

EXHIBIT 5c--Mental Health Services Act Community Services and Supports Administration Budget Worksheet

County(ies): Fresno County

Fiscal Year: 2005-06
 Date: 5/22/06
 Page: 1 of 7

	Client, Family Member and Caregiver FTEs	Total FTEs	Budgeted Expenditures
A. Expenditures			
1. Personnel Expenditures			
a. MHSAs Coordinator(s)		0.00	\$0
b. MHSAs Support Staff		1.00	\$2,303
c. Other Personnel (list below)			
i. Program Administrative Staff		1.00	\$2,297
ii. Budget Analyst		2.00	\$9,188
iii. Finance/Accounting Staff		1.00	\$1,995
iv. Information Systems		0.50	\$1,408
v. Clerical Support Staff		1.00	\$1,151
vi.			
vii.			
d. Total FTEs/Salaries	0.00	6.50	\$18,342
e. Employee Benefits (Employee benefits range from 27% to 45%)			\$8,117
f. Total Personnel Expenditures			\$26,459
2. Operating Expenditures			
a. Professional Services			\$0
b. Travel and Transportation			\$53
c. General Office Expenditures			\$115
d. Rent, Utilities and Equipment			\$5,772
e. Other Operating Expenses (provide description in budget narrative)			\$0
f. Total Operating Expenditures			\$5,940
3. County Allocated Administration			
a. Countywide Administration (A-87)			\$0
b. Other Administration (provide description in budget narrative)			\$0
c. Total County Allocated Administration			\$0
4. Total Proposed County Administration Budget			
			\$32,399
B. Revenues			
1. New Revenues			
a. Medi-Cal (FFP only)			\$0
b. Other Revenue			\$0
2. Total Revenues			
			\$0
C. Start-up and One-Time Implementation Expenditures			
			\$260,442
D. Total County Administration Funding Requirements			
			\$292,841

COUNTY CERTIFICATION

I HEREBY CERTIFY under penalty of perjury that I am the official responsible for the administration of Community Mental Health Services in and for said County; that I have not violated any of the provisions of Section 5891 of the Welfare and Institution Code in that all identified funding requirements (in all related program budgets and this administration budget) represent costs related to the expansion of mental health services since passage of the MHSAs and do not represent supplanting of expenditures; that fiscal year 2004-05 funds required to be incurred on mental health services will be used in providing such services; and that to the best of my knowledge and belief this administration budget and all related program budgets in all respects are true, correct, and in accordance with the law.

Date: 23 May 2006

Signature: *Gray Nizer*
 Local Mental Health Director

Executed at Fresno, California

**EXHIBIT 5c-Mental Health Services Act Community Services and Supports
Budget Narrative
Administration**

County(ies): Fresno

Fiscal Year: 2005-06
Date: 5/22/06
Page: 2 of 7

A. Expenditures

1. Personnel Expenditures

a. MHSA Coordinator (funded in Expanded Planning Funds request)	\$0
b. MHSA Support Staff (Secretary II @ \$13.28/hr., 1 month)	\$2,303
c. Other Personnel (list below)	\$0
Program Administrative Staff (Staff Analyst III, step 3, \$26.50/hr, .50 mo., contract development, prepare Board items, salary/budget resolutions)	\$2,297
Budget Analysts (Staff Analyst III, step 3, \$26.50/hr., 1 month to develop budgets and monitor revenue/expense for MHSA Programs)	\$9,188
Finance/Accounting Staff (Accountant II, step 3, \$23.01/hr., .50 mo.)	\$1,995
Information Systems (Systems and Procedures Analyst III, \$28.00/hr., .50 mo.)	\$1,408
Clerical Support Staff (Office Assistant III, Step 3, \$13.28/hr., .50 mo.)	\$1,151
d. Total FTEs/Salaries	<u>\$18,342</u>
e. Employee Benefits (Employee benefits range from 27% to 45%)	<u>\$8,117</u>
f. Total Personnel Expenditures	\$26,459

