

# **MEMORANDUM OF UNDERSTANDING**

**Between  
THE CALIFORNIA DEPARTMENT OF MENTAL HEALTH (DMH)**

**And  
CALIFORNIA BOARD OF BEHAVIORAL SCIENCES (BBS)**

**For the  
MENTAL HEALTH SERVICES ACT**

## **I. Purpose**

This Memorandum of Understanding (MOU) is entered into by and between the California Department of Mental Health (DMH) and the California Board of Behavioral Sciences (BBS) to define the relationship between DMH and BBS as it relates to the implementation of the Mental Health Services Act (MHSA) and the use of MHSA funds. Implementation of MHSA Workforce Education and Training component is guided by the Workforce Education and Training Five-Year Development Plan (Five-Year Plan).

## **II. Background**

The passage of Proposition 63 (MHSA) in November 2004 provides an opportunity to transform the public mental health system in California by addressing a broad continuum of prevention, early intervention, treatment, and infrastructure support. In addition to agreements with county mental health departments, DMH also enters into agreements with other state entities to increase the capacity to support the overarching goals of MHSA and its various components. The MHSA components are Community Services and Support, Prevention and Early Intervention, Workforce Education and Training, Innovation, and Capital Facilities and Technological Needs.

There are five fundamental concepts inherent in MHSA which must be embedded and continuously addressed in both local and state level collaborations. These concepts are a client/family driven mental health system, cultural competence, community collaboration, service integration, and a focus on recovery, wellness, and resiliency. To carry out these goals and objectives, the public mental health workforce must receive appropriate education and training.

### **III. Statement of Work**

A. This MOU is based on the activities delineated and approved in the Governor's Budget Act for FY 2008-09, 2009-10 and ongoing supported with MHSAs funds. A copy of this Spring Finance Letter (SFL) is attached in Exhibit C.

#### **B. Summary of Proposed Activities**

##### **1. Reviewing Educational Requirements**

BBS will assist DMH in the above by doing the following:

- Promote the inclusion of the principles and values of the MHSAs in the course content for Marriage and Family Therapists (MFTs), Licensed Clinical Social Workers (LCSWs), and Licensed Educational Psychologists (LEPs).
- Conduct a comprehensive review of the educational requirements for MFTs, LCSWs, and LEPs.
- As necessary, draft legislation and/or regulations to implement the revised educational curricula.

DMH will facilitate the review and development of mental health professional educational requirements by doing the following:

- Facilitate the implementation of new curricula in the schools teaching professional mental health licensees.
- Attend Board and Committee meetings.
- Encourage consumers, family members and other public mental health stakeholders to attend Board and Committee meetings.
- Provide technical assistance to BBS on an as needed basis.
- Share contractor resources with BBS.
- Provide counties with technical assistance on the impact of any changes in educational curriculum.
- Assist BBS in curricula redesign and facilitate communication between public mental health partners and BBS.

##### **2. Reviewing Testing Requirements**

BBS will work with DMH to implement the above by doing the following:

- Conduct a comprehensive assessment of the examinations for licensure for MFTs, LCSWs, and LEPs.

- Determine the level to which the Board's examination programs can incorporate the values and principles of the MHSA while continuing to meet professional standards.
- Draft legislation and/or regulations to implement the new examination procedure, as appropriate.
- Attend public mental health stakeholder meetings and present information relevant to mental health professional testing requirements, to include the process of constructing licensing tests.

DMH will assist BBS in the above by doing the following:

- Assist BBS in the facilitation and streamlining of the testing review process.
- Attend Board and Committee meetings.
- Encourage consumers, family members and other public mental health stakeholders to attend Board and Committee meetings.
- Provide technical assistance to BBS on an as needed basis.
- Share contractor resources with BBS.
- Provide counties with technical assistance on the impact of any changes in requirements.
- Assist BBS in examination blueprint re-design and facilitate communication between public mental health partners and BBS.

**3. Other objectives as listed in the Work Plan, Exhibit B, related to revision of ethics codes, education of board members about public mental health service delivery, increasing consumer and family member participation in the board's activities, and strategies to address demographic disparities.**

C. Work Plan

A copy of the annual work plan is attached in Exhibit B.

D. Staffing

Please see attached SFL (Exhibit C) for details.

E. BBS Responsibilities

- Attend the quarterly MHSA Interagency meetings
- Provide periodic updates on program implementation issues, concerns or questions to the DMH program liaison
- Present accomplishments, findings, best practices, and challenges at meetings, training sessions or conferences pertaining to the implementation of MHSA

- Facilitate an annual site visit for the DMH program liaison and other DMH representatives as needed
- Provide DMH with data regarding mental health professionals licensed by BBS
- Other requests as needed for supporting the implementation of MHSA

F. Role of DMH program liaison

1. General Duties

- Be the primary contact for BBS on MHSA implementation in regards to this MOU.
- Provide MHSA updates to BBS as needed.
- Negotiate the annual work plan.
- Provide feedback on reports.
- Provide other necessary support to BBS in building a collaborative relationship in fulfilling the purpose of this MOU and the overall goals of MHSA.

