

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

804



**FROM:** Riverside County Department of Mental Health

**SUBMITTAL DATE:**

March 14, 2013

**SUBJECT:** In-Principle approval for lease or purchase of new space for the Riverside County Department of Mental Health for new psychiatry clinics. [District 4 & 5]

**RECOMMENDED MOTION:** Move that the Board of Supervisors authorize in-principle, the Economic Development Agency (EDA) to seek office space for lease or purchase of new psychiatry clinics located in the County of Riverside in the areas of Perris and the Coachella Valley.

**BACKGROUND:** The Riverside County Department of Mental Health (RCDMH) is seeking space to establish psychiatry clinics in the Coachella Valley and the City of Perris. Emergency room overcrowding, the need to expand capacity in our mental health clinics, and the phasing out of the Rapid Psychiatric Evaluation (RPE) service unit has resulted in the need to establish psychiatry clinics. Therefore, in order to improve consumer care and provide adequate staff space, new office space is being sought in the areas of Perris and the Coachella Valley.

(Continued on page 2)

JW:DC

*[Signature]*  
Jerry Wengerd, Director  
Riverside County Department of Mental Health

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2012/2013

<b>SOURCE OF FUNDS:</b> 40% Federal, 10% State (MHSA), 50% REALIGNMENT	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE

By: *[Signature]*  
Elizabeth J. Olson

**County Executive Office Signature**

- Policy
- Policy
- Consent
- Consent
- 

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Tavaglione, seconded by Supervisor Stone and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley  
Nays: None  
Absent: None  
Date: March 26, 2013  
xc: Mental Health

Kecia Harper-Ihem  
Clerk of the Board  
By: *[Signature]*  
Deputy

**Prev. Agn. Ref.:** **District:** 4 & 5 **Agenda Number:**

**3-11**

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

Dept's Recomm.:  
Per Exec. Ofc.:

Departmental Concurrence

**Page 2:**

**SUBJECT:** In-Principle approval for lease or purchase of new space for the Riverside County Department of Mental Health for new psychiatry clinics. [District 4 & 5]

**BACKGROUND: (Continued)**

The RCDMH has recognized the need for additional psychiatric support for a target group of consumers. The targeted group of consumers is capable of managing their mental illness as long as they have access to regular routine psychiatric support from a team of licensed professionals.

The new psychiatry clinics will help relieve overcrowding of emergency rooms and provide the much needed routine psychiatric support and care for our consumers. Furthermore, the new psychiatry clinics will allow for additional capacity in our existing mental health clinics where more severe mentally ill clients can continue to be treated.

Each clinic will need approximately four thousand square feet of space to accommodate mental health consumers and approximately six (6) licensed professional, paraprofessional and clerical mental health staff. The new clinics should be located close to public transportation to allow consumers who utilize public transportation access to services.

The need for routine psychiatric support will continue to be of concern for the RCDMH; therefore, we would like to establish psychiatry clinics in the areas of Perris and the Coachella Valley.

**ATTACHMENTS A and B**

Attachment "A" provides a space plan for the Coachella Valley psychiatry clinic and attachment "B" provides a space plan for the Perris psychiatry clinic.

**FINANCIAL INFORMATION**

There are sufficient funds in the RCDMH FY 2012/2013 budget to fund this additional space. No additional County funds are required.



