an internal transfer opportunity to find the best "fit."	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
		Beg Date	End Date
	4) Strategy: This County will recruit one Health Information Technician I (HIT) to assist in moving all middle school counseling records into the electronic health record, providing documentation training and support, and quality support services.	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
	1) Activity/Milestone: The County's Human Resources Department will partner with the Behavioral Health Department to conduct position recruitments.	April 1, 2020 or upon signed award agreement	June 20, 2020 and as needed in case of vacancy

		with the MHSOAC	
	2) Activity/Milestone: The position will be posted on the County's employment website and advertised across the behavioral health field (via email lists, websites, and networks such as AHIMA).	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
	3) Activity/Milestone: The County will extend information on the recruitment with the local university, California Polytechnic State University, and local community college.	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
	4) Activity/Milestone: The County may also elect to open the position to an internal transfer opportunity to find the best "fit."	April 1, 2020 or upon signed award agreement with the MHSOAC	June 20, 2020 and as needed in case of vacancy
		Beg Date	End Date
	5) Strategy: The County will contract with a local community provider to staff 3.0 FTE Resource Specialists/Family Advocates to provide bilingual case management services to families engaged through the middle school program.	July 1, 2020	June 30, 2024
	1) Activity/Milestone: The organization selected to provide Resource Specialists/Family Advocates/Case Managers will recruit individuals with a combination of education and experience equal to three years in Early Childhood Development, Family Studies, Psychology and/or Human Services; work and/or volunteer experience in the public sector.	July 1, 2020	June 30, 2024
	2) Activity/Milestone: The provider will recruit its positions using strategies that have been successful in the current program: including website placement, flier distribution, and mailings/communication to Parent Teacher Associations, community-based family resource organizations, Promotores, and the Latino Outreach Council.	July 1, 2020	June 30, 2024
	<b>Retention strategy for staff</b>		



		Beg Date	End Date
3) Strategy: County and community staff will be engaged in positive school climates and work cultures.		July 1, 2020	June 30, 2024
1) Activity/Milestone: All County staff will develop schedules which best suit each site's needs, and use "flex" scheduling to adjust their hours.		July 1, 2020	June 30, 2024
2) Activity/Milestone: All Student Assistance Program team providers will be integrated into school culture, including staff activity inclusion, website placement, network access, parking permits, identity items, etc.		August 30, 2020	June 30, 2024
<b>Care coordination plan with ongoing mental health providers</b>			
		Beg Date	End Date
1) Strategy: For youth screened and referred into the County's outpatient youth mental health system, the program's Behavioral Health Clinician will ensure treatment plans and case management are coordinated with campus Student Assistance Program staff.		August 30, 2020	June 30, 2024
1) Activity/Milestone: All Middle School Comprehensive Program staff and partners will be trained on care coordination within the youth system of care.		July 1, 2020	August 30, 2020 and ongoing
2) Activity/Milestone: All Middle School Comprehensive Program participant data will be integrated within the Department's electronic health record (training and coordination by grant-funded Health Information Tech.)		December 31, 2020	June 30, 2024
3) Activity/Milestone: The Behavioral Health Clinician III and program coordinator will ensure all releases and documentation are in place for tracking referrals and treatment plans.		August 30, 2020	June 30, 2024

	4) Activity/Milestone: Case coordination will be done with the Systems for Affirming Family Empowerment (SAFE) System of Care in the north and south regions of the county. SAFE will assist program staff in building the resources needed for each student and family needing multiple elements of case management.	August 30, 2020	June 30, 2024
		Beg Date	End Date
	2) Strategy: For youth referred outside of the County's outpatient youth mental health system, the program's Behavioral Health Clinician will ensure treatment plans and case management are coordinated with campus Student Assistance Program staff.	August 30, 2020	June 30, 2024
	1) Activity/Milestone: Upon the grant being awarded, the County will engage current network providers and agencies to begin outlining program, school sites, and identifying new or other service providers.	April 1, 2020 or upon signed award agreement with the MHSOAC	June 30, 2024
	2) Activity/Milestone: The program's Behavioral Health Clinician will work with outside providers to ensure proper documentation is shared and privacy concerns are managed.	August 30, 2020	June 30, 2024
	3) Activity/Milestone: The program's Behavioral Health Clinician will track referrals made to outside providers.	August 30, 2020	June 30, 2024

## ATTACHMENT 8: PROGRAM IMPLEMENTATION PLAN - SUSTAINABILITY PLAN

Sustainability Plan	
<b>VII.E.iv.2.</b>	<p><b>The Sustainability Plan shall include the following:</b></p> <p>a. <b>The plan to ensure the continuation of the positive program impacts on the system of care after the MHSSA grant cycle ends</b></p> <p>The County Behavioral Health Department has a plan and commitment to ensure the continuation of successful programming past the grant cycle. The plan centers on the County’s confidence in the success of this model being proposed and the genuine enthusiasm and commitment from schools and districts across the county. The sustainability plan will succeed if the program maintains that level of confidence.</p> <p>The MHSA Leadership team has already begun working with stakeholders to identify potential areas of funding growth over the next few years, and potential plan changes which may yield additional resources when the grant period ends. In addition, the County has longstanding, successful contractual partnerships with all school districts (as a provider mainly in high schools) and will be seeking opportunities to engage school funds towards this population.</p> <p>b. <b>Describe the strategy and key milestones, with dates, to maintain any increase in access, linkages, and diversions to appropriate levels of care that resulted from the MHSSA program</b></p> <p><b>Strategy:</b></p> <p>The sustainability plan strategy is centered on these key actions and objectives:</p> <ol style="list-style-type: none"> <li>1. Implement and document the Middle School Comprehensive Program as outlined in this proposal.</li> <li>2. Collect, analyze, and evaluate data (individual, school, and community) to assess overall and specific areas of efficacy and capacity to meet target outcomes.</li> <li>3. Provide the community, including County, schools, and other funders, with justification for sustaining the expanded Middle School Comprehensive Program.</li> <li>4. Begin seeking commitments of funding for future years (post-award) within the first year of the grant program, focusing on demonstrating the positive impacts on the system of care.</li> <li>5. The County and the chosen Evaluator will assess the impact of the program on individual campus sites, and be prepared to recommend any changes to the structure of the program which may yield funding decisions to sustain</li> </ol>

positive program impacts (e.g. more or less resources per school, reduced need for County staff due to built capacity with campus staff, etc.)

6. In this expansion proposal the County is seeking more avenues to generate Medi-Cal revenue to provide a subsidy for the MHSA-funded services.

Key Milestones	Dates
<p><b>Strategy 1</b></p> <p>A. Hire/Assign, train program staff and school-based partners to implement and document the Middle School Comprehensive Program as outlined in this proposal.</p> <p>B. Begin regular meetings – both Student Assistance Program weekly meetings, and monthly and ad hoc program monitoring with Partners.</p> <p>C. Provide quarterly grant reports, communicating results with the MHSOAC as well as local stakeholders.</p>	<p>By Sept. 1, 2020 and ongoing</p>
<p><b>Strategy 2</b></p> <p>A. Construct tools and protocols to collect, analyze, and evaluate data (individual, school, and community) to assess overall and specific areas of efficacy and capacity to meet target outcomes.</p> <p>B. Begin analyzing costs and efficiencies with school partners to monitor spending plan and begin identifying barriers and opportunities.</p>	<p>By Oct. 31, 2020 and ongoing</p>
<p><b>Strategy 3</b></p> <p>A. Execute Communication Plan (below) to provide the community, including County, schools, and other funders, with justification for sustaining the expanded Middle School Comprehensive Program.</p> <p>B. Maintain open communication with all schools, the County Office of Education, County Administrators and the public to promote any positive outputs and outcomes of the grant program.</p>	<p>By Oct. 31, 2020 and ongoing</p>
<p><b>Strategy 4</b></p> <p>A. Establish Partnership meetings with District and school site leadership, as well as other agencies, to begin seeking commitments of funding for future years (post-award). These meetings should occur semi-annually within the first year of the grant program, focusing on demonstrating the positive impacts on the system of care.</p> <p>B. Provide information both in the Annual Update and in public stakeholder meetings demonstrating benefits of the grant program on</p>	<p>By Dec. 31, 2020 and ongoing</p>

	<p>the system of care, including reporting all revenue and expenditures – and any analysis of cost benefit.</p>	
	<p><b>Strategy 5</b></p> <p>A. The County and the chosen Evaluator will assess the impact of the program on individual campus sites, and be prepared to recommend any changes to the structure of the program which may yield funding decisions to sustain positive program impacts (e.g. more or less resources per school, reduced need for County staff due to built capacity with campus staff, etc.).</p> <p>B. Results of any cost analysis will be reported to all Partners throughout the grant project to reiterate the need to build sustainability during the project, not afterward.</p>	<p>By June 30, 2021 and ongoing</p>
	<p><b>Straegy 6</b></p> <p>A. The grant project will allow the County to focus efforts on generating Medi-Cal revenue to provide a subsidy for the MHSA-funded services. This will be accomplished, in part, with the integration of the Middle Scholl comprehensive Program into the electronic health record, and quality oversight to allow for billing.</p>	<p>By June 30, 2021 and ongoing</p>
	<p>c. The plan to acquire additional/new funding to sustain the program after the grant cycle ends.</p> <p>i. <b>Describe your ability to get Medi-Cal reimbursement for your program</b></p> <p>The County of San Luis Obispo Behavioral Health Department (SLOBHD) is the qualified provider to authorize Specialty Mental Health Services (SMHS), reimbursable through Early Periodic Screening, Diagnosis, and Treatment (EPSDT) and Medi-Cal. SLOBHD follows all applicable regulations and contract provisions when determining medical necessity for SMHS and when authorizing treatment. SLOBHD places appropriate limits on services based on medical necessity and will provide or arrange/pay for services in an amount, duration, and scope reasonably needed to achieve their purpose. SLOBHD will authorize services for beneficiaries with ongoing or chronic conditions in a manner that reflects the beneficiary’s ongoing need for services and supports.</p> <p>Students referred into the Student Assistance Program who meet criteria for specialty mental health services will be referred to the program’s Behavioral Health Clinician for assessment and treatment within the County’s system of care. This includes County services for EPSDT and Medi-Cal eligible youth (or family members), and referrals to CenCal Health (Medi-Cal Managed Care Plan for almost all SLO County residents who have Medi-Cal).</p>	

ii

**Describe your ability to get/commit local (County, School, etc.) funds to support and sustain your proposed program during the term of this grant.**

At a minimum, it is projected that each grant school/district will continue to provide in-kind support in the same manner as current schools/districts in the Middle School Comprehensive Program (as demonstrated by letters of support and commitment in Appendix D).

Average district estimates conclude that a staff counselor (approximately \$69/hr) spends an average of five (5) hours/month directly interfacing with the program team, while an Assistant Principal (approximately \$105/hour) may provide three (3) hours/month working directly in the program. Over nine months that is approximately \$5940, per school. For the current six sites, that would be an approximate in-kind of \$35,640 annually.

In addition, the County has longstanding, successful contractual partnerships with all school districts (as a provider mainly in high schools) and will be seeking opportunities to engage school funds towards this population.

a. Identify the amount of funds that is proposed/committed to as matching dollars for the proposed program from this fund source.

1. **Source of Funds:**  
School/District General Fund

2. **Amount committed to:**  
GY1: \$35,640  
GY2: \$35,640  
GY3: \$35,640  
GY4: \$35,640

iii

**Describe your ability to commit known State/Local funds (e.g. Mental Health Services Fund, etc.) for matching in order to support and sustain your proposed program during the term of this grant and beyond. (This does not include the grant funds that you are applying for with this application)**

The 2019-2020 approved budget for the current Middle School Comprehensive program is \$732,921. This funds all personnel, administrative support, and material costs. These funds are committed as part of the County's permanent MHSA Prevention & Early Intervention (PEI) Plan. This match will support the current program with program leadership and supervision, training, space, and materials.

