

**Mental Health Services Act Plan of Correction**

|    |                                  |                         |
|----|----------------------------------|-------------------------|
| 1. | County/City:                     | Trinity                 |
| 2. | POC Submitted for:               | MHSA Performance Review |
| 3. | Date of Audit/Performance Review | 8/5/2024                |
| 4. | Name of Preparer:                |                         |
| 5. | Preparer Contact Email:          |                         |
| 6. | Preparer Contact Telephone:      |                         |

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| #  | Finding #  | Finding   | Recommendation   | Action Taken to Correct Finding (Identify Timeline / Evidence of Correction)   |
| 7. | Finding #1 | Trinity County did not include the summary & analysis of substantive written recommendations for revisions received during the 30-day comment period in the adopted Fiscal Year (FY) 2020-2023 Three-Year Program & | The county must summarize & analyze the recommended revisions and must include any substantive written recommendations for revisions received during the 30-day comment period, in each subsequent adopted Plan & adopted Update thereafter. If no recommendations for revisions received, identify no recommendations | TCBHS has experienced multiple changes in the MHSA Coordinator position since 2017. As a result, there was not a fully trained MHSA Coordinator in place before the submission of the 2020-2023 Three-Year Plan and/or the FY 2022/23 Annual Update.<br><br>The current MHSA Coordinator was hired on 7/1/2022 but has not been fully trained on all documentation requirements due to previous employees leaving before completing the training of new staff. The TCBHS MHSA department is currently working to understand the requirements of the position and believes that, moving forward, documentation requirements will be thoroughly summarized and analyzed.<br><br>TCBHS will document any recommendations received |

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|    |            | Expenditure Plan (Plan) the adopted FY 2022-23 Annual Update.  | received.   | <p>during the 30-day comment period and include written recommendations for revisions in future updates. If no recommendations are received during the 30-day comment period, this will be noted in future updates.</p> <p>10/21/2024 - The FY25-26 Annual Update will be submitted with for evidence no later than the annual update due date to MHSA/DHCS of 6/30/2025.</p> <p>11/12/24: TCBHS P&amp;P 4012 MHSA CPP has been updated to address the specific language that if no recommendations were received it will be notated in all future plans. Signed P&amp;P is being submitted today.</p> |
| 8. | Finding #2 | Trinity County did not include documentation of achievement in performance outcomes for Community Services & Support (CSS), Prevention, and Early Intervention (PEI) & | The County must include documentation of achievement in performance outcomes for CSS, PEI & INN programs in each subsequent adopted Plan & Update thereafter. | <p>TCBHS has experienced multiple changes in the MHSA Coordinator position since 2017. There was not a fully trained MHSA Coordinator in place before the submission of the 2020-2023 Three-Year Plan and/or the FY 2022/23 Annual Update.</p> <p>TCBHS MHSA department is currently working to understand the requirements of the position and the new MHSA Coordinator hired on 7/1/2022 will document all achievement in performance outcomes in each subsequent adopted Plan in the future.</p>  |

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|    |                        | Innovation (INN) programs in the adopted FY 2020-2023 Plan & the adopted FY 2022-2023 Update. (County Performance Contract (6.)(A.)(5)(d));(W&I Code & 5848(c)).<br>Finding # 2 continued |  | 10/21/2024 - The FY25-26 Annual Update will be submitted for evidence no later than the annual update due date to MHSA/DHCS of 6/30/2025.<br><br>11/12/24: TCBHS updated P&P 4013 Performance Outcomes to address the specific language that the County must include documentation of achievement in performance outcomes for CSS, PEI & INN programs in each subsequent adopted Plan & Update thereafter. Signed 4012 P&P is being submitted.   |
| 9. | Finding #3, draft 4014 | Trinity County did not include a narrative analysis of the mental health needs of unserved, underserved, inappropriately served, and fully served county residents who                    | The County must include a narrative analysis of the mental health needs of unserved, underseerved, inappropriately served, and fully served county residents who qualify for MHSA services, for each subsequent adopted Plan thereafter. | Since 2017, TCBHS has experienced multiple changes in the MHSA Coordinator position, resulting in a lack of a fully trained coordinator before the submission of the 2020-2023 Three-Year Plan.<br><br>Moving forward, current and future MHSA staff will be trained in all documentation requirements including analyzing reports to capture and document the needs of unserved, underserved, inappropriately served and fully served residents who qualify for MHSA services in future adopted plans. The captured information will be submitted |

