



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System



**Date:** April 19, 2013  
**Board Meeting Date:** June 4, 2013  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Jean S. Fraser, Chief, Health System  
Stephen Kaplan, Director, Behavioral Health and Recovery Services

**Subject:** Recommended Revision to the Master Salary Ordinance

**RECOMMENDATION:**

Introduction of an ordinance amending the Master Salary Ordinance to reflect the addition of four classified positions and the addition of three unclassified positions, previously introduced on May 21, 2013 and waiver of reading of the ordinance in its entirety.

**BACKGROUND:**

Since 1986 Behavioral Health and Recovery Services (BHRS) has collaborated with our local school districts, the County Office of Education (COE), and the Special Education Local Plan Area (SELPA) to provide school-based mental health services to seriously emotionally disturbed children. These children were involved in the special education system in San Mateo County and had an Individualized Education Plan (IEP) created to meet their specific needs.

In October 2010 the State of California moved the responsibility for the provision and payment of mental health services related to an IEP from county mental health departments to the school districts. Subsequently, in January 2012 the SELPA released a Request for Proposals (RFP) for the delivery of school-based mental health services, to which BHRS responded and was selected as the provider with services to begin in the 2012-13 school year. The SELPA indicated that they would be using fewer BHRS services in the past, so BHRS reduced staff.

**DISCUSSION:**

Since the changeover, the demand from school districts has been significantly higher than predicted. To meet this demand in FY 2012-13, BHRS had to hire extra help staff. However, extra help staff is limited in the hours they can work due to their extra help status, and thus we are at risk of not meeting the school districts' need and/or

interrupting therapy for children if we do not convert the positions to regular status. Additionally, in January 2013 BHRS held a series of planning meetings with the larger school districts to determine the need and type of services required for the 2013-14 school year. Through this process BHRS learned that school districts are planning to increase referrals for school-based mental health services by approximately 15% for FY 2013-14. In addition, two districts are adding special education “milieu” programs that require mental health staff dedicated to those programs. The staff needed for the milieu special education classes must be hired and trained before the start of the school year in August.

To address the ongoing increased demand for services, and to provide the required staff for the milieu special education programs, BHRS is requesting the addition of seven positions. We are requesting that the three positions that support the additional special education classes be unclassified positions as the school districts are piloting these classes. The school districts feel confident, however, that the increase in the mental health referrals will be sustained over time. Accordingly, we request that the four positions that provide ongoing therapy for children be classified positions.

The salary ordinance changes herein represent the addition of four classified positions and three unclassified positions.

The ordinance has been reviewed and approved by County Counsel as to form.

These changes contribute to the Shared Vision 2025 outcome of a Healthy Community by ensuring that departments have staff with the skills necessary to perform the work and allow departments to provide exceptional service to the community.

The specific actions are discussed in detail below.

### **ORGANIZATION 61000 BEHAVIORAL HEALTH AND RECOVERY SERVICES**

**Action A**     Add: Three (3) positions of G040S, Mental Health Case Worker Series  
Biweekly salary \$2,514 - \$3,142  
Approximate monthly salary \$5,447 - \$6,809

**Action B**     Add: Three (3) unclassified positions of B112S Mental Health Case Worker Series  
Biweekly salary \$2,514 - \$3,142  
Approximate monthly salary \$5,447- \$6,809

**Action C**     Add: One (1) position of F005S Mental Health Supervisor Series  
Biweekly salary \$3,110 - \$3,888  
Approximate monthly salary \$6,738 - \$8,424

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**FISCAL IMPACT:**

This action will result in a net increase in costs for school-based services for FY 2013-14 of \$893,974. The increase will be funded as follows: \$491,449 through local school districts, \$194,879 through MediCal Federal Financial Participation, \$163,695 through 2011 Realignment for Early Periodic Screening, Diagnosis and Treatment, \$12,768 through private insurance, and \$31,183 through 1991 Realignment. These costs and revenue will be included in the BHRS FY 2013-14 Recommended Budget. There will be no Net County Cost.