

**MHSA INNOVATION BIDDERS CONFERENCE**

**August 3, 2017**

**1:00- 2:30**

**20 N. San Pedro Rd. Pt. Reyes Conference Room**

**Minutes**

**Attendees**

Marin County BHRS: Kristen Gardner, Cesar Lagleva, Gustavo Goncalves, Suzanne Tavano, Sadagh Nobari, Rashi King Abramson (TAY Advisory Council)

John Wallace – STOP Melissa Greene – STOP Don Carney – Youth Court Janice Mapes – MCCSD Jennifer Malone – The Spahr Center Naomi Uwaka – Seneca Laura Kantorowski – BACR Madeline Nieto Hope – W Marin Alexis Wise – Wise Choices for Girls Lea Mixon - Wise Choices for Girls Sue Hunt LeMay – MarinLink Mary O’Mara – MarinLink MaryAnn Maggiore – Launch Sandy Ponек – Canal Alliance	Jeannine Curley – Opening the World Ayesha Amin-Arsala - Opening the World Teresa Ashby – Young Moms Marin Susan Kleinman – Canal Welcome Center Abby Yim – Integrated Community Services Keira Pelletier - Integrated Community Services Rondell Leggett – Marin City Fatherhood Vinh Q Luu – Marin Asian Advocacy Project My Tong – Marin Asian Advocacy Project Christina Schiffner – Center for Domestic Peace Douglas Mundo – Canal Welcome Center Homer Hall – Phoenix Project, MCCDC Anna Salem – Youth Leadership Institute Jay Berlin – Alternative Family Services Jane Kramer – Enriching Lives through Music
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**Opening Comments**

Community Collaboration is a big part of this project, whether or not you are awarded this funding we recommend you connect and collaborate with those around you.

There are four organizations that are willing to act as fiscal sponsors for this project. If you partner with one of these agencies, they might be able to assist with your application, but you should contact them right away.

MarinLink Mary O’Mara <a href="mailto:mary@marinlink.org">mary@marinlink.org</a> 415-470-0211	Novato Youth Center Kara Vernor <a href="mailto:kvernor@novatoyouthcenter.org">kvernor@novatoyouthcenter.org</a> 415-892-1643, x304
Bay Area Community Resources Don Blasky <a href="mailto:dblasky@bacr.org">dblasky@bacr.org</a> 415-755-2311	Canal Alliance Sandy Ponек <a href="mailto:sandy@canalalliance.org">sandy@canalalliance.org</a> 415-454-2640

Staff cannot answer any questions outside of this meeting and the online system. See the RFQ for an explanation of how to submit questions online.

On June 28, 2017 a Needs Assessment was presented regarding this project. The PowerPoint and full needs assessment can be found online at [www.marinhhs.org/innovation](http://www.marinhhs.org/innovation)

**RFQ Timeline:**

- July 17<sup>th</sup> RFQ released
- August 10<sup>th</sup> by 3:00 pm is the final day to submit questions online
- Questions will be responded to by end of day August 14<sup>th</sup>
- August 18<sup>th</sup> by 3:00 pm the proposals are due. Late proposals are not accepted.
- The TAY Advisory Council will review the proposals and make recommendations. Then a BHRS panel will review that proposals and recommendations. Final decisions are made by BHRS Director.
- Contracts set to start on November 1<sup>st</sup>.

**Questions and Answers**

Q: How many contracts will be awarded?

A: Funding available: \$370,000 for Nov 2017-June 2018. \$550,000 for July 1, 2018-June 30, 2019. There is no set limit for the number of contracts, it will be depended on the proposals submitted. Maybe around 10 contracts issued to make sure all target populations are reached.

Q: How innovative are you willing to be? Are you looking for something creative or just changes to existing services?

A: As far as innovation, it is on the County BHRS to fulfill the requirements of innovation. The County is being innovative by working with TAY and the informal system of care to reach underserved TAY. Your individual service does not need to be innovative. Your service needs to effectively reach an underserved population.

Q: Can you describe effectively?

A: We will evaluate these proposals as in any competitive proposal process. We are looking for evidence that you can effectively do what you say you are going to do based on your application: What population do you currently reach? Who are you planning on reaching? What is your strategy? Is it a population BHRS is not effectively reaching? It's about reaching and engaging that population. We will make our best assessment as to why your agency may or may not be successful.

Q: Is the goal to get these people into Mental Health services, or can we make the case that we are doing all sorts of things to help them along the way.

A: We are not just looking for TAY to get clinical mental health services. There is a continuum of services that support people's mental health from community support efforts, prevention, early intervention, through clinical services. We want to make sure clients are getting services anywhere in the continuum that they need. So the services need to know about each other and refer back and forth.