The MHSA Leadership team has already begun working with PEI stakeholders to identify potential areas of funding growth over the next few years, and potential plan changes which may yield additional MHSA resources when the grant period ends.

		a.	Identify the amount of funds that is proposed/committed to as matching dollars for the proposed program from this fund source	
			1. Source of Funds: County Mental Health Services Act Funds	
			2. Amount committed to: GY1: \$732,921 GY2: \$732,921 GY3: \$732,921 GY4: \$732,921	
	iv.		<p><b>Describe your ability to commit private or other funds for matching to support and sustain your proposed program during the term of this grant and beyond. Identify the source of the funds.</b></p> <p>It is unknown that the County will be able to commit private or other funds for matching to support and sustain your proposed program during the term of this grant and beyond. The Behavioral Health Department actively seeks and applies for grants from federal, state, local, and private funders when appropriate. However, at the submission of this proposal no other private funding sources can be projected.</p>	
			a.	Identify the amount of funds that is proposed/committed to as matching dollars for the proposed program from this fund source
				1. Source of Funds: N/A (It is unknown that the County will be able to commit private or other funds for matching to support and sustain your proposed program during the term of this grant and beyond)
			2. Amount committed to: GY1: N/A (It is unknown that the County will be able to commit private or other funds for matching) GY2: N/A (It is unknown that the County will be able to commit private or other funds for matching) GY3: N/A (It is unknown that the County will be able to commit private or other funds for matching) GY4: N/A (It is unknown that the County will be able to commit private or other funds for matching)	
VII.E.iv.3.			<p><b>Describe how the Partnership will continue after the funding for this grant ends. Include funding streams from private and public sources.</b></p> <p>It is the intention of the County to develop sustained funding for the program to continue once the grant ends. All parties of the Partnership will continue to make</p>	

agreements and commitments to the program’s implementation and success regardless of funding source. All Partnership function and governance will remain as stated above. If an unknown funding source (i.e. private foundation, grant, etc.) is acquired to support the program, the Partnership will use its current structure to maintain fidelity to the Middle School Comprehensive Program.

The Partnership, as outlined in previous sections, is made up of the County Behavioral Health Department, County Office of Education, and public school districts throughout the county. As demonstrated in the Applicant Background section these relationships go beyond the Middle School Comprehensive Program. The Behavioral Health Department will remain committed to the many ongoing relational projects well beyond the scope and funding of this grant.

a. **Also include a plan for continued access to program data derived from the Partnership.**

The County Behavioral Health Department as lead agency for the Middle School Comprehensive Program collects and stores all program data and reporting. Schools commit to providing data to the Department for evaluation. In its ongoing relationships with schools and the community, including programs outside of this proposal, the Department makes that data available (meeting all privacy doctrines) to all Partners.

## ATTACHMENT 9: PROGRAM COMMUNICATIONS PLAN

### Program Communications Plan

#### VII.E.v.

1. a. **Provide a plan as to how you will increase awareness of and access and linkage to mental health services for students and their families:**

The County of San Luis Obispo Behavioral Health Department has an active and established Prevention & Outreach Division, of which a core objective is the increase in awareness of and access and linkage to mental health services for students and their families. The Division's Communications Coordinator, Caroline Johnson, and Division Manager/MHSA Coordinator Frank Warren will lead all public communication. The plan will include use of local media, social media and websites, outreach, and program activities.

The Department has an excellent relationship with all local media outlets and in in regular communication to ensure public awareness of behavioral health issues. The existing Middle School Comprehensive Program, as with many MHSA programs locally, has been featured in print and broadcast media. The awareness campaign surrounding this grant, in fact, has begun. On Friday, February 20, 2020, Mr. Warren appeared on KSBY (local NBC affiliate) to answer questions about the grant proposal which was promoted as part of the County Board of Supervisor's meeting agenda.

The Department's social media accounts ([facebook<sup>11</sup>](https://www.facebook.com/slobbehavioralhealth), [Instagram<sup>12</sup>](https://www.instagram.com/slobbehavioralhealth/)), as well as its [website<sup>13</sup>](http://www.slocounty.ca.gov/Departments/Health-Agency/Behavioral-Health/), are tremendously popular and provide daily behavioral health messages, updates, calendar features, and links to resources. This grant program will have access to use the Department sites, as well as the Friday Night Live program social media and web sites to promote activities, inform schools and families, and the general public.

The Division's outreach efforts include nearly-weekly resource tabling, public event engagements (e.g. farmers' markets, health fairs, etc.), and several forums and meetings. The Division's prevention staff attend and participate in 10-12 town-hall events throughout the county to present and discuss on teen and youth behavioral health issues. All staff associated with the proposed grant program will join these efforts.

Finally, a major component of the Middle School Comprehensive Program is integration of County and community staff providers with school culture and climate. Each site's "PEI Team" will present at and participate in Open Houses, Back-to-School-Nights, Parent forums, and other school based activities in order to make families aware of services available.

<sup>11</sup> <https://www.facebook.com/slobbehavioralhealth>

<sup>12</sup> <https://www.instagram.com/slobbehavioralhealth/>

<sup>13</sup> <http://www.slocounty.ca.gov/Departments/Health-Agency/Behavioral-Health/>

		<p>b. <b>The MHSOAC will require that the Partnership provide information on their website(s). Include this in your plan and describe how you will provide the information on your website:</b></p> <p>Ms. Johnson and Mr. Warren are responsible for all web content and will ensure the Partnership’s information is provided on the County website. The Department will work with each school site to ensure grant program information is located on school websites as well.</p> <p>The current MHSA-funded <a href="#">Middle School Comprehensive Program has a web page<sup>14</sup></a> which outlines the components of the program, data highlights, and contact information. The grant program expansion will also be included on this web page, along with a sub-page outlining the grant specifics, identifying the Partners, and any grant program specific outcomes and program highlights.</p>
	2.	<p><b>Identify how you measure success of your communication plan:</b></p> <p>The success of the communication plan will be measured by grant program specific story engagements on social media and the web (e.g. “likes,” “shares,” “visits,” etc.); participation in outreach and program activities; and the results of media stories (e.g. increased interest in participation on campus).</p> <p>The County Behavioral Health Department regularly meets its annual goal to engage 20% of the county’s population (56,000 individuals) through its media, outreach, education, and activities. This standard will include all efforts made to promote the grant program.</p>
	3.	<p><b>List what you want to accomplish with this plan, on a quarterly basis:</b></p> <p>The following activities will be accomplished quarterly in the grant communication plan:</p> <ul style="list-style-type: none"> <li>● A minimum of three (3) social media posts, and three (3) stories specific to the Middle School Comprehensive Program, and access and linkage to mental health services for youth and their families.</li> <li>● One (1) web posting/update per quarter.</li> <li>● A minimum of three (3) outreach opportunities to promote access to Middle School Comprehensive Program and other mental health resources for youth and their families.</li> <li>● At least three (3) program activities at each site (x6) per quarter, including youth development activities to promote the grant program, educate parents and faculty, and the general public.</li> </ul>

<sup>14</sup> <http://www.slocounty.ca.gov/Departments/Health-Agency/Behavioral-Health/Prevention-Outreach/Services/Middle-School-Comprehensive-Program.aspx>

**ATTACHMENT 10  
BUDGET WORKSHEET**

(Whole Dollars)

**Applicant: County of San Luis Obispo**

(1) Hire Staff (list individual role/classification) (add rows as needed)	(2) Hiring Month	(3) GY 1	(4) GY 2	(5) GY 3	(6) GY 4	(7) Total All GYs
Behavioral Health Clinician III	2	87,734	87,734	87,734	87,734	350,938
Behavioral Health Specialists II	2	71,011	71,011	71,011	71,011	284,045
Behavioral Health Specialists II	2	71,011	71,011	71,011	71,011	284,045
Behavioral Health Specialists II	2	71,011	71,011	71,011	71,011	284,045
Behavioral Health Specialists I	2	61,318	61,318	61,318	61,318	245,274
Health Information Tech I	2	52,853	52,853	52,853	52,853	211,411
						-
						-
						-
						-
						-
<b>Subtotal - (8) Personnel Services Salaries</b>		414,939	414,939	414,939	414,939	1,659,757
<b>Add: (9) Personnel Services Benefits</b>		238,590	238,590	238,590	238,590	954,360
<b>(10) Total Personnel Services</b>		653,529	653,529	653,529	653,529	2,614,117

(11) Hire Contractors or other non-staff (If applicable, list individual role/classification) (Add rows as needed)	(12) Hiring Month	(13) GY 1	(14) GY 2	(15) GY 3	(16) GY 4	(17) Total All GYs
Resource Specialists/Family Advocates Evaluator	2	154,191	157,275	160,420	163,629	635,515
	2	12,500	12,500	12,500	12,500	50,000
						-
						-
						-
						-
						-
						-
						-
<b>(18) Total Contracted Services</b>		166,691	169,775	172,920	176,129	685,515
<b>(19) Total Personnel/Contracted Services</b>		820,220	823,304	826,450	829,658	3,299,632

(20) Other Costs (non-staff and non-contracted services)	(21) Exp Month	(22) GY 1	(23) GY 2	(24) GY 3	(25) GY 4	(26) Total All GYs
Computers/Printer		17,200				17,200
Travel		3,000	3,000	3,000	3,000	12,000
Materials		3,750	3,750	3,750	3,750	15,000
Furniture		10,000				10,000
						-

**ATTACHMENT 10  
BUDGET WORKSHEET**

(Whole Dollars)

**Applicant: County of San Luis Obispo**

					-
					-
					-

<b>(27) Total Other Costs</b>	33,950	6,750	6,750	6,750	54,200
<b>(28) Total Program Costs before Administration</b>	854,170	830,054	833,200	836,408	3,353,832
<b>(29) Administration (includes indirect costs and overhead, limited to 15%) *</b>	128,126	124,508	124,980	125,461	503,075
<b>(30) Total Proposed Program Costs</b>	982,296	954,562	958,180	961,869	3,856,907

\* Total Administration costs cannot exceed the following for the total term (4 years) of the contract:

Small population designation:	\$375,000	(\$2,500,000 grant x 15%)
Medium population designation:	\$600,000	(\$4,000,000 grant x 15%)
Large population designation:	\$900,000	(\$6,000,000 grant x 15%)

