

MENTAL HEALTH SERVICES ACT (MHSA) PLAN OF CORRECTION (POC)

1.	County/City:	Napa County
2.	POC Submitted for:	MHSA Performance Review
3.	Date of Audit/Performance Review	September 27, 2022
4.	Name of Preparer:	-
5.	Preparer Contact Email:	-
6.	Preparer Contact Telephone:	-

	A	B	C	D
#	Finding #	Finding	Recommendation	Action Taken to Correct Finding (Identify Timeline / Evidence of Correction)
7.	#1	<p>Finding #1: Napa County did not report the cost per person for Prevention and Early Intervention (PEI) in the adopted FY 2021-22 Annual Update (Update) and the cost per person for Innovation (INN) in the adopted FY 2020-23 Three-Year Program and Expenditure Plan (Plan). (Welfare and Institution Code (W&I Code) section 5847(e); Mental Health Services Oversight & Accountability Commission (MHSOAC) FY 2015-2016 MHSA Annual Update Instructions (p 4-5); MHSOAC FY 2014-2015 Through FY 2016-2017</p>	<p>Recommendation #1: The County must report the cost per person for Community Services and Supports (CSS), PEI, and INN programs in each subsequent adopted Plan and Update thereafter.</p>	<p>Napa County will include CSS, PEI, and INN costs per person in the MHSA Three Year Plan for FY 23-24 to FY 25-26 and future Annual Updates to the Three Year Plan.</p> <p>Napa County will develop an MHSA Three Year Plan/Annual Update Reporting Policy and Procedures to ensure that CSS, PEI, and INN costs per person will be included in the Annual Updates and Three Year Plans and anticipates completion of the MHSA Reporting Policy and Procedures by May 1, 2023.</p> <p>Napa County anticipates a submittal date on or before June 30, 2023, for the FY 23-26 MHSA Three Year Plan, which will include details on CPPP Trainings with</p>

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		MHSA Plan Instructions (pg 4)).		local stakeholders, as well as documentation of trainings and CPPP focus group meetings, surveys, etc.
8.	#2	<p>Finding #2: Napa County did not include a narrative description of the training provided to participants in the Community Program Planning Process (CPPP) in the adopted FY 2020-23 Plan and FY 2021-22 Update. (California Code of Regulations, title 9, section 3300(c); (MHSOAC) FY 2015-2016 MHSA Annual Update Instructions (pg 3); MHSOAC FY 2014-2015 Through FY 2016-2017 MHSA Plan Instructions (pg 3)).</p>	<p>Recommendation #2: The County must include a description of the training provided to participants in the CPPP in each subsequent adopted Plan and Update thereafter.</p>	<p>CPPP Trainings were held on December 16, 2021, for MHSA Contractors and for the MH Division’s Stakeholder Advisory Committee on January 5, 2022 (see attachments), however, staff neglected to mention those trainings in the MHSA Three Year Plan for FY 20-21 to FY 22-23 Plan and FY 21-22 Update. CPPP Trainings are being incorporated into the current CPPP for the MHSA Three Year Plan for FY 23-24 to FY 25-26 and will be included in future Annual Updates as well.</p> <p>Napa County will develop an MHSA Three Year Plan/Annual Update Reporting Policy and Procedures to ensure that CPPP Trainings are documented in future Annual Updates and Three Year Plans and anticipates completion and submittal of the Napa County MHSA Three Year Plan/Annual Update Reporting Policy and Procedures by May 1, 2023.</p>

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				<p>Napa County anticipates a submittal date on or before June 30, 2023, for the FY 23-26 MHSA Three Year Plan, which will include details on CPPP Trainings with local stakeholders, as well as documentation of trainings and CPPP focus group meetings, surveys, etc.</p>
9.	#3	<p>Finding #3: Napa County’s adopted FY 2020-23 Plan and FY 2021-22 Update did not include a description of how stakeholder involvement demonstrates a partnership with constituents and stakeholders throughout the process that includes meaningful stakeholder involvement on: mental health policy, program planning and implementation, monitoring, quality improvement, evaluation, and budget allocations. (W&I Code section 5848(a); MHSOAC FY 2015-2016 MHSA Annual</p>	<p>Recommendation #3: The County must include a description of how stakeholder involvement demonstrates a partnership with constituents and stakeholders throughout the process that includes meaningful stakeholder involvement on mental health policy, program planning and implementation, monitoring, quality improvement, evaluation, and budget</p>	<p>Staff will ensure that a more comprehensive description is included in the MHSA Three Year Plan for FY 23-24 to FY 25-26 and future Annual Updates to the Three Year Plan that documents the current robust CPPP that is currently being implemented as well as stakeholder involvement in the areas of mental health policy, program planning and implementation, monitoring, quality improvement, evaluation, and budget allocations.</p> <p>Napa County will develop an MHSA Three Year Plan/Annual Update Reporting Policy and Procedures that will describe how stakeholders will be meaningfully involved in the areas of mental health policy,</p>