**ATTACHMENT "A" Page 2 of 2**

**Coachaella Valley Psychiatry Clinic**

**Psychiatry Clinic**

<b>Common Space Shared</b>	<b>Number of Rooms</b>	<b>Number of Size</b>	<b>Sq. Ft.</b>
Lobby	1	15 x 20 (add TV/DVD, ganged seating for about 12 people. 10 x 12	300 Water fountain in the lobby.
1 Unisex Bathroom off the lobby, including baby changing station	1	10 x 12	120
1 Patient Financial Interview (PFI) Rooms	1	10 x 12	120 Located between the admin/clerical area and the lobby, or off the lobby.
Medium Group/Meeting Room	1	20 x 20	400 Need room for staff meetings, trainings, future growth?
Telecom/data equipment room	1	10 x 10	100
Janitor Utility room with floor sink	1	5 x 10	50
Men's and Women's Restrooms (incl baby changing area)	2	12 x 15	360
Staff Lounge	1	10 x 15 (including cabinets for storage, countertop, sink, refrigerator, microwave, room for free standing trash can, and table seating 4.	300
Medical Records (lockable room inside or adjacent to the Admin area) (also used for other storage, forms or ???)	1	10 x 12	120
Admin area (1 receptionist desk, 2 work stations for OA's; room for fax, network copier/scanner, shelving for forms and mail, and additional storage).	Reception and Administration	12 x 15	180
<b>Subtotal:</b>			<b>2970</b>
<b>25% circulation</b>			<b>743</b>
<b>Total:</b>			<b>3713</b>

**ATTACHMENT 'B' - Page 1 of 2**

**Perris Psychiatry Clinic Space Plan**

<b>Job Class</b>	<b>FTE's</b>	<b>Space Requirements</b>	<b>Est. Sq. Ft.</b>	<b>Comments:</b>
MHSS	1	Private Office - 10 x 12	120	Job duties to include contract monitoring for Mid-County contracts.
Staff Psychiatrist II	3	Private Office - 10 x 12	432	
OA II/Receptionist	2	Admin area - work station (see Admin area below)	See Admin Area below	
LPT	1	Private Office - 12 x 10	120	
Vacant Private Office/Interview Room	1	Private Office - 12 x 10	120	Need space for growth, or for adding support services in the future.
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**ATTACHMENT 'B' - Page 2 of 2**

**Perris Psychiatry Clinic Space Plan**

<b>Common Space Shared</b>	<b>Number of Rooms</b>	<b>Size</b>	<b>Sq. Ft.</b>	
Lobby	1	15 x 20 (add TV/DVD, ganged seating for about 12 people. 10 x 12	300	Water fountain in the lobby.
1 Unisex Bathroom off the lobby, including baby changing station	1	10 x 12	120	
1 Patient Financial Interview (PFI) Rooms	1	10 x 12	120	Located between the admin/clerical area and the lobby, or off the lobby.
Medium Group/Meeting Room	1	20 x 20	400	Need room for staff meetings, trainings, future growth?
Telecom/data equipment room	1	10 x 10	100	
Janitor Utility room with floor sink	1	5 x 10	50	
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Staff Lounge	1	10 x 15 (including cabinets for storage, countertop, sink, refrigerator, microwave, room for free standing trash can, and table seating 4.	300	
Medical Records (lockable room inside or adjacent to the Admin area) (also used for other storage, forms or ???)	1	10 x 12	120	
Admin area (1 receptionist desk, 2 work stations for OAs; room for fax, network copier/scanner, shelving for forms and mail, and additional storage).	Reception and Administration	12 x 15	180	
<b>Subtotal:</b>			<b>2962</b>	
<b>25% circulation</b>			<b>741</b>	
<b>Total:</b>			<b>3703</b>	




## ENDORSEMENT

### Department of Mental Health Leased Space in Coachella and Perris

Economic Development Agency concurs with this request from the Riverside County Department of Mental Health for 8,000 square feet of leased office space in Coachella and Perris. There is no County owned space available meeting this requirement. The request meets County space Standards.

The information listed below summarizes the requirements provided by the Riverside County Department of Mental Health.

Lead Time:	Six Months
Square Footage:	4,000 sq. ft. Coachella 4,000 sq. ft. Perris
Term:	A minimum of five years
Utilities:	Provided by Landlord
Custodial:	Provided by Landlord
Maintenance:	Provided by Landlord
Tenant Improvements:	Cost to be determined and negotiated
RCIT Costs:	Cost to be determined
Services:	County pays for electric and telephone service, Lessor to provide all other services.

By:   
Robert Field  
Assistant County Executive Officer/EDA

MH:mr/021413/15.664