2. Operating Expenditures

a. Professional Services	\$0
b. Travel and Transportation (30 miles/week for 4 weeks @ \$.445/mile)	\$53
c. General Office Expenditures (Office supplies, postage, misc.)	\$115
d. Rent, Utilities and Equipment	\$5,772
Rent, utilities, janitorial & security - 1,350 sq.ft. @ \$2.50/sq.ft., 1 mo.	\$3,375
Copier maintenance	\$25
FAX maintenance @ \$18.94/mo.	\$19
Communications @ appx \$42/mo., full complement of 11 staff, 1 mo.	\$458
Communications fax 1 mo.	\$84
ISDN Line for teleconference 1 mo.	\$150
Cell phone 1 mo.	\$60
Network connectivity @ appx. \$146/mo. for 11 staff	\$1,601
e. Other Operating Expenses	\$0
f. Total Operating Expenditures	<u>\$5,940</u>

3. County Allocated Administration

a. Countywide Administration	\$0
b. Other Administration	\$0
c. Total County Allocated Administration	<u>\$0</u>

4. Total Proposed County Administration Budget

\$32,399

B. Revenues:

1. New Revenues

a. Medi-Cal (FFP only)	\$0
b. Other Revenue	\$0

2. Total Revenue

\$0

C. Start-up and One-Time Implementation Expenditures

	Aug/Sept 2006	\$260,442
Office landscape for full complement of 10 positions @ \$2,000 per person	\$20,000	
10 staff chairs @ \$281/each	\$2,810	
50 conference room chairs @ \$133/each	\$6,650	
12 file cabinets @ \$136/each	\$1,632	
1 conference room table	\$370	

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**EXHIBIT 5c-Mental Health Services Act Community Services and Supports
Budget Narrative
Administration**

County(ies): Fresno

Fiscal Year: 2005-06
Date: 5/22/06
Page: 3 of 7

C. Start-up and One-Time Implementation Expenditures (Continued)

	Aug/Sept 2006
10 bookcases @ \$138/each	\$1,380
6 laser printers @ \$1,802/each	\$10,812
1 cell phone	\$100
1 fax machine	\$763
Supply cabinet	\$200
Install phone lines fax, 11 staff and conference room @ \$200/each	\$2,600
Personal computers for 10 positions @ \$2,500/each	\$25,000
Software licensing @ \$1,189 per person for 10 staff + \$152/tech. per PC	\$13,410
Copy machine	\$1,357
Laptop	\$5,000
Projector for conference/training room	\$2,500
Sound system for conference/training room	\$1,000
Television for conference/training room	\$1,000
Scanner and 2-yr. maintenance	\$275
Sound system for community forums	\$3,727
Color Printer for program brochures, flyers, newsletters, etc.	\$2,725
Color Printer Cartridges for 50,000 copies	\$3,650

Anti-Stigma Campaign @ \$100,000/yr. for FY 2006-07 RFP July-Sept 2006
Fresno County's unique ethnic, cultural, and geographic characteristics require that all outreach and education activities be purposefully designed to reach the intended underserved and unserved populations. This funding will support a locally focused, multi-media outreach effort using non-traditional methods for engaging consumers and families by age groups and immigrant, minority and monolingual communities. \$100,000

Mental Health Board Support @ \$6,500/yr for FY 2006-07 & FY 2007-08 RFP Aug 2006
In its new role as an oversight and education body for Fresno County MHA activities, the Mental Health Board will act in an advisory capacity to the community in the areas of public outreach and participation. As such, Board members will receive MHA training, may travel to out-of-county MHA educational events, and will host additional public input opportunities during plan review and update processes. The requested funding will support the initial costs of those activities and provide sound and recording equipment to be used during public MHA forums and hearings. \$13,000

Translation of MHA Services Information = \$30,000 Jul 2006
MHA Services information documents, including MHA community debriefing, will be translated in Spanish, Hmong, Cambodian, Lao, Vietnamese, Punjabi and Russian \$30,000

Additional training expenses of \$10,481 to include:	RFP July-Sept 2006
1. How to Build Service Capacity	\$321
2. Monitoring Outcomes	\$2,160
3. Best Practices - Training for Management	\$2,000
4. Mental Health Leadership Institute	\$6,000

