

Application Form

Profile

Margaret

First Name

A

Middle Initial

Schiltz

Last Name

Home Address

Suite or Apt

Richmond

City

State

Postal Code

Primary Phone

Email Address**Which supervisorial district do you live in?**☒ District 1

Education**Select the option that applies to your high school education ***☒ High School Diploma

College/ University A**Name of College Attended**

University of Notre Dame**Degree Type / Course of Study / Major**

B.A. Program of Liberal Studies**Degree Awarded?**☒ Yes ☐ No

College/ University B**Name of College Attended**

The Wright Institute

Degree Type / Course of Study / Major

PsyD Doctor of Psychology

Degree Awarded?

☒ Yes ☐ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes ☐ No

Other schools / training completed:

Course Studied

Hours Completed

Certificate Awarded?

☐ Yes ☐ No

Board and Interest

Which Boards would you like to apply for?

Contra Costa Council on Homelessness: Submitted

Seat Name

Behavioral Health Representative

Have you ever attended a meeting of the advisory board for which you are applying?

☐ Yes ☒ No

If you have attended, how many meetings have you attended?

Please explain why you would like to serve on this particular board, committee, or commission.

I am interested in addressing homelessness in Contra Costa County. I work for the Portia Bell Hume Center's West County FSP program as their Program Manager, as well as, program manager for the step-down outpatient program. Homelessness and behavioral health are closely connected. I would like to represent the experiences I have gained as the Behavioral Health Representative on the Council on Homelessness. I have past experience as an Administrative Director for Habitat for Humanity in Orange County, CA decades ago. Providing affordable housing is a passion of mine. I would love to contribute again in this area.

Qualifications and Volunteer Experience

I would like to be considered for appointment to other advisory boards for which I may be qualified.

☒ Yes ☐ No

Are you currently or have you ever been appointed to a Contra Costa County advisory board, commission, or committee?

☐ Yes ☒ No

List any volunteer or community experience, including any advisory boards on which you have served.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have been in graduate school obtaining my PsyD degree as a clinical psychologist. For the the past four years I have been part of the supervisory team that built the Hume's Richmond community mental health clinic. I am now Clinic Manager. I would like to give back to Contra Costa my clinical observations and experiences gained from working with homeless participants with serious to severe mental health for the past 7 years. Working with the behavioral health symptoms that can contribute to chronic homelessness is an important part of any plan or solution to address homelessness in our communities. In a previous job in the 1990's, I worked as Administrative Director in tandem with a contractor and board of directors to establish Orange County's Habitat for Humanity office. We were able to build 75 condominium units and 5 homes while I was in that role. It taught me a great deal about housing issues and how stabilizing for individuals and families a secure home is. This has been an interest of mine ever since that time. It would be an honor to serve on the Contra Costa Council on Homelessness.

[Upload a Resume](#)

Conflict of Interest and Certification

Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relations?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I certify that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and undersand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☒ I Agree

MARGARET SCHILTZ, PsyD

EDUCATION

- 4/2014** **The Wright Institute, Berkeley, CA**
Accredited Doctor of Psychology in Clinical Psychology
- 5/1980** **University of Notre Dame, Notre Dame, Indiana**
Bachelor of Arts, Program of Liberal Studies

CLINICAL/WORK EXPERIENCE

- 8/19-Present** **Portia Bell Hume Behavioral Health and Training Center**
Community Mental Health Clinic, Richmond, CA
Clinic Manager, Richmond Clinic
Program Manager, Community Support Program – West (CSP-W)
Program Manager, Community Integrated Outpatient Services (CIOS)
Manage and oversee daily operations of Richmond clinic with support of Clinical Administrative Assistant. Manage and supervise delivery of clinical and case management services to 100 adults with moderate to severe mental health disabilities such as schizophrenia, bipolar disorder, major depressive disorder and post-traumatic stress disorder as program manager for CSP-W and CIOS programs. Provide weekly group and individual supervision for mental health clinician and case managers. Supervise daily morning meeting for CSP-W program. Supervise two licensed Clinical Supervisor Psychologists. Maintain a personal caseload of clients. Maintain charting and provide ongoing review of assessments, treatment plans, and session notes as clinical supervisor in accordance with Hume Center Medi-Cal and Medicare procedures and regulations. Manage expenses to program budget. Interview and select new staff as needed to fulfill contract requirements.
- 7/16-7/19** **Portia Bell Hume Behavioral Health and Training Center**
Community Mental Health Clinic, Richmond, CA
Program Manager, Community Integrated Outpatient Services
Manage and supervise delivery of clinical and case management services to 70 adults with moderate to severe mental health disabilities such as schizophrenia, bipolar disorder, major depressive disorder and post-traumatic stress disorder. Provide weekly group and individual supervision for clinicians and case managers each, as well as one hour of didactic training. Maintain a personal caseload of six clients. Provide onsite management of two administrative staff and collaborate with Hume Center Operations Manager to oversee office operations. Established charting set-up and provide ongoing review of assessments, treatment plans, and session notes as clinical supervisor in accordance with Hume Center and Medi-Cal procedures and regulations. Develop and manage program budget. Interview and select new staff as needed.
- 2/16-7/16** **Program Coordinator, Community Integrated Outpatient Services**
Participated with Program Director in the start-up of a new community mental health clinic in West Contra Costa County for the Hume Center following the award of a Medi-Cal funded contract by Contra Costa Health Services, Behavioral Health Division. Took lead as program coordinator for the newly created West County Outpatient Mental Health Services. Assisted with interviews and hiring of staff, build out and furnishment of new

