

**GLENN COUNTY
HEALTH SERVICES AGENCY
Mental Health Department**

**Mental Health Services Act
Capital Facilities and Technological Needs
Component Proposal**

Fiscal Year 2009-2010

POSTED

April 20, 2009 through May 20, 2009

This MHSA CFTN Component Proposal is available for public review and comment through May 20, 2009. We welcome your feedback via phone, email, or by mail; or at the Public Hearing to be held on May 20, 2009.

Public Hearing Information:

Wednesday, May 20, 2009

10:30 am – 12:00 noon

Harmony House

343 Yolo Street, Orland, CA

Comments or Questions? Please contact:

Kathy Montero

Glenn County Mental Health

242 North Villa Street, Willows, CA 95988

Phone 530-865-6725; Fax 530-865-6734

kmonte@glenncountyhealth.net

Thank you!

Capital Facilities and Technological Needs Face Sheet

**MENTAL HEALTH SERVICES ACT (MHSA)
THREE-YEAR PROGRAM and EXPENDITURE PLAN
CAPITAL FACILITIES and TECHNOLOGICAL NEEDS
COMPONENT PROPOSAL**

County: **Glenn County**

Date: **April 20, 2009**

County Mental Health Director

Printed Name: **Scott Gruendl**

Signature: *<to be signed prior to submission to DMH>*

Date: _____

Mailing Address: **242 North Villa, Willows, CA 95988**

Phone Number: **530-934-6582**

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E-mail: sgruendl@glenncountyhealth.net

Contact Person

Name: **Kathy Montero**

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Fax: **530-934-6592**

E-mail: kmontero@glenncountyhealth.net

COUNTY CERTIFICATION

I hereby certify that I am the official responsible for the administration of Community Mental Health Services in and for Glenn County and that the following are true and correct:

This Component Proposal is consistent with the Mental Health Services Act.

This Capital Facilities and Technological Needs Component Proposal is consistent with and supportive of the standards set forth in Title 9, California Code of Regulations (CCR) Section 3320.

The County certifies that if proposing technological needs project(s), the Technological Needs Assessment, including the Roadmap for moving toward an Integrated Information Systems Infrastructure, will be submitted with the first Technological Needs Project Proposal.

This Component Proposal has been developed with the participation of stakeholders, in accordance with Title 9, CCR Sections 3300, 3310, and 3315, and with the participation of the public and our contract service providers. The draft local Capital Facilities and Technological Needs Component Proposal was circulated for 30 days to stakeholders for review and comment and a public hearing was held by the local mental health board. All input has been considered, with adjustments made, as appropriate.

Mental Health Services Act funds are and will be used in compliance with Title 9, CCR Section 3410, Non-Supplant.

All documents in the attached Component Proposal for Capital Facilities and Technological Needs are true and correct.

Date: _____ Signature: <to be signed prior to submission to DMH>
Health Services Agency Director

Executed at: Willows, CA

COMPONENT PROPOSAL NARRATIVE

1. Framework and Goal Support

Briefly describe: 1) how the County plans to use Capital Facilities and/or Technological Needs Component funds to support the programs, services, and goals implemented through the MHSA, and 2) how you derived the proposed distribution of funds below.

Proposed distribution of funds: Allocation \$788,500

Capital Facilities \$360,500

Technological Needs \$428,000

The Capital Facilities funds will provide the opportunity to develop our facilities to better meet the service needs of our clients. With these funds, we plan to purchase a modular building for service provision and office space in Orland. This Capital Facilities Project fully supports our MHSA goals and objectives to improve access for unserved and underserved clients, make services more welcoming to promote wellness and recovery, and achieve optimal outcomes.

The Technological Needs funds will help support our implementation of an electronic client record through the purchase of a new server, expanded IT network, and clinical desktop software. This Technological Needs Project supports our MSHA activities by creating a secure network which ensures client confidentiality and creates the capacity for an electronic clinical record. This project will minimize paperwork and maximize staff time for service delivery to our clients, promoting resiliency, wellness, and recovery so that clients achieve positive outcomes.

The proposed distribution of funds is 45% for Capital Facilities and 55% for Technological Needs. This distribution was determined by reviewing the input from our stakeholder survey, holding stakeholder focus groups, examining the priorities of our MHSA program, and outlining the costs of each component. The final determination was made to ensure equitable distribution and access to the funds, as well as the development of projects that maximize the limited resources for this small, rural county. Each project will be briefly described below.

Capital Facilities

Orland Facility Project: *Purchase modular building for mental health services in Orland*

Capital Facilities funds will be dedicated to purchasing a modular building that will be placed on existing, county-owned property in Orland, the county seat. This property currently has a county-owned building and parking lot, which houses our CRC program. The CRC program offers service for clients who have co-occurring disorders (mental health and substance abuse). The modular building will be placed behind the CRC building and will create office space and meeting rooms for mental health staff who serve all ages, including children, Transition Age Youth, adults, and older adults. In addition, psychiatric services for all age groups will be available. Staff are currently located in a building which is leased by the county. By purchasing this modular, we avoid rental fees and create more cost-effective services.