D. Total County Administration Funding Requirements

\$292,841

EXHIBIT 5c--Mental Health Services Act Community Services and Supports Administration Budget Worksheet

County(ies): Fresno County

Fiscal Year: 2006-07

Date: 5/22/06

Page: 4 of 7

	Client, Family Member and Caregiver FTEs	Total FTEs	Budgeted Expenditures
A. Expenditures			
1. Personnel Expenditures			
a. MHSA Coordinator(s)		1.00	\$86,000
b. MHSA Support Staff		1.00	\$28,117
c. Other Personnel (list below)			
i. Program Administrative Staff		1.00	\$56,087
ii. Budget Analyst		2.00	\$112,174
iii. Finance/Accounting Staff		1.00	\$48,708
iv. Information Systems Staff		0.50	\$29,634
v. Clerical Support Staff		1.00	\$25,774
vi. Outcomes Reporting and Monitoring Staff		1.00	\$28,467
vii. Admitting Interviewers		2.00	\$54,756
d. Total FTEs/Salaries	0.00	10.50	\$469,717
e. Employee Benefits (Employee benefits range from 27% to 45%)			\$210,599
f. Total Personnel Expenditures			\$680,316
2. Operating Expenditures			
a. Professional Services			\$2,398
b. Travel and Transportation			\$1,943
c. General Office Expenditures			\$3,887
d. Rent, Utilities and Equipment			\$75,014
e. Other Operating Expenses (provide description in budget narrative)			\$0
f. Total Operating Expenditures			\$83,242
3. County Allocated Administration			
a. Countywide Administration (A-87)			\$80,421
b. Other Administration (provide description in budget narrative)			\$0
c. Total County Allocated Administration			\$80,421
4. Total Proposed County Administration Budget			\$843,979
B. Revenues			
1. New Revenues			
a. Medi-Cal (FFP only)			\$0
b. Other Revenue			\$0
2. Total Revenues			\$0
C. Start-up and One-Time Implementation Expenditures			
D. Total County Administration Funding Requirements			\$843,979

COUNTY CERTIFICATION

I HEREBY CERTIFY under penalty of perjury that I am the official responsible for the administration of Community Mental Health Services in and for said County; that I have not violated any of the provisions of Section 5891 of the Welfare and Institution Code in that all identified funding requirements (in all related program budgets and this administration budget) represent costs related to the expansion of mental health services since passage of the MHSA and do not represent supplanting of expenditures; that fiscal year 2004-05 funds required to be incurred on mental health services will be used in providing such services; and that to the best of my knowledge and belief this administration budget and all related program budgets in all respects are true, correct, and in accordance with the law.

Date: 23 May 2 006
 Executed at Fresno, California

Signature: 
 Local Mental Health Director

**EXHIBIT 5c-Mental Health Services Act Community Services and Supports
Budget Narrative
Administration**

County(ies): Fresno

Fiscal Year: 2006-07
Date: 5/22/06
Page: 5 of 7

A. Expenditures

1. Personnel Expenditures

a. MHSA Coordinator @ \$41.35 per hour	\$86,000
b. MHSA Support Staff, Secretary II @ 3.5% increase in salary to \$13.52 per hour	\$28,117
c. Other Personnel (list below) (includes 3.5% increase in salary)	
Program Administrative Staff (Staff Analyst III, \$26.96 per hour, contract development/ monitoring, prepare Board items, County MOU's, policies and procedures)	\$56,087
Budget Analysts to develop budgets and monitor revenue/expenses for MHSA	\$112,174
Finance/Accounting Staff (Accountant III, \$23.42 per hour)	\$48,708
Information Systems (Systems and Procedures Analyst III, \$28.49 per hour)	\$29,634
Clerical Support (Office Assistant III, \$13.69 per hour beginning 8-1-06)	\$25,774
Outcomes Reporting/Monitoring (Program Technician @ \$13.69 beginning 8-1-06)	\$28,467
Admitting Interviewers @ \$15.34 per hour X 2 fte's beginning 8-1-06	\$54,756
d. Total FTEs/Salaries	\$469,717
e. Employee Benefits (Employee benefits range from 27% to 45%)	\$210,599
f. Total Personnel Expenditures	\$680,316