## ATTACHMENT 11: BUDGET NARRATIVE

Budget Narrative							
<b>VII.F.2.</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; vertical-align: top; padding: 5px;">a.</td> <td style="padding: 5px;">Hire Staff</td> </tr> <tr> <td style="width: 5%; vertical-align: top; padding: 5px;">i.</td> <td style="padding: 5px;"> <p><b>For each "Hire Staff" listed on the Budget Worksheet, explain how the salaries were determined and provide support for the stated salary. For example, state the classification and provide the published salary range for the employee in the stated classification:</b></p> <p>A. Behavioral Health Clinician III (\$72,176.00 - \$87,734.40)<sup>15</sup></p> <p>B. Behavioral Health Specialists II (\$58,427.20 - \$71,011.20)<sup>16</sup></p> <p>C. Behavioral Health Specialist I (\$50,460.80 - \$61,318.40)<sup>17</sup></p> <p>D. Health Information Technician I (\$43,472.00 - \$52,852.80)<sup>18</sup></p> </td> </tr> <tr> <td style="width: 5%; vertical-align: top; padding: 5px;">ii.</td> <td style="padding: 5px;"> <p><b>Provide a statement for each classification listed on the Budget Worksheet as to the time base (Full Time Equivalent) of work proposed. State this as a percentage for each year funding is requested. For example, if the position is full time, then state that it is 100% for GY 1, GY 2, GY 3 and GY 4. If the position is half-time, state that the position is 50% for GY 1, GY 2, GY 3 and GY 4:</b></p> <p>A. 1.0 FTE Behavioral Health Clinician III: 100% GY 1, GY 2, GY 3 and GY 4.</p> <p>B. 3.0 FTE Behavioral Health Specialists II: 100% GY 1, GY 2, GY 3 and GY 4.</p> <p>C. 1.0 FTE Behavioral Health Specialist I: 100% GY 1, GY 2, GY 3 and GY 4.</p> <p>D. 1.0 FTE Health Information Technician I: 100% GY 1, GY 2, GY 3 and GY 4.</p> </td> </tr> </table>	a.	Hire Staff	i.	<p><b>For each "Hire Staff" listed on the Budget Worksheet, explain how the salaries were determined and provide support for the stated salary. For example, state the classification and provide the published salary range for the employee in the stated classification:</b></p> <p>A. Behavioral Health Clinician III (\$72,176.00 - \$87,734.40)<sup>15</sup></p> <p>B. Behavioral Health Specialists II (\$58,427.20 - \$71,011.20)<sup>16</sup></p> <p>C. Behavioral Health Specialist I (\$50,460.80 - \$61,318.40)<sup>17</sup></p> <p>D. Health Information Technician I (\$43,472.00 - \$52,852.80)<sup>18</sup></p>	ii.	<p><b>Provide a statement for each classification listed on the Budget Worksheet as to the time base (Full Time Equivalent) of work proposed. State this as a percentage for each year funding is requested. For example, if the position is full time, then state that it is 100% for GY 1, GY 2, GY 3 and GY 4. If the position is half-time, state that the position is 50% for GY 1, GY 2, GY 3 and GY 4:</b></p> <p>A. 1.0 FTE Behavioral Health Clinician III: 100% GY 1, GY 2, GY 3 and GY 4.</p> <p>B. 3.0 FTE Behavioral Health Specialists II: 100% GY 1, GY 2, GY 3 and GY 4.</p> <p>C. 1.0 FTE Behavioral Health Specialist I: 100% GY 1, GY 2, GY 3 and GY 4.</p> <p>D. 1.0 FTE Health Information Technician I: 100% GY 1, GY 2, GY 3 and GY 4.</p>
a.	Hire Staff						
i.	<p><b>For each "Hire Staff" listed on the Budget Worksheet, explain how the salaries were determined and provide support for the stated salary. For example, state the classification and provide the published salary range for the employee in the stated classification:</b></p> <p>A. Behavioral Health Clinician III (\$72,176.00 - \$87,734.40)<sup>15</sup></p> <p>B. Behavioral Health Specialists II (\$58,427.20 - \$71,011.20)<sup>16</sup></p> <p>C. Behavioral Health Specialist I (\$50,460.80 - \$61,318.40)<sup>17</sup></p> <p>D. Health Information Technician I (\$43,472.00 - \$52,852.80)<sup>18</sup></p>						
ii.	<p><b>Provide a statement for each classification listed on the Budget Worksheet as to the time base (Full Time Equivalent) of work proposed. State this as a percentage for each year funding is requested. For example, if the position is full time, then state that it is 100% for GY 1, GY 2, GY 3 and GY 4. If the position is half-time, state that the position is 50% for GY 1, GY 2, GY 3 and GY 4:</b></p> <p>A. 1.0 FTE Behavioral Health Clinician III: 100% GY 1, GY 2, GY 3 and GY 4.</p> <p>B. 3.0 FTE Behavioral Health Specialists II: 100% GY 1, GY 2, GY 3 and GY 4.</p> <p>C. 1.0 FTE Behavioral Health Specialist I: 100% GY 1, GY 2, GY 3 and GY 4.</p> <p>D. 1.0 FTE Health Information Technician I: 100% GY 1, GY 2, GY 3 and GY 4.</p>						

<sup>15</sup>

<https://www.governmentjobs.com/careers/slocountyca/classspecs/1232008?keywords=b.h.%20clinician&pagetype=classSpecifications>

<sup>16</sup>

<https://www.governmentjobs.com/careers/slocountyca/classspecs/1232013?keywords=b.h.%20specialist%20ii&pagetype=classSpecifications>

<sup>17</sup>

<https://www.governmentjobs.com/careers/slocountyca/classspecs/1232012?keywords=b.h.%20specialist%20ii&pagetype=classSpecifications>

<sup>18</sup>

<https://www.governmentjobs.com/careers/slocountyca/classspecs/1021959?keywords=health%20information&pagetype=classSpecifications>

	b.	<p><b>Personnel Service Benefits</b></p> <p><b>i Explain what is included in the cost and how were the costs determined. Provide support for the costs. For example, provide published guidance from HR (or some other entity) stating percentage of salary or actual dollars used for employee benefits, including medical, retirement, taxes, etc.</b></p> <p>Permanent County employees receive comprehensive benefits as part of their total compensation package. The County pays a set amount based on bargaining unit towards permanent employees Medical, Dental and Vision insurance.<sup>19</sup></p> <p>The County’s Systems, Applications, and Products (SAP) accounting software provides Department accountants with the Auditor’s approved benefit calculations. Screenshots for each employee classification are included as APPENDIX E.</p>
	c.	<p><b>Hire Contractors or other non-staff</b></p> <p>For each “Hire Contractors or other non-staff” listed on the Budget Worksheet, explain how the costs were determined and provide support for the stated cost. For example, support could include an existing or new contract which states the classification, the cost, and time period in order to support the requested funds for each fiscal year.</p> <p><b>A. 3.0 FTE Resource Specialists/”Family Advocates”:</b></p> <ul style="list-style-type: none"> <li>● \$44,610 annually per Advocate (\$133, 830.00)</li> <li>● \$20,361 operations expenses</li> <li>● Total expense: GY1 \$154, 191 (budget assumes 2% growth)</li> <li>● Per FY 2019-2020 contract with The Central Coast LINK (APPENDIX F)</li> </ul> <p><b>B. Evaluator</b></p> <ul style="list-style-type: none"> <li>● The County assumes a need for evaluation between 7-8 hours per week</li> <li>● The current rate for evaluation services in other programs is approximately \$32.78/hr. (Using graduate student interns)</li> <li>● \$12,500 is budgeted to contract similarly for 7.33 hours per week.</li> <li>● Per FY 2019-2020 contract with Cal Poly for Innovation Evaluation (APPENDIX G)</li> </ul>

<sup>19</sup> <https://www.slocounty.ca.gov/Departments/Human-Resources/Forms-Documents/BenefitS/Medical,-Dental,-and-Vision-Plan-Forms-and-Inforna/2020-Employee-Benefit-Brochure-Final-12272019.aspx>

Provide a statement for each classification listed on the Budget Worksheet as to the Full Time Equivalent of the proposed work. State this as a percentage for each year funding is requested. For example, if the position is full time, then state that it is 100% for GY 1, GY 2, GY 3 and GY 4. If the position is half-time, state that the position is 50% for GY 1, GY 2, GY 3 and GY 4.

A. 3.0 FTE Resource Specialists/"Family Advocates": 100% GY 1, GY 2, GY 3 and GY 4.

B. .14 FTE Evaluator: 14% GY 1, GY 2, GY 3 and GY 4.

d. Other Costs (non-staff and non-contracted services)

i. For each "Other Costs (non-staff and non-contracted services)" listed on the Budget Worksheet, explain what the costs are for, how the costs were determined and provide support for the stated cost. For example, training could be supported through a published catalog of classes and rates

A. Computers: Six computers will be purchased for the County employees hired in this grant program. This will be critical for grant program documentation, treatment planning, and use of the electronic health record.

- Each unit is estimated to cost \$2,500 (\$15,000 total). These costs are determined by the County's Information Technology Department.
- Purchase includes software, docking stations, and support.
- The County will purchase a printer for the program at \$2,200.
- The Health Agency's IT Cost Sheet for FY 20-21 is located in APPENDIX H.

B. Travel: Travel for staff between work locations will be conducted with both fleet and personal vehicles.

- The County has estimated a cost of \$10,000.
- The current program has averaged \$2,500 in travel expenses per year.
- Fleet vehicle costs include mileage, fuel, depreciation, and service.
- Private vehicle reimbursement is currently \$.58/mile.
- The rates are established within the County's Travel Policy.<sup>20</sup>

C. Materials: The County Behavioral Health Department has made an inventory of approximately \$15,000 of material items needed to launch and maintain program services in the six grant-funded middle school programs.

<sup>20</sup> <https://www.slocounty.ca.gov/Departments/Auditor-Controller-Treasurer-Tax-Collector/Forms-Documents/Resources-for-Vendors/County-Travel-Policy.aspx>

This document, titled Materials Cost Projections Summary, which outlines costs and source links, is located in APPENDIX I.

Costs include:

- Computer locking bags for safe transport of student PHI;
- Curricula games and tools for individual and group counseling;
- Hardware for outreach and information sharing;
- Brochures and education materials; and
- General office supplies.

D. Furniture: The Prevention and Outreach Division assumes a need for additional desk and storage space to accommodate the new employees funded by the grant.

- Approximately four new desk and storage units will be installed at 277 South St., Ste. T., San Luis Obispo, CA.
- The County has an existing contract with Tri-Counties Furniture (a recent invoice is included in APPENDIX J.
- The estimate is \$2,000 per new unit, and \$2,000 for school furniture needs to accommodate program staff.

## ATTACHMENT 12: FINAL SUBMISSION CHECKLIST

Complete this checklist to confirm the items in your application. Place a check mark or “X” next to each item that you are submitting to MHSOAC. For your application to be complete, all required attachments along with this checklist shall be returned with your application package.

Check	DESCRIPTION
X	Attachment 1: Application Cover Sheet
X	Attachment 2: Intent to Apply
X	Attachment 3: Minimum Qualifications
X	Attachment 4: Applicant Background
X	Attachment 5: Proposed Plan
X	Attachment 6: Program Implementation Plan – Plan Narrative
X	Attachment 7: Program Implementation Plan – Plan Timeline
X	Attachment 8: Program Implementation Plan – Sustainability Plan
X	Attachment 9: Program Communications Plan
X	Attachment 10: Budget Worksheet
X	Attachment 11: Budget Narrative
X	Attachment 12: Final Submission Checklist
X	Attachment 13: Payee Data Record (Std 204)

## **ATTACHMENT 13: PAYEE DATA RECORD (STD 204)**

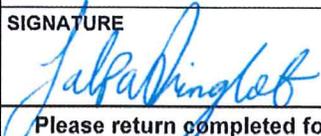
The Applicant must complete and submit Payee Data Record (STD. 204) with its Final Application.

