

PART IV: REQUIRED EXHIBITS

EXHIBIT 1: WORKFORCE FACE SHEET

**MENTAL HEALTH SERVICES ACT (MHSA) WORKFORCE EDUCATION AND TRAINING COMPONENT
THREE-YEAR PROGRAM AND EXPENDITURE PLAN, Fiscal Years 2010-11, 2011-12, 2012-13**

County: Tulare

Date: October 22, 2010

Tulare County's Workforce Education and Training component of the Three-Year Program and Expenditure Plan addresses the shortage of qualified individuals who provide services in Tulare County's Public Mental Health System. This includes community-based organizations and individuals in solo or small group practices who provide publicly-funded mental health services to the degree they comprise the County's Public Mental Health System workforce. This Workforce Education and Training component is consistent with and supportive of the vision, values, mission, goals, objectives, and proposed actions of California's MHSA Workforce Education and Training Five-Year Strategic Plan (Five-Year Plan) and the County's current MHSA Community Services and Supports component. Actions to be funded in this Workforce Education and Training component supplement state administered workforce programs. The combined Actions of California's Five-Year Plan and this County's Workforce Education and Training component together address this County's workforce needs as indicated in Exhibits 3 through 6.

Funds do not supplant existing workforce development and/or education and training activities. Funds will be used to modify and/or expand existing programs and services to fully meet the fundamental principles contained in the Act.

All proposed education, training, and workforce development programs and activities contribute to developing and maintaining a culturally competent workforce, to include individuals with client and family member experience who are capable of providing client- and family-driven services that promote wellness, recovery, and resiliency, leading to measurable, values-driven outcomes. This Workforce Education and Training component has been developed with stakeholders and public participation. All input has been considered, with adjustments made, as appropriate.

Progress and outcomes of education and training programs and activities listed in this Workforce Education and Training component will be reported and shared on an annual basis, with appropriate adjustments made. An updated assessment of Tulare County's workforce needs will be provided as part of the development of each subsequent Workforce Education and Training component.

County Mental Health Director

Printed Name: Cheryl L. Duerksen, Ph.D.

Signature: _____

Contact Person's Name: Christi Lupkes

5957 S. Mooney Blvd.

Visalia, CA 93277

Phone #: (559) 624-8000

E-mail address: cduerkse@tularehhsa.org

Fax #: (559) 737-4572

Phone #: (559) 624-7475

Fax #: (559) 713-3018

E-mail: CLupkes@tularehhsa.org

TABLE OF CONTENTS

	<i>Page</i>
EXHIBIT 1: WORKFORCE FACE SHEET	1
EXHIBIT 2: STAKEHOLDER PARTICIPATION SUMMARY	3
EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT	4
EXHIBIT 4: WORK DETAIL	12
EXHIBIT 5: ACTION MATRIX	21
EXHIBIT 6: BUDGET SUMMARY	22

EXHIBIT 2: STAKEHOLDER PARTICIPATION SUMMARY

Counties are to provide a short summary of their planning process, to include identifying stakeholder entities involved and the nature of the planning process; for example, description of the use of focus groups, planning meetings, teleconferences, electronic communication, use of regional partnerships.

The Director of the Tulare County Mental Health Department provided overall direction and guidance in the development of the WET planning process. Coordination and management of the planning process was carried out by the MHSA Coordinator, Acting WET coordinator, and support staff, with assistance in facilitation and research from Visions to Results, a consultant firm that provides facilitation, research, evaluation, and planning services to non-profit organizations and public agencies.

Tulare County conducted a stakeholder process with the support and partnership of the Tulare County Mental Health Board that included approximately 20 stakeholders to include consumers, family member, and mental health providers with an interest in workforce development who participated in various parts of the community planning process. Feedback from our stakeholder partners has similarly informed the planning process for Workforce Development. A workforce needs assessment was conducted in 2008; and both a survey of workforce, education, and training needs of consumers and family members, and a survey of training needs of mental health staff were conducted in early 2010.

For the WET component, Tulare County conducted a stakeholder process that successfully engaged 20 stakeholders/cultural and community brokers and several various community groups; including representation from County mental health staff, community-based organization staff, consumers, family members, diverse community groups, educational partners, law enforcement, and other community partners. Methods used included stakeholder meetings and surveys. Content of stakeholder meetings included overview and background on MHSA, summary of workforce assessment tool results, training on state and local actions, and information regarding key points in the local planning process, e.g., public hearing date. Stakeholders were able to assist in collecting more than 200 consumer and family member surveys, and 93 staff training needs surveys. Along with the Tulare County Mental Health Board, these stakeholders provided the guidance and input that forms the foundation for our plan. The input received from our variety of community outreach methods has led us to develop a Plan that we believe is responsive to the Workforce Education and Training Plan Requirements and the needs of our diverse community.

The draft WET Plan was circulated for 30 days for review and comment, via the County MHSA internal and external web sites. Notices were posted in local newspapers, and a public hearing was held by the local mental health board. Electronic versions were emailed to lists of parties who have been involved and/or expressed an interest in the process, and hard copies were distributed upon request. The 30-day stakeholder review and public comment period took place from August 15, 2010 through September 15, 2010, with a public hearing held on September 21, 2010. There were no public comments.

EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT

I. By Occupational Category - page 1

Major Group and Positions (1)	Esti- mated # FTE author- ized (2)	Position hard to fill? 1=Yes 0=No (3)	# FTE estimated to meet need in addition to # FTE authorized (4)	Race/ethnicity of FTEs currently in the workforce -- Col. (11)						# FTE filled (5)+(6)+ (7)+(8)+ (9)+(10) (11)
				White/ Caucasian (5)	His- panic/ Latino (6)	African- Ameri- can/ Black (7)	Asian/ Pacific Islan- der (8)	Native Ameri- can (9)	Multi Race or Other (10)	
A. Unlicensed Mental Health Direct Service Staff:										
County (employees, independent contractors, volunteers)										
Mental Health Rehabilitation Specialist	0.0	0	0.0							
Case Manager/Service Coordinators	76.0	1	1.0							
Employment Services Staff	0.0	0	0.0							
Housing Services Staff	0.0	0	0.0							
Consumer Support Staff	2.0	0	0.0							
Family Member Support Staff	0.0	0	0.0							
Benefits/Eligibility Specialist	0.0	0	0.0							
Other <i>Unlicensed</i> MH Direct Service Staff	11.0	0	0.0							
<i>Sub-total, A (County)</i>	89.0	1	1.0	20.0	30.0	0.0	8.0	0.0	6.0	64.0
All Other (CBOs, CBO sub-contractors, network providers, and volunteers)										
Mental Health Rehabilitation Specialist	79.0	1	3.0							
Case Manager/Service Coordinators	58.0	1	5.0							
Employment Services Staff	0.0	0	0.0							
Housing Services Staff	0.0	0	0.0							
Consumer Support Staff	2.0	1	0.0							
Family Member Support Staff	0.0	0	0.0							
Benefits/Eligibility Specialist	0.0	0	0.0							
Other <i>Unlicensed</i> MH Direct Service Staff	0.0	0	0.0							
<i>Sub-total, A (All Other)</i>	139.0	3	8.0	25.0	104.0	3.0	6.0	0.0	0.0	138.0
Total, A (County & All Other)	228.0	4	9.0	45.0	134.0	3.0	14.0	0.0	6.0	202.0

EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT

I. By Occupational Category - page 2

Major Group and Positions (1)	Esti- mated # FTE author- ized (2)	Position hard to fill? 1=Yes 0=No (3)	# FTE estimated to meet need in addition to # FTE authorized (4)	Race/ethnicity of FTEs currently in the workforce -- Col. (11)							# FTE filled (5)+(6)+ (7)+(8)+ (9)+(10) (11)
				White/ Caucasian (5)	His- panic/ Latino (6)	African- Ameri- can/ Black (7)	Asian/ Pacifi- c Islan- der (8)	Native Ameri- can (9)	Multi Race or Other (10)		
B. Licensed Mental Health Staff (direct service):											
County (employees, independent contractors, volunteers)											
Psychiatrist, general	9.0	1	1.0								
Psychiatrist, child/adolescent	0.0	0	0.0								
Psychiatrist, geriatric	0.0	0	0.0								
Psychiatric or Family Nurse Practitioner	0.0	0	0.0								
Clinical Nurse Specialist	0.0	0	0.0								
Licensed Psychiatric Technician	14.0	1	0.0								
Licensed Clinical Psychologist	10.0	1	0.0								
Psychologist, registered intern (or waived)	0.0	0	0.0								
Licensed Clinical Social Worker (LCSW)	49.0	1	0.0								
MSW, registered intern (or waived)	0.0	0	0.0								
Marriage and Family Therapist (MFT)	0.0	0	0.0								
MFT registered intern (or waived)	0.0	0	0.0								
Other <i>Licensed</i> MH Staff (direct service)	1.0	0	0.0								
<i>Sub-total, B (County)</i>	83.0	4	1.0	43.0	11.0	1.0	2.0	0.0	1.0	58.0	
All Other (CBOs, CBO sub-contractors, network providers, and volunteers)											
Psychiatrist, general	5.5	1	0.0								
Psychiatrist, child/adolescent	4.4	1	4.5								
Psychiatrist, geriatric	0.0	0	0.0								
Psychiatric or Family Nurse Practitioner	0.0	0	0.0								
Clinical Nurse Specialist	0.0	0	0.0								
Licensed Psychiatric Technician	16.0	1	1.5								
Licensed Clinical Psychologist	0.0	0	0.0								
Psychologist, registered intern (or waived)	0.0	0	0.0								
Licensed Clinical Social Worker (LCSW)	11.0	1	0.0								
MSW, registered intern (or waived)	34.0	1	0.0								
Marriage and Family Therapist (MFT)	38.0	1	5.0								
MFT registered intern (or waived)	63.0	1	5.0								
Other <i>Licensed</i> MH Staff (direct service)	7.5	0	0.0								
<i>Sub-total, B (All Other)</i>	179.4	7	16.0	50.0	107.0	8.0	11.9	0.0	4.0	180.9	
Total, B (County & All Other)	262.4	11	17.0	93.0	118.0	9.0	13.9	0.0	5.0	238.9	

*Note: # FTE filled is slightly higher than # FTE authorized particularly in the Psychiatrist and LCSW classification within the CBO sector.

EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT

I. By Occupational Category - page 3

Major Group and Positions (1)	Esti- mated # FTE author- ized (2)	Position hard to fill? 1=Yes 0=No (3)	# FTE estimated to meet need in addition to # FTE authorized (4)	Race/ethnicity of FTEs currently in the workforce -- Col. (11)						# FTE filled (5)+(6)+ (7)+(8)+ (9)+(10) (11)
				White/ Caucasian (5)	His- panic/ Latino (6)	African- Ameri- can/ Black (7)	Asian/ Pacific Islan- der (8)	Native Ameri- can (9)	Multi Race or Other (10)	
C. Other Health Care Staff (direct service):										
County (employees, independent contractors, volunteers)										
Physician	0.0	0	0.0							
Registered Nurse	0.0	0	0.0							
Licensed Vocational Nurse	0.0	0	0.0							
Physician Assistant	0.0	0	0.0							
Occupational Therapist	0.0	0	0.0							
Other Therapist (e.g., physical, recreation, art, dance)	0.0	0	0.0							
Other Health Care Staff (direct service, to include traditional cultural healers)	30.0	0	0.0							
<i>Sub-total, C (County)</i>	30.0	0	0.0	13.0	10.0	0.0	1.0	1.0	2.0	27.0
All Other (CBOs, CBO sub-contractors, network providers, and volunteers)										
Physician	0.0	0	0.0							
Registered Nurse	12.0	1	0.0							
Licensed Vocational Nurse	16.0	1	0.0							
Physician Assistant	0.0	0	0.0							
Occupational Therapist	0.0	0	0.0							
Other Therapist (e.g., physical, recreation, art, dance)	0.0	0	0.0							
Other Health Care Staff (direct service, to include traditional cultural healers)	0.0	0	0.0							
<i>Sub-total, C (All Other)</i>	28.0	2	0.0	17.0	10.0	0.0	1.0	0.0	0.0	28.0
Total, C (County & All Other)	58.0	2	0.0	30.0	20.0	0.0	2.0	1.0	2.0	55.0

EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT

I. By Occupational Category - page 4

				Race/ethnicity of FTEs currently in the workforce -- Col. (11)						
Major Group and Positions (1)	Estimated # FTE authorized (2)	Position hard to fill? 1=Yes 0=No (3)	# FTE estimated to meet need in addition to # FTE authorized (4)	White/ Caucasian (5)	His-panic/ Latino (6)	African- Ameri- can/ Black (7)	Asian/ Pacific Islan- der (8)	Native Ameri- can (9)	Multi Race or Other (10)	# FTE filled (5)+(6)+ (7)+(8)+ (9)+(10) (11)
D. Managerial and Supervisory:										
County (employees, independent contractors, volunteers)										
CEO or manager above direct supervisor	21.0	0	0.0							
Supervising psychiatrist (or other physician)	0.0	0	0.0							
Licensed supervising clinician	0.0	0	0.0							
Other managers and supervisors	13.0	0	0.0							
<i>Sub-total, D (County)</i>	34.0	0	0.0	17.0	10.0	0.0	2.0	0.0	0.0	29.0
All Other (CBOs, CBO sub-contractors, network providers, and volunteers)										
CEO or manager above direct supervisor	8.8	1	0.0							
Supervising psychiatrist (or other physician)	0.0	0	0.0							
Licensed supervising clinician	16.0	1	2.0							
Other managers and supervisors	3.0	0	0.0							
<i>Sub-total, D (All Other)</i>	27.8	2	2.0	17.2	9.6	2.0	0.0	0.0	2.0	30.8
Total, D (County & All Other)	61.8	2	2.0	34.2	19.6	2.0	2.0	0.0	2.0	59.8

EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT

I. By Occupational Category - page 5

Major Group and Positions (1)	Estimated # FTE authorized (2)	Position hard to fill? 1=Yes 0=No (3)	# FTE estimated to meet need in addition to # FTE authorized (4)	Race/ethnicity of FTEs currently in the workforce -- Col. (11)							# FTE filled (5)+(6)+ (7)+(8)+ (9)+(10) (11)
				White/Caucasian (5)	Hispanic/Latino (6)	African-American/Black (7)	Asian/Pacific Islander (8)	Native American (9)	Multi Race or Other (10)		
E. Support Staff:											
County (employees, independent contractors, volunteers)											
Analysts, tech support, quality assurance	10.0	0	0.0								
Education, training, research	0.0	0	0.0								
Clerical, secretary, administrative assistants	60.0	0	0.0								
Other support staff (non-direct services)	6.0	0	0.0								
<i>Sub-total , E (County)</i>	76.0	0	0.0	30.0	22.0	2.0	1.0	0.0	9.0	64.0	
All Other (CBOs, CBO sub-contractors, network providers, and volunteers)											
Analysts, tech support, quality assurance	9.8	1	0.0								
Education, training, research	0.0	0	0.0								
Clerical, secretary, administrative assistants	92.0	1	2.5								
Other support staff (non-direct services)	9.4	1	0.0								
<i>Sub-total , E (All Other)</i>	111.2	3	2.5	45.7	57.5	1.0	0.0	0.0	0.0	104.2	
Total, E (County & All Other)	187.2	3	2.5	74.7	79.5	3.0	1.0	0.0	9.0	168.2	
County (employees, independent contractors, volunteers) (A+B+C+D+E)											
	312.0	5	2.0	122.0	83.0	3.0	14.0	1.0	18.0	242.0	
All Other (CBOs, CBO sub-contractors, network providers, and volunteers (A+B+C+D+E)											
	485.4	17	28.5	154.9	288.1	14.0	18.9	0.0	6.0	481.9	
GRAND TOTAL WORKFORCE (A+B+C+D+E)	797.4	22	30.5	276.9	371.1	17.0	32.9	1.0	24.0	723.9	

EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT
F. TOTAL PUBLIC MENTAL HEALTH POPULATION

Race/ethnicity of individuals planned to be served -- Col. (11)										
Major Group and Positions				White/ Caucasian	His- panic/ Latino	African- Ameri- can/ Black	Asian/ Pacifi- c Islan- der	Native Ameri- can	Multi Race or Other	All indivi- duals (5)+(6)+ (7)+(8)+ (9)+(10)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
F. TOTAL PUBLIC MH POPULATION (FY07/08 data)	Leave Col. 2, 3, & 4 blank			3492/36%	4541/47%	436/5%	329/3%	133/1%	691/8%	9622/100%

NOTE: Detail may not add to total, due to rounding.

EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT

II. Positions Specifically Designated for Individuals with Consumer and Family Member Experience

Major Group and Positions	Estimated # FTE authorized and to be filled by consumers or family members	Position hard to fill with consumers or family members? 1=Yes; 0=No	# additional consumer or family member FTEs estimated to meet need
(1)	(2)	(3)	(4)
A. Unlicensed Mental Health Direct Service Staff:			
Consumer Support Staff	4.0	1	0.0
Family Member Support Staff	0.0	1	0.0
Other <i>Unlicensed</i> MH Direct Service Staff	1.0	1	3.0
Sub-total, A:	1.0	3	3.0
B. Licensed Mental Health Staff (direct service)	0.0	1	1.0
C. Other Health Care Staff (direct service)	0.0	1	0.0
D. Managerial and Supervisory	0.0	1	1.0
E. Support Staff (non-direct services)	1.0	1	1.0
GRAND TOTAL (A+B+C+E+E)	6.0	7	6.0

EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT

III. Language Proficiency

Language, other than English		Number who are proficient	Additional number who need to be proficient	TOTAL (2)+(3)
(1)		(2)	(3)	(4)
1. Spanish	Direct Service Staff	273	13	286
	Others	46	3	49
2. Hmong	Direct Service Staff	12	1	13
	Others	0	0	0
3. Other	Direct Service Staff	0	0	0
	Others	2	0	2
TOTAL, all languages other than English:	Direct Service Staff	287	14	301
	Others	46	3	49

EXHIBIT 3: WORKFORCE NEEDS ASSESSMENT

IV. REMARKS: Provide a brief listing of any significant shortfalls that have surfaced in the analysis of data provided in sections I, II, and/or III. Include any sub-sets of shortfalls or disparities that are not apparent in the categories listed, such as sub-sets within occupations, racial/ethnic groups, special populations, and unserved or underserved communities.

A. Shortages by occupational category: The Tulare County needs assessment revealed an approximate 9% shortage of staff, largely within the community-based organizations that provide public mental health services. Hard-to-fill positions identified in the needs assessment include Case Managers/Personal Services Coordinators, General and Child/Adolescent Psychiatrists, Licensed Psychiatric Technicians, Marriage & Family Therapists and Interns, Licensed Supervising Clinicians, and Clerical, Secretarial, & Administrative Aides.

B. Comparability of workforce, by race/ethnicity, to target population receiving public mental health services:

Using current staff and consumer numbers:

- 36% of consumers and 38% of staff are White/Caucasian
- 47% of consumers and 51% of staff are Hispanic/Latino
- 5% of consumers and 2% of staff are Black/African-American
- 3% of consumers and .5% of staff are Asian/Pacific Islander
- 1% of consumers and less than .1% of staff are Native American
- 8% of consumers and 3% of staff are Other or Multi-racial

C. Positions designated for individuals with consumer and/or family member experience:

Tulare County's Public Mental Health workforce falls short in the area of consumer and/or family member employment. Less than .3% of all mental health services positions are currently filled by consumers or their family members. Some CBO contractors have been more successful than others in recruiting consumer staff. Increasing opportunities in this category will be a focus of Tulare County's WET plan.

D. Language proficiency:

Tulare County's Public Mental Health workforce matches up well in most categories of language proficiency, with 78% of consumers identifying English as their language of choice. In FY 2008/09, Spanish-speaking individuals made up 19% of the consumer population, and bilingual Spanish staff totaled 50% of the mental health workforce. Aside from English and Spanish, the next highest language categories of Tulare County mental health consumers are Lahu (.9%), Mien (.9%), and Hmong (.4%). The needs assessment revealed that just over 200 consumers speak Southeast Asian languages; this is an area where further exploration is needed in order to assure culturally and linguistically competent service delivery.

E. Other, miscellaneous:

Despite a good overall language match between consumers and staff, contractors and CBOs reported a need for bilingual Licensed Direct Services staff, particularly General and Child/Adolescent Psychiatrists, Licensed Psychiatric Technicians, and Marriage & Family Therapists.

EXHIBIT 4: WORK DETAIL

Please provide a brief narrative of each proposed *Action*. Include a Title, short description, objectives on an annualized basis, a budget justification, and an amount budgeted for each of the fiscal years included in this Three-Year Plan. The amount budgeted is to include only those funds that are included as part of the County’s Planning Estimate for the Workforce Education and Training component. The following is provided as a format to enable a description of proposed Action(s):

A. WORKFORCE STAFFING SUPPORT

Action #1 – Title: WET Plan Consultation

Description: Request for Early Implementation was approved in May 2007

Tulare County contracted with a consultant with specialized knowledge in public mental health workforce development. The consultant will work with the MHSA Coordinator, MHSA staff, CBO staff, and stakeholders to complete the Workforce Needs Assessment, the community planning process, develop stakeholder input into actions, and early implementation of WET Plan.

Objectives:

1. Review and provide technical assistance regarding stakeholder input process.
2. Review and provide technical assistance regarding planning documents and processes.