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|     |              | qualify for MHSA services in the adopted FY 2020-23 Plan. (California Code of Regulations (Cal. Code Regs.), tit. 9, 3650(a)(1)(A)). Finding # 3 continued |  | <p>in future adopted plans.</p> <p>10/21/2024 - The FY25-26 Annual Update will be submitted as evidence no later than the annual update due date to MHSA/DHCS of 6/30/2025.</p> <p>11/12/24: TCBHS is submitting P&amp;P 4014 MHSA 3-YR, Annual &amp; Arer Update which is signed and completed that addresses the specific language that 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, for each subsequent adopted Plan thereafter. This P&amp;P 4014 is being submitted.</p> |
| 10. | Finding #3a, | Trinity County did not identify the number of children, transitional age youth (TAY), adult, and older adults by gender, race/ethnicity, and primary       | The County must include identification on the number of children, Tay, adult, and older adults by gender, race/ethnicity, and primary language in each subsequent adopted Plan thereafter. | <p>TCBHS has experienced several changes in the MHSA Coordinator position since 2017, which led to the absence of a fully trained coordinator prior to the submission of the 2020-2023 Three-Year Plan.</p> <p>TCBHS hired a new MHSA Coordinator on July 1, 2022. Going forward, all MHSA staff will be fully trained and will analyze reports to capture and identify the number of services provided in each category. This will then be documented in future Three-Year Plans and Annual Updates.</p>   |

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|     |            | language in the narrative analysis of the adopted FY 2020-23 Plan (see Finding #3 above). (Cal. Code Regs., tit.9, 3650(a)(1)(A)).   |   | <p>10/21/2024 - The FY25-26 Annual Update will be submitted as evidence no later than the annual update due date to MHSA/DHCS of 6/30/2025.</p> <p>11/12/24: TCBHS is submitting P&amp;P 4014 to address this specific language recommendation that the county must include identification on the number of children, Tay, adult, and older adults by gender, race/ethnicity, and primary language in each subsequent adopted Plan thereafter. P&amp;P 4014 is signed and is being submitted.</p>   |
| 11. | Finding #4 | Trinity did not include an assessment of the counties capacity to implement mental health programs & services in the adopted FY 2020-23 Plan. (Cal. Code Regs., tit. 9, 3650(a)(5)). | <p>The County must include an assessment of its capacity to implement mental health programs &amp; services in each subsequent adopted Plan thereafter. The assessment shall include:</p> <p>A. The strengths and limitations of the County &amp; service providers that impact their ability</p> | <p>Since 2017, TCBHS has experienced multiple changes in the MHSA Coordinator position, resulting in the absence of a fully trained coordinator prior to the submission of the 2020-2023 Three-Year Plan.</p> <p>TCBHS hired a new MHSA Coordinator on 7/1/2022 and a Staff Analyst on 5/1/2024. TCBHS will implement a way to capture an assessment of capacity for all programs and services and document the findings in future adopted plans and thereafter.</p> <p>10/21/2024 -The FY25-26 Annual Update will be submitted as evidence no later than the annual update due date to</p> |

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|   |           |         | <p>to meet the needs of racially &amp; ethnically diverse populations.</p> <p>B. The evaluation should include an assessment of bilingual proficiency in threshold languages.</p> <p>C. 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>Identification of possible</p> | <p>MHSA/DHCS of 6/30/2025.</p> <p>11/12/24: TCBHS has P&amp;P #4010 addresses in the requested language all the recommendations and findings found. TCBHS new MHSA staff will address these requests in the next annual update for FY 25/26 due 6/30/2025. This P&amp;P is attached for submission.</p> |

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|     |            |  | barriers to implementing the proposed programs/services and methods of addressing these barriers.   |   |
| 12. | Finding #5 | Trinity 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, 3650(a)(3)). | The County must provide an estimate number of clients, in each age group, to be served in the FSP service category for each fiscal year of the adopted Plan & in each subsequent adopted Plan thereafter. | <p>TCBHS has experienced multiple changes in the MHSA Coordinator position since 2017. Consequently, there was not a fully trained MHSA Coordinator in place prior to the submission of the 2020-2023 Three-Year Plan.</p> <p>Since the submission, a new MHSA Coordinator and Analyst have been hired. Moving forward, MHSA staff will undergo more comprehensive training. They will analyze FSP reports and include estimates in all future adopted plans.</p> <p>10/21/2024 - The FY25-26 Annual Update will be submitted as evidence no later than the annual update due date to MHSA/DHCS of 6/30/2025.</p> <p>11/12/24: TCBHS revised P&amp;P #4008 on 8/20/24 to address the language recommendation of estimated amount of FSP clients to be served each year. P&amp;P #4008 is attached for submission.</p> |