2. Operating Expenditures

a. Professional Services (Credentialing, documentation/billing training)	\$2,398
Credentialing by Provider Relations 32 hrs. @ \$23.85	\$763
Documentation/Billing Training by Utiliz. Review Spec. @ \$46.60/hr.	\$1,635
b. Travel and Transportation (County, State and rural site meetings)	\$1,943
84 miles per week x 52 weeks @ \$.445 per mile)	
c. General Office Expenditures (Office/fax supplies, postage, copy paper, misc.)	\$3,887
d. Rent, Utilities and Equipment	\$75,014
Rent, utilities, janitorial and security for 1,500 sq. ft. @ \$2.50/sq. ft.	\$45,000
Fax maintenance @ \$18.92/mo. = \$227/yr.	\$227
Copier maintenance @ \$60/yr.	\$60
Communications for 11 phones for staff & 1 phone for fax @ \$500/yr.	\$6,000
Communications for conference/training room	\$500
Communications for cell phone @ \$60/mo.	\$720
Local/long distance fax	\$726
ISDN line @ \$150/mo.	\$1,800
Network connectivity @ \$1,747 per staff per year for 11 staff	\$19,217
I-Net Line and LAN Administration for teleconferencing = \$764/yr.	\$764
e. Other Operating Expenses (Training, education, planning process)	\$0
f. Total Operating Expenditures	\$83,242

3. County Allocated Administration

a. Countywide Administration (A-87 costs @ 1% of MHSA Funding)	\$80,421
b. Other Administration	\$0
c. Total County Allocated Administration	\$80,421

4. Total Proposed County Administration Budget

\$843,979

B. Revenues:

1. New Revenues

a. Medi-Cal (FFP only)	\$0
b. Other Revenue	\$0

2. Total Revenue

\$0

C. Start-up and One-Time Implementation Expenditures

\$0

D. Total County Administration Funding Requirements

\$843,979

EXHIBIT 5c--Mental Health Services Act Community Services and Supports Administration Budget Worksheet

County(ies): Fresno County

Fiscal Year: 2007-08
 Date: 5/22/06
 Page: 6 of 7

	Client, Family Member and Caregiver FTEs	Total FTEs	Budgeted Expenditures
A. Expenditures			
1. Personnel Expenditures			
a. MHSA Coordinator(s)		1.00	\$87,505
b. MHSA Support Staff		1.00	\$30,039
c. Other Personnel (list below)			
i. Program Administrative Staff		1.00	\$59,922
ii. Budget Analyst		2.00	\$119,844
iii. Finance/Accounting Staff		1.00	\$52,039
iv. Information Systems Staff		0.50	\$31,660
v. Clerical Support Staff		1.00	\$30,039
vi. Outcomes Reporting/Monitoring Staff		1.00	\$32,142
vii. Admitting Interviewers		2.00	\$63,818
d. Total FTEs/Salaries	0.00	10.50	\$507,008
e. Employee Benefits (Employee benefits range from 27% to 45%)			\$231,240
f. Total Personnel Expenditures			\$738,248
2. Operating Expenditures			
a. Professional Services			\$772
b. Travel and Transportation			\$5,615
c. General Office Expenditures			\$3,950
d. Rent, Utilities and Equipment			\$77,623
e. Other Operating Expenses (provide description in budget narrative)			\$0
f. Total Operating Expenditures			\$87,960
3. County Allocated Administration			
a. Countywide Administration (A-87)			\$85,148
b. Other Administration (provide description in budget narrative)			\$0
c. Total County Allocated Administration			\$85,148
4. Total Proposed County Administration Budget			\$911,356
B. Revenues			
1. New Revenues			
a. Medi-Cal (FFP only) - MAA			\$0
b. Other Revenue			\$0
2. Total Revenues			\$0
C. Start-up and One-Time Implementation Expenditures			
D. Total County Administration Funding Requirements			
			\$911,356