Budget justification: Total contract amount is included in Early Implementation request and work will be completed in FY 2010-11. Costs are based on an estimated number of 400 hours at \$25.00 per hour.

FY 10/11

Consultant: 400 hours at \$25.00/hour = \$10,000

Please note: Some of these funds were previously approved through “Request for Funding for Planning and Early Implementation Activities.” \$111,154 was requested and approved in FY 07/08, and \$56,946 in FY 08/09. (see Exhibit 6)

Budgeted Amount:	FY 2006-07: \$ _____	FY 2007-08: \$ _____	FY 2008-09: \$ _____
-------------------------	-----------------------------	-----------------------------	-----------------------------

Action #2 – Title: Workforce Education & Training Plan Coordination and Implementation

Description: Tulare County will hire a Workforce Education & Training (WET) Coordinator position and clerical support for the community planning process. The WET Coordinator has responsibility for coordinating all aspects of planning and implementation phases, including supervision of other WET staff and monitoring of contracts funded within this proposal. Accountability for ongoing key processes includes attendance at local and statewide stakeholder processes, participation in regional meetings and statewide training, coordination of all tasks related to successful development of WET Three-year Plan, and timely submission to DMH. An important leadership role for the WET Coordinator will lie in initiation and maintenance of significant outreach and collaboration to continue to engage diverse communities in planning, implementation, and evaluation of the plan.

Objectives:

1. Establish WET Stakeholder Input Process in combination with Consultant.
2. Write and submit Workforce Education & Training Three-Year Expenditure Plan.
3. Implement WET Plan.
4. Work in collaboration with TC HHS Human Resources Department to review and revise existing job descriptions, including minimum qualifications, to reduce barriers to hiring consumers and their family members, including those from diverse communities
5. Evaluate WET Plan implementation and effectiveness.
6. Submit periodic progress reports, as required by California Department of Mental Health (DMH) and TCDMH Director.

Budget justification:

FY 10/11

1.0 FTE Program Coordinator: salary \$67,163/benefits \$26,046 = \$93,209

0.5 FTE Staff Services Analyst: salary \$60,443/benefits \$24,967 = \$85,410/2 = \$42,705

Operating expenses (supplies, communication, travel) and Administrative Overhead as allocated by the County Administrative Office (CAO): \$20,150

FY 11/12

1.0 FTE Program Coordinator: salary \$67,163/benefits \$26,046 = \$93,209

0.5 FTE Staff Services Analyst: salary \$60,443/benefits \$24,967 = \$85,410/2 = \$42,705

Operating expenses (supplies, communication, travel) and Administrative Overhead as allocated by the County Administrative Office (CAO): \$20,150

FY 12/13

1.0 FTE Program Coordinator: salary \$67,163/benefits \$26,046 = \$93,209

0.5 FTE Staff Services Analyst: salary \$60,443/benefits \$24,967 = \$85,410/2 = \$42,705

Operating expenses (supplies, communication, travel) and Administrative Overhead as allocated by the County Administrative Office

(CAO): \$20,150

FY 10/11 = \$156,064

FY 11/12 = \$156,064

FY 12/13 = \$156,064

TOTAL \$468,192

Please note: Some of these funds were previously approved through "Request for Funding for Planning and Early Implementation Activities." \$111,154 was requested and approved in FY 07/08, and \$56,946 in FY 08/09. (see Exhibit 6)

Budgeted Amount:	FY 2006-07: \$0	FY 2007-08: \$0	FY 2008-09: \$0
-------------------------	------------------------	------------------------	------------------------

B. TRAINING AND TECHNICAL ASSISTANCE

Action #3 – Title: Consumer and Family Member Training, Support, and Volunteer

Description: This Action is designed to develop employment preparation and volunteer support for consumer and family members, including those from diverse communities, focused on essential skill sets and supports to promote success in employment, volunteer roles, and academic environments. Tulare County will contract with a local agency or organization to provide a Workforce Development Specialist that would have accountability for all the activities designed to support this Action. This individual, in collaboration with Working Well Together (WWT), would also be involved in creating/coordinating on-the-job training for volunteers for the publicly-funded mental health workforce (Tulare County Department of Mental Health and organizational provider agencies). In collaboration with partners (organizational providers) currently engaged in outreach and engagement to underserved, culturally diverse communities, this individual would promote career pathways, identify specific training needs, and promote "best practice" models, e.g., *Promotores*.

The planning process also identified the need for a variety of supportive activities to enable consumers to successfully become and remain employed in the Public Mental Health workforce. These included the need for counseling on how to manage benefits, transportation, daily living expenses assistance, counseling regarding career pathways, supportive counseling and assistance in preparing for application and interviews. Consumers and family members will be included in the needs assessment, planning and delivery of training and supports. Suggested training methods include shadowing, mentoring, direct instruction, study groups, role-playing and other practice techniques that support long-lasting skill development. Training will be aligned and linked with job requirements for specific positions to promote recruitment and retention. Supervision practices will also be aligned to reinforce and support training approaches that result in retention of consumers and family members who enter the workforce.

Objectives:

1. Convene or collaborate with existing Consumer and Family Member Committee to establish a consumer and family member workforce and volunteer development team
2. Develop a training and technical assistance plan for consumers and family members that prepare them for successful employment or

volunteer roles in the Public Mental Health system.

3. Develop the necessary policies and processes to successfully implement the volunteer program, including volunteer records.
4. Provide resources within the Tulare County Department of Mental Health and organizational providers for supervision and support of volunteers, and provide training for supervisors of volunteers.
5. Provide support to include financial assistance when available and applicable to assist consumer and family member participate in the training, support and volunteer program.
6. Implement training and technical assistance plan.