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| 13. | Finding #6 | Trinity did not indicate the number of children, TAY, adults, and older adults to be served, and did not provide the cost per person for CSS or PEI in the adopted FY 2020-23 and adopted FY 2022-23 Annual Update. (W&I Code section 5847€. | The County must indicate the number of children, TAY, adults, and older adults to be served, and indicate the cost per person for CSS, PEI, and INN, in each subsequent adopted Plan & Update thereafter. | <p>TCBHS has experienced multiple changes in the MHSA Coordinator position since 2017. As a result, there was no fully trained MHSA Coordinator in place prior to the submission of the 2020-2023 Three-Year Plan and/or the FY 2022/23 Annual Update.</p> <p>The current MHSA Coordinator was hired on July 1, 2022, but has not been fully trained on all documentation requirements due to the previous MHSA Coordinator's departure before the current coordinator's hire date.</p> <p>In the future, MHSA staff will receive more thorough training on all MHSA guidelines. Consequently, the cost per person for each individual in each program will be documented and submitted in all future adopted Three-Year Plans and Annual Updates.</p> <p>10/21/2024 -The FY25-26 Annual Update will be submitted as evidence no later than the annual update due date to MHSA/DHCS of 6/30/2025.</p> <p>11/12/24: P&amp;P #4014 has been updated to include specific language indicating the number of children, Transitional Age Youth (TAY), adults, and older adults to be served, as well as the cost per person for Community Services and Supports</p> |



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|     |            |   |   | (CSS), Prevention and Early Intervention (PEI), and Innovation (INN) in each subsequent adopted Plan and Update. Please accept the submitted P&P #4014.   |
| 14. | Finding #7 | Trinity County did not have at least one of each PEI program in the PEI component of the adopted FY 2020-23 Plan & adopted FY 2022-23 Update. Specifically, there was no Access and Linkage to Treatment Program. (W&I Code section 5840; Cal. Code Regs., tit. 9, 3705 (a), 3705 | <p>The County must have at least one of each PEI program type in the PEI component in each subsequent adopted Plan &amp; Update thereafter:</p> <ul style="list-style-type: none"> <li>• Early Intervention Program</li> <li>• Outreach for Increasing Recognition of Early Signs of Mental Illness Program</li> <li>• Prevention Program</li> <li>• Stigma &amp; Discrimination Reduction Program</li> <li>• Access &amp; Linkage to treatment Program</li> <li>• Suicide Prevention Program (optional)</li> </ul> | <p>Due to COVID-19, TCBHS has had multiple positions vacant, including the intermittent MHSA Coordinator position. Due to the ever-changing employment this position was not fully trained prior to the submission of the 2020-2023 Three-Year Plan and/or the FY 2022/23 Annual Update.</p> <p>The new MHSA staff is undergoing training on all the documentation requirements. One of each PEI program type component will be added in each subsequent adopted Plan &amp; Update in the future prior to submitting.</p> <p>10/21/2024-TCBHS will include in the FY 25/26 &amp; all future updates the required information. It will be submitted to MHSA/DHCS by the FY 25/26 annual due date of 6/30/2025 as evidence of compliance</p> <p>11/14/24: TCBHS is submitting the updated P&amp;P #4014 which is addressing the recommended specific language for PEI. The MHSA staff will be trained and will follow these recommendations in future updates. It is being submitted.</p> |

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|     |            | (b)(1), 3755).   | A county may opt out and/or combine/integrate programs if all the requirements to do so are met.                    |  |
| 15. | Finding #8 | Trinity County did not submit the FY 2020-23 adopted Update within 30 days after adoption (W&I Code Section 5847 (a)). | The County must submit the adopted Update within 30 days after adoption in each subsequent adopted Plan thereafter. | <p>TCBHS has experienced multiple changes in the department, yet alone the MHSA Coordinator position since 2017. As a result, there was no fully trained MHSA Coordinator in place prior to the submission of the 2020-2023 Three-Year Plan. TCBHS has recently hired a new MHSA Coordinator and Staff Analyst, who are currently familiarizing themselves with the submission requirements. TCBHS MHSA employees will submit all documentation to the MHSAOC within 30 days after the Board of Supervisors adopts each future plan and thereafter.</p> <p>10/21/2024 -The FY25-26 Annual Update will be submitted as compliance evidence no later than 30 days after the annual update is approved by the BOS.</p> <p>11/12/24:<br/>TCBHS Policy and Procedure 4012 has been updated to specify that the county must submit each adopted update within 30 days following its adoption, in all subsequent adopted plans. Additionally, the recommended language is</p> |

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| # | Finding # | Finding | Recommendation | Action Taken to Correct Finding (Identify Timeline / Evidence of Correction)   |
|   |           |         |                | incorporated into P&P #4014, stating that approved plans must be submitted within 30 days after Board of Supervisors (BOS) approval. Please review the attached P&Ps #4012 & 4014. |

## **Mental Health Services Act Plan of Correction**

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](mailto:MHSA@dhcs.ca.gov).