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		Update Instructions (pg 2); MHSOAC FY 2014-2015 Through FY 2016-2017 MHSA Plan Instructions (pg 3)).	allocations in each subsequent adopted Plan and Update thereafter.	<p>program planning and implementation, monitoring, quality improvement, evaluation, and budget allocations and this will be documented in the forthcoming FY 23-26 MHSA Three Year Plan and future Annual Updates/Three Year Plans.</p> <p>Napa anticipates completion and submittal of the Napa County MHSA Three Year Plan/Annual Update Reporting Policy and Procedures by May 1, 2023.</p> <p>Napa County anticipates a submittal date on or before June 30, 2023, for the FY 23-26 MHSA Three Year Plan, which will include details the involvement of MHSA stakeholders in the areas of mental health policy, program planning and implementation, monitoring, quality improvement, evaluation, and budget allocations.</p>

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10	#4	<p>Finding #4: Napa County's adopted FY 2021-22 Update did not contain a narrative description of the local stakeholder process including date(s) of the meeting(s) and any other planning activities conducted. (Cal. Code Regs., tit. 9, §§ 3310, 3300; MHSOAC FY 2015-2016 MHSA Annual Update Instructions (pg 3); MHSOAC FY 2014-2015 Through FY 2016-2017 MHSA Plan Instructions (pg 3)).</p>	<p>Recommendation #4: The County must include a narrative description of the local stakeholder process including date(s) of the meeting(s) and any other planning activities conducted in each subsequent adopted Plan and Update thereafter.</p>	<p>Staff will ensure that future narratives will include documentation of dates of stakeholder meetings, focus groups, etc. are included in the MHSA Three Year Plan for FY 23-24 to FY 25-26 and future Annual Updates to the Three Year Plan.</p> <p>Napa County will develop an MHSA Three Year Plan/Annual Update Reporting Policy and Procedures that will ensure that a narrative description of our local stakeholder CPPP with dates of the meetings, survey distribution and responses, focus group meetings, and other planning activities are included in the MHSA Three Year Plan for FY 23-24 to FY 25-26 and future Annual Updates to the Three Year Plan.</p> <p>Napa anticipates completion and submittal of the Napa County MHSA Three Year Plan/Annual Update Reporting Policy and Procedures by May 1, 2023.</p> <p>Napa County anticipates a submittal date on or before June 30, 2023, for the FY 23-26 MHSA Three Year Plan, which will</p>

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				include a narrative of our local stakeholder CPPP with dates of the meetings, survey distribution and responses, focus group meetings, and other planning activities.
11	#5	Finding #5: Napa County's adopted FY 2021-22 Update did not contain methods used by the county to circulate for the purpose of eliciting public comment of the draft Update to representatives of the stakeholders' interests and any other interested party who requested a copy. (Cal. Code Regs., tit. 9, § 3315(a)(1)(A)).	Recommendation #5: The County must include methods used by the county to circulate for the purpose of eliciting public comment of the draft Plan/Update to representatives of the stakeholders' interests and any other interested party who requested a copy in each subsequent adopted Plan and Update thereafter.	Staff will ensure that the MHSA Three Year Plan for FY 23-24 to FY 25-26 and future Annual Updates to the Three Year Plan will include a description of the methods used to circulate for public comment the draft Three Year Plan or Annual Update to stakeholders and other interested parties who requested a copy of these documents. Napa County will develop an MHSA Three Year Plan/Annual Update Reporting Policy and Procedures that will ensure that a description of the methods used to circulate for public comment the draft Three Year Plan or Annual Update to stakeholders and other interested parties who requested a copy of these documents will be included in the MHSA Three Year Plan for FY 23-24 to FY 25-26 and future Annual Updates to the Three Year Plan.

