



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Ted Cwiek, Human Resources Director  
Date: January 17, 2012

Subject: Add nine positions in the Mental Health Division of the Health Services Department.

---

**RECOMMENDATION(S):**

ADOPT Position Adjustment Resolution No. 21040 to add six (6) Mental Health Clinical Specialist (VQSB) positions at salary level QT2 1384 (\$4333.51 – 6433.13); one (1) Mental Health Program Supervisor (VQHP) position at salary level ZA5 1749 (\$5871.40 – 7136.72) ; one (1) Clerk – Specialist (JWXD) position at salary level 3RX 1156 (\$3347.58 – 4274.99); and one (1) Clerk – Experienced Level (JWXB) position at salary level 3RH 0750 (\$2683.14 – 3327.84).

**FISCAL IMPACT:**

Upon approval, this action will result in an annual cost of approximately \$1,063,674, including pension costs of \$228,081, and will be fully funded by the Mental Health Services Act.

**BACKGROUND:**

These positions are necessary to staff the Intensive Early Psychosis Intervention

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **01/17/2012** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Gayle B. Uilkema, District II  
Supervisor  
Mary N. Piepho, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor  
Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 17, 2012

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Terrina C. Manor,  
957-5248

cc:

### BACKGROUND: (CONT'D)

Program. The Program will focus on both the early onset of psychosis, and those at high risk for the onset of psychosis. Adolescents and young adults between the ages of 12 and 25 will be targeted for participation in this program which includes treatment, vocational support, occupational therapy and medication management. The positions are needed to complete the Program's treatment teams.

The Mental Health Program Supervisor will provide overall leadership and management responsibilities for overseeing the implementation and coordination of clinical services, and will provide clinical and administrative support to staff.

The Mental Health Clinical Specialists will conduct outreach presentations, screen referrals, administer SIPS assessment, engage clients and families from initial referral through the conclusion of treatment, provide psycho-education to the entire family, co-lead multi-family groups, and provide one on one counseling as needed.

The clerical positions will ensure authorization of and compliance with all Medi-Cal eligible services to optimize revenue generation and adherence with documentation requirements as well as provide general clerical support to the entire program.

### CONSEQUENCE OF NEGATIVE ACTION:

If this action is not approved, the division will not have the positions necessary to staff the Intensive Early Psychosis Intervention Program, which is included in the 2011-12 approved MHSA Prevention and Early Intervention Plan Update.

### CHILDREN'S IMPACT STATEMENT:

not applicable.

### ATTACHMENTS

P300 #21040

P-300 #21040 Attachment