office space, outreach to and engagement of 80 transfer clients from the former contractor, Rubicon. Supervised and reviewed the assessment and treatment plan development for each client engaged. Trained and supervised 3 clinicians and two case managers.

**9/15-2/16 Portia Bell Hume Behavioral Health and Training Center
Community Mental Health Clinic, Concord & Pittsburg, CA
Mental Health Clinician**

Continued to provide group and individual psychotherapy to existing caseload of 20 clients in the Contra Costa Outpatient Program (CCOP) upon completion of post-doctoral fellowship. As of November, 2015 began working two days per week in the Community Support Program (CSP) as a transition into a full-time role February 1, 2016 as a license eligible staff psychologist.

**8/14-8/15 Portia Bell Hume Behavioral Health and Training Center
Community Mental Health Clinic, Concord, CA
Post-Doctoral Fellow**

Provided group and individual psychotherapy to adult community mental health clients with moderate to severe mental health disabilities working in the Partial Hospitalization Program (PHP) and the Outpatient Program (OP).

In PHP, worked as part of a clinical team with 15 to 20 clients in a day treatment program. Facilitated stabilization of clients recently released from the hospital and prevented decompensation leading to re-hospitalization. Facilitated process and educational groups utilizing CBT, DBT and SMART Recovery treatment protocols; developed activities and programs; provided family therapy and collateral care coordination for clients; and performed intake assessments and discharge planning. Staffed PHP after-hours crisis phone one week per month.

In the Outpatient Program, provided individual and family psychotherapy to 18-20 clients 3 days per week. Treated adult clients with moderate to severe chronic mental health diagnoses. Performed intake assessments, treatment planning, collateral calls with case managers, doctors and family members, and maintained appropriate charting paperwork. Facilitated a weekly Aftercare group for client's recently graduated from the PHP into the clinic's outpatient psychotherapy program.

Training and supervision were conducted in a collaborative, consultative environment. Received training in such areas as suicide assessment, family therapy, and SMART Recovery.

**4/14-7/14 Aegis Treatment Centers, LLC, Santa Maria, CA
Clinic Manager Trainee**

Worked as Clinic Manager in training for a substance abuse clinic for the treatment of opiate addiction. Terminated due to inadequate post-doctoral fellowship supervision to obtain licensure hours.

9/13-4/14 Completed dissertation for The Wright Institute on "Attention Deficit/Hyperactivity Disorder in Adult Women: Personality and Neurotransmitters as measured by the Neurotransmitter Attributes Questionnaire (NAQ)." Acted as in-home caregiver for aging parents as mother recovered from stroke.

**7/12-8/13 Portia Bell Hume Behavioral Health and Training Center
Community Mental Health Clinic, Concord, CA
Pre-Doctoral Intern**

Provided group and individual psychotherapy to adult community mental health clients with severe mental health disabilities working in the Partial Hospitalization Program (PHP) and the Outpatient Program (OP). Full-time internship was equally divided between PHP, an outpatient day treatment program, and OP, outpatient individual psychotherapy services.

Within PHP provided group and individual psychotherapy in order to stabilize clients recently released from the hospital or to prevent decompensation and re-hospitalization. Worked as part of a treatment team with 15 - 20 clients diagnosed with schizophrenia, schizoaffective disorder, bipolar disorder and major depressive disorder. Provided after hours crisis line coverage on a rotation schedule. Performed intake assessments, discharge planning, and collaboration with other community service agencies with the goal of increasing clients' independent functioning. Collaborated with program psychiatrist and clinical team for treatment planning.

Provided individual psychotherapy to 12 clients with moderate to severe mental health disabilities. Performed intake assessments, treatment planning, and collaboration with community based providers.

Training and supervision were conducted in a collaborative, consultative environment. Received training in such areas as crisis management, couples therapy, post-traumatic stress disorder protocols, DBT, psychodynamic diagnostic and treatment planning protocols.