This form is available at: <http://www.documents.dgs.ca.gov/dgs/fmc/pdf/std204.pdf>

**PAYEE DATA RECORD**

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)

STD 204 (Rev. 10/2019)

<b>1</b>	<p><b>INSTRUCTIONS:</b> Type or print the information. Complete all information on this form. Sign, date, and return to the state agency (department/office) address shown in Box 6. Prompt return of this <b>fully completed</b> form will prevent delays when processing payments.</p> <p>Information provided in this form will be used by California state agencies to prepare Information Returns (Form1099). See next page for more information and Privacy Statement.</p> <p><b>NOTE:</b> Governmental entities, i.e. federal, state, and local (including school districts), are not required to submit this form.</p>					
<b>2</b>	<p><b>BUSINESS NAME</b> <i>(As shown on your income tax return)</i> County of San Luis Obispo</p>					
	<p><b>SOLE PROPRIETOR, SINGLE MEMBER LLC, INDIVIDUAL</b> <i>(Name as shown on SSN or ITIN) Last, First, MI</i></p>				<p><b>E-MAIL ADDRESS</b></p>	
	<p><b>MAILING ADDRESS</b> PO Box 1149</p>			<p><b>BUSINESS ADDRESS</b> 2180 Johnson Avenue</p>		
	<p><b>CITY</b> San Luis Obispo</p>	<p><b>STATE</b> CA</p>	<p><b>ZIP CODE</b> 93406</p>	<p><b>CITY</b> San Luis Obispo</p>	<p><b>STATE</b> CA</p>	<p><b>ZIP CODE</b> 93401</p>
<b>3</b>	<p><b>ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN):</b> 9 5 6 0 0 0 9 3 9</p>					
<b>PAYEE ENTITY TYPE</b>	<p><input type="checkbox"/> PARTNERSHIP</p> <p><input type="checkbox"/> ESTATE OR TRUST</p>		<p><b>CORPORATION:</b></p> <p><input type="radio"/> MEDICAL <i>(e.g., dentistry, psychotherapy, chiropractic, etc.)</i></p> <p><input type="radio"/> LEGAL <i>(e.g., attorney services)</i></p> <p><input type="radio"/> EXEMPT <i>(nonprofit)</i></p> <p><input checked="" type="radio"/> ALL OTHERS</p>			
<b>CHECK ONE BOX ONLY</b>	<p><input type="checkbox"/> SOLE PROPRIETOR, INDIVIDUAL, OR SINGLE MEMBER LLC <i>(Disregarded Entity)</i></p>		<p><b>ENTER SSN OR ITIN:</b> [ ][ ][ ][ ][ ][ ][ ][ ][ ]</p> <p><i>Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN) are required by authority of California Revenue and Tax Code sections 18646 and 18661)</i></p>			
<b>4</b>	<p><input checked="" type="checkbox"/> <b>CALIFORNIA RESIDENT</b> - Qualified to do business in California or maintains a permanent place of business in California.</p> <p><input type="checkbox"/> <b>CALIFORNIA NON RESIDENT</b> <i>(see next page for more information)</i> - Payments to nonresidents for services may be subject to state income tax withholding.</p> <p><input type="radio"/> No services performed in California.</p> <p><input type="radio"/> Copy of Franchise Tax Board waiver of state withholding attached.</p>					
<b>5</b>	<p><b>I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the state agency below.</b></p>					
	<p><b>AUTHORIZED PAYEE REPRESENTATIVE'S NAME</b> <i>(Type or Print)</i> Jalpa Shinglot</p>		<p><b>TITLE</b> Accountant III</p>		<p><b>TELEPHONE</b> <i>(include area code)</i> 805-781-4783</p>	
	<p><b>SIGNATURE</b> </p>		<p><b>DATE</b> 2/24/2020</p>		<p><b>E-MAIL ADDRESS</b> jshinglot@co.slo.ca.us</p>	
<b>6</b>	<p><b>Please return completed form to:</b></p>					
	<p><b>DEPARTMENT/OFFICE</b></p>			<p><b>UNIT/SECTION</b></p>		
	<p><b>MAILING ADDRESS</b></p>			<p><b>TELEPHONE</b> <i>(include area code)</i></p>		<p><b>FAX</b></p>
	<p><b>CITY</b></p>	<p><b>STATE</b></p>	<p><b>ZIP CODE</b></p>	<p><b>E-MAIL ADDRESS</b></p>		

County of San Luis Obispo  
Mental Health Student Services Act of 2019  
Grant Application

APPENDIX

- A. Middle School Comprehensive Partnership Organization Chart
- B. Middle School Comprehensive Partnership Principals Agreement
- C. Building School Summit Flier/Agenda
- D. Letters of Support and Agreement with Proposed Middle Schools/Districts
- E. Screenshots of Systems, Applications, and Products (SAP) Accounting  
Software demonstrating benefit calculations
- F. FY 2019-2020 Contract with The Central Coast LINK
- G. FY 2019-2020 Contract with Cal Poly for Innovation Evaluation Services
- H. Health Agency's IT Cost Sheet
- I. Materials Cost Projections Summary
- J. Sample Tri-Counties Furniture Invoice



# County of San Luis Obispo Mental Health Services Act (MHSA)

## Middle School Comprehensive Partnership Organizational Chart Current Governance:



## Proposed additions:





COUNTY OF SAN LUIS OBISPO HEALTH AGENCY
BEHAVIORAL HEALTH DEPARTMENT
Prevention & Outreach Division

Michael Hill, Health Agency Director
Anne Robin, LMFT Behavioral Health Director

February 14, 2020

TO: Atascadero Middle School Principal, Santa Lucia Middle School Principal, Los Osos Middle School Principal, Judkins Middle School Principal, Mesa Middle School Principal, and Flamson Middle School Principal

SUBJECT: Continued Support and Implementation of the Student Assistance Program (SAP)

The purpose of this letter is to congratulate your organizations for their continued support and ongoing successful year under the current Memoranda of Understanding (MOU). The Student Assistance Program continues to increase protective factors and enhance the livelihood of the participating youth and their families. The efforts implemented by and in collaboration with the school staff along with the Student Counselors, the Family Advocates, and the FNL Coordinators continue to be impactful. This includes collaborative and strategic meetings with key staff and personnel, follow-up administrative meetings with Kim Mott, San Luis Obispo Behavioral Health Department Program Supervisor and School Liaison, and the development and implementation of the Annual School Summit. As we move forward, we continue to strengthen our partnership and reach more students. Your signature below indicates your continued support in the program.

Sincerely,

Frank Warren, M.P.P.
Prevention & Outreach Division Manager

Atascadero Middle School Principal

Flamson Middle School Principal

Judkins Middle School Principal

Los Osos Middle School Principal

Mesa Middle School Principal

Santa Lucia Middle School Principal

Handwritten signatures of Jessica Dloyd, Tim Vincent, Ian Penton, Jennifer Dinielli, Michael Flushman, and Kyle Martin.

The Health Agency complies with Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, sex or any other protected class



SAN LUIS OBISPO COUNTY  
BEHAVIORAL HEALTH DEPARTMENT



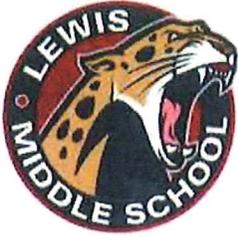
WELLNESS • RECOVERY • RESILIENCE

## 2018 BUILDING COMMUNITY SUMMIT

MAY 11, 2018

### Program

- 1:00 p.m. Arrival
- 1:15 p.m. Welcome  
James Brescia, County Superintendent of Schools
- 1:20 p.m. Speakers:  
Sheriff Ian Parkinson  
Paso Robles High School Student  
Tony Milano, RADHUMAN  
San Luis Obispo High School Student  
Nipomo High School Student  
Kimberly Mott, Middle School Comprehensive  
Student Assistance Programs
- 
- 2:00 p.m. Break
- 2:15 p.m. Table/Group Activity
- 3:15 p.m. Table/Group Activity Report
- 4:00 p.m. Closing Remarks – Enjoy the Reception!



## Daniel E. Lewis Middle School

900 Creston Road Paso Robles, CA 93446 805.769.1450  
Principal: Erin Haley [www.pasoschools.org/lewis](http://www.pasoschools.org/lewis)

Mental Health Services  
Oversight and Accountability Commission  
1325 J Street, Suite 1700  
Sacramento, CA 95814

February 3, 2020

Dear MHSOAC,

Lewis Middle School is in full support for the County Behavioral Health Department's application for the "Mental Health Student Services Act" grant. The grant is a welcome opportunity to expand middle school Student Assistance Programs across the county, and Lewis Middle School is excited, and ready to participate.

As part of one of the county's largest school districts, Lewis Middle School has tremendous need for this program. Our students demonstrate more need for mental health supports on campus, and our on-campus resources are becoming more scarce. The County's program is in place at the district's other middle school and we see its success. We have hoped for an opportunity like this to provide our students with a robust mental health program on campus.

The Paso Robles Joint Unified School District has had a long, excellent partnership with the Behavioral Health Department. This grant will provide much-needed on-campus mental health supports, training for faculty and staff, and an established Student Assistance Program. For our part, Lewis Middle School will commit its support with administrative collaboration, confidential space, team participation, County and community staff integration, and data collection.

We support the County Behavioral Health Department in applying for these funds and look forward to implementing the Middle School Comprehensive program on our campus next school year!

Sincerely,

Erin Haley, Principal  
Lewis Middle School  
900 Creston Rd.  
Paso Robles, CA 93446

### Paso Robles Joint Unified School District

800 Niblick Road Paso Robles, CA 93446 805.769.1000 [www.pasoschools.org](http://www.pasoschools.org)

Superintendent: Curt Dubost Board of Trustees: Chris Bausch · Tim Gearhart · Christopher Arend · Stephanie Ulibarri · Joel Peterson · Joan Summers Lance Gannon

County of San Luis Obispo Behavioral Health Mental Health Student Services Act Grant



500 Crown Hill Street  
Arroyo Grande, CA 93420

Phone: (805) 474-3500  
Fax: (805) 473-5525

Mental Health Services  
Oversight and Accountability Commission  
1325 J Street, Suite 1700  
Sacramento, CA 95814  
February 3, 2020

Dear Friends,

Please accept this letter as Paulding Middle School's full support for the San Luis Obispo County Behavioral Health Department's application to the Mental Health Services Oversight and Accountability Commission (MHSOAC). The "Mental Health Student Services Act" grant is an incredible opportunity to expand middle school Student Assistance Programs across the county, and Paulding Middle School is excited to participate.

As part of the county's largest school district, Paulding Middle School has great need for this program. As student populations demonstrate more need for mental health supports on campus, state and district resources have become more thinly spread. The County's program is in place at the district's two other middle schools and we have hoped for an opportunity like this to provide early intervention, screening, and access on our busy campus.

The Lucia Mar Unified School District has had a long, rewarding partnership with the Behavioral Health Department. This grant will provide much-needed on-campus mental health supports, training for faculty and staff, and an established Student Assistance Program. For our part, Paulding Middle School will commit its support with space, team collaborations, program integration, and data reporting.

We support the County Behavioral Health Department in applying for these funds and look forward to implementing the Middle School Comprehensive program on our campus next school year.

Sincerely,

Edward Arrigoni, Principal  
Paulding Middle School  
600 Crown Hill St.  
Arroyo Grande, CA 93420



# Laguna Middle School

11050 Los Osos Valley Road  
San Luis Obispo, California 93405  
Mr. John Calandro, Principal  
(805) 596-4055



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Mental Health Services  
Oversight and Accountability Commission  
1325 J Street, Suite 1700  
Sacramento, CA 95814

February 3, 2020

Dear Friends,

Please accept this letter as Laguna Middle School's full support for the San Luis Obispo County Behavioral Health Department's application to the Mental Health Services Oversight and Accountability Commission (MHSOAC). The "Mental Health Student Services Act" grant is an incredible opportunity to expand middle school Student Assistance Programs across the county, and Laguna Middle School is excited to participate.

As part of the county's second largest school district, Laguna Middle School has great need for this program. As student populations demonstrate more need for mental health supports on campus, state and district resources have become more thinly spread. The County's program is in place at the district's other middle school and we have hoped for an opportunity like this to provide early intervention, screening, and access on our busy campus.

San Luis Coastal Unified School District has had a long, rewarding partnership with the Behavioral Health Department. This grant will provide much-needed on-campus mental health supports, training for faculty and staff, and an established Student Assistance Program. For our part, Laguna Middle School will commit its support with space, team collaborations, program integration, and data reporting.

We support the County Behavioral Health Department in applying for these funds and look forward to implementing the Middle School Comprehensive program on our campus next school year!

Sincerely,

A handwritten signature in black ink, appearing to read "John Calandro".

John Calandro, Principal  
Laguna Middle School

A handwritten signature in blue ink, appearing to read "Eric Prater".

