

**CALIFORNIA STATE LIBRARY
MENTAL HEALTH SERVICES ACT
WORK PLAN FOR FISCAL YEAR 2010-11**

This Memorandum of Understanding (MOU) is entered into by and between the California Department of Mental Health (DMH) and the California State Library (CSL) to define the relationship between DMH and CSL as it relates to the implementation of the Mental Health Services Act (MHSA) and the use of MHSA funds.

| Major Activities/Deliverables | Due Date | Primary Responsibility |
|--|----------------------------------|-------------------------------|
| Goal 1 - Provide enhanced reference and information services, including searching print resources, commercial online databases and current awareness alerts, contacting organizations and expert researchers, to support research efforts by the Department of Mental Health (DMH). | | |
| 1a. Provide ongoing resource and research-information services as needed to the DMH and other state entities to enhance their capacity to support the overarching goals of the MHSA and its various components. | July 2010 -June 2011 Ongoing | Senior Librarian, CSL |
| 1b. Support areas of research as indicated by the DMH, including but not limited to Suicide Prevention; Prevention and Early Intervention; Trauma/Post-Traumatic Stress Disorder; Children and Adolescent Mental Health, and Veterans. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| 1c. Meet with DMH staff on regular basis to become familiar with the research needs and projects of DMH. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| <ul style="list-style-type: none"> • Increase awareness of DMH research needs and projects. | | |
| <ul style="list-style-type: none"> • Provide enhanced reference and information services. | | |
| 1d. Acquire or borrow journal articles, documents, reports, books, and other resources not presently owned by CSL but needed to support DMH projects and programs. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| <ul style="list-style-type: none"> • Increase access to additional databases through ongoing consultations with DMH staff. | | |

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| 1e. Acquire a collection, in a variety of formats that would be cataloged by CSL and become part of the total CSL collections, with current operating collection housed at DMH. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| <ul style="list-style-type: none"> • Support DMH research and increase staff knowledge of the mental health field and skills to perform duties. | | |
| Goal 2 - Increase distribution of Studies in the News within DMH, MHSa state agencies, other state departments, and local mental health agencies. | | |
| 2a. Issue bi-monthly issues of Studies in the News (SITN). Increase Special Topic issues to 4-6 each year. Monitor and review professional literature in the mental health field to provide information relevant to DMH staff research. Explore expansion to juvenile justice and correctional facilities. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| 2b. Provide easy access to DMH staff on current issues and resources in the mental health field. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| 2c. Implement communications strategy for the SITN. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| <ul style="list-style-type: none"> • Post SITN on the DMH website. | | |
| <ul style="list-style-type: none"> • Offer to Mental Health Services Oversight and Accountability Commission (MHSOAC), California Mental Health Planning Council (CMHPC), CMHDA, California Institute for Mental Health (CiMH) for website posting/distribution. | | |
| <ul style="list-style-type: none"> • Automatic distribution to MHSa MOU Liaisons and Partners. | | |

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| <ul style="list-style-type: none"> • Outreach to other divisions and affiliates of DMH to broaden knowledge base and assist in the overall efforts of DMH. This addresses the need to continue to provide the latest mental health articles to workers in the field that are affiliated with the DMH effort to transform California's mental health policy. | | |
| Goal 3 - Increase knowledge of library's online databases through training and utilization of online sources. | | |
| 3a. Presentations to DMH regarding library catalogs and databases. This addresses the ongoing training so that DMH employees can access information to complete work products. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| 3b. Training and support for DMH staff in databases and searching techniques, including one to one technical assistance and group demonstrations on the use of databases available at their desktops, including commercial databases and the State library online catalog. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| <ul style="list-style-type: none"> • Increase knowledge of DMH staff on use of primary databases for research. | | |
| <ul style="list-style-type: none"> • Improve ability of DMH staff to access commercial databases, such as EBSCO, PsycINFO, PsycArticles, Psychiatry Online, etc., needed for research. | Next EBSCO Training scheduled for October 2010 | |
| <ul style="list-style-type: none"> • Disseminate training information early for DMH Headquarters staff. | | |
| <ul style="list-style-type: none"> • Ensure that staff in Long Term Care Services are aware of upcoming trainings for State Hospital staff. | | |
| <ul style="list-style-type: none"> • Possibly offer specific trainings to MHSOAC staff and Hospital Oversight and Monitoring staff. | | |

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| Goal 4 - Issue CSL cards to all DMH staff and implement a pilot project to issue CSL cards to county employees and DMH contractors. | | |
| 4a. Promote the benefits of obtaining a CSL card for all of DMH Headquarters' staff. | July 2010 - June 2011 Ongoing | Senior Librarian, CSL |
| 4b. Develop and initiate pilot for issuing CSL cards to county mental health employees, California Institute for Mental Health, and other contractors of DMH or county mental health agencies. This is part of the overall goal of the long-range goal to expand access of the State Library to all residents of California. | September 2010 | Senior Librarian, CSL |
| <ul style="list-style-type: none"> • Opens access to those who are not state employees and who work with DMH to the DMH Library Collection, as well as the CSL's general collection regarding mental health issues. | | |
| Goal 5 - Ensure that the needs of DMH staff are being met. | | |
| 5a. Meet with DMH on a quarterly basis to review Work Plan. | September 2010 December 2010 March 2011 | Senior Librarian, CSL |
| <ul style="list-style-type: none"> • Assures continued communication and collaboration with DMH and CSL. | | |
| <ul style="list-style-type: none"> • Addresses the CSL's commitment to be aware of DMH's needs and to collaborate with DMH on providing resources. | | |