- 1/12-4/12 Cognition, Emotion & Personality Course, Clinical Psychology Doctoral Program, The Wright Institute, Berkeley, CA**
Teaching Assistant
 Co-taught the winter 2012 trimester course on Cognition, Emotion & Personality as one of three teaching assistants. The course was mandatory for all second year Wright Institute PsyD students. Was responsible for attending lecture series, grading weekly student writing assignments, and leading three discussion classes.
- 8/11-6/12 The Wright Institute Advanced Assessment Practicum, Berkeley, CA**
Psychodiagnostic Assessment Trainee, Fourth Year Practicum
 Provide comprehensive psychological assessment testing services for children (6 and older) and adults. Testing includes clinical interview, cognitive, projective, and neuropsychological measures administration, scoring, interpretation, diagnosis, report writing, recommendations, and client feedback on a minimum of six full batteries. Supervised by Howard Friedman, Ph.D., ABPP
- 8/11 – 9/13 Dr. Lynn O'Connor's Emotion, Personality & Altruism Research Group Lab, San Francisco, CA**
Lead Research Assistant
- 4/11 – 9/11 Research on neuropsychological measures of ADHD in adolescents, Walnut Creek, CA**
Research Assistant
 Assisted Howard Friedman, Ph.D., ABPP, a neuropsychologist within the community, with data entry design and data input from archival files. Scored Rorschach tests in the RIAP5 scoring system.
- 7/10 –8/11 Portia Bell Hume Behavioral Health and Training Center**
Contra Costa County Outpatient Program, Concord, CA
Therapist, Third Year Practicum

Provided individual psychotherapy to adult community mental health clients at The Hume Center's outpatient clinic. Treated clients with serious, chronic mental illnesses such as Schizophrenia and Bipolar Disorder. Created and started with a fellow student trainee a psycho-education group for clients on coping with depression and anxiety. Received training in the areas of crisis management, reporting law, diagnostic and treatment issues in the areas of PTSD, autism, and mental disability, and theoretical orientations such as Narrative, ACT, and DBT. Presented two didactic trainings to fellow outpatient clinic student trainees: one on the effects of toxins on mental health and a second on language aphasia in schizophrenia. Training and supervision were conducted in a collaborative, consultative environment.

**4/10 – 3/11 Multicultural Course, Clinical Psychology Doctoral Program,
The Wright Institute, Berkeley, CA
Teaching Assistant**

Co-taught the spring 2010 trimester course on Multicultural Awareness as one of five teaching assistants. The course was mandatory for all first year Wright Institute PsyD students. Course focused on expanding students understanding of race, gender, and sexual orientation issues as they relate to their work as a psychologist. I also participated with two fellow teaching assistants in the research and selection of a new video for the sexual orientation segment of the multicultural course. The new video was shown to the spring 2011 class.

**3/10-6/10 ANKA Behavioral Health, Nevin House Residential Program, Richmond, CA
Therapist, Second Year Practicum**

Nevin House is a 16 bed, 3 – 6 month residential dual diagnosis treatment program for individuals with substance abuse and serious mental illness. Assisted with individual and group psychotherapy in a multicultural, milieu setting for adults faced with multiple life challenges

**9/09–1/10 Kaiser Permanente Medical Center, Department of Child Psychiatry, Richmond, CA
Therapist, Second Year Practicum**

Assisted clinical team with weekly group assessment of new clients. Provided observational feedback on assigned children from the group assessment to clinicians at the clinical team's case dispositions once a week. Co-led a psychotherapy group for children ages 8 – 11 years of age with a treatment goal to improve social and coping skills once a week. Co-taught a thirteen week psychoeducational workshop to parents of strong-willed adolescents with department head. Participated in didactic training provided weekly on topics related to child therapy. Provided individual psychotherapy to children.

**9/08–6/09 Options Recovery Services, Berkeley, CA
Therapist, First Year Practicum**

Provided individual supportive and insight therapy to Options Recovery clients and led a didactic, addiction recovery group three nights per week. Participated in weekly training sessions on addiction recovery topics and psychotherapy interventions, as well as, attended group supervision.

**7/08-9/10 Lincoln Financial Advisors Corporation, San Francisco, CA
Administrative Assistant to Paul Solorzano**

Worked part-time as a licensed administrative assistant to a financial planner in the downtown San Francisco office of Lincoln Financial Advisors.

**9/06–6/08 Lincoln Financial Advisors Corporation, Salt Lake City, UT
Business Operations Manager**

Managed the business operations for a regional branch office of 70 financial planners. Was responsible for the implementation of human resources, regulatory compliance and operations procedures. Turned around staffing issues in the Salt Lake City office and prepared office for a successful internal audit by January 2007. Coordinated and managed a successful office move into new space without any disruption of business in the summer of 2007.

CERTIFICATES

California State University, Long Beach, Long Beach, California
Certificate in Administration of Non-Profit Programs

Visiting Nurse Association of Orange County Hospice, Orange, CA
Certified Hospice Volunteer

References available upon request