Dr. Eric Prater, Superintendent  
San Luis Coastal Unified School District



# SHANDON JOINT UNIFIED SCHOOL DISTRICT

101 South First Street Box 79, Shandon, CA 93461

Kristina Benson, Superintendent/Principal TELEPHONE: (805) 238-0286 FAX: (805) 238-0777

Board of Trustees: Jennifer Moe, Van Parlet, Nataly Ramirez, Marlene Thomason, Kate Twisselman

Mental Health Services  
Oversight and Accountability Commission  
1325 J Street, Suite 1700  
Sacramento, CA 95814

February 3, 2020

Dear MHSOAC,

Shandon Elementary School (K-8), in the most rural, northeastern part of San Luis Obispo County, has 65 6<sup>th</sup>-8<sup>th</sup> graders and we are in full support of the County's application for the "Mental Health Student Services Act" grant. This is an incredible opportunity to expand middle school Student Assistance Programs to our rural communities, and we are excited to participate.

The rural northern region of San Luis Obispo County has great need for on-campus screening and early intervention for a wide variety of behavioral health needs. Our student populations face stressors and trauma which demonstrate more need for mental health supports to be on campus, rather than 20-45 minutes, and sometimes hours, away. Student Assistance Programs which provide early intervention, screening, and access in a collaborative setting will work very well on the Shandon Elementary campus.

Shandon Joint Unified School District has had a long, rewarding partnership with the Behavioral Health Department. This grant will provide much-needed on-campus mental health supports, training for faculty and staff, and an established Student Assistance Program. For our part, Shandon Elementary will commit its support with space, team collaborations, program integration, and data reporting.

We support the County Behavioral Health Department in applying for these funds and look forward to implementing the Middle School Comprehensive program on our campus next school year!

Sincerely,

Kristina Benson, Superintendent/Principal  
Shandon Unified School District  
P.O. Box 79  
Shandon, CA 93461



# TEMPLETON UNIFIED SCHOOL DISTRICT

*"Home of Tomorrow's Leaders"*

960 Old County Road • Templeton • 93465 • (805) 434-5800 • FAX (805) 434-1473

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Mental Health Services  
Oversight and Accountability Commission  
1325 J Street, Suite 1700  
Sacramento, CA 95814

February 3, 2020

Dear Friends,

Templeton Middle School is in full support of the County's application for the "Mental Health Student Services Act" grant. Templeton is a small, but growing community, and one that would benefit greatly from on-campus mental health supports. This is an incredible opportunity to expand middle school Student Assistance Programs to our rural communities, and we are excited to participate.

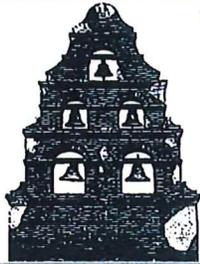
Templeton Middle School has great need for on-campus screening and early intervention for a wide variety of behavioral health needs. As student stressors, family dynamics, and trauma impact our students' ability to learn, our campus is dedicated to building positive student experiences on campus. Student Assistance Programs which provide early intervention, screening, and access in a collaborative setting will work very well on the Templeton Middle School campus.

Templeton Unified School District has had a long, rewarding partnership with the Behavioral Health Department. This grant will provide much-needed on-campus mental health supports, training for faculty and staff, and an established Student Assistance Program. For our part, Templeton Middle School will commit its support with space, team collaborations, program integration, and data reporting.

We support the County Behavioral Health Department in applying for these funds and look forward to implementing the Middle School Comprehensive program on our campus next school year!

Sincerely,

Debby Garcia, Assistant Principal  
Templeton Middle School  
925 Old Country Rd.  
Templeton, CA 93465



*San Miguel Joint Union School District*

*1601 'L' Street*

*San Miguel, CA 93451*

*(805) 467-3216 Fax: (805) 467-3410*

Mental Health Services  
Oversight and Accountability Commission  
1325 J Street, Suite 1700  
Sacramento, CA 95814

February 3, 2020

Dear MHSOAC,

Lillian Larsen Elementary School, in San Miguel, houses 121 6<sup>th</sup>-8<sup>th</sup> graders and we are in full support of the County's application for the "Mental Health Student Services Act" grant. This is an incredible opportunity to expand middle school Student Assistance Programs to our rural communities, and we are excited to participate.

The rural northern region of San Luis Obispo County has great need for on-campus screening and early intervention for a wide variety of behavioral health needs. Our student populations face stressors and trauma which demonstrate more need for mental health supports to be on campus, rather than 20-45 minutes, and sometimes hours, away. Student Assistance Programs which provide early intervention, screening, and access in a collaborative setting will work very well on the Lillian Larsen campus.

San Miguel Joint Unified School District has had a long, rewarding partnership with the Behavioral Health Department. This grant will provide much-needed on-campus mental health supports, training for faculty and staff, and an established Student Assistance Program. For our part, Lillian Larsen will commit its support with space, team collaborations, program integration, and data reporting.

We support the County Behavioral Health Department in applying for these funds and look forward to implementing the Middle School Comprehensive program on our campus next school year!

Sincerely,

Karen Grandoli, Superintendent/Principal  
San Miguel Joint Unified School District  
1601 'L' Street  
San Miguel, CA 93451

Screenshots of SAP Accounting Software demonstrating benefit calculations

List Edit Goto Views Settings System Help

Cost Estimate by Job Class

Job Class: 00300084 B.H. CLINICIAN III  
 Beginning: Step 05 No. of Months 06  
 Ending: Step 05 No. of Months 06  
 Fiscal Year: 2021  
 Cost Center: 1660300000 Mental Health Services Act  
 Pension Plan: CEA1 CEA County Tier 1  
 FTE: 1.00  
 Bargaining Unit: BU01 SLOCEA PblcSrs  
 WC Code: 7 9410 Public Agency EE

ZOMR\_PCE\_BASIC - Cost Estimate by Job Class

Cat Desc	Cost Description	Σ Beg Step Amt	Σ End Step Amt	Σ Total Est Amt
Salary	Salary	43,867.20	43,867.20	87,734.40
Salary		43,867.20	43,867.20	87,734.40
Variable	Social Security	2,719.77	2,719.77	5,439.54
	Medicare	636.07	636.07	1,272.14
	Pension - County	10,001.72	10,001.72	20,003.44
	Pension - Pickup	3,838.38	3,838.38	7,676.76
	Pension - POB	2,632.03	2,632.03	5,264.06
	Long Term Disability	0.00	0.00	0.00
	Unemployment Ins	32.90	32.90	65.80
	Workers Compensation	1,430.77	1,430.77	2,861.54
Variable		21,291.64	21,291.64	42,583.28
Fixed	Cafeteria	7,680.00	7,860.00	15,540.00
	Life Insurance	0.00	0.00	0.00
	OPEB	475.02	475.02	950.04
	PEHP	300.00	300.00	600.00
Fixed		8,455.02	8,635.02	17,090.04
		73,613.86	73,793.86	147,407.72

### Cost Estimate by Job Class

**Job Class** 00300080 B.H. SPECIALIST II  
**Beginning** Step 05 No. of Months 06  
**Ending** Step 05 No. of Months 06  
**Fiscal Year** 2021  
**Cost Center** 1660300000 Mental Health Services Act  
**Pension Plan** CEA1 CEA County Tier 1  
**FTE** 1.00  
**Bargaining Unit** BU01 SLOCEA PblcSrs  
**WC Code** 7 9410 Public Agency EE

### ZOMR\_PCE\_BASIC - Cost Estimate by Job Class

Cat Desc	Cost Description	Σ Beg Step Amt	Σ End Step Amt	Σ Total Est Amt
Salary	Salary	35,505.60	35,505.60	71,011.20
Salary		<b>35,505.60</b>	<b>35,505.60</b>	<b>71,011.20</b>
Variable	Social Security	2,201.35	2,201.35	4,402.70
	Medicare	514.83	514.83	1,029.66
	Pension - County	8,095.28	8,095.28	16,190.56
	Pension - Pickup	3,106.74	3,106.74	6,213.48
	Pension - POB	2,130.34	2,130.34	4,260.68
	Long Term Disability	0.00	0.00	0.00
	Unemployment Ins	26.63	26.63	53.26
	Workers Compensation	1,158.05	1,158.05	2,316.10
Variable		<b>17,233.22</b>	<b>17,233.22</b>	<b>34,466.44</b>
Fixed	Cafeteria	7,680.00	7,860.00	15,540.00
	Life Insurance	0.00	0.00	0.00
	OPEB	475.02	475.02	950.04
	PEHP	300.00	300.00	600.00
Fixed		<b>8,455.02</b>	<b>8,635.02</b>	<b>17,090.04</b>
		<b>61,193.84</b>	<b>61,373.84</b>	<b>122,567.68</b>

### Cost Estimate by Job Class

**Job Class** 00300079 B.H. SPECIALIST I  
**Beginning** Step 05 No. of Months 06  
**Ending** Step 05 No. of Months 06  
**Fiscal Year** 2021  
**Cost Center** 1660300000 Mental Health Services Act  
**Pension Plan** CEA1 CEA County Tier 1  
**FTE** 1.00  
**Bargaining Unit** BU01 SLOCEA PblcSrs  
**WC Code** 7 9410 Public Agency EE

### ZOMR\_PCE\_BASIC - Cost Estimate by Job Class

Cat Desc	Cost Description	Σ Beg Step Amt	Σ End Step Amt	Σ Total Est Amt
Salary	Salary	30,659.22	30,659.22	61,318.44
Salary		<b>30,659.22</b>	<b>30,659.22</b>	<b>61,318.44</b>
Variable	Social Security	1,900.87	1,900.87	3,801.74
	Medicare	444.56	444.56	889.12
	Pension - County	6,990.30	6,990.30	13,980.60
	Pension - Pickup	2,682.68	2,682.68	5,365.36
	Pension - POB	1,839.55	1,839.55	3,679.10
	Long Term Disability	0.00	0.00	0.00
	Unemployment Ins	22.99	22.99	45.98
	Workers Compensation	999.98	999.98	1,999.96
Variable		<b>14,880.93</b>	<b>14,880.93</b>	<b>29,761.86</b>
Fixed	Cafeteria	7,680.00	7,860.00	15,540.00
	Life Insurance	0.00	0.00	0.00
	OPEB	475.02	475.02	950.04
	PEHP	300.00	300.00	600.00
Fixed		<b>8,455.02</b>	<b>8,635.02</b>	<b>17,090.04</b>
		<b>53,995.17</b>	<b>54,175.17</b>	<b>108,170.34</b>

### Cost Estimate by Job Class

**Job Class** 00000560 HEALTH INFORMATION TECH I  
**Beginning** Step 05 No. of Months 06  
**Ending** Step 05 No. of Months 06  
**Fiscal Year** 2021  
**Cost Center** 1660300000 Mental Health Services Act  
**Pension Plan** CEA1 CEA County Tier 1  
**FTE** 1.00  
**Bargaining Unit** BU13 SLOCEA Clerical  
**WC Code** 5 9043 Hospitals

### ZOMR\_PCE\_BASIC - Cost Estimate by Job Class

Cat Desc	Cost Description	Σ Beg Step Amt	Σ End Step Amt	Σ Total Est Amt
Salary	Salary	26,426.40	26,426.40	52,852.80
		<b>26,426.40</b>	<b>26,426.40</b>	<b>52,852.80</b>
Variable	Social Security	1,638.44	1,638.44	3,276.88
	Medicare	383.18	383.18	766.36
	Pension - County	6,025.22	6,025.22	12,050.44
	Pension - Pickup	2,312.31	2,312.31	4,624.62
	Pension - POB	1,585.58	1,585.58	3,171.16
	Long Term Disability	0.00	0.00	0.00
	Unemployment Ins	19.82	19.82	39.64
	Workers Compensation	897.84	897.84	1,795.68
Variable		<b>12,862.39</b>	<b>12,862.39</b>	<b>25,724.78</b>
Fixed	Cafeteria	7,680.00	7,860.00	15,540.00
	Life Insurance	0.00	0.00	0.00
	OPEB	475.02	475.02	950.04
	PEHP	300.00	300.00	600.00
Fixed		<b>8,455.02</b>	<b>8,635.02</b>	<b>17,090.04</b>
		<b>47,743.81</b>	<b>47,923.81</b>	<b>95,667.62</b>

**CONTRACT FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

**THIS CONTRACT**, entered into by and between the County of San Luis Obispo, a public entity in the State of California, (hereafter "County") and Central Coast Link, a California 501(c)3 corporation, (hereafter "Contractor"):

**WITNESSETH**

**WHEREAS**, County has a need to contract for prevention and early intervention services related to the State approved Prevention and Early Intervention component of the Mental Health Services Act (MHSA), as more particularly described on Exhibit A, attached hereto;

**WHEREAS**, County has a need for expanding services to reach underserved populations;

**WHEREAS**, Contractor is specially trained, experienced, expert and competent to perform such special services; and

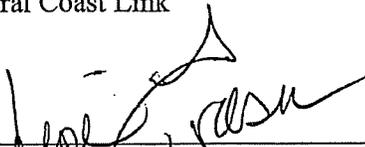
**WHEREAS**, Pursuant to Government Code, section 31000, the County may contract for special services on behalf of public entities including County Behavioral Health.