Q: How is formal and informal services different.

A: If you go to page 6 of the RFQ there is a description. Under the formal system of care it would definitely include County BHRS and agencies, such as Seneca and Buckelew, that are

contracted to provided services for BHRS clients. There are people who need support who do not go to clinical services, but go to the informal system of care - church, primary care providers, peers, etc to seek support.

Q: How do you think about professional and clinical services, such as counselors at school, and other professional care that comes in contact with the underserved populations.

A: If you look at page 7 of the RFQ it lists recommendations from the Needs Assessment. The project focuses on building on the strengths of the informal system of care, but there may also be clinical services or more formal services that fulfill an important role in the system of care.

Q: What is a project provides clinical services in the community, can it get MediCal funding?

A: Becoming MediCal certified is beyond the scope of the Innovation project, but there could be support in the form of pointing a provider in the right direction

Q: What if we want to work with these other folks, can we include them in the proposal and get letters of support?

A: Yes, if you are going to partner with others to provide your services, then it would be important to include a letter of support from them. **If you are going to subcontract with anybody then you need a letter of participation from them (see page 9 of RFQ) that includes specific duties proposed and complete the appropriate budget paperwork: list the total subcontract amount in form D and complete form D1 to show the details of the subcontract budget.**

Q: What if two agencies want to apply, and their projects also work together?

A: They can submit separately if they can be evaluated and funded separately. But if they both need to be funded in order to provide the proposed services, then they should submit a joint application, one as a lead and one as a subcontract.

Q: How broad is the definition for underserved population – for example clients of the Regional Center who have developmental disabilities but also have mental health needs that are not being addressed.

A: The formal way underserved populations are determined is comparing the population that receives MediCal (and are therefore financially eligible for County mental health services) to those who receive County mental health services. But that does not cover all populations that are underserved. The population you describe might fall under “complex conditions.” Describe in your application why they are underserved.

Q: Is there a number of TAY that we have to already be serving?

A: We recognize some applicants may currently be focusing on underserved youth or adults and so TAY might not make up a large percent of your current clients. So Question 2 asks about all of your clients.

Q: Is the scoring rubric (breakdown of points available for each question) available?

A: No.

Q: Would expansion of an existing program be eligible if it met the recommendations in the Needs Assessment?

A: Yes, because we want to expand the number of TAY served by a variety of services.

Q: Do you want a budget for just the first 8 months or also the next 12 months?

A: Just the first 8 months (Nov 2017-June 2018).

Q: After that do we need to do another RFQ or does it roll over?

A: It is expected that those awarded contracts for FY2017-18 will have funding renewed for FY2018-19, as long as they are meeting the expectations set out in the contract. A new contract would be made, with a new scope of work and dollar amount for the next year. It is expected that the funding in the second year would increase since the first year is only 8 months and the second year is 12 months. But that depends on the scope of work and availability of funding.

Q: Do you have a formula for determining the payment per youth served? Generally the County pays contractors less than County staff.

A: A county contractor providing clinical services are generally paid based on unit services but PEI and this Innovation project don't work on that system. Budgets are based on appropriate staffing and other costs for the proposed project.

Q: For organizations that are not totally established, how does sustainability work? What if we get going and we are doing great, but then funding is over?

A: Innovation funds are time-limited, as required by the State funding regulations. We certainly hope that working with us helps to build your capacity to apply for County and non-County funding. Also, if an innovation project is working Counties can find other ways to fund it. That won't necessarily be decided program by program, but rather looking at what about the Innovation project overall was successful – such as collaboration, training, or a specific program.

Q: Would a community advocacy and organizing project be considered for funding?

A We don't expect all Innovation contractors to provide mental health services but rather services that provide support to TAY that positively impacts their mental health - including skill building, job support, etc. Look at the Growing Roots needs assessment to see what types of services and strategies are recommended.

Q: Will be an opportunity to talk to the youth who created the needs assesment?

A: Not before the proposals are due. There was an opportunity on June 28 and there will be opportunities after grants awards are made.

Q: The RFQ says behavioral health related data needs to be collected. That could be a HIPAA problem. Please clarify.

A: Beas on the needs assessment the INN evaluators and TAY Advisory Committee will develop an evaluation plan. A pre/post will be developed for all INN services to use that look at

whether mental health status has changed, among other things. Each project does not need to determine what data to collect.

Q: On page 10 of the RFQ, Question 2.C.b. asks us to describe the people who provide the service. Is it for the whole organization or the individuals providing services.

A: Question 2 is meant to give us a picture of your current organization. For a small organization they can describe each person who provides services. For a large organization, you can describe your staff in aggregate, with more specifics about the division of the organization responsible for the INN project. Question number 3 is specific to those who would provide services to TAY under the INN project.