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				<p>Napa anticipates completion and submittal of the Napa County MHSA Three Year Plan/Annual Update Reporting Policy and Procedures by May 1, 2023.</p> <p>Napa County anticipates a submittal date on or before June 30, 2023, for the FY 23-26 MHSA Three Year Plan, which will include a description of the methods used to circulate for public comment the draft Three Year Plan or Annual Update to stakeholders and other interested parties who requested a copy of these documents.</p>
12	#6	<p>Finding #6: Napa County did not submit the adopted FY 2021-22 Update to the Department of Health Care Services (DHCS) within 30 days after adoption by the County Board of Supervisors, which occurred on June 23, 2020, and submitted to DHCS on August 3, 2020. (W&I Code section 5847(a)).</p>	<p>Recommendation #6: The County must prepare and submit a Plan and Update, adopted by the Board of Supervisors, to the Mental Health Services Oversight and Accountability Commission and DHCS within 30 days after adoption; for each subsequent adopted</p>	<p>Napa County will prepare and submit a Three Year Plan and Update, adopted by the Board of Supervisors, to the Mental Health Services Oversight and Accountability Commission and DHCS within 30 days after adoption; for each subsequent adopted Plan and Update thereafter.</p> <p>Please see the attached approved Napa County MHSA Community Program Planning Process Policy and Procedures</p>

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			Plan and Update thereafter.	document, which was email to mhsa@dhcs.ca.gov on July 18 th , 2022. Napa County anticipates a DHCS and MHSAOAC submittal date on or before June 30, 2023, for the FY 23-26 MHSA Three Year Plan and will include evidence (an e-mail submission, screenshot, etc.) of timely submittal within 30 days after adoption.
13	#7	Finding #7: Napa County did not include a narrative analysis of the mental health needs of unserved, underserved, inappropriately served, and fully served county residents who qualify for MHSA services in the adopted FY 2020-23 Plan. (Cal. Code Regs., tit. 9, § 3650(a)).	Recommendation #7: The County must include a narrative analysis of the mental health needs of unserved, underserved/inappropriately served, and fully served county residents who qualify for MHSA services in each subsequent adopted Plan thereafter.	Staff will include a narrative analysis of the mental health needs of unserved, underserved/ inappropriately served, and fully served county residents who qualify for MHSA services in the Three Year Plan for FY 23-24 to FY 25-26 and subsequent Annual Updates. Napa County will develop an MHSA Three Year Plan/Annual Update Reporting Policy and Procedures that will ensure that a narrative analysis of the mental health needs of unserved, underserved/ inappropriately served, and fully served county residents who qualify for MHSA services will be included in the MHSA

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				<p>Three Year Plan and future Annual Updates.</p> <p>Napa anticipates completion and submittal of the Napa County MHSA Three Year Plan/Annual Update Reporting Policy and Procedures by May 1, 2023.</p> <p>Napa County anticipates a submittal date on or before June 30, 2023, for the FY 23-26 MHSA Three Year Plan, which will include a narrative analysis of the mental health needs of unserved, underserved/ inappropriately served, and fully served county residents who qualify for MHSA services.</p>
14	#8	<p>Finding #8: Napa County did not include an assessment of the county’s capacity to implement proposed mental health programs and services in the adopted FY 2020-23 Plan. (Cal. Code Regs., tit. 9, § 3650(a)(5)).</p>	<p>Recommendation #8: The County must include an assessment of its capacity to implement proposed mental health programs and services in each subsequent adopted Plan thereafter; and shall include:</p>	<p>Staff will include an assessment of the MH Plan’s capacity to implement proposed mental health programs and services in the Three Year Plan for FY 23-24 to FY 25-26 and subsequent Annual Updates.</p> <p>Napa County will develop an MHSA Three Year Plan/Annual Update Reporting Policy and Procedures that will ensure that an assessment of the county’s capacity to</p>

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			<p>a. The strengths and limitations of the county and service providers that impact their ability to meet the needs of racially and ethnically diverse populations. The evaluation should include an assessment of bilingual proficiency in threshold languages.</p> <p>b. Percentages of diverse cultural, racial/ethnic and linguistic groups represented among direct service providers, as compared to percentage of the total population needing services and the total population being served.</p> <p>c. Identification of possible barriers to implementing the</p>	<p>implement proposed mental health programs and services will be included in the MHSA Three Year Plan and future Annual Updates.</p> <p>Napa anticipates completion and submittal of the Napa County MHSA Three Year Plan/Annual Update Reporting Policy and Procedures by May 1, 2023.</p> <p>Napa County anticipates a submittal date on or before June 30, 2023, for the FY 23-26 MHSA Three Year Plan, which will include an assessment of the county’s capacity to implement proposed mental health programs and services and the items listed in column C.</p>