**NOW, THEREFORE**, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the parties agree as follows:

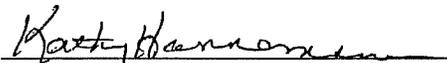
1. **Scope of Services.** County hereby engages Contractor to perform, and Contractor hereby agrees to perform for County, the services set forth in Exhibit A, attached hereto and incorporated herein by reference, all pursuant to the terms and conditions hereinafter set forth.
2. **Compensation.** Contractor shall be compensated by County for performing said services in accordance with Exhibit B, attached hereto and incorporated herein by reference.
3. **Effective Date and Duration.** The effective date and duration of this Contract shall be as set forth in Exhibit C, attached hereto and incorporated herein by reference.
4. **General Conditions.** Contractor and County shall comply with all provisions of County's General Conditions as set forth in Exhibit D, attached hereto and incorporated herein by reference.
5. **Special Conditions.** Contractor and County shall comply with the Special Conditions as set forth in Exhibit E, attached hereto and incorporated herein by reference. In the event of conflicts between the provisions of the General Conditions and the Special Conditions, the provisions of the Special Conditions shall be controlling.
6. **Business Associate Agreement.** Contractor and County shall comply with the County's Business Associate Agreement as set forth in Exhibit F, attached hereto and incorporated herein by reference.
7. **Qualified Service Organization Agreement.** Contractor and County shall comply with the County's Qualified Service Organization Agreement as set forth in Exhibit G, attached hereto and incorporated herein by reference.

IN WITNESS WHEREOF County and Contractor have executed this Contract on the day and year set forth below.

CONTRACTOR  
The Central Coast Link

By:   
\_\_\_\_\_  
Lisa Fraser, Executive Director

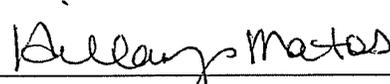
CONTRACTOR  
The Central Coast Link

By:   
\_\_\_\_\_  
Kathy Hanneman, Board President

Tax ID# Held in Confidential File

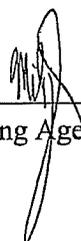
Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By:   
\_\_\_\_\_  
Deputy County Counsel

Date: 8/13/19

COUNTY OF SAN LUIS OBISPO,

By:   
\_\_\_\_\_  
Purchasing Agent

**COMPENSATION**

**1. Compensation.**

- a. Prior to commencement of services, Contractor shall provide a valid, current taxpayer ID number to the San Luis Obispo County Auditor/Controller at: 1055 Monterey Street Room D220, San Luis Obispo, CA. 93408. County shall pay to Contractor as compensation in full for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:

- 1) Contractor has submitted a line item budget that has been accepted as follows:

Payroll Expense	\$133,830
Operation Expense	\$20,361
<b>Total Expense</b>	<b>\$154,191</b>

- 2) County's Maximum Cost of the Contract for Services.
  - i. Contractor understands that the County shall not expend more than \$154,191 for all services under this Contract.
- 3) If applicable, should both parties exercise the right to renew this Contract as described in Exhibit C, the maximum fund amount for this Contract in total per renewal term is identical to the maximum fund amount in FY 2019-20 unless the parties agree otherwise pursuant to Paragraph 29 of Exhibit D, Contract Amendments.

**2. Billing.**

- a. Contractor shall bill County for services provided under this Contract as follows: For all services in a calendar month, Contractor shall submit an invoice to County by the 30th day of the following calendar month. The invoice shall be itemized, client by client, showing for each client, the number of client days, the client day and/or service minute rate, and the offsetting revenues from that client (e.g., SSI payment). The invoice shall also contain for each client, the client's admission date and previous history of client days/service minutes, previously applied offsetting revenues, and previous payments made by County. In short, it will be a running total for each client. Each client's account shall commence on a separate page of Contractor's letterhead so that no client's information can be observed on the same invoice page as any other client.

**3. Documentation.**

- a. If County deems applicable, as part of the monthly invoicing process, Contractor shall provide, with each monthly invoice, documentation pertaining to client services provided during the invoiced month, according to any special requirements needed by third party payors or federal or state funding agencies. This requirement shall apply to all Contractors billing services on a per-unit basis, or as described in section 1. Compensation above. Contractor shall provide documentation as set forth in County guidelines, which can be found at:

**CONTRACT FOR BEHAVIORAL HEALTH SERVICES  
COUNTY OF SAN LUIS OBISPO BEHAVIORAL HEALTH SERVICES**

**THIS CONTRACT**, entered into by and between the County of San Luis Obispo, a public entity in the State of California, (hereafter "County") and Cal Poly Corporation, a California non-profit 501(c)(3) corporation and auxiliary entity serving California Polytechnic State University San Luis Obispo (hereafter "Contractor"):

**WITNESSETH**

**WHEREAS**, County has a need for a professional evaluator of effectiveness and usability of County provided Innovation projects funded through the Mental Health Services Act, as more particularly described in Exhibit A, attached hereto, and;

**WHEREAS**, Contractor is specially trained, experienced, expert and competent to perform such special services; and

**WHEREAS**, Pursuant to Government Code, section 31000, the County may contract for special services on behalf of public entities including County Behavioral Health.

**NOW, THEREFORE**, in consideration of the covenants, conditions, agreements, and stipulations set forth herein, the parties agree as follows:

1. **Scope of Services.** County hereby engages Contractor to perform, and Contractor hereby agrees to perform for County, the services set forth in Exhibit A, attached hereto and incorporated herein by reference, all pursuant to the terms and conditions hereinafter set forth.
2. **Compensation.** Contractor shall be compensated by County for performing said services in accordance with Exhibit B, attached hereto and incorporated herein by reference.
3. **Effective Date and Duration.** The effective date and duration of this Contract shall be as set forth in Exhibit C, attached hereto and incorporated herein by reference.
4. **General Conditions.** Contractor and County shall comply with all provisions of County's General Conditions as set forth in Exhibit D, attached hereto and incorporated herein by reference.
5. **Special Conditions.** Contractor and County shall comply with the Special Conditions set forth in Exhibit E, attached hereto and incorporated herein by reference. In the event of conflicts between the provisions of the General Conditions and the Special Conditions, the provisions of the Special Conditions shall be controlling.

IN WITNESS WHEREOF County and Contractor have executed this Contract on the day and year set forth below.

CONTRACTOR

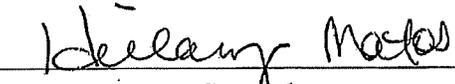
Cal Poly Corporation, a  
California non-profit 501(c)(3) corporation

By:   
Amy Velasco  
Director of Grants Development and  
Sponsored Programs

Tax ID#      Held in Confidential File

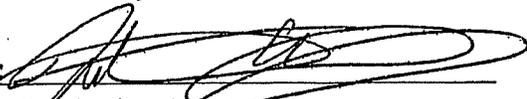
Approved as to form and legal effect:

RITA L. NEAL  
COUNTY COUNSEL

By:   
Deputy County Counsel

Date: 8/2/19

COUNTY OF SAN LUIS OBISPO,  
A Public Entity in the State of California

By:   
~~Purchasing Agent~~ Senior Buyer

Date: 8-9-19

Contractor shall work collaboratively and successfully with County and community provider personnel.

- 9) Contractor shall research and located external sources of data (e.g., vital statistics, population health data, current trends, and best performance outcomes tools, etc.) and use as appropriate in the evaluation to enhance interpretation of other data collected.
  - 10) Contractor shall interpret data with respect to programmatic and contextual setting and work with County to ensure appropriate interpretation of findings. This will include analyzing and interpreting data appropriately to determine programmatic success, process measures, and explore causal and correlational relationships among variables.
  - 11) Contractor shall consolidate findings and condense information into manageable and simplified formats for results dissemination, publication and media use by County. This includes graphical and tabular representation of data. Contextual interpretation and a description of the implications of the data should accompany numeric or graphical information where appropriate.
  - 12) Contractor shall create a comprehensive, professional report for multiple audiences (state legislature, County administration, community partners, clients and family members, public, etc.). Contractor shall cooperate with the County to ensure the comprehensive report is tailored, as necessary, to the respective audiences' expectations and interests.
- c. Staffing:
- 1) 0.23 FTE Project Evaluators in years 1 (FY 2-19-20) and 2 (FY 2020-21), 0.18 FTE in years 3 and 4 (FY 2021-22 and FY 2022-23, respectively)
  - 2) Up to 0.21 FTE Graduate Research Assistants
- d. Units of Service:
- 1) Contractor shall work with County to coordinate and submit quarterly and annual reports to County as required.
  - 2) A draft of the final evaluation report shall be due 60 days prior to the end of Contract term, with the final report due 15 days prior to the end of Contract term.

**EXHIBIT B**  
**CONTRACT FOR BEHAVIORAL HEALTH SERVICES**  
**COMPENSATION**

**1. Compensation.**

- a. Prior to commencement of services, Contractor shall provide a valid, current taxpayer ID number to the San Luis Obispo County Auditor/Controller at: 1055 Monterey Street Room D220, San Luis Obispo, CA. 93408. County shall pay to Contractor as compensation in full for all services performed by Contractor pursuant to this Contract, the following sums in the following manner:
  - 1) County's Maximum Cost of the Contract for Services.
    - i. County Innovation Evaluator (CIE) - \$120,000 over four years as indicated below:
      - (1) FY 2019-20 \$30,000
      - (2) FY 2020-21 \$30,000
      - (3) FY 2021-22 \$30,000
      - (4) FY 2022-23 \$30,000

**2. Billing.**

- a. Contractor shall bill County for services provided under this Contract as follows: For all services in a calendar month, Contractor shall invoice County by the 30th day of the following calendar month.

**3. Documentation.**

- a. If County deems applicable, as part of the monthly invoicing process, Contractor shall provide, with each monthly invoice, documentation pertaining to client services provided during the invoiced month, as per any special requirements needed by third party payors or federal or state funding agencies. This requirement shall apply to all Contractors billing services on a per minute basis. Contractor shall provide documentation as per County guidelines, which can be found at:

<https://www.slocounty.ca.gov/Departments/Health-Agency/Behavioral-Health/Quality-Support/Services/Health-Agency-Contractor-and-Network-Provider-Supp.aspx>

**4. Payments.**

- a. County shall, within thirty (30) days following receipt of a correct monthly invoice meeting all criteria in this Contract, pay the undisputed charges on the invoice. If there are any disputed charges on the invoice, County shall include the explanation of the nature of the dispute with the payment for the undisputed charges and will provide Contractor with a Notice of Adverse Beneficiary Determination, if applicable. The parties shall exchange any information needed to resolve the dispute within a reasonable time.