Q: Do the TAY Advisory Committee members use the services?

A: About half of the members have used mental health services, and probably all have used some form of either formal or informal services.

Q: What is the minimum amount awarded

A: There is no minimum. We expect to fund about \$30,000-60,000 per contact in the first year, but there could be someone who applies and wants to only provide a very specific and limited service that would need less funding.

Q: Geographically you identified areas that are underserved, would an application get points off or on if you say you're only going to serve in a specific area.

A: We will be looking for proposals that are realistic. Would a small agency or program be more effective serving a more specific population? Who does the agency already have a relationship with?

There is the general description of Marin's underserved populations in the RFQ (page 5 under Population Served). And the needs assessment identified some populations within that who are particularly underserved (page 7, under "Increase services for"). We will try to serve all of the underserved populations.

Q: In the past TAY was defined 18-25. Why is it now 16-25?

A: MHSA specifies TAY as 16-25 for MHSA funds. I do not know why there may have been a change.

Q: If you have a youth that started in services when they were 16, but now are 26, can they still get services?

A: They may be included in services but they are not the target.

Q: Sometimes we rent a room for TAY meetings. How much flexibility do we have in identifying the location of services?

A: An address is not needed, but you should convey where the TAY are and therefore where you would provide the services in terms of general area.

Q: For client demographics (Attachment B), is this meant to be agency wide or Marin County specific?

A: Marin County. If you are a large organization you may want to narrow it down to the specific division or project that the INN project would fall under.

Q: Are there resources for youth, for peer leaders, such as stipends?

A: Yes. Within the needs assessment recommendations it includes having TAY help determine or provide services for other TAY. Stipends would be appropriate for TAY assisting with programs.

When thinking about how TAY can help determine their own services, it is not just having them fill out a satisfaction survey periodically. They should also help determine the goal and shape of the services they receive.

Q: Can you tell us what the hours the TAY said they were available for services?

A: The best times depend on the TAY's circumstances. In general, those in high school would prefer services available after school hours. Older TAY who are working generally prefer services after regular work hours. At the same time, there are TAY who are neither in school or working or not working regular hours. It would be important to know the TAY population you are serving and what times are best for them.

Q: Can we include equipment costs in our budget, like music equipment?

A: Equipment needed for the program, such as computers or music equipment, would be considered, but since these contracts are only 20 months it would have to be within reason. One issue is that equipment is considered to be property of Marin County BHRS until the value has depreciated enough. So the County could request the equipment back at the end of the contract.

Q: Where does rent go, like for meeting rooms?

A: Page 25 of the RFQ explains the budget documents. If rent is specific to this program, such as renting a room for a meeting, it can go under "Direct Costs." If the rent cannot be attributed specifically to this program, as with phone, insurance and other general costs, it would go under "Indirect Costs."

Q: Is there a cap on indirect?

A: 15% is the cap.

Q: Is this budgeting just for this grant or for the entire project costs, including other funding sources?

A: It is just for the funds you are requesting from us. It would be worth stating what the total project budget is and that it is partially funded through other sources. There is room below the budget template.

Q: What if we wanted to take TAY to an event that required travel, or wanted to send a staff person to a training?

A: If a service you are providing for TAY requires travel, that can be included under "Travel." If you want to provide training for a staff person you should be very specific about what that training is and why it is needed. This project will be providing a fair bit of training.

Q: It seems there are a lot of TAY related initiatives in Californai right now. Is there any plan of having a central conference for those working with TAY?

A: There is no central conference that I know of.

Q: For those not awarded a grant can they attend trainings being offered?

A: There will be some meetings and trainings to help integrate the formal and informal system of care and implement the needs assessment recommendations. Some will be open, like the June 28 event, and others will not, such as data collection trainings specific to this project.

Q: Can we use funds for web building, social media, and finding ways of reaching youth online?

A: Yes. Social media is one of the recommendations from the needs assessment.

Q: What happens if you started serving a person at a young age and then they go away to college or the military? Do those services stop? How do we maintain connection?

A: That would be an important thing to consider in your work. Often people experience "First Episode Psychosis" or other mental health challenges when they are away at college, in jail, etc.

Q: How do we qualify to provide these services if we come from a similar experience as the TAY we want to serve?

A: "Lived experience" is an important piece in this project. It would be important to include in when answering the questions about staff providing services. It can be your own lived experience, or having a family member with lived experience, so you are familiar with issues and services. In the needs assessment TAY expressed want providers that they can relate to – which can mean people with similar experience or background.

Q: Will staff have to go through a criminal background check?

A: We will have to look into whether the County requires that. You may want to do that whether or not it is required. Somebody coming up with something on their record does not mean it eliminates them, but it opens a dialogue.