Through co-location with CRC, we will also provide better linkages to those clients and families who need substance abuse services, or have co-occurring disorders. This linkage will be especially valuable for those Transition Age Youth who have co-occurring disorders. The reception area for the new building program will be placed within the existing county-owned building to improve access to services for clients, creating a welcoming, comfortable environment for clients and their families.

Technological Needs

IT Infrastructure Upgrade Project: *Purchase and install new servers, storage, backup equipment, and clinical desktop software*

The Technological Needs funding will be used to purchase new servers for each location, storage, and backup of files capacity, and cover installation costs to ensure secure clinical records. These upgrades will expedite staff access to client information and share critical information for high-risk clients (e.g., allergies, drug sensitivities, recent crisis information, as appropriate). The electronic clinical record will also reduce staff time in pulling and filing charts, keeping all information available on the server. The new server and equipment will also ensure the security and privacy of protected health information by having state-of-the-art equipment and software.

We will also purchase software to allow clinicians to document all services in an electronic clinical chart. The development of an electronic clinical record will help streamline assessments, document services, and track outcomes over time. This system will also help monitor due dates for charting, client service plans, and other utilization review activities.

2. Stakeholder Involvement

Provide a description of stakeholder involvement in identification of the County's Capital Facilities and/or Technological Needs Component priorities along with a short summary of the Community Program Planning Process and any substantive recommendations and/or changes as a result of the stakeholder process.

The Glenn County Capital Facilities and Technological Needs (CFTN) planning process continued the comprehensive work of our earlier MHSA planning efforts by utilizing our excellent partnership with consumers, family members, staff, and community stakeholders. Input on the CFTN component was obtained through a variety of sources, including two CFTN surveys, our monthly MHSA Executive Leadership Team meetings, our monthly MHSA Consumer meetings, Children's Interagency Coordinating Council meetings, Management and Planning Team meetings, Advisory Board meetings, and individual communications with clients and family members. Meetings and focus groups included representation from traditionally unserved and underserved populations, including Transition Age Youth, Latinos, Native Americans, and older adults; there was extensive consumer and family member participation as well.

We developed two surveys that provided staff, volunteers, and consumers the opportunity to give feedback on capital facilities and technology needs. One survey focused on Capital Facilities issues; the other addressed Technological Needs. The surveys were distributed to persons throughout the county. Over 225 surveys were completed.

The MHSA Executive Leadership Team, comprised of consumers, family members, staff, and other stakeholders reviewed and discussed the results of the two CFTN surveys. The Team used these tools and additional input from key stakeholders to determine the highest priorities for Capital Facilities and Technology Projects. Input from these planning activities were compiled and developed into the core components of the Capital Facilities and Technological Needs Component Proposal.

Public Review and Comment Period: A draft of the CFTN Component Proposal has been posted on our website for 30 days from April 20, 2009 through May 20, 2009. The CFTN Component Proposal is available on the Glenn County website. The Proposal has also been distributed across the county and placed with allied agencies, at the courthouse, and at public libraries.

Public Hearing: A public hearing will be held on Wednesday, May 20, 2009 from 10:30 am – 12:00 noon at Harmony House (343 Yolo Street, Orland, CA). Input on the CFTN Component Proposal will be reviewed and incorporated into the final document, as appropriate, prior to submission to DMH for approval.

COMPONENT PROPOSAL: CAPITAL FACILITIES NEEDS LISTING

Please list Capital Facility needs (ex: types and numbers of facilities needed, possible County locations for needed facilities, MHSA programs and services to be provided, target populations to be served, etc.).

Type of Facility	Number of Facilities Needed	County Location of Needed Facility	MHSA Programs & Services to be provided	Target Populations to be served
Direct service, admin offices, meeting rooms for groups	1	Orland	CSOC services; admin and support	Children, TAY, families

COMPONENT PROPOSAL: TECHNOLOGICAL NEEDS

Please check-off one or more of the technological needs which meet your goals of modernization/transformation or client/family empowerment as your county moves toward an Integrated Information Systems Infrastructure.

- **Electronic Health Record (EHR) System Projects (check all that apply)**
 - Infrastructure, Security, Privacy
 - Practice Management
 - Clinical Data Management
 - Computerized Provider Order Entry
 - Full EHR with Interoperability Components (for example, standard data exchanges with other counties, contract providers, labs, pharmacies)

- **Client and Family Empowerment Projects**
 - Client/Family Access to Computing Resources Projects
 - Personal Health Record (PHR) System Projects
 - Online Information Resource Projects (Expansion / Leveraging information sharing services)

- **Other Technology Projects That Support MHSA Operations**
 - Telemedicine and other rural/underserved service access methods
 - Pilot projects to monitor new programs and service outcome improvement
 - Data Warehousing Projects / Decision Support
 - Imaging / Paper Conversion Projects
 - Other (Briefly Describe):