G. Reporting Requirements

1. BBS shall provide, at least annually or more frequently if specified, the following reports/updates to DMH:
  - a. Contact list updates for both program and fiscal contacts.  
Deadline: quarterly, or as needed
  - b. Annual report summarizing activities on related MHSA activities for the previous fiscal year. Format will be provided by DMH. The annual report includes program and fiscal information. Deadline: July 30.
  - c. Mid-year update summarizing activities on related MHSA activities for the current fiscal year and projected budget activities for budget year. Format will be provided by DMH. The mid-year update includes both program and fiscal information. Deadline: January 31.
  - d. Additional requests for information as needed to provide updates to the Administration, Legislature and stakeholders.
2. In concert with BBS, DMH may revise the reporting requirements as needed, and present the proposed changes at MHSA Interagency Meetings.

3. All reports (see b and c above) must be submitted to the MHSA State Coordinator or his/her designee.
4. Reports must be submitted electronically.
5. Information collected from the reports will be published and shared with the public.

I. Department/Program Contacts

Both DMH and BBS will designate the following representatives to act in a liaison capacity throughout the term of this MOU:

**Department Representative**

<b>DMH Contact</b>	<b>BBS Contact</b>
Name: Denise Arend	Name: Paul Riches
Title: Deputy Director Community Services	Title: Executive Officer
Address: 1600 9 <sup>th</sup> St., Rm. 150	Address: 1625 N. Market Blvd., #S-200
City, Zip: Sacramento, 95814	City, Zip: Sacramento, 95834
Phone: 916-654-3551	Phone: 916-574-7840
Email: <a href="mailto:Denise.Arend@dmh.ca.gov">Denise.Arend@dmh.ca.gov</a>	Email: <a href="mailto:paul_riches@dca.ca.gov">paul_riches@dca.ca.gov</a>

**Program Liaison**

<b>DMH Contact</b>	<b>BBS Contact</b>
Name: Inna Tysoe	Name: Christy Berger
Title: Staff Mental Health Specialist	Title: MHSA Coordinator
Address: 1600 9 <sup>th</sup> Street	Address: 1625 N. Market Blvd., #S-200
City, Zip: Sacramento, 95814	City, Zip: Sacramento, 95834
Phone: 916-654-3662	Phone: 916-574-7834
Email: <a href="mailto:Inna.Tysoe@dmh.ca.gov">Inna.Tysoe@dmh.ca.gov</a>	Email: <a href="mailto:Christy_berger@dca.ca.gov">Christy_berger@dca.ca.gov</a>

**IV. TERM**

The term of this MOU is effective with Fiscal Year (FY) 2008-09 and shall continue through FY 2010-11 or upon rescission in writing by either party.

## V. GENERAL PROVISIONS

- A. The Exhibit B (work plan) must be updated annually by both DMH and BBS. It may also be amended at any time by written mutual consent of both parties.
- B. BBS shall provide copies of the BCP or Spring Finance Letters requesting additional MHSA funds to DMH for approval prior to submission to the Health and Human Services Agency or other reporting agency and/or the Department of Finance. When available, a copy of the budget concept paper shall also be forwarded to DMH. Failure to provide DMH with the above documents may prevent DMH from having a timely review and concurrence of the proposed MHSA funding requests and affect BBS' request for funding under MHSA.

Draft budget concept paper, BCP or Spring Finance Letters shall be submitted to Debbie Manas, Community Services Division, 1600 9<sup>th</sup> Street, Room 140, Sacramento, CA 95814, [Debbie.manas@dmh.ca.gov](mailto:Debbie.manas@dmh.ca.gov).

- C. It is mutually agreed that if the funding for the current year and/or any subsequent years covered under this Agreement is reduced or discontinued for purposes of this program, DMH and BBS will have the option to either cancel this MOU or offer an agreement amendment to reflect the reduced amount. Either party may terminate this MOU by giving 30 days written notice to the other party. The notice of termination should specify the effective date of termination.
- D. Funding for this MOU shall be subject to the provisions set forth in Welfare and Institutions Code 5891 regarding non-supplantation.
- E. This MOU is not effective until signed by both parties.

  
Signature and Date

PAUL RICHES  
Executive Officer  
Board of Behavioral Sciences

  
Signature and Date

DENISE M. AREND  
Deputy Director  
Community Services

**Attachment I**  
**Work Plan for the Mental Health Services Act (MHSA) and Board of Behavioral Sciences**  
**2008-09**

