

Solano Plan of Correction
Per the County Performance Contract Review Report for Review Dates May 4, 2021

Finding # or Suggested Improvement #	Finding or Suggested Improvement	Recommendation # (State Corrective Action Step / Identify Timeline / and Evidence of Corrections / Mechanisms for Monitoring Effectiveness)		Score – Comments/ Notes
Finding #1	Solano County did not post a copy of the FY 2019-20 Annual Revenue and Expenditure Report (ARER) on the County's website within 30 days of submitting to the state. Specifically, the FY 2019-20 ARER link on the County's website is directed to the FY 2018-19 ARER. (California Code of Regulations, title 9, section 3510.010(b)(1)).	Recommendation #1 The County must post a copy of the FY 2020-21 ARER on the County's website within 30 days of submitting to the Department of Health Care Services (DHCS), and each subsequent ARER thereafter.	After further review Solano County has identified that an error was made and the wrong ARER was posted via the link to the FY 2019/20 ARER. We have posted the correct version on the website (Attachment 1). Additionally, the Solano MHSA Unit has implemented a MHSA ARER Checklist (Attachment 2) that will be used to finalize the MHSA ARER each year. The verification of posting the ARER document is included on the checklist. This checklist will be used as aligned with the submission of the ARER FY 2020/21.	The submitted plan is accepted.
Finding #2	Solano County's approved FY 2019-20 Annual Update (Update) did not include corresponding expenditure plans. Specifically, the approved FY 2019-20 Update does not include a FY 2019-20 budget. (Cal. Code Regs., tit. 9, §	The County must include a corresponding expenditure plan or budget worksheet for each MHSA component that corresponds to the same fiscal year in the approved FY 2020-23 Three-Year Program and Expenditure Plan	While Solano County has historically included the expenditures/budget worksheets for the corresponding program outcomes for the outgoing FY in Annual Update documents, we had not included the budget worksheets for the current FY. The Solano MHSA Unit has implemented a MHSA Document Review Checklist (Attachment 3) which will be used in the final review and editing of all MHSA documents. The verification of the inclusion of the expenditure plans/budget worksheets for the corresponding Annual Update FY is included on the checklist. This checklist will	The submitted plan is accepted.

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	3310(c); Welfare and Institution (W&I Code) section 5847(e)).	(Plan) and FY 2021-22 Update and each subsequent Plan and Update thereafter	be used as aligned with the finalization of the Annual Update FY 2021/22 which is in process at the writing of this POC.	
Finding #3	Solano County lacked the Behavioral Health Director’s signature date on the MHSA County Compliance Certification in the approved FY 2019-20 Update. (W&I Code section 5847(b)(8)).	The County must complete in its entirety the MHSA County Compliance Certification including the date of County Board of Supervisors adoption, Behavioral Health Director’s signature and certification date in the approved FY 2020-23 Plans and FY 2021-22 Update	The Solano MHSA Unit has implemented a document checklist (Attachment 3) that will be used in the final review and editing of MHSA documents. The verification of signatures and dates of signatures on the County MHSA County Compliance Certification is included on the checklist. This checklist will be used as aligned with the finalization of the Annual Update FY 2021/22 which is in process at the writing of this POC.	The submitted plan is accepted.
Finding #4	Solano County lacked the Behavioral Health Director’s signature date on the MHSA County Fiscal Accountability Certification in the approved FY 2019-20 Update. (W&I Code section 5847(b)(9)).	The County must complete in its entirety the MHSA County Fiscal Accountability Certification including applicable fiscal dates, Behavioral Health Director’s signature and certification date as well as the County Auditor-Controller’s	The Solano MHSA Unit has implemented a document checklist (Attachment 3) that will be used in the final review and editing of MHSA documents. The verification of signatures and dates of signatures on the MHSA County Fiscal Accountability Certification is included on the checklist. This checklist will be used as aligned with the finalization of the Annual Update FY 2021/22 which is in process at the writing of this POC.	The submitted plan is accepted.