**5. Audit Risk.**

- a. In the case that Contractor-provided services are billed by the County to Medi-Cal, Contractor agrees to accept risk for Medi-Cal exceptions related to deficiencies in documentation or any other areas of responsibility to County to the extent allowed by law.



**HEALTH AGENCY IT  
COMPUTER COSTS FY 2020-2021**

Standard	\$1,100.00	OptiPlex 7040 Micro
Special	\$2,600.00	Precision 3620

**Monitors**

23"	\$250.00
24"	\$350.00
39"	\$500.00
TV Monitor	
40"	\$350.00
70"	\$1,300.00

**Software**

Office 365	\$20/month
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**Laptops**

Standard	\$1,500.00	Dell Latitude E6540
Docking Station	\$250.00	
Full setup	\$2,600.00	Dell Latitude E6540

**Tablets**

iPad Wifi Only	\$499-\$699
iPad 3G	\$619-\$829
iPad Pro	\$799-\$1,079
Surface Pro 4	\$899-\$1,699

**New Computers** \* with 2 monitors

Standard	\$1,500.00
High	\$1,800.00
Laptop	\$2,500.00

**Printers**

Lexmark CS725de Color Laser Printer	\$ 2,200.00
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Materials Cost Projections Summary

Item	Vendor	Quantity/price	Total Cost
Business Cards		3 Counselors 1 FNL Coordinator 1 Clinician	500.00
Computer bag – locking	Office Depot <a href="https://www.officedepot.com/a/products/878957/Tripp-Lite-Traditional-Brief-Bag-Notebook/">https://www.officedepot.com/a/products/878957/Tripp-Lite-Traditional-Brief-Bag-Notebook/</a>	5 @ 75.89	1517.80
Rolling Storage Cart	Office Depot <a href="https://www.officedepot.com/a/products/8519460/Rimax-Rolling-Storage-Cart-3-Drawer/">https://www.officedepot.com/a/products/8519460/Rimax-Rolling-Storage-Cart-3-Drawer/</a>	<u>6@29.99</u>	179.94
Bulletin Board Cabinet	Office Depot <a href="https://www.officedepot.com/a/products/486615/MasterVision-Enclosed-Fabric-Bulletin-Board-Cabinet/">https://www.officedepot.com/a/products/486615/MasterVision-Enclosed-Fabric-Bulletin-Board-Cabinet/</a>	6@592.09	3552.54
Brochure Display Rack	Office Depot <a href="https://www.officedepot.com/a/products/6322548/Azar-Displays-4-Tier-8-Pocket/">https://www.officedepot.com/a/products/6322548/Azar-Displays-4-Tier-8-Pocket/</a>	6@36.99	221.64
Jenga (Counseling Activity tool box)	Amazon <a href="https://www.amazon.com/Wooden-Blocks-Stacking-Tumbling-Exclusive/dp/B000GBA60W/ref=sr_1_5?keywords=jenga&amp;qid=1582139301&amp;sr=8-5">https://www.amazon.com/Wooden-Blocks-Stacking-Tumbling-Exclusive/dp/B000GBA60W/ref=sr_1_5?keywords=jenga&amp;qid=1582139301&amp;sr=8-5</a>	6 @16.94	101.64
Uno (Counseling Activity tool box)	Amazon <a href="https://www.amazon.com/Mattel-Original-Playing-Card-Game/dp/B00GTJSGXE/ref=sr_1_2?crid=260H0BENICE5O&amp;keywords=uno+card+game&amp;qid=1582139434&amp;sprex=uno%2Caps%2C222&amp;sr=8-2">https://www.amazon.com/Mattel-Original-Playing-Card-Game/dp/B00GTJSGXE/ref=sr_1_2?crid=260H0BENICE5O&amp;keywords=uno+card+game&amp;qid=1582139434&amp;sprex=uno%2Caps%2C222&amp;sr=8-2</a>	6@ 6.15	36.90
Sensory Fidgets (Counseling Activity Tool Box)	Amazon <a href="https://www.amazon.com/Sensory-Set%EF%BC%8CStress-Birthday-Classroom-Carnival/dp/B07PKGVF89/ref=sr_1_3_sspa?crid=1710VJPE4B855&amp;keywords=fidget+toys&amp;qid=1582139546&amp;sprex=fidget%2Caps%2C214&amp;sr=8-3-sporns&amp;psc=1&amp;spla=ZW5icnlwdGVkUXVhbGlnaWVwPUExwioxUTVRRTTQzV0M3JmVUy3J5CHRIZELKPUeWMT5MTQ3MIAWOU5JQzA1T0VCUIzIbMvNveXB0">https://www.amazon.com/Sensory-Set%EF%BC%8CStress-Birthday-Classroom-Carnival/dp/B07PKGVF89/ref=sr_1_3_sspa?crid=1710VJPE4B855&amp;keywords=fidget+toys&amp;qid=1582139546&amp;sprex=fidget%2Caps%2C214&amp;sr=8-3-sporns&amp;psc=1&amp;spla=ZW5icnlwdGVkUXVhbGlnaWVwPUExwioxUTVRRTTQzV0M3JmVUy3J5CHRIZELKPUeWMT5MTQ3MIAWOU5JQzA1T0VCUIzIbMvNveXB0</a>	6@ 19.99	119.94

	<a href="https://www.amazon.com/CBT-Toolbox-Children-Adolescents-Worksheets/dp/1683730755/ref=sr_1_3?keywords=mental+health+books+for+middle+school&amp;qid=1582140687&amp;sr=8-3">ZWRBZEIKPUEWMZEMDM5REFGMKJQUVPMIgj3JndpZGdlde5hbWU9c3BfYXRmJmFidGlvbj1ibGlia1JZGlvZWNOJmRvTm90TG9nQ2xpY2s9dHJ1ZQ==</a>		
CBT Workbook	Amazon <a href="https://www.amazon.com/CBT-Toolbox-Children-Adolescents-Worksheets/dp/1683730755/ref=sr_1_3?keywords=mental+health+books+for+middle+school&amp;qid=1582140687&amp;sr=8-3">https://www.amazon.com/CBT-Toolbox-Children-Adolescents-Worksheets/dp/1683730755/ref=sr_1_3?keywords=mental+health+books+for+middle+school&amp;qid=1582140687&amp;sr=8-3</a>	6@22.49	134.94
Therapy Games	Amazon <a href="https://www.amazon.com/s?k=mental+health+books+for+middle+school&amp;ref=nb_sb_noss">https://www.amazon.com/s?k=mental+health+books+for+middle+school&amp;ref=nb_sb_noss</a>	6@16.34	98.04
Coping Skills Workbook	Amazon <a href="https://www.amazon.com/Coping-Skills-Kids-Workbook-Strategies/dp/1683731220/ref=sr_1_6?keywords=mental+health+books+for+middle+school&amp;qid=1582140797&amp;sr=8-6">https://www.amazon.com/Coping-Skills-Kids-Workbook-Strategies/dp/1683731220/ref=sr_1_6?keywords=mental+health+books+for+middle+school&amp;qid=1582140797&amp;sr=8-6</a>	6@15.77	94.62
Tablecloth (Outreach & Promotion)	Left Coast T-Shirt Company	3 @ 374.25	1122.75
Canopy Pop-up (Outreach & Promotion)	4Imprint <a href="https://www.4imprint.com/product/112530-10-VC/Deluxe-10-Event-Tent-with-Vented-Canopy">https://www.4imprint.com/product/112530-10-VC/Deluxe-10-Event-Tent-with-Vented-Canopy</a>	3@595.00	1785.00
Folding Wagon (Outreach & Promotion)	Costco <a href="https://www.costco.com/mac-sports-folding-wagon-with-cargo-net.product.100518869.html">https://www.costco.com/mac-sports-folding-wagon-with-cargo-net.product.100518869.html</a>	3 @79.99	239.97
Stress and Anxiety Brochure	Positive Promotions <a href="https://www.positivepromotions.com/dealing-with-day-to-day-stress-and-anxiety-pocket-pal-personalization-available/p/bc-286/">https://www.positivepromotions.com/dealing-with-day-to-day-stress-and-anxiety-pocket-pal-personalization-available/p/bc-286/</a>	500	185.00
Writing Journals	Office Depot <a href="https://www.officedepot.com/a/products/9935415/Barker-Creek-Color-Me-Boho-Inspired/">https://www.officedepot.com/a/products/9935415/Barker-Creek-Color-Me-Boho-Inspired/</a>	64@19.99	1279.36
Pencils	Office Depot <a href="https://www.officedepot.com/a/products/7985576/BIC-Xtra-Life-Mechanical-Pencils-07/">https://www.officedepot.com/a/products/7985576/BIC-Xtra-Life-Mechanical-Pencils-07/</a>	24@19.99	479.76
Stress Management Bookmark	Positive Promotions <a href="https://www.positivepromotions.com/101-ways-to-manage-stress-bookmark-personalization-available/p/pkm-10/">https://www.positivepromotions.com/101-ways-to-manage-stress-bookmark-personalization-available/p/pkm-10/</a>	500	185.00

Stickers – Strength, FNL, MH Awareness (Outreach & Promotion)	PS Print	3 @ 60.00	180.00
FNL Membership T-Shirts (youth chapter members)	Left Coast T-shirt Company	150@7.00	1050.00
Markers	Amazon <a href="https://www.amazon.com/Mr-Sketch-1905069-Assorted-12-Count/ddp/B00006IFH0/ref=sxin_4_osp104-3df4751b_cov?ascsubtag=3df4751b-9f75-4f79-84c6-de24d128e9bc&amp;creativeASIN=B00006IFH0&amp;cv_ct_cx=markers&amp;cv_ct_id=amzn1.osp.3df4751b-9f75-4f79-84c6-de24d128e9bc&amp;cv_ct_pg=search&amp;cv_ct_wn=osp-search&amp;keywords=markers&amp;linkCode=oa&amp;pd_rd_i=B00006IFH0&amp;pd_rd_r=e0457c97-9364-4ca6-8448-5c1c17e0432&amp;pd_rd_w=v7Vkb&amp;pd_rd_wg=km3UI&amp;pf_rd_p=62c00474-6fe0-420f-9956-a05256e04b43&amp;pf_rd_r=DP3QRZ8G04EQ52485FDE&amp;qid=1582142711&amp;tag=scrippsonsite-20">https://www.amazon.com/Mr-Sketch-1905069-Assorted-12-Count/ddp/B00006IFH0/ref=sxin_4_osp104-3df4751b_cov?ascsubtag=3df4751b-9f75-4f79-84c6-de24d128e9bc&amp;creativeASIN=B00006IFH0&amp;cv_ct_cx=markers&amp;cv_ct_id=amzn1.osp.3df4751b-9f75-4f79-84c6-de24d128e9bc&amp;cv_ct_pg=search&amp;cv_ct_wn=osp-search&amp;keywords=markers&amp;linkCode=oa&amp;pd_rd_i=B00006IFH0&amp;pd_rd_r=e0457c97-9364-4ca6-8448-5c1c17e0432&amp;pd_rd_w=v7Vkb&amp;pd_rd_wg=km3UI&amp;pf_rd_p=62c00474-6fe0-420f-9956-a05256e04b43&amp;pf_rd_r=DP3QRZ8G04EQ52485FDE&amp;qid=1582142711&amp;tag=scrippsonsite-20</a>	7 @ 5.71	34.26
Scissors	Office Depot <a href="https://www.officedepot.com/a/products/837278/Westcott-All-Purpose-Value-Stainless-Steel/">https://www.officedepot.com/a/products/837278/Westcott-All-Purpose-Value-Stainless-Steel/</a>	9@4.79	43.11
Tape/Dispenser	Office Depot <a href="https://www.officedepot.com/a/products/1733336/Scotch-Desk-Tape-Dispenser-100percent-Recycled/">https://www.officedepot.com/a/products/1733336/Scotch-Desk-Tape-Dispenser-100percent-Recycled/</a>	9@6.29	56.61
Desk Organizer	Office Depot <a href="https://www.officedepot.com/a/products/314934/Brenton-Studio-Metro-Mesh-Organizer-Black/">https://www.officedepot.com/a/products/314934/Brenton-Studio-Metro-Mesh-Organizer-Black/</a>	9@8.99	80.91
Binders	Office Depot <a href="https://www.officedepot.com/a/products/208819/Office-Depot-Durable-View-Round-Ring/">https://www.officedepot.com/a/products/208819/Office-Depot-Durable-View-Round-Ring/</a>	9@6.29	56.61