Goals, Objectives and Activities)	Due Date	Primary Resp.	Comments/Status
<p><b>Goal 1: Review and revise educational requirements in the education of the mental health professionals licensed by the Board, with particular emphasis on Marriage and Family Therapists (MFTs) and Licensed Clinical Social Workers (LCSWs).</b></p> <p>Desired Outcome: Curricula of the mental health professionals licensed by the Board incorporates the values and principles of the MHSA.</p> <p><b>Goal 2: Review and possibly revise examination requirements to become licensed as an MFT, LCSW and Licensed Educational Psychologist (LEP).</b></p> <p>Desired Outcome: Review the examination for licensure of the mental health professionals licensed by the Board to determine whether the values and principles of the MHSA can be incorporated</p>			
<p><b>Objective 1:</b> Promote Recovery/Wellness through independence, hope, personal development, and resiliency in the educational programs preparing the mental health professionals licensed by the Board.</p>	<p><i>FY 2008-2012</i></p>		
<p>▪ <i>Review and revise educational requirements to become a licensed Marriage and Family Therapist (MFT) to include competencies required to work in community public mental health settings.</i></p>	<ol style="list-style-type: none"> <li>1. <i>BBS plans to work closely with schools as soon as legislation passes (expected in October 2009).</i></li> <li>2. <i>If legislation passes, it will likely be effective August 2012.</i></li> </ol>	<p><b>BBS</b></p>	<p><i>Desired Outcome: The educational curricula the MFT programs will be consistent with the principles and values of the MHSA .</i></p> <p><b>Activities/Tasks</b></p> <ol style="list-style-type: none"> <li>1. <i>BBS has worked with stakeholders to develop legislation, which proposes to amend MFT education.</i></li> </ol>

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Goals, Objectives and Activities)	Due Date	Primary Resp.	Comments/Status
			<p>2. BBS is working intensively with schools to implement the proposed changes.</p> <p>3. DMH will refer the BBS to consultants who can assist the Board and schools with implementation.</p>
<ul style="list-style-type: none"> <li>▪ Review and, as appropriate, revise educational requirements to become licensed as a Clinical Social Worker (LCSW) to include competencies in skills that reflect the principles and values of the MHSA.</li> </ul>	<p>A series of recommendations is expected by April 2010.</p>	<p>BBS</p>	<p>Desired Outcome: The educational curricula of the LCSW programs will be consistent with the principles and values of the MHSA .</p> <p>The BBS has begun working with stakeholders in a committee format. The Committee is expected to meet over the next 18-24 months.</p>
<p>Objective 2: Work with stakeholders and others to review and possibly revise the ethics codes for MFTs, LCSWs, and LEPs to reflect differences when working in a recovery-oriented practice environment.</p>	<p>1. The ethics review committee is expected to have its first meeting in February 2009. A series of recommendations is expected by February 2011.</p>	<p>BBS</p>	<p>Desired Outcome: That the ethics codes more closely align with the MHSA principles and practices. The BBS has appointed an ethics review committee, which is expected to meet periodically over a two-year period.</p>

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**2008-09**

<b>Goals, Objectives and Activities)</b>	<b>Due Date</b>	<b>Primary Resp.</b>	<b>Comments/Status</b>
<i>Objective 3: Educate Board members and staff about public mental health service delivery.</i>	<i>Ongoing</i>	<i>BBS</i>	<p><i>Desired outcome: Increased Board member knowledge of practitioner and consumer experiences in public mental health and of MHSA principles and practices.</i></p> <p><i>The BBS will visit community mental health sites in conjunction with its Board meetings over the next three years.</i></p>
<i>Objective 4: Increase consumer and family member participation in the Board's activities.</i>	<i>Ongoing</i>	<i>BBS</i>	<p><i>Desired Outcome: Promotion of the meaningful inclusion of consumers and family members in incorporating their viewpoints and experiences.</i></p> <p><b>Activities/Tasks:</b></p> <ol style="list-style-type: none"> <li><i>1. The BBS will assist schools to bring in consumers and family members to help educate students about consumers' and family members' perspectives.</i></li> <li><i>2. The BBS will involve consumers and family members in its ethics review and examination committees.</i></li> </ol>

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<b>Goals, Objectives and Activities)</b>	<b>Due Date</b>	<b>Primary Resp.</b>	<b>Comments/Status</b>
<i>Objective 5: Implement strategies to address demographic disparities between providers of mental health services and consumers.</i>	<i>Ongoing</i>	<i>BBS</i>	<p><i>Desired outcome: Improve access to mental health services.</i></p> <p><b>Activities/Tasks:</b></p> <ol style="list-style-type: none"> <li><i>1. The BBS is exploring different strategies and will select four strategies by 2008.</i></li> <li><i>2. Implementation of the four strategies is expected to occur by 2012.</i></li> </ol>
<i>Objective 6: Review and possibly revise examination requirements to become licensed as a MFT, LCSW LEP.</i>	<i>FY 2008-12</i>	<i>BBS</i>	<i>Desired Outcome: The Board will determine whether examination requirements can be made consistent with the principles and values of the MHSA.</i>
<ul style="list-style-type: none"> <li>▪ <i>The BBS is contracting with an examination expert to conduct a holistic review of its examination programs.</i></li> </ul>	<i>Ongoing</i>	<i>BBS</i>	<i>Desired Outcome: The Contractor will evaluate the Board's examination process.</i>
<ul style="list-style-type: none"> <li>▪ <i>The BBS is holding a series of examination review meetings with stakeholders.</i></li> </ul>	<i>FY 2010-11</i>	<i>BBS</i>	<i>Desired Outcome: A series of recommendations is expected by 2010.</i>

**BOLD – Activity is completed**  
*Italic – Activity has been started*