Budget justification:

FY 10/11

1.0 Workforce Development Specialist through contract with a community based organization (CBO) = \$90,000 to cover contract Assistance for 50 Consumer and family member to attend 4 training and conduct employment or volunteer activities (transportation, student supplies, business attire, etc.) = \$50,000

4 Trainings and 6 community outreach events to promote awareness of program (marketing material, train-the-trainer programs, content experts, purchase of training curriculum and materials, refreshments, training site costs, etc) = \$80,000

Operating expenses (supplies, communication, travel) and Administrative Overhead as allocated as allocated in the contract with the aforementioned CBO: \$32,000

FY 11/12

1.0 Workforce Development Specialist through contract with a community based organization (CBO) = \$90,000 to cover contract Assistance for 50 Consumer and family member to attend 4 training and conduct employment or volunteer activities (transportation, student supplies, business attire, etc.) = \$50,000

4 Trainings and 6 community outreach events to promote awareness of program (marketing material, train-the-trainer programs, content experts, purchase of training curriculum and materials, refreshments, training site costs, etc) = \$80,000

Operating expenses (supplies, communication, travel) and Administrative Overhead as allocated as allocated in the contract with the aforementioned CBO: \$32,000

FY 12/13

1.0 Workforce Development Specialist through contract with a community based organization (CBO) = \$90,000 to cover contract Assistance for 50 Consumer and family member to attend 4 training and conduct employment or volunteer activities (transportation, student supplies, business attire, etc.) = \$50,000

4 Trainings and 6 community outreach events to promote awareness of program (marketing material, train-the-trainer programs, content experts, purchase of training curriculum and materials, refreshments, training site costs, etc) = \$80,000

Operating expenses (supplies, communication, travel) and Administrative Overhead as allocated as allocated in the contract with the aforementioned CBO: \$32,000

FY 10/11 = \$252,000

FY 11/12 = \$252,000
FY 12/13 = \$252,000

TOTAL \$756,000

Please note: Some of these funds were previously approved through "Request for Funding for Planning and Early Implementation Activities." \$111,154 was requested and approved in FY 07/08, and \$56,946 in FY 08/09. (see Exhibit 6)

Budgeted Amount:	FY 2006-07: \$0	FY 2007-08: \$0	FY 2008-09: \$0
-------------------------	------------------------	------------------------	------------------------

Action #4 – Title: Workforce Development

Description: The planning process described a need for training in a variety of skill sets necessary to address the existing workforce to eventually match a transformed mental health system. The overarching goal of training will be furthering MHSA essential elements throughout the existing workforce and expanding capacity to implement additional components of MHSA. Training will address a variety of key content areas that were identified during the planning process, including but not limited to community collaboration skills, resiliency and recovery, treatment of co-occurring disorders, how to work with consumers and family members to ensure an integrated service experience, how to work with people from diverse backgrounds to ensure a culturally competent service experience. Training will be designed with consumer and family member input and use consumer and family member trainers. Training will be offered to County and provider staff, as well as allied professions (e.g., educators and primary care providers) to enhance knowledge and skills, especially in the areas of recovery and resilience. An emphasis will be put on investing in training in the use of evidence-based practices where available. An additional emphasis will be using non-didactic teaching/learning methods that create enhanced learning and new skills. The WET Coordinator and the Workforce Development Specialist will be responsible for implementing this Action plan.

Objectives:

1. The WET Coordinator will work collaboratively with the mental health department and the mental health cultural competency committee to:
2. Identify evidence-based curriculum and models necessary to transform system to MHSA goals
3. Develop a system-wide, comprehensive training plan based on MHSA transformation.
4. Identify trainers and technical assistance resources necessary to implement plan.
5. Incorporate various methods of information dissemination and training such as E-Learning and Network of Care.

Budget justification:

FY 10/11

Costs for 10 workforce development trainings (marketing material, train-the-trainer programs, content experts, purchase of training curriculum and materials, refreshments, training site costs, registration fees, etc) = \$50,000

E-Learning contract = \$25,000

Network of Care website development and maintenance= \$25,000

Operating expenses (supplies, communication, travel), equipment (projectors, laptops, easels), and Administrative Overhead as

allocated by the County Administrative Office (CAO) = \$15,000

FY 11/12

Costs for 10 workforce development trainings (marketing material, train-the-trainer programs, content experts, purchase of training curriculum and materials, refreshments, training site costs, registration fees, etc) = \$50,000

E-Learning contract = \$25,000

Network of Care website development and maintenance= \$25,000

Operating expenses (supplies, communication, travel), equipment (projectors, laptops, easels), and Administrative Overhead as allocated by the County Administrative Office (CAO) = \$15,000

FY 12/13

Costs for 10 workforce development trainings (marketing material, train-the-trainer programs, content experts, purchase of training curriculum and materials, refreshments, training site costs, registration fees, etc) = \$50,000

E-Learning contract = \$25,000

Network of Care website development and maintenance= \$25,000

Operating expenses (supplies, communication, travel), equipment (projectors, laptops, easels), and Administrative Overhead as allocated by the County Administrative Office (CAO) = \$15,000

FY 10/11 = \$115,000

FY 11/12 = \$115,000

FY 12/13 = \$115,000

TOTAL \$345,000

Please note: Some of these funds were previously approved through "Request for Funding for Planning and Early Implementation Activities." \$111,154 was requested and approved in FY 07/08, and \$56,946 in FY 08/09. (see Exhibit 6)

Budgeted Amount:	FY 2006-07: \$0	FY 2007-08: \$0	FY 2008-09: \$0
-------------------------	------------------------	------------------------	------------------------

Action #5 – Title: Cultural Competency in the Public Mental Health System

Description: The purpose of cultural competence is to (a) develop understanding, skills and strategies to assist in embedding cultural competence into the MHSA implementation process, (b) support cultural competency integration in the Tulare County Public Mental Health System Cultural Competency Plan, and (c) provide the tools and skills necessary to increase the County’s capacity for the delivery of culturally relevant services. Training and services will focus on disparities identified in the Tulare County Public Mental Health System Cultural Competency Plan, and will include culturally focused discussion with community-based organizations, communities agencies, community leaders, consumers and family members for their perspectives.