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		signature and certification date.		
Finding #5	Solano County did not provide an estimate of the number of clients, in each age group, to be served in the Full Service Partnership (FSP) category in the approved FY 2019-20 Update. (Cal. Code Regs., tit. 9, § 3650(a)(3); W&I Code section 5847(e)).	The County must provide an estimate of the number of FSP clients to be served in each age group: children (0- 15 years), transitional age youth (16-25 years), adult (26- 59 years), and older adult (60+ years) for each fiscal year in the approved FY 2020-23 Plan, FY 2021-22 Update and each subsequent Plan and Update thereafter	While Solano County has historically included the estimate of the number of clients, in each age group, to be served in the Full Service Partnership (FSP) category in the approved Plans, we had not included those estimates in the Annual Update documents but will do so going forward. The Solano MHSA Unit has implemented a document checklist (Attachment 3) that will be used in the final review and editing of MHSA documents. The verification of the inclusion of the estimated number of clients, in each age group, to be served in the Full Service Partnership (FSP) is included on the checklist. This checklist will be used as aligned with the finalization of the Annual Update FY 2021/22 which is in process at the writing of this POC.	The submitted plan is accepted.
Suggested Improvement Item #1a	MHSA Plans and Updates Threshold Language	Suggested Improvement #1a: DHCS recommends the County identify the County's threshold language as Spanish in the County demographics section of the approved Plans and Updates.	While Solano County had not included the County's threshold language explicitly in the Three Year Plan FYs 2017/18-2019/20 or the Annual Update FY2019/20 documents as reviewed by DHCS, this information was included in the System Capacity section for the Annual Update FY2020/21 and in the Three-Year Plan FYs 2020/21-2022/23. Going forward the County's threshold language will be included in both the County Demographics and System Capacity sections in future Annual Updates and Plans. The MHSA Unit has implemented a document	The submitted plan is accepted.

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			checklist (Attachment 3) that will be used in the final review and editing of MHSA documents and the verification of the inclusion of the threshold language is on the checklist. This checklist will be used as aligned with the finalization of the Annual Update FY 2021/22 which is in process at the writing of this POC.	
Suggested Improvement Item #1b	MHSA Plans and Updates CPPP Training	Suggested Improvement #1b: DHCS recommends the County include a description of training provided to participants in the Community Program Planning Process (CPPP) in the approved Plans and Updates.	Solano County includes training on the CPPP in all slide presentations for CPPP meetings as well as trainings/presentations provided for the community on the County Behavioral Health System of Care (SOC). The slides for the CPPP meetings are posted on the website along with the corresponding MHSA document. Additionally, training materials are provided to stakeholders and may include handouts such as a Stakeholder CPPP Flowchart, Provider Maps for Adult and Children’s SOC, etc. The handouts were included in the Appendices for the Annual Update and Plan reviewed. In the narrative of the CPPP Section of the Annual Update and Plans a very broad description had been included. Going forward Solano County will expand the description of CPPP training and will continue to include handouts and training materials provided to stakeholders in the Appendices of all documents. Additionally, the slide presentations will be included in the Appendices. The MHSA Unit has implemented a document checklist (Attachment 3) that will be used in the final review and editing of	The submitted plan is accepted.

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			MHSA documents and the verification of the inclusion of the CPPP training materials and slides in the Appendices is on the checklist. This checklist will be used as aligned with the finalization of the Annual Update FY 2021/22 which is in process at the writing of this POC.	
Suggested Improvement Item #1c	MHSA Plans and Updates Stakeholder Involvement	Suggested Improvement #1c: DHCS recommends the County include in the approved Plans and Updates a description of how stakeholder involvement demonstrates a partnership with constituents and stakeholders throughout the process that specifies meaningful stakeholder involvement on: -Mental health policy -Monitoring -Quality improvement -Evaluation -Budget allocations	Solano County includes content related to mental health policies and new legislation related to MHSA, outcomes and evaluation related to MHSA funded programs, budget allocations by component in all slide presentations for CPPP meetings. In the Annual Update FY2019/20 and subsequent Annual Update in the PEI section there is content related to an annual report summary that includes information related to the program monitoring, quality improvement and evaluation that the MHSA Unit oversees which is actually relevant to oversight for the CSS component as well. Going forward Solano County will insert content related program monitoring, quality improvement, evaluation, and fiscal monitoring into the Introduction section of Annual Updates and Plans and will be sure to highlight how stakeholders were informed and involved. The MHSA Unit has implemented a document checklist (Attachment 3) that will be used in the final review and editing of MHSA documents and the verification of the inclusion the recommended content is on the checklist. This checklist will be used as aligned with the finalization of the Annual	The submitted plan is accepted.

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			Update FY 2021/22 which is in process at the writing of this POC.	
Suggested Improvement #1d	MHSA Plans and Updates Order of Components	Suggested Improvement #1d: DHCS recommends the County present the MHSA components in the following order: CPPP, Community Services and Support (CSS), PEI, Innovation (INN), Workforce, Education and Training (WET), and Capital Facilities and Technological Needs (CFTN) in the approved Plans and Updates.	Going forward Solano County will order the components as recommended by the state. This change will be initiated in the next Annual Update FY 2021/22 document which is in the process of being finalized at the writing of this POC. Given the MHSA Three Plan for FY 2020/21-FY2022/23 has already been completed, posted for the community, approved by the County Board of Supervisors, and submitted to the state this change will have to take place in the next Three Year Plan.	The submitted plan is accepted.