



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Health System



Date: May 14, 2013
Board Meeting Date: June 18, 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 & Recovery Services

Subject: Agreement with AFON USA, INC. doing business as Hillcrest Manor

RECOMMENDATION:

Adopt a Resolution authorizing an agreement with AFON USA, INC. doing business as Hillcrest Manor for the provision of residential board and care services for mentally ill clients for the term of July 1, 2013 through June 30, 2016, in an amount not to exceed \$182,550.

BACKGROUND:

Since December 17, 1985, your Board has approved resolutions authorizing expenditures for residential care facilities serving mentally ill clients. Under the B-1 Administrative Memorandum, housing and related supports are exempt from the requirement for selection through a Request for Proposals process. Behavioral Health and Recovery Services (BHRS) publishes a public notice every year to solicit applications for new providers. BHRS has contracted with Hillcrest Manor for thirteen years.

DISCUSSION:

This contractor operates a twelve bed board and care facility for difficult to place clients, and provides an Augmented Services Level for seriously mentally ill clients who require a higher level of supervision and services; including more intensive mental health services, social skills training, and assistance with activities of daily living. The agreement with this provider is for a three year period.

BHRS requests your Board to authorize the Chief of the Health System or designee to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

The agreement and Resolution have been reviewed and approved by County Counsel as to form. The contractor meets insurance certification requirements.

The contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

The agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by providing residential board and care services to mentally ill clients. BHRS provides a range of services to promote wellness and recovery and to support consumers remaining in the lowest possible level of care. The provision of residential board and care services is one established level of care. The services provided through this agreement contribute to this measure. It is anticipated that there will be 100% full compliance with all California Department of Social Services Community Care Licensing standards and regulations.

PERFORMANCE MEASURE(S):

Measure	FY 2012-13 Estimate	FY 2013-14 Projected
Maintain compliance with all California Department of Social Services Community Care Licensing standards and regulations.	N/A*	100%

* Data collection for this measure is under development, no results available in FY 2012-13.

FISCAL IMPACT:

The term of the agreement is July 1, 2013 through June 30 2016, and the maximum obligation is \$182,550. For FY 2013-14 the maximum obligation is \$60,794. Of that amount, it is anticipated that \$54,715 will be funded by sales tax through Realignment, and \$6,079 will be Net County Cost. The payment provisions and levels of service in the agreement are essentially the same as the prior agreement. Funds for these services will be included in the BHRS FY 2013-14 Recommended Budget. Similar arrangements will be made for FY 2014-15 and FY 2015-16.