Copy Paper	Office Depot <a href="https://www.officedepot.com/a/products/348037/Office-Depot-Copy-And-Print-Paper/">https://www.officedepot.com/a/products/348037/Office-Depot-Copy-And-Print-Paper/</a>	20@32.99	659.80
Post-Its	Office Depot <a href="https://www.officedepot.com/a/products/837398/Post-it-Notes-Super-Sticky-Notes/">https://www.officedepot.com/a/products/837398/Post-it-Notes-Super-Sticky-Notes/</a>	<u>3@23.99</u>	71.97
Pens	Office Depot <a href="https://www.officedepot.com/a/products/790801/Pilot-G-2-Retractable-Gel-Pens/">https://www.officedepot.com/a/products/790801/Pilot-G-2-Retractable-Gel-Pens/</a>	6@17.99	107.94
Easel	Office Depot <a href="https://www.officedepot.com/a/products/193453/MasterVision-Easy-Clean-Quad-Pod-4/">https://www.officedepot.com/a/products/193453/MasterVision-Easy-Clean-Quad-Pod-4/</a>	3@145.99	437.97
Easel Pads	Office Depot <a href="https://www.officedepot.com/a/products/102015/Post-it-Super-Sticky-Easel-Pads/">https://www.officedepot.com/a/products/102015/Post-it-Super-Sticky-Easel-Pads/</a>	<u>3@96.99</u>	290.97
Dry erase marker	Office Depot <a href="https://www.officedepot.com/a/products/287608/EXPO-Low-Odor-Dry-Erase-Markers/">https://www.officedepot.com/a/products/287608/EXPO-Low-Odor-Dry-Erase-Markers/</a>	3@12.34	37.02
			<b>14,942.01</b>



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PROPOSAL: 117513

DATE: 05/24/2019

PROJECT#: 18-1083

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PROPOSAL FOR: 7755

County of San Luis Obispo  
Health Agency  
2180 Johnson Avenue  
San Luis Obispo CA 93401

DELIVER TO:

County of San Luis Obispo  
277 South Street  
Suite T  
San Luis Obispo CA 93401

CONTACT NAME: Mike Stevens  
PH: 805.781.4303

SALESPERSON  
Stacey Lange

CUSTOMER P/O.:

PROPOSAL VALID THROUGH  
/ /

#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
			Conference room 112		
1	1	A1120.3924N	+Panel Fabric Npwr 39H 24W LT +light tone MT +medium tone COM @customer's own material-Pr Cat 1 NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): Room 112	230.92	230.92
2	2	A1120.6724N	+Panel Fabric Npwr 67H 24W LT +light tone MT +medium tone COM @customer's own material-Pr Cat 1 NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): Room 112	318.68	637.36
3	2	A1120.6736N	+Panel Fabric Npwr 67H 36W LT +light tone MT +medium tone COM @customer's own material-Pr Cat 1 NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): Room 112	380.19	760.38
4	1	A1120.6748N	+Panel Fabric Npwr 67H 48W LT +light tone MT +medium tone COM @customer's own material-Pr Cat 1 NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): Room 112	416.52	416.52

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#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
5	3	A1220.67H	+Conn 2-Way 90 Deg Hard 67H +light tone +medium tone Tag(s): Room 112	61.51	184.53
		LT			
		MT			
6	1	A1271.39H	+Fin End 39H +light tone +medium tone Tag(s): Room 112	23.38	23.38
		LT			
		MT			
7	1	A1271.67H	+Fin End 67H +light tone +medium tone Tag(s): Room 112	25.90	25.90
		LT			
		MT			
8	1	A2310.2448L	+Work Surf Sq-Edge Rect Lam Top/TP Edge 24D 48W @open line laminate (nonstandard) natural cherry black umber medium tone Tag(s): Room 112	144.59	144.59
		ZZ			
		9X4M			
		BU			
		MT			
9	1	A2310.2472L	Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W open line laminate (nonstandard) natural cherry black umber medium tone Tag(s): J	207.00	207.00
		ZZ			
		9X4M			
		BU			
		MT			
10	1	A3410.1648	Tackboard,B-Style 16H 48W customer's own material GLFDM 2335 - 2035 ANCHORAGE Tag(s): J	99.36	99.36
		COM			
		N630			
11	1	A3352.1348	+Flip Dr Unit B-Style Fab W/Lock 13D 48W 15-1/2H +keyed differently +medium tone @customer's own material-Pr Cat 1 GLFDM 3497 - 010 GROOVE Tag(s): Room 112	241.35	241.35
		KD			
		MT			
		COM			
		NL28			
12	2	AO215.62	+Draw Rod 62H Tag(s): Room 112	10.43	20.86
13	1	AO259.	+Fin End Chg-Of-Ht Panel/Conn +light tone Tag(s): Room 112	11.87	11.87
		LT			

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#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
14	1	G6120.48NS	+Task Light E.E. No Dim AO/Etho/Canvas Canada 48W +light tone Tag(s): Room 112	143.87	143.87
		LT			
					3,147.89
Brenne's Office					
15	2	A1120.3924N	Panel,Fabric Npwr 39H 24W light tone medium tone customer's own material GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) customer's own material GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): B	230.92	461.84
		LT			
		MT			
		COM			
		NL65			
		COM			
		NL65			
16	1	A1120.3948N	Panel,Fabric Npwr 39H 48W light tone medium tone customer's own material GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) customer's own material GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): B	291.35	291.35
		LT			
		MT			
		COM			
		NL65			
		COM			
		NL65			
17	2	A1120.6748N	Panel,Fabric Npwr 67H 48W light tone medium tone customer's own material GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) customer's own material GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): B	416.52	833.04
		LT			
		MT			
		COM			
		NL65			
		COM			
		NL65			
18	1	A1220.39H	Conn,2-Way 90 Deg Hard 39H light tone medium tone Tag(s): B	47.84	47.84
		LT			
		MT			
19	2	A1220.67H	Conn,2-Way 90 Deg Hard 67H light tone medium tone Tag(s): B	61.51	123.02
		LT			
		MT			
20	2	A1271.39H	Fin End 39H light tone medium tone Tag(s): B	23.38	46.76
		LT			
		MT			

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#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
36	1	A1220.67H	Conn, 2-Way 90 Deg Hard 67H light tone medium tone Tag(s): B	61.51	61.51
		LT			
		MT			
37	1	A0259.	Fin End, Chg-Of-Ht, Panel/Conn light tone Tag(s): B	11.87	11.87
		LT			
38	1	A1271.39H	Fin End 39H light tone medium tone Tag(s): B	23.38	23.38
		LT			
		MT			
39	1	A2310.2460L	Work Surf, Sq-Edge Rect, Lam Top/TP Edge 24D 60W open line laminate (nonstandard) natural cherry black umber medium tone Tag(s): J	183.08	183.08
		ZZ			
		9X4M			
		BU			
		MT			
40	1	LW100.20BBF	Ped W-Pull, Freestd 20D B/B/F full-extension ball-bearing smooth paint on smooth steel medium tone keyed differently, black standard height none Tag(s): UP	250.90	250.90
		SB			
		SS			
		MT			
		KD			
		1F			
		NN			
					761.66
41	1	A2310.2424L	+Work Surf Sq-Edge Rect Lam Top/TP Edge 24D 24W @open line laminate (nonstandard) Natural Cherry +black umber +medium tone Tag(s): Room 126	103.23	103.23
		ZZ			
		9X4M			
		BU			
		MT			
42	2	A2380.24L	+Support Panel, Wk Surf End Lam 24D +medium tone Tag(s): Room 126	107.19	214.38
		MT			
43	1	A2310.2484L	+Work Surf Sq-Edge Rect Lam Top/TP Edge 24D 84W @open line laminate (nonstandard) Natural Cherry +black umber +medium tone	231.64	231.64
		ZZ			
		9X4M			
		BU			
		MT			

CONTINUED...



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#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
29	2	A1120.3936N	Panel,Fabric Npwr 39H 36W LT light tone MT medium tone COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): B	269.76	539.52
30	2	A1220.39H	Conn,2-Way 90 Deg Hard 39H LT light tone MT medium tone Tag(s): B	47.84	95.68
31	2	A1271.39H	Fin End 39H LT light tone MT medium tone Tag(s): B	23.38	46.76
32	1	A2310.2472L	Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 72W ZZ open line laminate (nonstandard) 9X4M natural cherry BU black umber MT medium tone Tag(s): J	206.82	206.82
33	1	AO215.34	Draw Rod 34H Tag(s): B	10.07	10.07
34	1	LW100.20BBF	Ped W-Pull,Freestd 20D B/B/F SB full-extension ball-bearing SS smooth paint on smooth steel MT medium tone KD keyed differently, black 1F standard height NN none Tag(s): UP	250.90	250.90
					1,611.59
Room 114					
35	1	A1120.3924N	Panel,Fabric Npwr 39H 24W LT light tone MT medium tone COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): B	230.92	230.92

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#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
21	1	A2310.2448L	Work Surf,Sq-Edge Rect, Lam Top/TP Edge 24D 48W ZZ open line laminate (nonstandard) 9X4M natural cherry BU black umber MT medium tone Tag(s): J	144.59	144.59
22	1	A2333.2448L	Work Surf,Sq-Edge Concave Corner, Lam Top/TP Edge 24D 48W ZZ open line laminate (nonstandard) 9X4M natural cherry BU black umber MT medium tone Tag(s): J	230.92	230.92
23	1	A3220.1348	Shelf,Storage/Display B-Style 13D 48W MT medium tone Tag(s): J	77.69	77.69
24	1	AO215.62	Draw Rod 62H Tag(s): B	10.43	10.43
25	2	AO259.	Fin End,Chg-Of-Ht,Panel/Conn LT light tone Tag(s): B	11.87	23.74
26	1	G6120.48NS	Task Light,E.E.,No Dim,AO/Etho/Canvas,Canada 48W LT light tone Tag(s): A	143.87	143.87
27	1	A3410.1648	Tackboard,B-Style 16H 48W COM customer's own material N630 GLFDM 2335 - 2035 ANCHORAGE Tag(s): J	99.36	99.36
					2,534.45
Room 124 station					
28	2	A1120.3924N	Panel,Fabric Npwr 39H 24W LT light tone MT medium tone COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) COM customer's own material NL65 GLFDM 4158/66 IN - 031 NETWORK/66 IN (*STD) Tag(s): B	230.92	461.84



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#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
			Tag(s): Front office		
44	1	A2394.24	+H-Leg for 24D Wk Surf +medium tone Tag(s): Front Office	115.46	115.46
					664.71
45	1	Delivery	Recieve, deliver and reconfigure offices per plan Work to be done durning normal business hours Tag(s): Front Office	1,620.00	1,620.00

PRODUCT TOTAL: 8,720.30  
 DEL/ASSEMBLY.: 1,620.00

PAYMENT TERMS: Net 30

ACCEPTED BY \_\_\_\_\_

SALES TAX....: 801.37

DATE ACCEPTED \_\_\_\_\_

GRAND TOTAL...: 11,141.67

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