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			proposed programs/services and methods of addressing these barriers.	
15	#9	Finding #9: Napa 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 for each fiscal year of the adopted FY 2020-23 Plan. (Cal. Code Regs., tit. 9, § section 3650(a)(3)).	Recommendation #9: The County must provide an estimate of the number of clients, in each age group, to be served in the FSP service category for each fiscal year of the Plan in each subsequent adopted Plan thereafter.	<p>Staff will ensure to provide an estimate of the number of clients, in each age group, to be served in the FSP service category for each fiscal year of the Three Year Plan and each subsequent Annual Updates.</p> <p>Napa County will develop an MHSA Three Year Plan/Annual Update Reporting Policy and Procedures that will ensure that an estimate of the number of clients, in each age group, to be served in the Full Service Partnership (FSP) category for each fiscal year will be included in the MHSA Three Year Plan and future Annual Updates.</p> <p>Napa anticipates completion and submittal of the Napa County MHSA Three Year Plan/Annual Update Reporting Policy and Procedures by May 1, 2023.</p> <p>Napa County anticipates a submittal date on or before June 30, 2023, for the FY 23-</p>

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				26 MHSA Three Year Plan, which will include an estimate of the number of clients, in each age group, to be served in the Full Service Partnership (FSP) category for each fiscal year in the Three Year Plan. This information will also be included in future Annual Updates to the Three Year Plan.
16	#10	Finding #10: Napa County did not have at least one each of these programs listed in the adopted FY 2020-23 Plan and FY 2021-22 Update: Early Intervention Program, Outreach for Increasing Recognition of Early Signs of Mental Illness Program, Prevention Program, Stigma and Discrimination Reduction program, and Access and Linkage to Treatment Program. Specifically, the county was missing an Outreach for Increasing Recognition of Early Signs of Mental Illness Program and an Access and Linkage to	Recommendation #10: The County must have at least one of each of these programs in PEI: Early Intervention Program, Outreach for Increasing, Recognition of Early Signs of Mental Illness Program, Prevention Program, Stigma and Discrimination Reduction Program and Access to Linkage to Treatment Program in each subsequent adopted Plan and Update thereafter.	The County has recently issued Requests for Proposals for the PEI programs that had not yet been implemented and is confident that it will be able to have all required programs in place to report on in the Three Year Plan and subsequent Annual Updates. Napa County will develop an MHSA Three Year Plan/Annual Update Reporting Policy and Procedures that will ensure that at least one of each of the following PEI Programs will be included in the MHSA Three Year Plan and future Annual Updates: Early Intervention Program, Outreach for Increasing, Recognition of Early Signs of Mental Illness Program, Prevention Program, Stigma and Discrimination Reduction Program and Access to Linkage to Treatment Program.

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		Treatment Program. (Cal. Code Regs., tit. 9, § section 3755; W&I Code section 5840).		<p>Napa anticipates completion and submittal of the Napa County MHSA Three Year Plan/Annual Update Reporting Policy and Procedures by May 1, 2023.</p> <p>Napa County anticipates a submittal date on or before June 30, 2023, for the FY 23-26 MHSA Three Year Plan, which will include at least one of each of the following PEI Programs: Early Intervention Program, Outreach for Increasing, Recognition of Early Signs of Mental Illness Program, Prevention Program, Stigma and Discrimination Reduction Program and Access to Linkage to Treatment Program. These programs will also be included in future Annual Updates to the Three Year Plan.</p>

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Instructions: Complete the MHSA Plan of Correction (POC) to address Findings from the Fiscal Audit Report or Performance Review Report.

Row 1: Enter County/City name.

Row 2: Select from the drop down menu if this POC is submitted in response to a Fiscal Audit or a Performance Review.

Row 3: Enter the date that the Fiscal Audit or Performance Review was conducted.

Row 4: Enter the name of the person who prepared the Plan of Correction or is responsible for responding to inquiries about the Plan of Correction.

Row 5: Enter the contact email address of the person who prepared the Plan of Correction or is responsible for responding to inquiries about the Plan of Correction.

Row 6: Enter the contact telephone number of the person who prepared the Plan of Correction or is responsible for responding to inquiries about the Plan of Correction.

Rows 7-28, Column A: Enter the number of the specific Finding from the Fiscal Audit Report or Performance Review Report.

Rows 7-28, Column B: Enter the specific Finding from the Fiscal Audit Report or Performance Review Report.

Rows 7-28, Column C: Enter the specific recommendation from the Fiscal Audit Report or Performance Review Report.

Rows 7-28, Column D: Enter the description of the actions taken to correct the Finding. Must include 1) timeline for implementation and/or completion of actions; 2) proposed (or actual) evidence of correction to be submitted to DHCS.

This completed form must be submitted to MHSA@dhcs.ca.gov.

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