Objectives:

1. Finalize the Tulare County Public Mental Health System Cultural Competency Plan for a tool to guide the implementation of this

action.

2. Utilize the Tulare County Public Mental Health System Cultural Competency Committee to assist in developing trainings and projects which will enhance and support culturally relevant services.

FY 10/11

0.5 FTE Staff Services Analyst: salary \$60,443/benefits \$24,967 = \$85,410/2 = \$42,705

Contract with an consultant for cultural competency evaluation plan and implementation of evaluation plan = \$35,731

Costs for 10 cultural competency training for mental health department staff and contract providers (marketing material, train-the-trainer programs, content experts, purchase of or development of training curriculum and materials, refreshments, training site costs, registration fees, etc) = \$50,000

Project development and implementation for Co-Occurring Disorder and Language/Interpretation Services to enhance culturally relevant services = \$35,000

Operating expenses (supplies, communication, travel), equipment (projectors, laptops, easels), and Administrative Overhead as allocated by the County Administrative Office (CAO)) = \$10,000

FY 11/12

0.5 FTE Staff Services Analyst: salary \$60,443/benefits \$24,967 = \$85,410/2 = \$42,705

Contract with an consultant for cultural competency evaluation plan and implementation of evaluation plan = \$35,731

Costs for 10 cultural competency training for mental health department staff and contract providers (marketing material, train-the-trainer programs, content experts, purchase of or development of training curriculum and materials, refreshments, training site costs, registration fees, etc) = \$50,000

Project development and implementation for Co-Occurring Disorder and Language/Interpretation Services to enhance culturally relevant services = \$35,000

Operating expenses (supplies, communication, travel), equipment (projectors, laptops, easels), and Administrative Overhead as allocated by the County Administrative Office (CAO) = \$10,000

FY 12/13

0.5 FTE Staff Services Analyst: salary \$60,443/benefits \$24,967 = \$85,410/2 = \$42,705

Contract with an consultant for cultural competency evaluation plan and implementation of evaluation plan = \$35,731

Costs for 10 cultural competency training for mental health department staff and contract providers (marketing material, train-the-trainer programs, content experts, purchase of or development of training curriculum and materials, refreshments, training site costs, registration fees, etc) = \$50,000

Project development and implementation for Co-Occurring Disorder and Language/Interpretation Services to enhance culturally relevant services = \$35,000

Special project development to enhance culturally relevant services = \$35,000

Operating expenses (supplies, communication, travel), equipment (projectors, laptops, easels), and Administrative Overhead as allocated by the County Administrative Office (CAO) = \$10,000

FY 10/11 = \$173,436
 FY 11/12 = \$173,436
 FY 12/13 = \$173,436

TOTAL \$520,308

Please note: Some of these funds were previously approved through “Request for Funding for Planning and Early Implementation Activities.” \$111,154 was requested and approved in FY 07/08, and \$56,946 in FY 08/09. (see Exhibit 6)

Budgeted Amount:	FY 2006-07: \$0	FY 2007-08: \$0	FY 2008-09: \$0
-------------------------	------------------------	------------------------	------------------------

C. MENTAL HEALTH CAREER PATHWAY PROGRAMS

Action #6 – Title: Local High School and Community College Initiative

Description: The Workforce Development Specialist (Action #3) will collaborate with the local high schools and community colleges to develop a mental health career component within local high schools and community colleges including providing coordination for the project, support high school and community college faculty training, to provide student transportation, to stipend/ contract provider staff wishing to participate and to host student – mental health professional training events.

A track or class in high school and community colleges would offer an introduction to mental health careers to interested students. This would begin preparation of high school and community college students for those careers. Special effort would be made to involve youth from diverse ethnic communities where access to knowledge about mental health careers is limited and stigma regarding mental illness is strong. This Action would include a combination of curriculum developed in partnership with the educational entity, and supervised exposure to Public Mental Health occupations.

Objectives:

1. To provide meaningful educational experience on mental illnesses and recovery to students expressing interest in general health careers
2. To develop a career pathway for students who articulate interest in mental health professions
3. To support students participate in the Mental Health Career Pathway Program by various means such as financial assistance, transportation, etc.
4. To build quality relationships with the Tulare County High School Districts and community colleges

Budget justification:

FY 10/11

Costs for 10 trainings for teacher, students, and supervising mental health staff (marketing material, train-the-trainer programs, content experts, purchase of or development of training curriculum and materials, refreshments, training site costs, registration fees, etc) = \$55,000

Contract with a consultant to develop a career pathway for students who articulate interest in mental health professions, program evaluation plan, and implementation of evaluation = \$40,000

Operating expenses (supplies, communication, travel), equipment (projectors, laptops, easels), and Administrative Overhead as allocated by the County Administrative Office (CAO) = \$10,000