COUNTY CERTIFICATION

I HEREBY CERTIFY under penalty of perjury that I am the official responsible for the administration of Community Mental Health Services in and for said County; that I have not violated any of the provisions of Section 5891 of the Welfare and Institution Code in that all identified funding requirements (in all related program budgets and this administration budget) represent costs related to the expansion of mental health services since passage of the MHSA and do not represent supplanting of expenditures; that fiscal year 2004-05 funds required to be incurred on mental health services will be used in providing such services; and that to the best of my knowledge and belief this administration budget and all related program budgets in all respects are true, correct, and in accordance with the law.

Date: 23 May 2006

Signature: 
 Local Mental Health Director

Executed at Fresno, California

**EXHIBIT 5c-Mental Health Services Act Community Services and Supports
Budget Narrative
Administration**

County(ies): Fresno

Fiscal Year: 2007-08
Date: 5/22/06
Page: 7 of 7

A. Expenditures

1. Personnel Expenditures

a. MHSA Coordinator @ 3.5% increase in salary @ \$42.07 per hour	\$87,505
b. MHSA Support Staff, Secretary II @ 3.5% increase to \$14.44 per hour	\$30,039
c. Other Personnel (list below) includes 3.5% increase in salary	
Program Administrative Staff (Staff Analyst III @ \$28.81 per hour)	\$59,922
Budget Analyst (Staff Analyst III @ \$28.81/hr.)	\$119,844
Finance/Accounting Staff (Accountant II @ \$25.02 per hour)	\$52,039
Information Systems (Systems and Procedures Analyst III @ \$15.22 per hour)	\$31,660
Clerical Support (Office Assistant III @ \$14.44 per hour)	\$30,039
Outcomes Reporting/Monitoring (Program Technician @ \$15.45 per hour)	\$32,142
Admitting Interviewers @ \$15.34 per hour X 2 staff	\$63,818
d. Total FTEs/Salaries	\$507,008
e. Employee Benefits (Employee benefits range from 27% to 45%)	\$231,240
f. Total Personnel Expenditures	\$738,248

2. Operating Expenditures

a. Professional Services (Credentialing, documentation/billing training)	\$772
Credentialing and annual ineligible persons screening by Provider Relations	
5 hours @ \$24.68/hr. = \$123, Documentation/Billing training by Utilization Review Specialist 13.45 hrs. @ \$48.23/hr. = \$649	
b. Travel and Transportation (County, State and rural site meetings)	\$5,615
243 miles per week x 52 weeks @ \$.445 per mile)	
c. General Office Expenditures (Office/fax supplies, postage, misc.)	\$3,950
d. Rent, Utilities and Equipment	\$77,623
Rent, utilities, janitorial and security @ \$2.60/sq. ft. for 1,500 sq. ft.	\$46,800
Copier maintenance	\$60
Fax maintenance @ \$19.69/mo.	\$236
Communications for 11 phones for staff and 1 for fax @ \$500/annually	\$5,500
Communications for conference/training room	\$1,000
Fax local/long distance = \$726/yr.	\$726
Communications for cell phone @ \$60/mo	\$720
ISDN line for conference/training room @ \$150/mo.	\$1,800
Network connectivity @ appx. \$1,817 per yr. for 11 staff	\$19,986
I-Net Line and LAN Administration for teleconference equipment	\$795
e. Other Operating Expenses (Training, education, planning process)	\$0
f. Total Operating Expenditures	\$87,960

3. County Allocated Administration

a. Countywide Administration (A-87 costs @ 1% of MHSA Funding)	\$85,148
b. Other Administration	\$0
c. Total County Allocated Administration	\$85,148

4. Total Proposed County Administration Budget

\$911,356

1. New Revenues

a. Medi-Cal (FFP only)	\$0
b. Other Revenue	\$0
2. Total Revenue	\$0

C. Start-up and One-Time Implementation Expenditures

\$0

D. Total County Administration Funding Requirements

\$911,356