FY 11/12

Costs for training teacher, students, and supervising mental health staff (marketing material, train-the-trainer programs, content experts, purchase of or development of training curriculum and materials, refreshments, training site costs, registration fees, etc) = \$55,000

Contract with a consultant to develop a career pathway for students who articulate interest in mental health professions, program evaluation plan, and implementation of evaluation = \$40,000

Operating expenses (supplies, communication, travel), equipment (projectors, laptops, easels), and Administrative Overhead as allocated by the County Administrative Office (CAO) = \$10,000

FY 12/13

Costs for training teacher, students, and supervising mental health staff (marketing material, train-the-trainer programs, content experts, purchase of or development of training curriculum and materials, refreshments, training site costs, registration fees, etc) = \$55,000

Contract with a consultant to develop a career pathway for students who articulate interest in mental health professions, program evaluation plan, and implementation of evaluation = \$40,000

Operating expenses (supplies, communication, travel), equipment (projectors, laptops, easels), and Administrative Overhead as allocated by the County Administrative Office (CAO) = \$10,000

FY 10/11 = \$105,000

FY 11/12 = \$105,000

FY 12/13 = \$105,000

TOTAL \$315,000

Please note: Some of these funds were previously approved through "Request for Funding for Planning and Early Implementation Activities." \$111,154 was requested and approved in FY 07/08, and \$56,946 in FY 08/09. (see Exhibit 6)

Budgeted Amount:	FY 2006-07: \$0	FY 2007-08: \$0	FY 2008-09: \$0
-------------------------	------------------------	------------------------	------------------------

EXHIBIT 5: ACTION MATRIX

Please list the titles of *ACTIONS* described in Exhibit 4, and check the appropriate boxes (4) that apply.

Actions (as numbered in Exhibit 4, above)	Promotes wellness, recovery, and resilience	Promotes culturally competent service delivery	Promotes meaningful inclusion of clients/family members	Promotes an integrated service experience for clients and their family members	Promotes community collaboration	Staff support (infrastructure for workforce development)	Resolves occupational shortages	Expands postsecondary education capacity	Loan forgiveness, scholarships, and stipends	Regional partnerships	Distance learning	Career pathway programs	Employment of clients and family members within MH system
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
Action # 1: WET Plan Consultation	X	X	X	X	X	X	X						X
Action #2: WET Coordination and Implementation	X	X	X	X	X	X	X	X	X	X	X	X	X
Action #3: Consumer & Family Member Training, Support and Volunteer Program	X	X	X	X	X	X	X					X	X
Action #4: Workforce Development	X	X	X	X	X	X		X			X	X	X
Action #5: Cultural Competency in the Public Mental Health System	X	X	X	X	X			X			X		
Action #6: Local High School and Community College Initiative	X	X	X	X	X		X	X	X			X	X

EXHIBIT 6: BUDGET SUMMARY

Fiscal Year: 2007-2008			
Activity	Funds Approved Prior to Plan Approval (A)	Balance of Funds Requested (B)	Total Funds Requested (A + B)
A. Workforce Staffing Support:	\$37,051.33		
B. Training and Technical Assistance	\$37,051.33		
C. Mental Health Career Pathway Programs	\$37,051.34		
D. Residency, Internship Programs			
E. Financial Incentive Programs			
GRAND TOTAL FUNDS REQUESTED for FY 2010-11			

Fiscal Year: 2008-2009			
Activity	Funds Approved Prior to Plan Approval (A)	Balance of Funds Requested (B)	Total Funds Requested (A + B)
A. Workforce Staffing Support:	\$18,982		
B. Training and Technical Assistance	\$18,982		
C. Mental Health Career Pathway Programs	\$18,982		
D. Residency, Internship Programs			
E. Financial Incentive Programs			
GRAND TOTAL FUNDS REQUESTED for FY 2010-11			

Fiscal Year: 2010-11			
Activity	Funds Approved Prior to Plan Approval (A)	Balance of Funds Requested (B)	Total Funds Requested (A + B)
A. Workforce Staffing Support:	\$56,033.33	\$110,030.67	\$166,064
B. Training and Technical Assistance	\$56,033.33	\$484,402.67	\$540,436
C. Mental Health Career Pathway Programs	\$56,033.34	\$48,966.66	\$105,000
D. Residency, Internship Programs			
E. Financial Incentive Programs			
GRAND TOTAL FUNDS REQUESTED for FY 2010-11			\$811,500

Fiscal Year: 2011-12			
Activity	Funds Approved Prior to Plan Approval (A)	Balance of Funds Requested (B)	Total Funds Requested (A + B)
A. Workforce Staffing Support:			\$156,064
B. Training and Technical Assistance			\$540,436
C. Mental Health Career Pathway Programs			\$105,000
D. Residency, Internship Programs			
E. Financial Incentive Programs			
GRAND TOTAL FUNDS REQUESTED for FY 2011-12			\$801,500

Fiscal Year: 2012-13			
Activity	Funds Approved Prior to Plan Approval (A)	Balance of Funds Requested (B)	Total Funds Requested (A + B)
A. Workforce Staffing Support:			\$156,064
B. Training and Technical Assistance			\$540,436
C. Mental Health Career Pathway Programs			\$105,000
D. Residency, Internship Programs			
E. Financial Incentive Programs			
GRAND TOTAL FUNDS REQUESTED for FY 2012-13			\$801,500
GRAND TOTAL FUNDS REQUESTED for FY 2010-11, FY 2011-2012, and FY 2012-2013			\$2,414,500